

**Audit**  
**Reference Manual**  
**Appendix 2**

**2023**

**Sample Financial Statements**

**SAMPLE SCHOOL DISTRICT**  
**Statement of Net Position**  
June 30, 2023

**ASSETS**

Cash and cash equivalents	
Unrestricted	\$
Restricted	
Investments	
Unrestricted	
Restricted	
Receivables	
Accounts receivable, net of allowance	
Taxes receivable	
State and Federal Aid	
Due from fiduciary funds	
Due from other governments	
Inventories	
Prepaid items	
Capital assets:	
Not being depreciated	
Being depreciated, net of accumulated depreciation	
Right to use asset, net of accumulated amortization	
Subscription-based information technology arrangement, net of accumulated amortization	
Net pension asset - proportionate share	_____
Total Assets	_____

**DEFERRED OUTFLOW OF RESOURCES**

Pensions	
Other postemployment benefits	
Deferred charge on refunding, net of amortization	
Total Deferred Outflow of Resources	_____
Total Assets and Deferred Outflow of Resources	=====

**LIABILITIES**

Payables	
Accounts payable	
Accrued liabilities	
Accrued interest	
Due to other governments	
Unearned revenue	
Overpayments	
Bond anticipation notes	
Due to Teachers' Retirement System	
Due to Employees' Retirement System	
Non-current liabilities	
Due and payable within one year	
Bonds	
Notes	
Installment purchase debt	
Premium on bonds	
Due and payable after one year	
Bonds	
Notes	
Installment purchase debt	
Premium on bonds	
Compensated absences	
Workers compensation	
Judgments and claims	
Other postemployment benefits payable	
Net pension liability - proportionate share	
Total Liabilities	_____

**DEFERRED INFLOW OF RESOURCES**

Pensions	
Other postemployment benefits	
Total Deferred Inflow of Resources	_____

**NET POSITION**

Net investment in capital assets	
Restricted for:	
Workers' compensation	
Unemployment	
Employee benefits	
Debt	
Capital reserve	
Tax certiorari	
Retirement contributions - ERS/TRS	

School lunch program  
Scholarships  
Unrestricted (Deficit)

Total Net Position

\_\_\_\_\_  
\$ \_\_\_\_\_

See Notes to Financial Statements

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**SAMPLE SCHOOL DISTRICT**  
**Statement of Activities**  
For the Year Ended June 30, 2023

	Expenses	Indirect Expenses Allocation*	Program Revenues		Net (Expense) Revenue and Changes in Net Position
			Charges for Services	Grants & Contributions	
			Operating	Capital	
<b>FUNCTIONS AND PROGRAMS</b>					
General Support	\$	\$	\$	\$	\$
Instruction					
Pupil Transportation					
Community services					
Employee Benefits					
Debt service - Interest					
Depreciation - Unallocated					
School Lunch Program					
Total Functions and Programs	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
<b>GENERAL REVENUES</b>					
Real Property Taxes					-
Other Tax Items					-
Non property tax items					-
Use of Money and Property					-
Sale of property and compensation for loss					-
State Sources					
Federal Sources					-
Miscellaneous					-
Premium on obligations					-
					-
Total General Revenues					<u>-</u>
Change in Net Position					-
Total Net Position - Beginning					<u>-</u>
Total Net Position - Ending					<u>\$ -</u>

<p>* Expenses could alternatively be shown net of indirect expense allocation, obviating the need for this column.</p> <p>‡ Depreciation should be charged to specific programs/functions, when material, for capital assets that can be specifically identified with a program/function and for shared capital assets (see GASB Comprehensive Implementation Guide section 7.29). If it reasonably reflects actual facts, depreciation can be allocated ratably based on total function/program expenditures.</p>
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**SAMPLE SCHOOL DISTRICT**  
**Balance Sheet - Governmental Funds**  
 June 30, 2023

This schedule is only required to include major funds

	General	Special Aid	School Food Service	Debt Service	Capital Projects	Non-Major	Total Governmental Funds
<b>ASSETS</b>							
Cash and cash equivalents	\$	\$	\$	\$	\$	\$	\$
Unrestricted							
Restricted							
Investments							
Unrestricted							
Restricted							
Receivables							
Accounts receivable, net of allowance							
Taxes receivable							
Due from other funds							
Due from State and Federal							
Due from other governments							
Inventories							
Prepaid items							
Total Assets	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
	\$	\$	\$	\$	\$	\$	\$
Total Liabilities							
<b>DEFERRED INFLOWS OF RESOURCES</b>							
Unavailable revenue – property taxes							
Total deferred inflows of resources							
<b>FUND BALANCES</b>							
Non-spendable:							
inventory							
Prepaid items							
Restricted for:							
Workers' Compensation							
Unemployment							
Retirement Contributions - ERS/TRS							
Tax Certiorari							
Employee Benefits Accrued Liability							
Debt							
Capital							
Committed for:							
Other postemployment benefits							
Assigned:							
Encumbrances							
Assigned Appropriated							
Assigned Unappropriated							
Unassigned:							
Unassigned							
Total Fund Balances							
Total Liabilities and Fund Balances	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>

**Reconciliation Option 1: (must choose either Option 1, Option 2 or Option 3)**  
 Amounts reported for governmental activities in the statement of net position are different because:

- Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds, net of accumulated depreciation. XXXX
- Long-term liabilities including serial bonds payable, installment purchase debt, judgements or claims, compensated absences, and postemployment benefits are not due and payable in the current period and, thus, are not reported in the funds. XXXX
- Proportionate share of long-term asset and liability associated with participation in NYS retirement systems are not current financial resources or obligations and are not reported in the funds. XXXX
- Accrued interest expense for bonds is not reported in the funds. XXXX

Total Net Position XXXX

\$



(Reconciliation Option 2)  
**SAMPLE SCHOOL DISTRICT**  
**Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Position**  
June 30, 2023

	Total Governmental Funds	Long-Term Assets/ Liabilities	Reclassifications and Eliminations	Statement of Net Position Totals
<b>ASSETS</b>				
Cash and cash equivalents				
Unrestricted	\$	\$	\$	\$
Restricted				
Investments				
Unrestricted				
Restricted				
Receivables				
Accounts receivable, net of allowance				
Taxes receivable				
Due from other funds				
Due from State and Federal				
Due from other governments				
Inventories				
Prepaid items				
Capital assets, net				
Net pension asset - proportionate share				
Total Assets				
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pensions				
Other postemployment benefits				
Deferred Charges				
Total Deferred Outflows of Resources				
Total Assets and Deferred Outflows of Resources	\$	\$	\$	\$
<b>LIABILITIES</b>				
Payables				
Accounts payable	\$	\$	\$	\$
Accrued liabilities				
Retainage payable				
Accrued interest				
Due to other funds				
Due to fiduciary funds				
Due to other governments				
Unearned revenue				
Overpayments				
Bond anticipation notes				
Due to teachers' retirement system				
Due to employees' retirement system				
Notes payable				
Tax anticipation				
Revenue anticipation				
Bond anticipation				
Budgetary Note				
Deficiency Note				
Bonds payable, net of premium				
Installment purchase debt payable				
Compensated absences payable				
Judgments and claims payable				
Other postemployment benefits obligation				
Net pension liability - proportionate share				
Other				
Total Liabilities				
<b>DEFERRED INFLOW OF RESOURCES</b>				
Revenue not earned due to time restriction				
Unearned revenues - planned balance				
Sale of future revenues				
OPEB (GASB 75) Pensions				
Pensions				
Total Deferred Inflow of Resources				
Total Fund Balance/Net Position				
Total Liabilities, Deferred Inflow of Resources and Fund Balance/Net Position	\$	\$	\$	\$

Reconciling could include items recorded in the Statement of Net Position, but not in the Governmental Funds, such as:

Capital assets, net	Defeasance Loss
Bonds payable	Long-term portion of judgments and claims payable
Long-term portion due NYSTRS/NYSERS	Pension asset/liability and pension related deferred inflows and outflows
Compensated absences payable	

Reconciling could also include items recorded in the Government Funds, but not the State of Net Position, such as:

- Unearned revenue
- Deferred revenue

**See Notes to Financial Statements**



(Reconciliation Option 3)  
**RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE SHEET  
 TO THE STATEMENT OF NET POSITION**  
 June 30, 2023

**Fund Balances (Deficit) - Total Governmental Funds** \$ **XXX**

Amounts reported for Governmental Activities in the Statement of Net Position are

Capital assets, net of accumulated depreciation, used in Governmental Activities are not current financial resources and, therefore, are not reported in the funds.

Total historical cost	\$	XXX	
Less accumulated depreciation		<u>XXX</u>	XXX

The School District's proportionate share of the Teacher and Employee Retirement Systems' collective net pension (asset) or liability is not reported in the funds.

TRS net pension asset/liability - Proportionate share	\$	XXX	
ERS net pension asset/liability - Proportionate share		<u>XXX</u>	XXX

Deferred outflows of resources, including deferred charges on defeased debt, OPEB, and pensions, represents a consumption of net position that applies to future periods and, therefore, is not reported in the funds. Deferred inflows of resources, including OPEB, and pensions, represents an acquisition of net position that applies to future periods and therefore is not reported in the funds.

Deferred charges on defeased debt	\$	XXX	
ERS deferred outflows of resources - Pension		XXX	
ERS deferred inflows of resources - Pension		XXX	
TRS deferred outflows of resources - Pension		XXX	
TRS deferred inflows of resources - Pension		XXX	
Deferred outflows of resources - OPEB		XXX	
Deferred inflows of resources - OPEB		<u>XXX</u>	XXX

Internal Service Funds are used by management to charge the costs of certain activities, such as health insurance costs. The assets and liabilities of the Internal Service Funds are included in Governmental Activities in the Statement of Net Position.

XXX

Certain revenues are deferred in Governmental Funds due to applying the "availability criterion" to receivables for the modified accrual basis of accounting. However, these deferred inflows of resources are considered revenue in the Statement of Activities and, therefore, are not reported in the Statement of Net Position.

XXX

Long-term liabilities, are not due and payable in the current period and, therefore, are not reported in the funds.

Bonds payable	\$	XXX	
Unamortized bond premium		XXX	
Notes payable		XXX	
Installment purchase debt		XXX	
Long-term compensated absences		XXX	
Other postemployment benefits liabilities		<u>XXX</u>	
Workers' compensation		<u>XXX</u>	
Judgments and claims		<u>XXX</u>	

Interest is accrued on outstanding balances of debt obligations in the District-wide financial statements.

Accrued interest on long-term debt

XXX

**Net Position (Deficit) of Governmental Activities**

**\$(XXXXXXXX)**



**SAMPLE SCHOOL DISTRICT**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds**  
For the Year Ended June 30, 2023

This schedule is only required to include major funds

	General	School Food Service	Special Aid Fund	Capital Projects	Total Governmental Funds
<b>REVENUES</b>					
Real property taxes	\$	\$	\$	\$	\$
Other tax items					
Non property tax items					
Charges for services					
Use of money and property					
Sale of property and compensation for loss					
State sources					
Federal sources					
Sales - school lunch					
Miscellaneous					
Total Revenues					
<b>EXPENDITURES</b>					
General support					
Instruction					
Pupil transportation					
Community Service					
Employee benefits					
Debt service					
Principal					
Interest					
Cost of sales					
Capital outlay					
Total Expenditures					
Excess (Deficiency) of Revenues Over Expenditures					
<b>OTHER SOURCES AND (USES)</b>					
Premium on BAN					
Operating transfers in - BANs redeemed					
Operating transfers in					
Operating transfers (out)					
Total Other Sources and (Uses)					
Excess (Deficiency) of Revenues Over Expenditures and Other Financing Sources (Uses)					
Fund Balance (deficit) - Beginning					
Fund Balance (deficit)- Ending	\$	\$	\$	\$	\$

**SAMPLE SCHOOL DISTRICT**  
**Reconciliation of Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities**  
For the Year Ended June 30, 2023

Net change in fund balances - Total governmental funds \$X,XXX,XXX

Amounts reported for governmental activities in the Statement of Net Position are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, assets with an initial, individual cost of more than \$\_\_\_\_\_ are capitalized and the cost is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period, net of related losses on disposal of capital assets.

- Capital outlays
- Depreciation expense
- Gain (loss) on disposal
- Additions to assets

In the Statement of Activities, the gain/loss on the disposal of assets is reported as an increase/decrease in the financial resources. Thus, the change in net position differs from the change in fund balance by the net book value of the assets disposed.

Long-term assets and liabilities are not due and payable in the current period and therefore are not reported in the governmental funds. Also, governmental funds report the effect of premiums and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities.

- Repayment of serial bonds, notes and installment purchase debt
- Proceeds from serial bonds, notes and installment purchase debt
- Premium and premium amortization
- Change compensated absences
- Change in OPEB liability
- Change in TRS and ERS asset/liability
- Change in workers' compensation
- Change in judgments and claims

Interest on debt in the Statement of Activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the fund when it is due and payable and thus require current financial resources. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.

Differences between expected and actual experiences, assumption changes and net differences between projected and actual earnings and contributions subsequent to the measurement date for pensions and OPEB are not recognized as deferred outflows of resources and deferred inflows of resources in the Statement of Net Position.

- Change in deferred outflows and inflows - OPEB
- Change in deferred outflows and inflows - Teachers' Retirement System – proportionate share
- Change in deferred outflows and inflows - Employees' Retirement System – proportionate share

\_\_\_\_\_

Change in net position of governmental activities \$ \_\_\_\_\_



**SAMPLE SCHOOL DISTRICT**  
**Statement of Fiduciary Net Position**  
June 30, 2023

	Custodial	Private Purpose Trusts
<b>ASSETS</b>		
Cash and cash equivalents	\$	\$
Investments in securities	_____	_____
Due from other funds	_____	_____
Total Assets	_____	_____
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
	_____	_____
<b>LIABILITIES</b>		
Accounts Payable		
Due to other funds		
Other liabilities (Specify)	_____	_____
Total Liabilities	_____	_____
<b>DEFERRED INFLOWS OF RESOURCES</b>		
	_____	_____
<b>NET POSITION</b>		
Restricted for other purposes		_____
Unrestricted (Deficit)	_____	_____
Total Net Position	\$ <u>          </u>	\$ <u>          </u>

**Statement of Changes in Fiduciary Net Position**  
For the Year Ended June 30, 2023

	Custodial	Private Purpose Trusts
<b>ADDITIONS</b>		
Gifts and donations	\$	\$
Interest and earnings		
Unclassified	_____	_____
Total Additions	_____	_____
<b>DEDUCTIONS</b>		
Scholarships		
Other Custodial Activities		
Other Employee Benefits (Specify)		
Other Private-Purpose Activities (Specify)	_____	_____
Total Deductions	_____	_____
Change in Net Position		
Net Position - Beginning	_____	_____
Net Position - Ending	\$ <u>          </u>	\$ <u>          </u>