

**ROSS VALLEY SCHOOL DISTRICT  
MARIN COUNTY  
SAN ANSELMO, CALIFORNIA**

**BUILDING FUND - MEASURE A**

**PERFORMANCE AUDIT**

**JUNE 30, 2016**

**ROSS VALLEY SCHOOL DISTRICT**  
**BUILDING FUND - MEASURE A**  
**PERFORMANCE AUDIT**  
**JUNE 30, 2016**

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# **STEPHEN ROATCH ACCOUNTANCY CORPORATION**

Certified Public Accountants

## INDEPENDENT AUDITOR'S REPORT ON PERFORMANCE

Board of Education and  
Citizens' Oversight Committee  
Ross Valley School District  
San Anselmo, California

We have conducted a performance audit of the Ross Valley School District's Building Fund - Measure A for the year ended June 30, 2016.

We conducted this performance audit in accordance with standards applicable to performance 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 sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Our audit was limited to the objectives listed within this report which includes determining the District's compliance with the performance requirements as referred to in Proposition 39, as incorporated in Article XIII, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

In planning and performing our performance audit, we obtained an understanding of the District's internal control in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, as incorporated in Article XIII, Section 1(b)(3)(C) of the California Constitution, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

The results of our tests indicated that, in all significant respects, the District expended Building Fund - Measure A funds only for the specific projects approved by the voters, in accordance with Proposition 39, as incorporated in Article XIII, Section 1(b)(3)(C) of the California Constitution.

*Stephen Roatch Accountancy Corporation*

STEPHEN ROATCH ACCOUNTANCY CORPORATION  
Certified Public Accountants

December 8, 2016

**ROSS VALLEY SCHOOL DISTRICT**  
**BUILDING FUND - MEASURE A**  
**PERFORMANCE AUDIT**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

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**Background**

In a general election held on November 7, 2000, California voters approved Proposition 39, which provides that the governing board of a school district may pursue the authorization and issuance of bonds by a 55% vote of the electorate. As a result of the passage of Proposition 39, language was added to the Education Code addressing the requirement to establish a Citizens' Oversight Committee to monitor and audit bond proceeds to ensure they are spent only on school and classroom improvements and not for any other purpose.

Proposition 39 contains two specific reporting requirements that are applicable to the District's general obligation bond program. The first requirement is for school district boards to provide for an annual, independent financial audit of the proceeds from the sale of the bonds until all of the funds have been expended for school facilities projects. The second requirement is for school district boards to provide for an annual, independent performance audit to ensure that the bond funds have been expended only on the specific projects listed in the ballot measure.

Financial audits provide reasonable assurance about whether the financial statements of an entity present fairly the financial position and results of operations in conformity with accounting principles generally accepted in the United States of America.

Performance audits are an objective and systematic examination of evidence for the purpose of providing an independent assessment of the performance of an organization, program, or activity, in order to provide information to improve public accountability and facilitate decision making by parties with responsibility to oversee or initiate corrective action.

On August 2, 2010, the Board of Education of Ross Valley School District voted to place a 55% school facilities bond (Measure A) on the November 2010 ballot. On November 2, 2010, the Measure A, General Obligation Bonds, Election of 2010, were authorized at a general election of the registered voters of the District, at which 55% or more of the persons voting on the proposition voted to authorize the issuance and sale of general obligation bonds with a principal amount not to exceed \$41,000,000. The bonds were authorized to finance the renovation, construction, and improvement of school facilities.

**Objectives of the Audit**

The objectives of the performance audit were to determine with reasonable assurance that:

- The expenditures charged to the Building Fund - Measure A are documented.
- Expenditures charged to the Building Fund - Measure A have been made in accordance with the bond project list approved by the voters through the approval of Measure A in November 2010.
- Any discrepancies or weaknesses in internal controls are noted and recommendations for improvement are provided.
- The District's Board of Education and Citizen's Bond Oversight Committee are provided with performance and financial audit reports as required under the requirements of the California Constitution and Proposition 39.

**ROSS VALLEY SCHOOL DISTRICT**  
**BUILDING FUND - MEASURE A**  
**PERFORMANCE AUDIT**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

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**Scope of the Audit**

The scope of our performance audit covered the fiscal period of July 1, 2015 to June 30, 2016. The population of expenditures tested included all object and project codes associated with the bond projects. The propriety of expenditures for capital projects and maintenance projects funded through other State or local funding sources, other than the proceeds of the bonds, were not included within the scope of our audit. Expenditures incurred subsequent to June 30, 2016 were not reviewed or included within the scope of our audit or in this report.

**Procedures Performed**

We obtained the general ledger and project expenditure reports prepared by the District for the fiscal year ended June 30, 2016, for the Building Fund - Measure A. Within the fiscal year audited, we obtained the actual invoices and other supporting documentation for expenditures to ensure compliance with the requirements of Proposition 39 and Measure A with regards to the approved bond projects list.

To meet our objectives, audit tests were performed and included, but were not limited to the following procedures:

- Reviewed bond sale transactions and determined that bond proceeds were deposited into the appropriate District funds and/or bond trustee accounts, as applicable.
- We selected a sample of expenditures for the period starting July 1, 2015 and ending June 30, 2016, and reviewed supporting documentation to ensure that such funds were properly expended on the specific projects listed in the ballot text.
- Our sample included 39 transactions totaling \$2,294,321. This represents 83 percent of the total expenditures of \$2,764,637.
- We reviewed the approved project listing as set out in the Measure "A" 2010 election documents.
- We verified that funds from the Building Fund - Measure A were generally expended for the construction, reconstruction, acquisition, furnishing and equipping of District facilities constituting the authorized bond projects, and we verified that funds held in the Building Fund - Measure A were not used for salaries of school administrators or other operating expenses of the District.
- We reviewed a sample of projects to ensure that proper bidding procedures were followed pursuant to Public Contract Code Section 20111, as applicable.

**Conclusion**

The results of our tests indicated that, in all significant respects, the Ross Valley School District has properly accounted for the expenditures held in the Building Fund - Measure A and that such expenditures were made for authorized bond projects.

## **SCHEDULE OF FINDINGS AND RECOMMENDATIONS**

**ROSS VALLEY SCHOOL DISTRICT**  
**BUILDING FUND - MEASURE A**  
**SCHEDULE OF FINDINGS AND RECOMMENDATIONS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

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There are no matters to report for the fiscal year ended June 30, 2016.

**ROSS VALLEY SCHOOL DISTRICT  
BUILDING FUND - MEASURE A  
SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

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There were no matters reported for the prior fiscal year.