# STATE OF NEW MEXICO

## NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION

## FINANCIAL STATEMENTS AND SUPPLEMENTARY DATA

For the Year Ended June 30, 2011

With Independent Auditors' Reports Thereon

**INTRODUCTORY SECTION** 

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#### **INTRODUCTORY SECTION**

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#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION OFFICIAL ROSTER June 30, 2011

#### **Board of Directors**

President

Secretary

Vice President

#### Superintendents Loren Cushman

Roy Herrera

David Atencio

**School Affiliation** 

Reserve Independent Schools Pecos Independent Schools Jemez Valley Public Schools

Anthony Casados James Gallegos Jack Wiley Tina Hoyle Jim Lesher Janette Archuleta Kilino Marquez **Rick Hazen** Gene Schmidt Randy Earwood **Tomas Garcia** J. Charles Harrison Eric Martinez David Wilden **Billy Nerril** Ted Hern Zita Lopez Rod Weston Aaron McKinney Johnny Cane Albert Martinez Ruben Cordova

**Board Member Board Member** 

Chama Schools **Cimarron Municipal Schools Clayton Public Schools Des Moines Municipal Schools Dulce Independent Schools** Espanola Public Schools Grants-Cibola County Schools Logan Municipal Schools Los Alamos Public Schools Mesa Vista Consolidated Schools Mora Independent Schools Maxwell Municipal Schools **Ouesta Independent Schools Raton Public Schools Roy Municipal Schools** Santa Rosa Consolidated Schools Springer Municipal Schools **Taos Municipal Schools Tucumcari Public Schools** Vaughn Municipal Schools Wagon Mound Schools West Las Vegas Schools

#### **Administration**

Carlos Atencio Executive Director/ Principal Investigator (Better Schools Consulting, LLC) Isaac Martinez Finance Director (I. Martinez Consulting, LLC)

# FINANCIAL SECTION

Gary E. Gaylord, C.P.A.

**GARY E. GAYLORD, LTD.** CERTIFIED PUBLIC ACCOUNTANTS 740 San Mateo NE, Box A-3 Albuquerque, New Mexico 87108 (505) 266-4820 Fax (505) 268-6618

#### **INDEPENDENT AUDITOR'S REPORT**

Hector H. Balderas, State Auditor Loren Cushman, President Northern New Mexico Network for Rural Education Rio Rancho, New Mexico

I have audited the accompanying financial statements of the governmental activities, each major fund, the aggregate remaining fund information, and the budgetary comparisons for the general fund and major special revenue funds of the Northern New Mexico Network for Rural Education (Network) as of and for the year ended June 30, 2011, which collectively comprise the Network's basic financial statements as listed in the table of contents. I also have audited the financial statements of each of the Network's nonmajor governmental and related budgetary comparisons presented as supplementary information in the accompanying combining and individual fund financial statements as of and for the year ended June 30, 2011, as listed in the table of contents. These financial statements are the responsibility of the Network's management. My responsibility is to express opinions on these financial statements based on my audit.

I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the agency's internal control over financial reporting. Accordingly, I express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinions.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Network as of June 30, 2011, and the respective changes in financial position, where applicable, thereof and the respective budgetary comparisons for the general fund and major special revenue funds for the year then ended in conformity with accounting principles generally accepted in the United States of America. In addition, in my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each nonmajor governmental fund of the Network as of June 30, 2011, and the respective changes in financial position, where applicable, thereof and the respective budgetary comparisons of all nonmajor funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

#### **INDEPENDENT AUDITOR'S REPORT, continued**

In accordance with *Government Auditing Standards*, I have also issued my report dated February 2, 2012 on my consideration of Northern New Mexico Network for Rural Education's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of my audit.

Northern New Mexico Network for Rural Education has not presented the *Management's Discussion and Analysis (M. D. & A.)* that accounting principles generally accepted in the United States of America have determined is necessary to supplement, although not required to be part of, the basic financial statements.

My audit was conducted for the purpose of forming opinions on the basic financial statements and the combining and individual fund financial statements and budgetary comparisons. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations,* and is not a required part of the financial statements. The additional schedule listed as "<u>other</u> supplemental information" in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements, and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

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Albuquerque, New Mexico February 2, 2012

# **BASIC FINANCIAL STATEMENTS**

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION GOVERNMENT-WIDE GOVERNMENTAL ACTIVITIES STATEMENT OF NET ASSETS JUNE 30, 2011

ASSETS Cash and Cash Equivalents Accounts Receivable Due from Grantor Capital Assets, net of Accumulated Depreciation Total Assets	\$ 217,496 35,927 80,997 1,730 336,150
LIABILITIES Accounts payable Total liabilities	 91,005 91,005
NET ASSETS Invested in capital assets Unrestricted Total net assets	\$ 1,730 243,415 245,145

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION GOVERNMENT-WIDE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2011

						Net (Expense) Revenue and Changes in Net Assets
	Expen		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities: Education: Support Services-Instruction General Administration	62	49,097 24,504 73,601	95,137 <u>37,712</u> 132,849	1,859,994 		6,034 944 6,978

General revenues: Investment income	428
Change in net assets	7,406
Net assets - beginning	237,739
Net assets - ending	\$245,145

#### SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION GOVERNMENTAL FUNDS BALANCE SHEET JUNE 30, 2011

	88102/88203 General Fund	88104 EPSCoR NSF Program	88201 Teacher Incentive Fund	88202 Teacher Quality Enhancement	88204 ARRA TIF Fund Program	Total Nonmajor Funds	Total Governmental Funds
ASSETS Cash and Cash Equivalents Accounts receivable Due from other funds Due from Grantor	\$ 217,497 28,582	35,927	33,198	47,799			217,497 35,927 28,582 80,997
Total Assets	\$246,079_	35,927	33,198	47,799			363,003
LIABILITIES Accounts payable Due to other funds Total Liabilities	\$ 2,664 2,664	13,338 	30,739 <u>2,459</u> <u>33,198</u>	44,264 3,535 47,799			91,005 
FUND BALANCE Unassigned Fund Balance Total fund balances	243,415 243,415						<u> </u>
Total Liabilities and Fund Balances	\$246,079	35,927	33,198	47,799			363,003

SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET WITH THE STATEMENT OF NET ASSETS JUNE 30, 2011

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

Total fund balances - Governmental funds		\$ 243,415
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds: The cost of capital assets is Accumulated depreciation is Rounding	21,018 (19,287)	 1,731 (1)
Total net assets - governmental activities		\$ 245,145

SEE INDEPENDENT AUDITOR'S REPORTS The Accompanying Notes Are An Integral Part of These Financial Statements

EXHIBIT C

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2011

	88102/88203 General Fund	88104 EPSCoR NSF Program	88201 Teacher Incentive Fund	88202 Teacher Quality Enhancement	88204 ARRA TIF Fund Program	Total Nonmajor Funds	Total Governmental Funds
Revenues:							
Federal sources:							
Federal grant	\$	77,487	385,304	711,588	1,124,888		2,299,267
State sources:							
State grant Local sources:							
District Assessments	37,150					89,242	126,392
Indirect Cost Recovery	124,147					09,242	120,392
Miscellaneous	30,773						30,773
Investment income	428						428
Total Revenue	192,498	77,487	385,304	711,588	1,124,888	89,242	2,581,007
Expenditures: Current: Education:							
Support Services - Instruction	60,537	71,916	194,403	521.541	1,041,563	59,137	1,949,097
General Administration	131,097	71,910	190,901	190,047	83,325	24,000	619,370
Total Expenditures	191,634	71,916	385,304	711,588	1,124,888	83,137	2,568,467
Revenues over (under) expenditures	864	5,571				6,105	12,540
Other financing sources (uses):							
Operating transfer in	74,496						74,496
Operating transfers out	,	(5,571)				(68,925)	(74,496)
	74,496	(5,571)				(68,925)	
Net change in fund balance	75,360					(62,820)	12,540
Fund balance, beginning of year	168,055					62,820	230,875
Fund balance, end of year	\$ 243,415						243,415

SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

EXHIBIT D, continued

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION GOVERNMENTAL FUNDS RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES WITH THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2011

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

Total net change in fund balances - governmental funds	\$ 12,540
PED Math/Science Institute Program - Fund balance from prior year corrected to show balance         as beginning deferred revenue in current year report         \$ (1,057)	(1,057)
Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures. However, for governmental activities, those assets are shown in the Statement of Net Assets and allocated over their estimated useful lives as annual depreciation expenses in the Statement of Activities. This is the amount by which capital outlays exceeded depreciation.	
Depreciation \$(4,077)	 (4,077)
Change in net assets - Governmental Funds (EXHIBIT B)	\$ 7,406

SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION GENERAL FUND - FUND 88102/88203 STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) FOR THE YEAR ENDED JUNE 30, 2011

					Varia Positive (	
	_	Budgeted Original Budget	Amounts Final Budget	Actual (Budgetary Basis)	Original Budget to Final	Actual to Final Budget
Revenues:		<u> </u>		/		
Local sources:						
Indirect cost recovery	\$	160,622	160,622	135,621		(25,001)
District assessments		41,800	41,800	37,150		(4,650)
Other local revenue				42,654		42,654
Investment Income				428		428
Total Revenue		202,422	202,422	215,853		13,431
Expenditures: Current: Education:						
Support Services - Instruction		91,000	91,000	63,257		27,743
General Administration		280,962	280,962	151,874		129,088
Total Expenditures		371,962	371,962	215,131		156,831
		371,902	571,902	213,131		130,031
Revenues over (under) expenditures	_	(169,540)	(169,540)	722		170,262
Other financing sources (uses): Operating transfers in Operating transfers out				74,496		74,496
Operating transfers out	—			74,496		74,496
				74,490		74,490
Revenues and other financing sources over						
(under) expenditures and other financing uses		(169,540)	(169,540)	75,218		244,758
Appropriated cash	\$	169,540	169,540			
Reconciliation to GAAP basis statements: Decrease in accounts receivable Decrease in due from other funds Decrease in due to other funds Decrease in accounts payable Rounding				(12,938) (11,474) 1,057 23,496 1		
Revenues over (under) expenditures - Exh	nibit D			\$ 75,360		

SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### EXHIBIT E

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SPECIAL REVENUE FUND EPSCOR NSF PROGRAM - 88104 STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) FOR THE YEAR ENDED JUNE 30, 2011

					Varia Positive (	
		Budgeted	Amounts	Actual	Original	Actual to
		Original Budget	Final Budget	(Budgetary Basis)	Budget to Final	Final Budget
Revenues:	-					
Local sources:						
Special Assessments	\$					
State sources:		70.400	70,400			(= 000)
Other Grants	_	73,482	73,482	67,802		(5,680)
Total Revenue	-	73,482	73,482	67,802		(5,680)
Expenditures:						
Current:						
Education:						
Support Services - Instruction		106,296	106,296	58,578		47,718
General Administration	_	6,748	6,748			
Total Expenditures	_	113,044	113,044	58,578		47,718
Revenues over (under) expenditures		(39,562)	(39,562)	9,224		42,038
Other financing sources (uses):						
Transfer Out	-			(5,571)	·	(5,571)
Revenues and other financing sources over						
(under) expenditures and other financing uses		(39,562)	(39,562)	3,653		36,467
Budgetary Notation - Cash Appropriated from Prior						
Year for Current Year Expenditure	\$_	39,562	39,562			
Reconciliation to GAAP basis statements:						
Increase in due from grantor				9,685		
Increase in accounts payable				(13,338)		
morease in accounts payable				(13,330)		
Revenues over (under) expenditures - GAAP Basi	s			\$		
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#### SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

EXHIBIT F

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SPECIAL REVENUE FUND TEACHER INCENTIVE FUND - FUND 88201 (W/O MATCH) STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) FOR THE YEAR ENDED JUNE 30, 2011

					Variances Positive (Negative)	
	_	Budgeted Amounts		Actual	Original	Actual to
	-	Original	Final	(Budgetary	Budget to	Final
	_	Budget	Budget	Basis)	Final	Budget
Revenues:						
Federal sources:						
Federal Grant	\$	1,423,688	1,423,688	364,714		(1,058,974)
Total Revenue	-	1,423,688	1,423,688	364,714		(1,058,974)
Expenditures:						
Current:						
Education:						
Support Services - Instruction		822,694	822,694	164,552		658,142
General Administration	_	600,994	600,994	200,162		400,832
Total Expenditures	-	1,423,688	1,423,688	364,714		1,058,974
Revenues over (under) expenditures	\$_					
Reconciliation to GAAP basis statements:						
Increase in due from grantor				20,590		
Decrease in accounts payable				(19,066)		
Increase in due to other funds				(1,524)		
				(1,021)		
Revenues over (under) expenditur	es - E	xhibit D	9	S		
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#### SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### EXHIBIT G

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SPECIAL REVENUE FUND TEACHER QUALITY ENHANCEMENT- FUND 88202 (W/O MATCH) STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) FOR THE YEAR ENDED JUNE 30, 2011

				Variances Positive (Negative)		
		Budgeted Amounts		Actual	Original	Actual to
	-	Original Budget	Final Budget	(Budgetary Basis)	Budget to Final	Final Budget
Revenues: Federal sources:	-					
Federal Grant Total Revenue	\$_	1,196,542 1,196,542	1,196,542 1,196,542	704,311 704,311		(492,231) (492,231)
Expenditures: Current: Education:						
Support Services - Instruction General Administration Total Expenditures	_	739,885 279,453 1,019,338	739,885 279,453 1,019,338	510,292 194,019 704,311		229,593 85,434 315,027
Revenues over (under) expenditures	\$_	177,204	177,204			(177,204)
Reconciliation to GAAP basis statements: Increase in due from grantor Increase in accounts payable Decrease in due to other funds				7,277 (11,480) 4,203		
Revenues over (under) expenditures - Exhibit D						

SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SPECIAL REVENUE FUNDS ARRA TEACHER INCENTIVE FUND PROGRAM - FUND 88204 STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) FOR THE YEAR ENDED JUNE 30, 2011

				Varia Positive (		
	Budge	Budgeted Amounts		Original	Actual to	
	Origina	l Final	(Budgetary	Budget to	Final	
	Budget	Budget	Basis)	Final	Budget	
Revenues:						
Federal sources:						
Federal Grant	\$ 1,770,42	1,770,428	1,302,778		(467,650)	
Total Revenue	1,770,42	1,770,428	1,302,778		(467,650)	
					<u> </u>	
Expenditures:						
Current:						
Education:						
Support Services - Instruction	1,379,67	70 1,379,670	1,206,276		173,394	
General Administration	390,75	390,758	96,502		294,256	
Total Expenditures	1,770,42	1,770,428	1,302,778		467,650	
Revenues over (under) expenditures	\$					
Reconciliation to GAAP Basis Statements:						
Decrease in due from grantor			(177,890)			
Decrease in accounts payable			169,094			
Decrease in due to other funds			8,796			
			0,790			
Revenues over (under) expenditure	s - Exhibit D		\$			

SEE INDEPENDENT AUDITOR'S REPORTS The Accompanying Notes Are An Integral Part of These Financial Statements

#### INDEX

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#### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u>

#### A. <u>INTRODUCTION</u>

The accounting policies of the Northern New Mexico Network for Rural Education conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies.

#### B. <u>FINANCIAL REPORTING ENTITY</u>

The Northern New Mexico Network for Rural Education (Network) was created to provide supplementary educational services to its member School Districts in Northern New Mexico.

Northern New Mexico Network for Rural Education (NNMN) continued with its efforts to improve education utilizing funding from the United States Department of Education (ED) for Teacher Incentive (TIF) and Teacher Quality Enhancement (TQE). The PED Math/Science Institute and Supplementary Educational Services also were continued during the year.

At June 30, 2011 the following 24 New Mexico School Districts were participating members of the educational cooperative.

Chama Valley Independent Schools Cimarron Municipal Schools Clayton Public Schools Des Moines Municipal Schools Dulce Independent Schools Espanola Valley Public Schools Grants-Cibola County Schools Jemez Valley Public Schools Logan Municipal Schools Los Alamos Public Schools Mesa Vista Consolidated Schools Mora Independent Schools Maxwell Municipal Schools Pecos Independent Schools

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

### B. <u>FINANCIAL REPORTING ENTITY, continued</u>

Questa Independent Schools Raton Public Schools Reserve Public Schools Roy Municipal Schools Santa Rosa Consolidated Schools Springer Municipal Schools Tucumcari Public Schools Vaughn Municipal Schools Wagon Mound Schools West Las Vegas Schools

The Network's basic financial statements include all activities and accounts of the Network's "financial reporting entity".

#### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### B. FINANCIAL REPORTING ENTITY, continued

The financial reporting entity consists of (a) the primary government, (b) organization for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in generally accepted accounting principles (GAAP) and Government Accounting Standards Board (GASB) Statement 14, as amended by GASB 39.

The basic - but not the only - criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters.

A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities.

The primary government of the Northern New Mexico Network for Rural Education includes all funds and functions that are under the Network's control and responsibility that are included in the Network's reports to the New Mexico Department of Education.

The Network did not have any component units that should have been included in its reports.

#### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### C. <u>BASIS OF PRESENTATION</u>

#### **Government-Wide and Fund Financial Statements:**

The Statement of Net Assets and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity. The statements distinguish between governmental and businesstype activities. *Governmental activities* generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. *Business-type activities* are financed in whole or in part by fees charged to external parties for goods or services. For the most part, the effect of inter fund activities have been removed from these statements. The *primary government* is reported separately from certain legally separate *component units* for which the *primary government* is financially accountable.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operation or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Program revenues derive directly from the program itself or from parties outside the reporting government's taxpayers or citizenly, as a whole. They reduce the net costs of the function to be financed from the government's general revenues. The charges for services reflected on the statement of activities include member annual fees payable by the respective member districts. The annual fee amounts are based upon student populations at the member districts.

*Program-specific grants and contributions (operating and capital)* include revenues arising from mandatory and voluntary non exchange transactions with other governments, organizations, or individuals that are restricted for use in a particular program. Some grants and contributions consist of capital assets or resources that are restricted for capital purposes-to purchase, construct, or renovate capital assets associated with a specific program.

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u>

### C. BASIS OF PRESENTATION, continued

#### **Government-Wide and Fund Financial Statements, continued:**

These are reported separately from grants and contributions that may be used *either* for operating expenses *or* for capital expenditures of the program at the discretion of the reporting government.

These categories of program revenue are specifically attributable to a program and reduce the net expense of that program to the reporting government.

During the year ended June 30, 2011 the Network received operating grants and contributions for its operations from the National Science Foundation (passed through the University of New Mexico), the U. S. Department of Education and the New Mexico Public Education Department as well as in-kind and cash assessments and contributions from its member participants, the University of New Mexico, New Mexico businesses and others. The Network did not receive any capital grants during the year ended June 30, 2011.

Reimbursements of incurred costs are recorded by reducing the applicable expense/expenditure.

If applicable, separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

During the year ended June 30, 2011 Northern New Mexico Network for Rural Education did not have any proprietary funds or fiduciary funds.

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. The Network's funds are organized under one category of funds (governmental). An emphasis is placed on major funds. A fund is considered major if it is the primary operating fund of the Network or meets the following criteria:

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

### C. BASIS OF PRESENTATION, continued

#### **Government-Wide and Fund Financial Statements, continued:**

Total assets, liabilities, revenues or expenditures/expenses of that individual fund are at least 10 percent of the corresponding total for all funds of that category or type; and

Total assets, liabilities, revenues or expenditures/expenses of the individual fund are at least 5 percent of the corresponding total for all funds of the Network combined.

The Network reports the following major funds: Major Governmental Funds:

<u>General Fund</u> – This is the Network's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

<u>EPSCoR NSF Fund</u> - To account for a grant from the National Science Foundation (NSF) which was passed through the Regents of the University of New Mexico, to pay costs of conducting research, product development, resources, tools and services, as salaries and wages, equipment and supplies, travel publication costs, other direct costs and indirect costs associated with public and private schools and state and local governmental agencies. Authorized by the National Science Foundation Act of 1950, as amended, Public Law 107-368, 42 U.S.C. 1861 et seq.

<u>Teacher Incentive Fund</u> – To account for a grant from the U.S. Department of Education (ED) that promotes the development and implementation of performance-based teacher and principal compensation systems in high-need schools. The compensation systems may also provide educators with incentives to take on additional responsibilities and leadership roles. Authorized by Elementary and Secondary Education Act, as amended, Executive Order Title V, Part D, Subpart 1, as amended by Department of Education Appropriations Act for fiscal years 2006-2010.

#### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### C. BASIS OF PRESENTATION, continued

#### **Government-Wide and Fund Financial Statements, continued:**

<u>Teacher Quality Enhancement</u> - To account for a grant from the U.S. Department of Education (ED) that is focused on identifying, recruiting and encouraging students interested in becoming teachers in high needs schools by providing comprehensive, highly-effective, community-bases recruitment programs with a wide-range of support for candidates that increases the number of highly qualified applicants entering teacher preparation programs. Core strategies include the development of Future Educator Association Chapters within the NNMN's participating schools as well as the development of a 24 credit Master Mentoring certificate. Authorized by Higher Education Act of 1965, as amended, Title III, Part A.

<u>ARRA Teacher Incentive Fund Program</u> – To account for a grant from the U.S. Department of Education (ED) that support s projects that develop and implement performance-based compensation systems for teachers, principals, and other personnel in high-need schools that must include growth in student academic achievement as well as classroom evaluations conducted multiple times during each school year, among other factors, and provide educators with incentives to take on additional responsibilities and leadership roles.

The Network has only two types of Governmental Funds (General and Special Revenue Funds) that are described below:

<u>General Fund</u> – This is the Network's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

#### Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for certain purposes.

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

### C. BASIS OF PRESENTATION, continued

#### **Government-Wide and Fund Financial Statements, continued:**

In addition to a General Fund and four Special Revenue Funds described above that are reported as major funds, the Network had 2 Special Revenue Funds that are reported as non major funds.

<u>PED Math/Science Institute Program</u> - To account for the New Mexico Quality Mathematics and Science Education Model (QMSEM) as part of the Strategic Action Plan for Advancing Math and Science Education in New Mexico, 2007-2010. It supports improved student learning through curriculum alignment, continued teacher development and strong leadership at all levels. This program, under GAAP Basis reporting, was closed effective June 30, 2010.

<u>Supplemental Education Services Program</u> – PED Summer Academy - To account for assessments and reimbursements received from member Districts for the purpose of providing additional academic instruction designed to increase the academic achievement of students in schools in need of improvement.</u>

### D. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

#### Measurement Focus

On the government-wide Statement of Net Assets and the Statement of Activities, governmental activities are presented using the *economic resources measurement focus* and the *accrual basis of accounting*.

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### D. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING, continued

Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Equity is classified as net assets.

All governmental funds utilize a "*current financial resources*" *measurement focus* and the *modified accrual basis of accounting*. Only current financial assets and liabilities are generally included on their balance sheets.

Their operating statements present sources and uses of available spendable financial resources during a given period. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period. For this purpose, the Network considers earned revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures, are generally recorded when a liability is incurred, as under accrual accounting

#### **Revenue Recognition**

In applying the susceptible to accrual concept under the modified accrual basis, the following revenue sources are deemed measurable and available (i.e., collectible within the current year or within two months of year-end and available to pay obligations of the current period). This includes reimbursements due from federal and / or state funded projects that are accrued as revenue at the time the allowable expenditures are made, or when received in advance, deferred until expenditures are made.

#### **Expenditure Recognition**

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expense. Most expenditures are measurable and are recorded when the related fund liability is incurred.

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### D. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING, continued

#### **Expenditure Recognition, continued**

Allocations of costs, such as depreciation and amortization, are not recognized in the governmental funds.

### E. <u>ASSETS, LIABILITIES, AND EQUITY</u>

#### **Cash and Cash Equivalents**

The Network's cash and cash equivalents are considered to be cash on hand, demand deposits and short term deposits with maturities of three months or less from the date of acquisition.

#### **Receivables**

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. The receivable balance in the governmental activities is an amount due as reimbursement from member and non-member Districts that participated in activities sponsored by NNMN. There was no allowance for doubtful accounts.

#### Short-Term Inter-fund Receivables/Payables

During the course of operations, some transactions may occur between individual governmental funds for goods provided or services rendered. These receivables and payables, as well as any short-term inter-fund loans, are classified as "due from other funds" or "due to other funds" on the balance sheets of the fund financial statements. On the statement of net assets these balances have been eliminated (off-set against each other).

#### **Capital Assets and Depreciation**

The accounting treatment over capital assets depends on whether the assets are reported in the government-wide or fund financial statements.

#### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### E. ASSETS, LIABILITIES, AND EQUITY, continued

#### **Capital Assets and Depreciation, continued**

In the government-wide financial statements, capital assets with a value or cost greater than \$5,000 (the Network's capitalization policy and in accordance with Section 12-6-10 NMSA 1978) are accounted for as capital assets. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets that are recorded at their estimated fair value at the date of donation. Almost all of the capital assets have been recorded at cost.

Prior to July 1, 2003, governmental funds' infrastructure assets were not capitalized. With the adoption of GASB 34, the Network must begin to capitalize infrastructure assets. The Network is not required to capitalize existing infrastructure assets existing on July 1, 2003 but may do so if they wish. The Network does not have any infrastructure asset at June 30, 2011.

Invested in capital assets, net of related debt consists of capital assets (including restricted capital assets), net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. The network did not have any outstanding borrowings at June 30, 2011.

The Network does not develop "internal use" software. Rather, any purchased software is depreciated over its expected useful life (generally 5 years) using the straight-line method of depreciation.

Depreciation of all exhaustible capital assets (primarily computer equipment) is charged as an expense in the Statement of Activities. Depreciation is being provided over the estimated life of the respective assets using the Straight-Line method. Asset lives range from 3 to 5 years.

Current year depreciation expense in the amount of \$1,911 was charged to the general administration functional cost center during the year.

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### E. <u>ASSETS, LIABILITIES, AND EQUITY, continued</u>

#### **Capital Assets and Depreciation, continued**

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of available spendable resources during a period. Since capital assets and long-term debt do not provide or use available spendable resources they are not included on the balance sheets of governmental funds. In governmental funds the purchase of capital assets are shown as capital outlay expenditures.

#### **Equity Classifications**

#### Government-wide Statements

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt:
- b. Restricted net assets:

Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulation of other governments; or (2) law through constitutional provisions or enabling legislation. The Cooperative did not have any restricted net assets at June 30, 2011.

c. Unrestricted net assets:

All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

#### Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as:

Nonspendable Fund Balance

Amounts that cannot be spent due to form: for example, inventories, prepaid amounts, long-term loan, notes receivables, and property held for resale unless the proceeds are restricted, committed or assigned.

Nonspendable fund balance also includes amounts that must be maintained intact legally or contractually. The Network had no nonspendable fund balances at June 30, 2011.

#### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

### E. ASSETS, LIABILITIES, AND EQUITY, continued

#### **Equity Classifications, continued**

#### Fund Statements, continued

#### Restricted Fund Balance

Fund balance should be reported as restricted when constraints placed on the use of resources are either:

- a. Externally imposed by creditors (such as through debt covenants), grantors, contributions, or laws or regulations of other governments; or
- b. Imposed by law through constitutional provisions or enabling legislation.

#### Committed Fund Balance

Amounts constrained for a specific purpose by a government using its highest level of decision-making authority. It requires action by the same group to remove or change the constraints placed on the resources. Action to constrain resources must occur prior to year-end; however the amount can be determined in the subsequent period.

#### Assigned Fund Balance

For all governmental funds, other than the general fund, any remaining positive amounts not classified as nonspendable, restricted or committed. For the general fund, amounts constrained for the intent to be used for a specific purpose by a governing board or a body or official that has been delegated authority to assign amounts. Amount reported as assigned should not result in a deficit in unassigned fund balance.

#### Unassigned Fund Balance

For the general fund, amounts not classified as nonspendable, restricted, committed or assigned. The general fund is the only fund that would report a positive amount in unassigned fund balance. In determining a residual deficit, no amount should be reported as assigned.

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

### F. <u>REVENUES, EXPENDITURES, AND EXPENSES</u>

#### **Expenditures/Expenses**

In the government-wide financial statements, expenses are classified by governmental function.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds-By Character: Current (further classified by educational function)

In the fund financial statements, governmental funds report expenditures of current financial resources.

#### **Expenditures of Restricted Sources**

It is the Network's policy to expend restricted sources prior to unrestricted sources when both sources are available for expenditure.

#### **Inter-Fund Transactions**

Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund from expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. All other inter-fund transactions, except quasi-external transactions and reimbursements, are reported as transfers.

### 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

#### F. <u>REVENUES, EXPENDITURES, AND EXPENSES, continued</u>

#### **Transfers Between Funds**

Transfers represent routine transfers of resources to funds statutorily authorized to spend them. Transfers of cash that occur between different GAAP fund types, different funds or different agencies are reported as transfers in or out. During the year ended June 30, 2011 NNMN had the following transfers:

Transfer Out To General Fund (88102)	\$68,925	
Transfer Out To General Fund (88102)	5,571	
Transfer In From Supplemental Ed Services (88106)	)	68,925
Transfer In From EPSOR NSF Program (88104)		5,571

### G. <u>OTHER POLICIES</u>

#### **FASB Pronouncements**

Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless those pronouncements conflict with or contradict Governmental Accounting Standards Board (GASB) pronouncements, in which case, GASB prevails. GASB Statements No.'s 20 and 34 provided the Network the option of electing to apply FASB pronouncements issued after November 30, 1989. The Network elected not to apply FASB pronouncements issued after November 30, 1989.

#### **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 expenses during the reporting period. Actual results could differ from those estimates.

# 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

## G. OTHER POLICIES, continued

### **GASB** Pronouncements

GASB continues to issue Statements that may or may not have a bearing on the accounting and financial reporting of individual governments. The following recap of recently issued GASB Statements shows their applicability or non-applicability to Northern New Mexico Network for Rural Education (NNMN).

GASB Statement No. 53 Accounting and Financial Reporting for Derivative *Instruments* issued June 2008 effective for periods beginning after June 15, 2009 (FY 2010) (Not applicable to NNMN as NNMN did not enter into any derivative instruments as defined in the Statement).

GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Type Definitions* issued February 2009 effective for periods beginning after June 2010 (FY2011). This statement will apply to NNMN during 2011.

GASB Statement No. 55 *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments* issued March 2009 effective immediately (March 2009) (Applicable to NNMN as it establishes the hierarchy of Generally Accepted Accounting Principles for State and Local Governments in a GASB document). This pronouncement did not result in a change from current practice.

GASB Statement No. 56 Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards issued March 2009 effective immediately (March 2009) (Applicable to NNMN as it establishes accounting and financial reporting standards for related party transactions, subsequent events, and going concern considerations that were previously in authoritative literature). This pronouncement did not result in a change from current practice.

GASB Statement No. 57 *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans* issued December 2009 effective immediately as it relates to the alternative measurement method. The provisions related to the frequency and timing of measurements are effective for actuarial valuations first used to report funded status information in Other Post Employee Benefit (OPEB) plan financial statements for periods beginning after June 15, 2010. (Not applicable to NNMN as the Network does not have employees).

## 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

## G. OTHER POLICIES, continued

### **GASB** Pronouncements, continued

GASB Statement No. 58 Accounting and Financial Reporting for Chapter 9 Bankruptcies issued December 2009 effective for reporting periods beginning after June 15, 2009 (FY 2010) (Applicable to NNMN if the NNMN seeks protection from creditors under Chapter 9 of the U.S. bankruptcy Code at some future date).

GASB Statement No. 59 *Financial Instruments Omnibus* issued June 2010 effective for financial statements prepared by state or local governments for periods beginning after June 15, 2010. The statement updates and improves existing standards regarding financial reporting of certain financial instruments and external investment pools. (Not applicable to NNMN as NNMN did not have any investments that were discussed in the Statement).

GASB Statement No. 60 Accounting and Financial Reporting for Services Concession Arrangements issued December 2010 effective for financial statements for periods beginning after December 15, 2011. This statement addresses how to account for and report service concession arrangements (SCAs), a type of public-private or public partnership that state and local governments are increasingly entering into. (Not applicable to NNMN as NNMN did not enter into any SCAs as defined in the Statement).

GASB Statement No. 61 *The Financial Reporting Entity* issued December 2010 effective for financial statements for periods beginning after June 15, 2012. This statement is designed to improve financial reporting for governmental entities by amending the requirements of statements No. 14, *The Financial Reporting Entity*, and No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*, to better meet user needs and address reporting entity issues. This statement improves the information presented about the financial reporting entity, which is comprised of a primary government and related entities (component units). (Not applicable to NNMN as NNMN did not/does not have any component units as defined in the Statement).

## 1. <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued</u>

### G. OTHER POLICIES, continued

### **GASB** Pronouncements, continued

GASB Statement No. 62 Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements issued December 2010 effective for periods beginning after December 15, 2011. This Statement is intended to enhance the usefulness of its Codification by incorporating guidance that previously could be found in certain Financial Accounting Standards Board (FASB) and American Institute of Certified Public Accountants (AICPA) pronouncements. This statement will apply to NNMN during 2012.

GASB Statement No. 63 Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position issued June 2011 effective for periods after December 15, 2011. This statement provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources. Concepts Statement No. 4 Elements of Financial Statements, had previously defined those elements as consumption of net assets by the government that is applicable to a future period. This statement will improve financial reporting by standardizing the presentation of deferred outflows of resources and deferred inflows of resources and their effects on a government's net position. This statement will apply to NNMN during 2012 if NNMN enters into a deferred resource arrangement which is highly unlikely.

GASB Statement No. 64 Derivative Instruments: Application of Hedge Accounting Termination Provisions-and amendment of GASB Statement No. 53 issued June 2011 effective for periods beginning after June 15, 2011. The objective of this Statement is to clarify whether an effective hedging relationship continues after the replacement of swap counterparty or swap counterparty's credit support provider. (Not applicable to NNMN as NNMN did not enter into any derivative instruments nor hedging as defined in the Statement).

# 2. <u>STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY</u>

# A. <u>BUDGET REQUIREMENTS, ACCOUNTING, AND REPORTING</u>

Formal budgetary integration is employed as a management control device during the year. The budget is classified as a non-appropriated budget under governmental accounting standards. A non-appropriated budget is a financial plan for an organization approved in a manner consistent with a constitution, charter, statute, or ordinance that is not subject to appropriation.

All budgets are adopted on the cash basis of accounting, which is inconsistent with Generally Accepted Accounting Principles (GAAP). Budgetary comparison statements present budget and actual amounts on the budgetary basis of accounting.

The Network follows these procedures in establishing the budgetary data reflected in the financial statements:

 Prior to April 15 (unless a later date is fixed by the Superintendent of Public Instruction) the board submits to the School Budget Planning Unit (SBPU) of the New Mexico Public Education Department an estimated budget for the Cooperative for the ensuing fiscal year beginning July 1. The operating budget includes proposed expenditures and the means of financing them.

All budgets submitted to the State Department of Public Education (SDPE) by the cooperative shall contain headings and details as prescribed by law.

- 2. Prior to June 20 of each year, the proposed "tentative" budget will be reviewed and approved by the SBPU and certified and approved by the Network's Board at a public hearing of which notice has been published by the Network which fixes the estimated budget for the ensuing fiscal year.
- 3. The "tentative" budget will be used by the Network until a "final" budget has been approved by SBPU and the Network's Board. The budget shall be integrated formally into the accounting system. Encumbrances shall be used as an element of control and shall be integrated into the budget system.

# 2. <u>STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY, continued</u>

# A. <u>BUDGET REQUIREMENTS, ACCOUNTING, AND REPORTING,</u> <u>continued</u>

- 4. The SBPU shall make corrections, revisions and amendments to the estimated budgets fixed by the Board to recognize actual cash balances and carryover funds, if any.
- 5. Prior to the first Monday of September of each year, SBPU shall approve and certify to each local school board and cooperative a final budget for use by the applicable board.
- 6. No officer or employee of a cooperative shall make any expenditure or incur any obligation for the expenditure of public funds unless such expenditure or contractual obligation is made in accordance with an operating budget approved by the division, but this does not prohibit the transfer of funds between line items within a series of a budget.
- 7. Budget change requests are processed in accordance with Supplement 1 (Budget Preparation and Maintenance) of the <u>Manual of Procedures Public</u> <u>School Accounting and Budgeting.</u> Such changes are initiated by the school district and approved by the SBPU.
- 8. Legal budget control for expenditures is by function.
- 9. Appropriations lapse at fiscal year-end. Funds unused during the fiscal year may be carried over into the next fiscal year by including those amounts in the subsequent fiscal year's budget, if allowed by the underlying grantor/funding entity.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting – under which purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation – is utilized in the governmental funds. Encumbrances lapse at the fiscal year end.

# 2. <u>STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY, continued</u>

# B. <u>DEPOSITS AND INVESTMENTS, LAWS AND REGULATIONS</u>

The Northern New Mexico Network for Rural Education is authorized under its investment policy to deposit its money in banks, savings and loan associations, and/or credit unions where accounts are insured by an agency of the United States.

All monies not immediately necessary for the public uses of the Network may be invested in:

- 1. Fully collateralized certificates of deposit that are also FDIC insured.
- 2. Securities of the United States, its agencies or instrumentalities
- 3. Securities of the State of New Mexico, its agencies, instrumentalities, counties, municipalities, or other subdivisions
- 4. Securities, including student loans that are guaranteed by the United States or the State of New Mexico
- 5. Revenue bonds that are under written by a member of the National Association of Securities Dealers, (NASD) and rated BAA or better.

The maximum authorized maturity for these securities will be one year or less.

During the year ended June 30, 2011 Northern New Mexico Network for Rural Education (Network) had complied with its investment policy.

Deposits of the Network's monies are to be collateralized in an aggregate equal to 50% of deposits in excess of Federal Deposit Insurance Corporation (FDIC) insurance coverage.

Both accounts with Wells Fargo Bank are held in the Network's name and are fully insured by FDIC.

In accordance with state law, all uninsured deposits in financial institutions must be secured with acceptable collateral valued at the lower of market or par. Acceptable collateral includes any of the securities listed above.

# 3. DETAIL NOTES ON TRANSACTION CLASSES / ACCOUNTS

# A. <u>CASH AND INVESTMENTS</u>

The Network's policies regarding deposits of cash are discussed in notes 1E and 2B. The Network attempts to limit its exposure to various risks inherent to its cash and investments as follows:

Interest rate risk – The Network attempts to maximize its rate of return while insuring that the investment vehicle is either fully insured or fully collateralized by investments of the Federal Government. During the year ended June 30, 2011 the Network did not make any investments.

Credit risk – State law limits the types of investments allowed by the Network (See Note 2B). As stated above, the Network complied with the restrictions imposed by the State of New Mexico in an effort to limit its credit risk.

Concentration of credit risk – During the year ended June 30, 2011 the Network did not limit its concentration of credit risk by depositing its funds in various banks, savings and loan institutions and credit unions. All funds were deposited into a single bank. However, with rare exception, its deposits are fully insured by FDIC.

Custodial credit risk – Deposits - In the case of deposits, this is the risk that in the event of a bank failure, the government's deposits may not be returned to it. As of June 30, 2011 the Network was not exposed to custodial credit risk because the deposits were insured.

Custodial credit-risk – Investments – For an investment, this is the risk that, in the event of the failure of the counterparty, the Network will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Network did not have any investments at June 30, 2011 and was not subject to custodial credit risk investments.

# B. <u>ACCOUNTS RECEIVABLE</u>

The accounts receivable balance of \$35,927 is an amount due from participants as reimbursement for allowable expenses incurred prior to June 30, 2011 and is considered to be collectible.

# 3. DETAIL NOTES ON TRANSACTION CLASSES / ACCOUNTS, continued

# C. <u>DUE FROM GRANTORS</u>

The due from grantor balance of \$80,997 is an amount due from grantors as reimbursement for allowable expenses incurred prior to June 30, 2011 and is also considered to be collectible.

# D. INTERFUND ACCOUNTS AND TRANSACTIONS

The amounts shown as due to and due from on the balance sheets of the governmental funds represent amounts due to the general fund for indirect costs and short term borrowings between the funds to cover amounts that were expended in excess of collected resources. These due to/due from balances were eliminated in the Statement of Net Assets.

At June 30, 2011 the following Due To/ Due From balances were reported on the balance sheets of the Fund Financial Statements:

		Cash	Indirect Costs
Fund 88102:			
Due from Fund 88104	\$	22,589	
Due from Fund 88201			2,459
Due from Fund 88202		<u> </u>	3,535
Total Due from	\$	<u>22,589</u>	<u>5,994</u>
Fund 88104: Due to Fund 88102 Fund 88201:	\$	22,589	
Due to Fund 88102			2,459
Fund 88202:			0.504
Due to Fund 88102	<b>.</b>	<u>.</u>	<u>3,534</u>
Total Due To	\$	<u>22,589</u>	<u>5,994</u>

# 3. DETAIL NOTES ON TRANSACTION CLASSES / ACCOUNTS, continued

# E. <u>CAPITAL ASSETS</u>

The following is a summary of changes in the Capital Assets during the year ended June 30, 2011:

	Balance at July 1, 2010	Adjustments and <u>Additions</u>	Deletions	alance at <u>June</u> 30,2011
Capital Assets being depreciated: Equipment Less:	\$ 21,017			\$ 21,017
Accumulated depreciation Net capital assets	\$ <u>(17,376)</u> <u>3,641</u>	<u>(1,911)</u> <u>(1,911)</u>		<u>(19,287)</u> <u>1,730</u>

Depreciation of governmental activity assets were charged to the general administration function.

# 4. <u>OTHER NOTES</u>

# A. <u>COMMITMENTS AND CONTINGENCIES</u>

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

### B. <u>RISK MANAGEMENT</u>

The Network is exposed to various risks of loss related to tort litigation, destruction of property, errors and omissions, injuries to employees, natural disasters and other risks. The Network manages these risks through commercial insurance carriers. The New Mexico Tort Claims Act limits the Network's risks for torts.

There have been no significant reductions in insurance coverage during the current year. Settlement amounts have not exceeded insurance coverage for the current year or for the three prior years.

# 3. DETAIL NOTES ON TRANSACTION CLASSES / ACCOUNTS, continued

# C. <u>LITIGATION</u>

At June 30, 2011 the Network was not aware of any litigation or pending litigation that would adversely affect its financial position.

# D. <u>ECONOMIC DEPENDENCY</u>

Substantially all revenues of the Northern New Mexico Network for Rural Education are received from the U.S. Department of Education and NM Public Education Department. Receipt of these funds is contingent upon the Network's continued compliance with grant provisions and the continuance of the grant programs by the funding agencies.

# E. <u>MATCH</u>

CFDA 84.374A required a 75% match of \$1,147,500, from Espanola Public Schools and Taos Public Schools to be paid with non-federal funds, towards the cost of incentives to teachers and principals via Northern New Mexico Network for Rural Education for the final year, 2011. This match was proposed and presented to the U.S. Department of Education in 2010, requesting to use the Three Tier Teacher Attainment Incentive Process to meet the annual matching requirement. A letter dated August 5, 2011 from the U.S. Department of Education disagreed with the proposed 75% match, submitted by Northern New Mexico Network for Rural Education (NNMN) and imposed Special Grant Conditions for the final year of the grant, while denying the match monies to be from the Three Tiered Licensure System. This denial of the proposed match requirement could leave the Network and participating schools liable for significant repayment of the advanced funds.

# SUPPLEMENTARY INFORMATION

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION NON-MAJOR GOVERNMENTAL FUNDS COMBINING BALANCE SHEET JUNE 30, 2011

	_	88105 PED Math/Science Institute Program	88106 Supplemental Ed Services Program	Total Other Governmental Funds
ASSETS				
Accounts receivable Total Assets	\$_ \$_	00	0	<u>0</u>
LIABILITIES				
Due to other funds Total Liabilities	\$_ _	0	0	<u>0</u>
FUND BALANCE Unreserved Fund Balance Total fund balances	-	0	0	<u>0</u>
Total Liabilities and Fund Balances	\$_	0	0	0

SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### STATEMENT 1

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION NON-MAJOR GOVERNMENTAL FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2011

FOR THE TEAR ENDED JUNE 30, 2011			Tatal
	88105 PED Math/Science Institute Program	88106 Supplemental Ed Services Program	Total Other Governmental Funds
Revenues: Local sources:			
District Assessments	\$	89,242	89,242
Total Revenue	Φ0	89,242	89,242
Expenditures: Current: Education:			
Support Services - Instruction		59,137	59,137
General Administration		24,000	24,000
	0	83,137	83,137
Revenues over (under) expenditures	0	6,105	6,105
Other financing sources (uses): Operating transfers in			0
Operating transfers out		(68,925)	(68,925)
	0	(68,925)	(68,925)
Revenues and other financing sources over (under) expenditure and other financing uses	0	(62,820)	(62,820)
Fund balance, beginning of year		62,820	62,820
Fund balance, end of year	\$0	0	0

#### SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### STATEMENT 2

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SPECIAL REVENUE FUND PED MATH/SCIENCE INSTITUTE PROGRAM - 88105 STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) FOR THE YEAR ENDED JUNE 30, 2011

				Variances Positive (Negative)		
	Budgeted	Amounts	Actual	Original	Actual to	
	Original	Final	(Budgetary	Budget to	Final	
	Budget	Budget	Basis)	Final	Budget	
Revenues:						
State sources:						
Other State Grants	\$		40,139		40,139	
Total Revenue		. <u> </u>	40,139		40,139	
Expenditures:						
Current:						
Education:						
Support Services - Instruction	29,187	29,187	29,186		1	
Total Expenditures	29,187	29,187	29,186		1_	
Revenues over (under) expenditures	(29,187)	(29,187)	10,953		40,140	
Budgetary Notation - Cash Appropriated from	Prior					
Year for Current Year Expenditure	\$ 29,187	29,187				
Reconciliation to GAAP basis statements:						
Decrease in accounts receivable			(40,139)			

Decrease in accounts payable	29,186
Revenues over (under) expenditures - Exhibit D	\$

SEE INDEPENDENT AUDITOR'S REPORTS

The Accompanying Notes Are An Integral Part of These Financial Statements

#### **STATEMENT 3**

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SPECIAL REVENUE FUND SUPPLEMENTAL EDUCATION SERVICES PROGRAM - 88106 STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) FOR THE YEAR ENDED JUNE 30, 2011

					Varia Positive (I	
		Budgeted	Amounts	Actual	Original	Actual to
		Original Budget	Final Budget	(Budgetary Basis)	Budget to Final	Final Budget
Revenues:						
Local sources:						
Special Assessments	\$	200,000	200,000	89,242		(110,758)
Total Revenue	_	200,000	200,000	89,242		(110,758)
Expenditures: Current: Education:						
Support Services - Instruction		142,000	142,000	59,137		82,863
General Administration		58,000	58,000	24,000		34,000
Total Expenditures		200,000	200,000	83,137		116,863
Revenues over (under) expenditures		0	0	6,105		6,105
Other financing sources (uses): Operating transfers out	_			(68,925)		(68,925)
Revenues and other financing sources over (under) expenditures and other financing uses	\$	0	0_	(62,820)	0	(62,820)

SEE INDEPENDENT AUDITOR'S REPORTS The Accompanying Notes Are An Integral Part of These Financial Statements

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For the Year Ended June 30, 2011

	Federal CFDA Number	Federal or Pass Through Grant/Project Number	Expenditures
Direct Programs:			
Major Program:			
Department of Education:			
Teacher Incentives	84.374A	S374A070018	\$ 385,304
ARRA Teacher Incentive	84.385A	S385A100018	1,124,888
Non-Major Program: Department of Education:			
Teacher Quality Enhancement	84.336C	P336C070001	711,588
Indirect Programs:			
Passed thru the Regents of the University of New Mexico: National Science Foundation:			
ESPSCoR	47.080	EPS-0814449 063013	71,906
			\$2,293,686

 The accompanying schedule of expenditures of federal awards includes the federal grant activity of Northern New Mexico Network for Rural Education Rio Rancho, New Mexico and is presented on the modified accrual basis of accounting.
 The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, <u>Audits of States, Local</u> <u>Governments, and Non-Profit Organizations.</u>

Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the statement.

- 2) Northern New Mexico Network for Rural Education did not have any sub-recipient grantees during the fiscal year ended June 30, 2010.
- 3) Northern New Mexico Network for Rural Education did not receive any noncash assistance.
- 4) Northern New Mexico Network for Rural Education did not have any Federal insurance in affect during the year.
- 5) Northern New Mexico Network for Rural Education did not have any federal loans or loan guarantees.

#### SEE INDEPENDENT AUDITOR'S REPORTS The Accompanying Notes Are An Integral Part Of These Financial Statements

#### SCHEDULE A

#### STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION BANK DEPOSITORIES June 30, 2011

Account Name	Account Type	Balance Per Bank	Deposits In Transit	Outstanding Checks	Adjustments Pending Early Release of Checks	Balance Per Book
Wells Fargo Bank: Operating/Sweep Savings	1 2	\$     94,758 118,835		(8,139)	12,042	98,661 118,835
Rounding		213,593		(8,139)	12,042	217,496

Account Types

1 Checking

2 Savings

SEE INDEPENDENT AUDITOR'S REPORTS The Accompanying Notes Are An Integral Part Of These Financial Statements **COMPLIANCE SECTION** 

Gary E. Gaylord, C.P.A.

**GARY E. GAYLORD, LTD.** CERTIFIED PUBLIC ACCOUNTANTS

740 San Mateo NE, Box A-3 Albuquerque, New Mexico 87108 (505) 266-4820 Fax (505) 268-6618

### 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

Mr. Hector H. Balderas, State Auditor Loren Cushman, President and Board of Directors Northern New Mexico Network for Rural Education Rio Rancho, New Mexico

I have audited the financial statements of the governmental activities, each major fund, the aggregate remaining fund information, the budgetary comparisons of the general fund and major special revenue funds and the combining and individual funds and related budgetary comparisons presented as supplementary information of the Northern New Mexico Network for Rural Education (Network) as of and for the year ended June 30, 2011, and have issued my report thereon dated February 2, 2012. I conducted my 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.

### Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Network's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Network's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the Network's internal control over financial reporting.

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.

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial

# 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, continued

reporting that I consider to be material weaknesses, as defined above. However, I identified certain deficiencies in internal control over financial reporting, described in the accompanying schedule of findings and questioned costs that I consider to be significant deficiency in internal control over financial reporting.

2005-02 Timeliness of Audit Report

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.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Network's financial statements are free of material misstatement, I 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 my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and questioned costs as item:

2005-02 Timeliness of Audit Report

The Network's response to the finding identified in my audit is described in the accompanying schedule of findings and questioned costs. I did not audit the Network's response and, accordingly, I express no opinion on it.

This report is intended solely for the information and use of the Office of the New Mexico State Auditor, the Network's Board, management, federal awarding agencies and the Public Education Department of New Mexico and is not intended to be and should not be used by anyone other than these specified parties.

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February 2, 2012

Gary E. Gaylord, C.P.A.

GARY E. GAYLORD, LTD. CERTIFIED PUBLIC ACCOUNTANTS 740 San Mateo NE, Box A-3 Albuquerque, New Mexico 87108 (505) 266-4820 Fax (505) 268-6618

# REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Hector H. Balderas, State Auditor Loren Cushman, President and Board of Directors Northern New Mexico Network for Rural Education Rio Rancho, New Mexico

### Compliance

I have audited the compliance of Northern New Mexico Network for Rural Education (Network) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that could have direct and material effect on each of its major federal programs for the year ended June 30, 2011. The Network's major federal programs are identified in the summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Northern New Mexico Network for Rural Education's management. My responsibility is to express an opinion on the Network's compliance based on my audit.

I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Northern New Mexico Network for Rural Education's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on the Network's compliance with those requirements.

# REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133, continued

In my opinion, Northern New Mexico Network for Rural Education complied, in all material respects, with the requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2011.

### Internal Control Over Compliance

Management of Northern New Mexico Network for Rural Education is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my audit, I considered the Network's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance and to test and report on internal control over compliance in accordance with OMB A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Network's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over compliance, as defined above.

This report is intended solely for the information and use of the Office of the New Mexico State Auditor, the Network's Board, management, federal awarding agencies and the Public Education Department of New Mexico and is not intended to be and should not be used by anyone other than these specified parties.

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February 2, 2012

# FINDINGS AND QUESTIONED COSTS

# STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SCHEDULE OF FINDINGS AND QUESTIONED COSTS June 30, 2011

# SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements: 1. Type of auditors' report issued	Unqualified
Internal control over financial reporting: 1. Material weaknesses identified?	No
<ol> <li>Significant deficiencies identified that are not considered to be material weaknesses?</li> <li>Noncompliance material to financial statements</li> </ol>	Yes
3. Noncompliance material to financial statements noted?	No
Federal Awards:	
<ol> <li>Internal control over major programs:</li> <li>Material weakness(es) identified?</li> <li>Significant deficiencies identified that are not</li> </ol>	No
considered to be material weaknesses	No
Type of auditor's report issued on compliance for major programs	Unqualified
Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133?	Yes
Identification of major programs: <u>CFDA Number</u> 84.374A 84.385A Dollar threshold used to distinguish between	Name of Federal Program Teacher Incentive ARRA Teacher Incentive
Type A and Type B programs	\$ 300,000
Auditee qualified as low-risk auditee	Yes

# STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SCHEDULE OF FINDINGS AND QUESTIONED COSTS, continued JUNE 30, 2011

# **SECTION II- FINDINGS**

# PRIOR YEAR FINDINGS

## **STATUS**

2005-02	Timeliness of Audit Report	Repeated
2005-03	Timely Submission of Data Collection Form	Resolved
2009-01	Match Requirement Approval for Final Year	Resolved

# **CURRENT YEAR FINDINGS**

2005-02 Timeliness of Audit Report

# STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION SCHEDULE OF FINDINGS AND QUESTIONED COSTS, continued JUNE 30, 2011

# 2005-02 Significant deficiency <u>TIMELINESS OF AUDIT REPORT</u>

## **Statement of Condition:**

The New Mexico State Auditor required the audit to be completed and submitted to his office by October 31, 2011. The report is past due, because NNMN for Rural Education had to perform extensive searches to provide needed documents to complete the audit. The report was mailed to the Office of the State Auditor on February 3, 2012.

## **Criteria:**

The New Mexico State Auditor establishes submission dates for the annual audit reports as provided by publication 2.2.2.9 (A)(1)(a)NMAC, <u>Requirements for Contracting and Conducting</u> Audits of Agencies.

### **Effect:**

The potential users of the financial statements (such as board members, legislators, state and federal grantors, creditors, bondholders, etc) did not have timely audit reports and financial statements to facilitate their decision making process. Late audit reports could have an adverse effect on state and federal funding. Non-compliance with Audit Rule NMAC 2.2.2.9.A (1)(a).

### Cause:

The Northern New Mexico Network for Rural Education (NNMN) audit contract was approved by the New Mexico State Auditor's office on May 10, 2011. Due to late completion of NNMN's 2010 audit and because of the significant problems encountered while attempting to locate accurate documents needed in support of grant expenditures and financial director's records, the completion of the audit was delayed.

### **Recommendation:**

All parties involved in the audit process should make every effort to ensure that the contracting, performance and documentation process are completed timely and accurately.

### **Response:**

The Northern New Mexico Network for Rural Education has selected a new Executive Director. The new Director is firmly dedicated to aggressive attention to timely audit completion and has begun the process of revising and improving business office practices that will allow for timely provision of necessary documentation to allow for efficient completion of audit procedures.

# STATE OF NEW MEXICO NORTHERN NEW MEXICO NETWORK FOR RURAL EDUCATION EXIT CONFERENCE JUNE 30, 2011

### **Preparation of Financial Statements:**

Northern New Mexico Network for Rural Education is responsible for the form and content of the accompanying financial statements which have been prepared by Gary E. Gaylord, Ltd.

### **Exit Conference:**

An exit conference was held on February 2, 2012. In attendance were the following:

# Representing the Northern New Mexico Network for Rural Education: Via telephone:

James Gallegos

Board Member

In attendance:

Adan Delgado Michelle Ortiz Executive Director Business Manager

### **Representing Gary E. Gaylord, Ltd:**

Gary E. Gaylord, CPA Sunraina Carrillo Auditor-In-Charge Staff Auditor