

**MEASURE E GENERAL OBLIGATION BOND  
BUILDING FUND  
OF  
ACALANES UNION HIGH SCHOOL DISTRICT**

**FINANCIAL AND PERFORMANCE AUDIT REPORT  
FOR THE FISCAL YEAR ENDED  
JUNE 30, 2017**

**San Diego**

**Los Angeles**

**San Francisco  
Bay Area**

**christywhite**  
A PROFESSIONAL  
ACCOUNTANCY CORPORATION *associates*

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
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FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
INTRODUCTION AND CITIZENS' OVERSIGHT COMMITTEE MEMBER LISTING  
JUNE 30, 2017**

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The Acalanes Union High School District (the "District") was founded on 1939 under the laws of the State of California. This District operates under a locally elected five-member Board form of government and provides educational services to grades 9 – 12 as mandated by the state and federal agencies. The District operates four comprehensive high schools, a continuation high school, a center for independent study, and an adult school.

On November 8, 2008, the voters of the District approved by more than the required 55% favorable vote the Measure E, authorizing the issuance of \$93,000,000 of general obligation bonds to establish a ten-year technology fund, upgrade instructional classroom technology, replace worn, aging roofs, convert obsolete facilities into additional classroom space, upgrade electrical and energy management systems to improve efficient and repair construction, equip or upgrade school facilities. Because the bond required only 55% of the vote in accordance with Proposition 39 (Article XIII of the California State Constitution), the District was required to establish a citizens' bond oversight committee and to conduct a financial and performance audit.

Upon passage of Proposition 39, an accompanying piece of legislation, AB 1908 (Chapter 44, Statutes of 2000), was also enacted, which amended the Education Code to establish additional procedures which must be followed if a District seeks approval of a bond measure pursuant to the 55% majority authorized in Measure E including formation, composition and purpose of the Citizens' Oversight Committee, and authorization for injunctive relief against the improper expenditure of bond revenues.

The Citizens' Oversight Committee was comprised of the following members as of June 30, 2017:

<b>Name</b>	<b>Name</b>	<b>Representation</b>
Elizabeth Bettis	Chair	Parent
Michael Robertson	Vice Chair	Parent
John Di Bene	Member	Parent
Sandra Breber	Member	Business Community
Philip Newsome	Member	Parent
Lisa Sun	Member	Parent/Teacher Organization

## INDEPENDENT AUDITORS' REPORT

Christy White, CPA

Michael Ash, CPA

Heather Rubio

Governing Board Members and  
Measure E Citizens' Oversight Committee  
Acalanes Union High School District  
Lafayette, California

### Report on the Financial Statements

We have audited the accompanying financial statements of the Measure E General Obligation Bond Building Fund of Acalanes Union High School District as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Measure E General Obligation Bond Building Fund's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

As discussed in Note 1A, the financial statements present only the individual Proposition 39 Bond Building Fund, consisting of the net construction proceeds of the Measure E General Obligation Bond Building Fund as issued by the District, through the County of Contra Costa, and are not intended to present fairly the financial position of the District in conformity with generally accepted accounting principles.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure E General Obligation Bond Building Fund as of June 30, 2016 and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated November 17, 2017 on our consideration of the Measure E General Obligation Bond Building Fund's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Measure E General Obligation Bond's internal control over financial reporting and compliance.

## **Report on Other Legal and Regulatory Requirements**

In accordance with the requirements of Proposition 39, as incorporated in California Constitution Article 13A, we have also issued our performance audit report dated November 17, 2017 on our consideration of the Measure E General Obligation Bond Building Fund's compliance with the requirements of Proposition 39. That report is an integral part of our audit of the Measure E General Obligation Bond Building Fund for the fiscal year ended June 30, 2017 should be considered in assessing the results of our financial audit.

## **Other Matters**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Acalanes Union High School District's basic financial statements. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. It is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.



San Diego, California  
November 17, 2017

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## FINANCIAL SECTION

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**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**BALANCE SHEET**  
**JUNE 30, 2017**

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**ASSETS**

Cash in county treasury	\$	1,566,630
Cash with fiscal agent		<u>1,689,794</u>
Total Assets		<u><u>3,256,424</u></u>

**LIABILITIES**

Accounts payable		<u>412,747</u>
Total Liabilities		<u><u>412,747</u></u>

**FUND BALANCE**

Restricted for Measure E Projects		<u>2,843,677</u>
Total Fund Balance		<u><u>2,843,677</u></u>
<b>Total Liabilities and Fund Balance</b>	<b>\$</b>	<b><u><u>3,256,424</u></u></b>

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**REVENUES**

Other local revenue	\$	20,625
Interest revenue		74,642
<b>Total Revenues</b>		<u>95,267</u>

**EXPENDITURES**

Plant services		715,537
Facilities acquisition and construction		2,687,759
<b>Total Expenditures</b>		<u>3,403,296</u>

**Excess (Deficiency) of Revenues**

<b>Over (Under) Expenditures</b>		<u>(3,308,029)</u>
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**OTHER FINANCING SOURCES/(USES)**

Interfund transfer-in		237,780
<b>Total Other Financing Sources/(Uses)</b>		<u>237,780</u>

<b>Net Change in Fund Balance</b>		(3,070,249)
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<b>Fund Balance, July 1, 2016</b>		<u>5,913,926</u>
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<b>Fund Balance, June 30, 2017</b>	\$	<u>2,843,677</u>
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**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES**

**A. Reporting Entity**

The Acalanes Union High School District (the “District”) was founded in 1939. This District operates under a locally elected Board form of government and provides educational services to grades 9 – 12 in an area in Contra Costa County as mandated by the state and federal agencies. The District operates four high schools

On November 8, 2008, the voters of the District approved by 63% vote Measure E, authorizing the issuance of \$93,000,000 of general obligation bonds to establish a ten-year technology fund, upgrade instructional classroom technology, replace worn, aging roofs, convert obsolete facilities into additional classroom space, upgrade electrical and energy management systems to improve efficiency and repair, construct, equip or upgrade school facilities. Because the Bond required only 55% of the vote in accordance with Proposition 39 (Article XIII of the California State Constitution), the District was required to establish a citizens’ bond oversight committee and to conduct a financial and performance audit.

The Committee’s oversight goals include ensuring expenditures are within the language of the ballot measure and advising the District’s Governing Board on various projects. The citizens’ oversight committee must include, among others, representation of a bona fide taxpayers association, a business organization, and a senior citizens organization. No District employees or vendors are allowed to serve on the citizens’ oversight committee.

The fund financial statements are for the Measure E General Obligation Bond Building Fund. Since this is just one component of the District, these financial statements are not intended to be a complete presentation of the District’s financial position or results of operations. Accordingly, these fund statements do not include a government wide financial statement, management discussion and analysis or related organizational disclosures. The audited financial statements of Acalanes Union High School District include the Measure E General Obligation Bond Building Fund activities, related debt and disclosures as well as the management discussion and analysis.

An advisory committee to the District’s Governing Board and Superintendent, the Measure E Citizens’ Oversight Committee (“COC”) was established pursuant to the requirements of state law and the provisions of Measure E. The purpose of the COC is to inform the public concerning the use of bond proceeds. The COC is required by state law to actively review and report on the proper expenditure of taxpayers’ money for school construction. The COC provides oversight and advises the public as to whether the District is spending the Measure E General Obligation Bond funds for school capital improvements within the scope of projects outlined in the Measure E Project List. In fulfilling its duties, the COC reviews, among other things, the District’s annual performance and financial audits of Measure E activity.

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS, continued  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)**

**A. Reporting Entity (continued)**

The statements presented are for the individual Measure E General Obligations Bond of the District, consisting of the net construction proceeds of Measure E Series A, Series B, Series C, and Bond Anticipatory Note (BAN) general obligation bonds as issued by the District, through the County of Contra Costa, and are not intended to be a complete presentation of the District's financial position or results of operations.

The accounts of the District are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. District resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

**B. Accounting Policies**

The District accounts for its financial transactions in accordance with the policies and procedures of the California Department of Education's *California School Accounting Manual*. The accounting policies of the District conform to generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board ("GASB") and the American Institute of Certified Public Accountants ("AICPA").

**C. Basis of Accounting**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied.

The financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred.

**D. Encumbrances**

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid.

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS, continued  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)**

**E. Deposits and Investments**

In accordance with Education Code Sections 15357 and 41001, the District maintains its cash in the Contra Costa County Treasury. The county pools these funds with those of other districts in the county and invests the cash. These pooled funds are carried at cost, which approximates market value. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

**F. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

**G. Budgets and Budgetary Accounting**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all government funds. By state law, the District's Governing Board must adopt a budget no later than July 1. A public hearing must be conducted to receive comments prior to adoption. The District's Governing Board satisfied these requirements.

These budgets are revised by the District's Governing Board during the year to give consideration to unanticipated income and expenditures. Formal budgetary integration was employed as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

**H. Fund Balance**

Under GASB Statement No. 54, fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the governmental funds. The fund balance in Measure E General Obligation Bond fund is considered restricted.

The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation.

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS, continued  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 2 – CASH AND INVESTMENTS**

**Summary of Cash and Investments**

Cash and investments as of June 30, 2017 consist of the following:

Investment in county treasury	\$	1,566,630
Cash with fiscal agent		1,689,794
Total cash and investments	\$	<u>3,256,424</u>

**Policies and Practices**

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations. Investments of debt proceeds held by trustees are governed by the provisions of debt agreements rather than the general provisions of the California Government Code. These provisions allow for the acquisition of investment agreements with maturities up to 30 years.

*Cash in County Treasury* – The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Education Code Section 41001). The fair value of the District’s investment in the pool is reported in the accounting financial statements at amounts based upon the District’s pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

*Cash with a Fiscal Agent* – Cash with a fiscal agent consist of earned retention funds, held in escrow at the Contra Costa County Treasury.

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS, continued**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 2 – CASH AND INVESTMENTS (continued)**

**General Authorizations**

Except for investments by trustees of debt proceeds, the authority to invest District funds deposited with the county treasury is delegated to the County Treasurer and Tax Collector. The table below identifies examples of the investment types permitted in the investment policy:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are described below:

**Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County Treasury. The District maintains an investment with the Contra Costa County Investment Pool with a fair value of approximately \$1,566,066 and an amortized book value of \$1,566,630. The weighted average maturity for this pool as of June 30, 2017 is 205 days.

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS, continued  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 2 – CASH AND INVESTMENTS (continued)**

**Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Per County investment policy, the investments within the Contra Costa County Investment Pool are rated A or higher by Moody's Investors Service.

**Concentration of Credit Risk**

The investment policy of the District contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. District investments that are greater than 5 percent of total investments are in either an external investment pool or mutual funds and are therefore exempt.

**Fair Value**

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices (unadjusted) in active markets for identical assets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, either directly or indirectly.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that data if reasonable available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

Uncategorized - Investments in the Contra Costa County Treasury Investment Pool and/or Local Agency Investment Funds/State Investment Pools are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The District's fair value measurements at June 30, 2017 were as follows:

	<b>Uncategorized</b>
Investment in county treasury	<u>\$ 1,566,066</u>
<b>Total fair market value of investments</b>	<u><b>\$ 1,566,066</b></u>

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS, continued**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 3 – ACCRUED LIABILITIES**

Accrued liabilities at June 30, 2017 consisted of the following:

Payroll	\$	4,076
Construction		408,671
<b>Total</b>	<b>\$</b>	<b>412,747</b>

**NOTE 4 – INTERFUND TRANSACTIONS**

Interfund transfers for the year ended June 30, 2017 consisted of the following:

Transfer from General Fund to Building Fund (Measure E) for Prop 39 related expenditures.	\$	237,780
Total	\$	237,780

**NOTE 5 – MEASURE E GENERAL OBLIGATION BONDS**

The District's General Obligation Bonds represent general obligations payable solely from *ad valorem* property taxes. The general obligation debt for the 2008 Series bonds at June 30, 2017, was as follows:

Series	Issue Date	Maturity Date	Interest Rate	Original Issue	Bonds Outstanding July 01, 2016	Additions	Deductions	Bonds Outstanding June 30, 2017
2008 Series A CAB	3/30/2010	8/1/2039	5.5 - 6.4%	\$ 29,999,818	\$ 26,133,816	\$ -	\$ -	\$ 26,133,816
2008 Series A CAB - Accreted Interest					11,688,362	2,483,650	-	14,172,012
2008 Series B CAB	8/1/2011	8/1/2041	5.65 - 7.30%	\$ 37,999,106	24,321,804	-	-	24,321,804
2008 Series B CAB - Accreted Interest					7,955,043	2,081,113	-	10,036,156
2014 Refunding	11/13/2014	8/1/2046	4.1 - 5.040%	\$ 31,252,402	31,252,402	-	-	31,252,402
2014 Refunding - Accreted Interest					1,738,204	1,602,152	-	3,340,356
2008 Series C CAB	4/28/2016	8/1/2030	2.26 - 3.07%	\$ 13,676,447	13,676,447	-	-	13,676,447
2008 Series C - Accreted Interest					-	278,404	-	278,404
					<b>\$ 116,766,078</b>	<b>\$ 6,445,319</b>	<b>\$ -</b>	<b>\$ 123,211,397</b>

On March 30, 2010, the District issued Election of 2008 General Obligation Bonds, Series A in the aggregate principal amount of \$29,999,818 for the purpose of refunding renovating, repairing, contracting, and equipping certain District schools, sites, and facilities. On July 19, 2011, the District issued Election of 2008 General Obligation Bonds, Series B in the aggregate principal amount of \$37,999,106 for the purpose of refunding renovating, repairing, contracting, and equipping certain District schools, sites, and facilities. The bonds are payable from the proceeds of *ad valorem* property taxes which the Board of Supervisors of the Contra Costa County are obligated to levy and collect on all taxable property in the District for the payment of the accreted value or conversion value of and interest on the bonds. The bonds carry interest rates ranging from 5.5% to 7.3% and mature on August 1, 2039 and August 1, 2014, respectively.

On November 13, 2014, the District issued Election of 2008, 2014 Refunding in the aggregate principal amount of \$31,252,402 for the purpose of refunding portions of debt for the 2008 Series A and B bonds. The bonds are payable from the proceeds of *ad valorem* property taxes which the Board of Supervisors of the Contra Costa County are obligated to levy and collect on all taxable property in the District for the payment of the accreted value or conversion value of and interest on the bonds. The bonds carry interest rates ranging from 4.1% to 5.040% and mature on August 1, 2046.

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS, continued**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 5 – MEASURE E GENERAL OBLIGATION BONDS (continued)**

On April 28, 2016, the District issued Election of 2008 General Obligation Bonds, Series C in the aggregate principal amount of \$13,676,447 for the purpose of refunding renovating, repairing, contracting, and equipping certain District schools, sites, and facilities. The bonds are payable from the proceeds of *ad valorem* property taxes which the Board of Supervisors of the Contra Costa County are obligated to levy and collect on all taxable property in the District for the payment of the accreted value or conversion value of and interest on the bonds. The bonds carry interest rates ranging from 2.26% to 3.07% and mature on August 1, 2030.

The bonded debt is paid through the *ad valorem* property taxes through the Contra Costa County and the debt liability is carried on the Acalanes Union High School District's Government Wide financial statements.

The 2008 Series A Capital Appreciation Bond (CAB) CAB general obligation bonds outstanding were as follows:

<b>Year Ended June 30,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2018	\$ -	\$ -	\$ -
2019	-	-	-
2020	-	-	-
2021	-	-	-
2022	-	-	-
2023 - 2027	963,577	13,139,411	14,102,988
2028 - 2032	1,620,144	21,508,487	23,128,631
2033 - 2037	12,159,466	31,280,772	43,440,238
2038 - 2040	11,390,629	19,306,386	30,697,015
Accretion	14,172,012	(14,172,012)	-
<b>Total</b>	<b>\$ 40,305,828</b>	<b>\$ 71,063,044</b>	<b>\$ 111,368,872</b>

The 2008 Series B CAB general obligation bonds outstanding were as follows:

<b>Year Ended June 30,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2018	\$ -	\$ -	\$ -
2019	-	-	-
2020	-	-	-
2021	-	-	-
2022	-	-	-
2023 - 2027	1,011,205	9,695,002	10,706,207
2028 - 2032	5,009,319	21,174,859	26,184,178
2033 - 2037	9,404,454	22,763,663	32,168,117
2038 - 2042	8,896,826	13,831,847	22,728,673
Accretion	10,036,156	(10,036,156)	-
<b>Total</b>	<b>\$ 34,357,960</b>	<b>\$ 57,429,215</b>	<b>\$ 91,787,175</b>

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS, continued**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 5 – MEASURE E GENERAL OBLIGATION BONDS (continued)**

The 2014 Refunding general obligation bonds outstanding were as follows:

<b>Year Ended June 30,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2018	\$ -	\$ -	\$ -
2019	-	-	-
2020	-	-	-
2021	-	-	-
2022	-	-	-
2023 - 2027	-	-	-
2028 - 2032	6,589,038	5,425,962	12,015,000
2033 - 2037	-	-	-
2038 - 2042	7,290,672	18,364,328	25,655,000
2043 - 2047	17,372,692	57,332,309	74,705,001
Accretion	3,340,356	(3,340,356)	-
Total	\$ 34,592,758	\$ 77,782,243	\$ 112,375,001

The 2008 Series C general obligation bonds outstanding were as follows:

<b>Year Ended June 30,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2018	\$ -	\$ -	\$ -
2019	-	-	-
2020	-	-	-
2021	-	-	-
2022	-	-	-
2023 - 2027	4,191,346	1,413,654	5,605,000
2028 - 2032	9,485,101	4,294,899	13,780,000
2033 - 2037	-	-	-
2048 - 2052	-	-	-
Accretion	278,404	(278,404)	-
Total	\$ 13,954,851	\$ 5,430,149	\$ 19,385,000

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**NOTES TO THE FINANCIAL STATEMENTS, continued**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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**NOTE 6 – MEASURE E GENERAL OBLIGATION BOND EXPENDITURES BY PROJECT**

The following table presents the expenditure amounts by project for the fiscal year ended June 30, 2017:

<b>Measure E Projects</b>	<b>Expenditures</b>
Construction Project Funds	
Acalanes High School	\$ 601,061
Campolindo High School	1,084,186
Las Lomas High School	80,355
Miramonte High School	681,418
Del Valle Educational Center	2,050
Bond Management Cost	101,955
Total Construction Project Funds	2,551,025
Technology Endowment Funds	852,271
Total Measure E Funds	<u>\$ 3,403,296</u>

**NOTE 7 – CONSTRUCTION COMMITMENTS**

As of June 30, 2017, the Measure E General Obligation Bond Building Fund of Acalanes Union High School District had \$670,056 in outstanding construction commitments.

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# **SUPPLEMENTARY INFORMATION**

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**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**COMBINING BALANCE SHEET**  
**JUNE 30, 2017**

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	<u>Construction Fund</u>	<u>Technology Endowment</u>	<u>Total</u>
<b>ASSETS</b>			
Cash in County Treasury	\$ 1,569,789	\$ (3,159)	\$ 1,566,630
Cash with Fiscal Agent	-	1,689,794	1,689,794
Total Assets	<u>1,569,789</u>	<u>1,686,635</u>	<u>3,256,424</u>
<b>LIABILITIES</b>			
Accounts Payable	186,525	226,222	412,747
<b>FUND BALANCE</b>			
Restricted for Measure E Projects	1,383,264	1,460,413	2,843,677
Total Liabilities and Fund Balance	<u>\$ 1,569,789</u>	<u>\$ 1,686,635</u>	<u>\$ 3,256,424</u>

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND**  
**ACALANES UNION HIGH SCHOOL DISTRICT**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

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	<b>Construction Fund</b>	<b>Technology Endowment</b>	<b>Total</b>
<b>REVENUES</b>			
Local Revenues - Interest	\$ 23,186	\$ 51,456	\$ 74,642
Other Local Revenue	-	20,625	20,625
Total Revenues	23,186	72,081	95,267
<b>EXPENDITURES</b>			
Classified Salaries	78,914	-	78,914
Employee Benefits	17,866	-	17,866
Books and Supplies	43,644	663,242	706,886
Services and Other Operating Expenditures	5,176	47,463	52,639
Capital Outlay	2,405,425	141,566	2,546,991
Total Expenditures	2,551,025	852,271	3,403,296
<b>OTHER FINANCING SOURCES AND USES</b>			
Interfund transfer-in	237,780	-	237,780
Total Other Financing Sources and Uses	237,780	-	237,780
Net Change in Fund Balances	(2,290,059)	(780,190)	(3,070,249)
Beginning Fund Balance	3,673,323	2,240,603	5,913,926
Ending Fund Balance	\$ 1,383,264	\$ 1,460,413	\$ 2,843,677

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**OTHER INDEPENDENT  
AUDITORS' REPORTS**

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Christy White, CPA

Michael Ash, CPA

Heather Rubio

Governing Board Members and  
Measure E Citizens' Oversight Committee  
Acalanes Union High School District  
Lafayette, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Measure E General Obligation Bond, as of and for the year ended June 30, 2017 and the related notes to the financial statements, which collectively comprise the Measure E General Obligation Bond's basic financial statements of the Acalanes Union High School District, and have issued our report thereon dated November 17, 2017.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Measure E General Obligation Bond's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Measure E General Obligation Bond's internal control. Accordingly, we do not express an opinion on the effectiveness of the Measure E General Obligation Bond's internal controls.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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State Board of Accountancy*

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Measure E General Obligation Bond's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Christy White Associates".

San Diego, California  
November 17, 2017

## INDEPENDENT AUDITORS' REPORT ON PERFORMANCE

Christy White, CPA

Michael Ash, CPA

Heather Rubio

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Measure E Citizens' Oversight Committee  
Acalanes Union High School District  
Lafayette, California

### Report on the Financial Statements

We have audited the accompanying financial statements of the Measure E General Obligation Bond of the Acalanes Union High School District, as of and for the year ended June 30, 2017 and the related notes to the financial statements, which collectively comprise the Measure E General Obligation Bond's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Objectives**

In connection with our audit, we also performed an audit of compliance as required in the performance requirements for the Measure E General Obligation Bonds for the fiscal year ended June 30, 2017. The objective of the examination of compliance applicable to the District is to determine with reasonable assurance that:

- The proceeds of the sale of the Measure E Bonds were only used for the purposes set forth in the Measure E ballot language and not for any other purpose, such as teacher and administrative salaries.
- The Governing Board of the District, in establishing the approved projects set forth in the ballot measure, evaluated the remodeling, new construction and renovations of items which will improve learning and to accommodate growth in the District, with no funds expended on administrator salaries.

In performing our audit of compliance, we performed procedures including but not limited to those listed as follows:

<b>Internal Control Evaluation</b>
------------------------------------

### **Procedures Performed:**

Inquiries were made of management regarding internal controls to:

- Prevent fraud or waste regarding Measure E projects, including budgetary controls
- Ensure adequate separation of duties exists in the fiscal services department for Measure E funds
- Prevent material misstatements in the financial statements
- Ensure expenditures are allocated to the proper fund(s)
- To follow applicable regulations, including regulations related to bidding and contract management

We then performed substantive tests of financial statement balances to determine whether the controls designed by management were operating effectively, and to provide reasonable assurance that the fiscal year 2016-17 financial statement balances for the Measure E are not materially misstated.

### **Results of Procedures Performed:**

The result of our audit tests show that internal control procedures appear to be working to meet the financial and compliance objectives required by generally accepted accounting standards and applicable laws and regulations. An unmodified opinion was expressed on the financial statements.

<b>Facilities Site Walk</b>
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**Procedures Performed:**

Auditor toured Measure E sites with Director of Facilities Dave Humphrey in order to view and verify use of voter-approved bond funds. Auditor selected sites receiving high volume of expenditures during fiscal year 2016-17 and toured in order to verify funds have been spent in accordance with ballot language and Facilities Master Plan.

***Campolindo High School***

The auditor performed site walk of Campolindo High School's Measure E projects. We viewed the painting was completed. Auditor viewed paving of parking lot under solar shade shelters and hydro solar on roofs. Landscaping was to update irrigation which entailed re-planting sod and plants.

**Results of Procedures Performed:**

Results of the site walks indicate that the major 2016-17 Measure E construction projects at Campolindo High School was successfully completed and closed out or advanced into 2017-18 construction phases where applicable.

<b>Test of Expenditures</b>
-----------------------------

**Procedures Performed:**

We tested expenditures to determine whether Measure E funds were spent solely on voter and Board approved school facilities projects (as set forth in the District's Facilities Master Plan and the Measure E ballot measure language). The expenditure test included a sample of 20 payments, of which 10 were vendor payments and 10 were salary-related payments to employees paid throughout the fiscal year, totaling \$835,375, or approximately 25% of total Measure E expenditures for 2016-17.

**Results of Procedures Performed:**

We found all expenditures tested to be in compliance with the terms of the Measure E Bond ballot measure and applicable state laws and regulations, without exception. Furthermore, it appeared that the District's site projects were competitive in price with similar projects size and scope to other school construction bond programs included in our benchmarking.

<b>Test of Contracts and Bid Procedures</b>
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**Procedures Performed:**

For the fiscal year ended June 30, 2017, we performed testing of one contracts to determine compliance with District policy and Public Contract Code provisions related to contracting and bidding:

**Results of Procedures Performed:**

We found that the contracts tested for bidding procedures followed proper bidding procedures. Moreover, we noted that the District has been providing the Governing Board with a listing of contracts that relate to Measure E in fiscal year 2016-17.

<b>Citizens' Oversight Committee</b>
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**Procedures Performed:**

In accordance with AB 1908 (Assembly Bill) and Ed Code Section 15278, the District is required to establish a bond oversight committee for Prop 39 bonds including one active member from each of the following sectors: a business organization, senior citizens organization, bona fide taxpayers association, and one parent/guardian of a child enrolled in the District and one parent/guardian of a child enrolled in the District who is also a member of a parent teacher association. The COC is to meet pursuant to Education Code Section 15280.

**Results of Procedures Performed:**

The District established a bond oversight committee with all the required members in accordance with AB 1908 (Assembly Bill) and Ed Code Section 15278. In our review of the minutes of the Citizens' Oversight Committee for Measure E, we found that there was adequate documentation of meetings held during fiscal year 2016-17. In addition, the District has submitted annual audit reports during the life of the Measure E.

Our audit of compliance was made for the purposes set forth in the Objectives section of this report and would not necessarily disclose all instances of noncompliance.

## Opinion

In our opinion, based on the fieldwork described above as well as the other tests that we conducted, the District complied with the compliance requirements for the Measure E Bond as listed and tested above.

## Purpose of This Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on accountability requirements pursuant to the passage of Proposition 39 and the enactment of AB 1908 (Chapter 44, Statutes of 2000). Accordingly, this report is not suitable for any other purpose.

*Christy White Associates*

San Diego, California  
November 17, 2017

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# **FINDINGS AND RESPONSES SECTION**

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**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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This section identifies the deficiencies, significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

*Our tests resulted in no findings and recommendations related to the financial and performance audit of the Measure E for the fiscal year ended June 30, 2017.*

**MEASURE E GENERAL OBLIGATION BOND BUILDING FUND  
ACALANES UNION HIGH SCHOOL DISTRICT  
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

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*There were no findings related to the financial and performance audit of the Measure E General Obligation Bond for the fiscal year ended June 30, 2016.*