



CREATING EXCITEMENT IN THE COMMONWEALTH



**SALEM**  
CITY SCHOOLS

LOVE • ENGAGE • INSPIRE

# CITY OF SALEM SCHOOL DIVISION SALEM, VIRGINIA

(A Component Unit of the City of Salem)

Comprehensive Annual Financial Report  
Year Ended June 30, 2017



# **City of Salem School Division**

(A Component Unit of the City of Salem, Virginia)

## **Comprehensive Annual Financial Report For the Year Ended June 30, 2017**



Prepared by:

City of Salem School Division Business Office  
City of Salem Department of Finance

# CITY OF SALEM SCHOOL DIVISION TABLE OF CONTENTS

	Page
<b>INTRODUCTORY SECTION</b>	
Letter of Transmittal .....	4
Directory of Principal Officials .....	8
Organizational Chart .....	9
<b>FINANCIAL SECTION</b>	
Report of Independent Auditor .....	12
Management's Discussion and Analysis .....	14
<b><i>Basic Financial Statements</i></b>	
Government-Wide Financial Statements	
Exhibit 1 Statement of Net Position .....	27
Exhibit 2 Statement of Activities .....	28
Governmental Funds' Financial Statements	
Exhibit 3 Balance Sheet .....	29
Exhibit 4 Reconciliation of the Governmental Funds' Balance Sheet to the Statement of Net Position .....	30
Exhibit 5 Statement of Revenues, Expenditures and Changes in Fund Balances .....	31
Exhibit 6 Reconciliation of the Governmental Funds' Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities .....	32
Exhibit 7 Statement of Revenues, Expenditures and Changes in Fund Balances Budget and Actual - Special Revenue Fund - Operating Fund .....	33
Exhibit 8 Statement of Revenues, Expenditures and Changes in Fund Balances Budget and Actual - Special Revenue Fund - Cafeteria Fund .....	34
Proprietary Funds' Financial Statements	
Exhibit 9 Statement of Net Position .....	35
Exhibit 10 Statement of Revenues, Expenses and Changes in Net Position .....	36
Exhibit 11 Statement of Cash Flows .....	37
Fiduciary Funds' Financial Statements	
Exhibit 12 Statement of Fiduciary Net Position .....	38
Exhibit 13 Statement of Changes in Fiduciary Net Position .....	38
Notes to Basic Financial Statements .....	39
<b><i>Required Supplementary Information</i></b>	
Exhibit 14 Schedule of Changes in Net Pension Liability (Asset) and Related Ratios .....	73
Exhibit 15 Schedule of Employer Pension Contributions .....	74
Exhibit 16 Schedule of Employer's Share of Net Pension Liability .....	75
Exhibit 17 Schedule of Employer Pension Contributions .....	76
Exhibit 18 Schedule of Changes in Net OPEB Liability and Related Ratios .....	77
Exhibit 19 Schedule of Employer Other Postemployment Benefits Contributions .....	78
Exhibit 20 Schedule of Employer Other Postemployment Benefits Investment Returns .....	79
Exhibit 21 Schedule of Funding Progress for Other Postemployment Benefits .....	79
Notes to Required Supplementary Information .....	80

# CITY OF SALEM SCHOOL DIVISION

## TABLE OF CONTENTS

	<b>Page</b>
<b><i>Other Supplementary Information</i></b>	

Exhibit 22 Statement of Changes in Fiduciary Assets and Liabilities - Agency Fund.....	83
--	----

### STATISTICAL SECTION

Table 1	Net Position by Component.....	85
Table 2	Changes in Net Position.....	86
Table 3	Fund Balances - Governmental Funds.....	87
Table 4	Changes in Fund Balances - Governmental Funds.....	88
Table 5	Major Revenue Sources.....	90
Table 6	Charges for Services Revenue - Food Sales.....	90
Table 7	City of Salem, Virginia - Assessed Value and Actual Value of Taxable Property.....	91
Table 8	City of Salem, Virginia - Property Tax Levies and Collections.....	92
Table 9	City of Salem, Virginia - Principal Real Estate Property Taxpayers.....	93
Table 10	City of Salem, Virginia - Ratios of General Bonded Debt Outstanding.....	94
Table 11	City of Salem, Virginia - Legal Debt Margin Information.....	95
Table 12	City of Salem, Virginia - Demographic Statistics.....	96
Table 13	City of Salem, Virginia - Principal Employers.....	97
Table 14	Membership and Per Pupil Spending.....	98
Table 15	Virginia Standards of Learning (SOL) Test Results.....	99
Table 16	Scholastic Aptitude Test (SAT) Scores.....	100
Table 17	Accreditation Status.....	100
Table 18	Full-Time Equivalent Positions.....	101
Table 19	Teacher Salary Information.....	102
Table 20	Expenditures by Function - Operating Fund.....	103
Table 21	Capital Asset Statistics.....	104

### COMPLIANCE SECTION

Schedule of Expenditures of Federal Awards.....	107
Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> .....	108

---

**THIS PAGE INTENTIONALLY BLANK**

# INTRODUCTORY SECTION

---

---

**THIS PAGE INTENTIONALLY BLANK**



November 16, 2017

To the Honorable Chairman and Members of the Board of the City of Salem School Division,  
And the Citizens of the City of Salem, Virginia:

We are pleased to present to you the Comprehensive Annual Financial Report (CAFR) of the City of Salem School Division (School Division), a component unit of the City of Salem, Virginia for the fiscal year ended June 30, 2017. This report was prepared by the City of Salem Department of Finance and the City of Salem School Division Business Office in conformity with accounting principles generally accepted in the United States of America (GAAP), as promulgated by the Governmental Accounting Standards Board (GASB).

Responsibility for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the management. The data as presented is accurate in all material respects and is reported in a manner designed to present fairly the financial position and results of operations of the School Division as measured by the financial activity of the various funds. All disclosures necessary to enable the reader to gain an understanding of the School Division's financial activities have been included. The independent certified public accounting firm of Cherry Bekaert LLP has audited the basic financial statements contained herein.

United States Generally Accepted Accounting Principles require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of management's discussion and analysis (MD&A). This letter of transmittal is designed to complement the MD&A, as well as the independent auditor's report, financial statements and schedules. The statistical section includes selected financial and demographic information, presented on a multi-year basis, where possible. The compliance section includes reports by the independent auditor on compliance and internal control.

### **The Reporting Entity and Services Provided**

The School Division is reported as a discretely presented component unit of the City of Salem, Virginia (City). Although the School Division is a legally separate entity, it is fiscally dependent upon the City. The City levies taxes for School Board operations and issues debt for major school capital projects. The City appropriates the School Division budget on an annual basis at the total appropriation level. In addition, the City Council appoints the five member School Board. The School Division exercises financial accountability over the general operations of the school system.

### **Profile of the School System**

The City of Salem School Division is the 68<sup>th</sup> largest of 132 school divisions in the Commonwealth of Virginia. The City of Salem is located at the southern end of the Shenandoah Valley, approximately 190 miles west of Richmond and 250 miles southwest of Washington, DC. Its position in the southeastern United States gives the City ready access, within a 500 mile radius, to nearly two-thirds of the total population of the United States. In addition, the City lies at the region's crossroads of major rail and highway systems and passenger/freight service through the Roanoke-Blacksburg Regional Airport, making it part of the principal trade, industrial, transportation, medical and cultural center of western Virginia. Salem has approximately 25,500 citizens.

Chartered by the Commonwealth of Virginia as a town in 1806 and as a City in 1968, Salem encompasses a land area of 14.4 square miles.

The appointed five-member School Board, vested with legislative powers, appoints the Superintendent, the executive and administrative head of the public school division. The School Division is fiscally dependent (i.e., it does not have taxing, levying, or borrowing authority) and is a legally separate component unit of the City of Salem. The City Council approves the School Division's operating budget, levies the necessary taxes to finance operations, and approves the borrowing of money and issuance of bonds when necessary.

Prior to April 1 of each year, the School Board adopts the next fiscal year's budget and submits it to City Council for approval. The final adoption and appropriation occurs in May of each year. The fiscal year begins on July 1 of each year when the newly adopted budget becomes available for spending. City Council has adopted the policy of appropriating the annual School Division budget in total rather than by categories. The School Board is authorized to transfer budget amounts within the various funds at its discretion. The Superintendent is authorized to transfer budget amounts within and between the major categories subject to School Board approval.

Most of the School Division's buildings were built between the 1930's and the 1960's. Two facilities are older than 75 years, Andrew Lewis Middle School and G.W. Carver Elementary School. A new South Salem Elementary School opened in 2013 replacing a building which was constructed in 1964.

The School Division is responsible for elementary and secondary education (kindergarten through 12<sup>th</sup> grade) within the City. Total average daily membership (ADM) in fiscal year 2017 was 3,775 and projected budgeted enrollment for fiscal year 2018 is 3,740. Students between the grades of kindergarten and 12<sup>th</sup> are offered a broad range of services including regular education, special education, career and technical education, gifted education and an International Baccalaureate program at four elementary schools, one middle school, one high school and an alternative and adult education center. Schools are supported by the central office that provides a broad range of services including instructional curriculum development and support, student support, special education services, staff development, reporting and evaluation, pupil transportation, facilities, human resources, finance, technology and school nutrition services.

The School Division is represented by several ethnic categories. Approximately 77% of the students are Caucasian, 12% are African-American, 5% are Hispanic, 2% are Asian, and 4% are in other categories (including mixed). Approximately 34% of Salem's students on a division-wide basis qualify for free and reduced lunches under the National School Lunch Program. Special education has averaged just below 14% of the total student enrollment for the past several years and English Language Learners (ELL) represent approximately 4.3% of the student population.

The City of Salem School Division had a solid year in terms of SOL performance. Out of the 132 school divisions, Salem was one of 53 school divisions in the state to have all of its schools fully accredited for the 2016-17 school year based on 2015-16 test results.



The School Division was once again named one of the top ten school divisions in Virginia for 2017 by Niche. Ranking factors include state test scores, college readiness, graduation rates, SAT/ACT scores, teacher quality, and student parent reviews.

The Salem School Division is one of just 15 in the state to receive the Distinguished Achievement Award from the Commonwealth of Virginia. In addition, both Salem High School and South Salem Elementary received the same individual honor from the state board.



### **Local Economic Condition and Outlook**

Financial results for the City reflect positive trends over the past year. Salem continues to provide an atmosphere and quality of life conducive to families and businesses. Over the years, Salem has been able to maintain stable property tax rates. Salem's unemployment rate of 4.1% (June 2017), 0.1% higher than the prior year, was just above the state rate and slightly below the national unemployment rate of 4.5%. A strong educational system providing a well-educated and skilled workforce along with generally lower operating costs are key reasons why employers have chosen to locate in Salem and the rest of the Valley.

The City's effort to retain existing business and industry is an integral part of its economic development efforts. Three long-shuttered sites in Salem (Peacock-Salem dry cleaners, West Salem Body Shop and the old Valleydale Foods plant) have been purchased and have plans for revitalization.

### **Long-Term Financial Planning**

The annual budget reflects the School Board's plans by allocating resources to carry out the goals defined through the division wide planning process. The major planning activities are:

- Salem City Schools' approved budget, which is adopted annually by the School Board and reflects ongoing programs as well as initiatives for the next fiscal year.
- Salem City Schools' Capital Improvement Program, which is reviewed annually, adopted by the School Board and contains the six-year capital improvement plan.
- Enrollment projections, which are prepared annually to assist in budget planning and capital needs.

### **Relevant Financial Policies**

Capital improvement plan projects are budgeted when funding is approved by the School Board and are not included in the annual budget process. All funds not encumbered or spent by the end of the fiscal year (June 30<sup>th</sup>) shall be returned to City Council. In accordance with City Council Resolution Number 487: "All funds appropriated by City Council for use by the School Board, unexpended at the close of any fiscal year, as determined by the City's audit, shall be placed in a general reserve account for non-recurring expenditures of the School Division as determined by the School Board with the consent of City Council."

### **Major Initiatives**

The School Division continues to rely upon the adopted Comprehensive Plan as a guiding document. The Plan's mission statement is to provide a loving and engaging environment that inspires all children to reach their full potential.

- **Virginia Standardized Tests (Standards of Learning)**  
Standards of Learning tests are administered to students in grades 3 through 8 and students enrolled in certain high school courses. Students are required to earn a certain number of verified credits to be eligible for a standard or advanced high school diploma. Verified credits for graduation will be based on achievement by students of a passing score on the required end-of-course SOL tests.

Based on 2017 SOL tests results, all Salem City School Division elementary, middle and high schools were fully accredited.

- **Technology Initiative**  
The School Division is committed to providing the most appropriate instructional technology available to allow teachers to provide students the best instruction possible. Chromebook laptops continue to be used in the high school and will be deployed to students in grades 5 to 8 to be used for digital conversion and personalized learning initiatives. All new students at Salem High School will receive a Chromebook from graduating students. Microsoft Windows and Chromebook laptop carts will be re-deployed to the elementary schools. Each school will receive additional devices to support the instructional objectives for the schools.
- **Capital Improvement Plan**  
The Capital Improvement Plan (CIP) adopted by the School Board on October 11, 2016 (most recent adoption) reflects total school capital projects of \$58.7 million. The renovation of Salem High School has been identified and prioritized by the School Board as the next major capital project. The CIP represents the priority projects for the next six years.

## Independent Audit

Cherry Bekaert LLP has performed an annual audit of the basic financial statements and other supplementary information contained within this Comprehensive Annual Financial Report. Their audit was conducted 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 the *Specifications for Audits of Counties, Cities and Towns* issued by the Auditor of Public Accounts of the Commonwealth of Virginia. The report of the independent auditor, which includes their opinion on the financial statements of the School Division, is contained in the Financial Section of this report. Other auditor reports are included in the Compliance Section.

## Budget Presentation Awards

The Association of School Business Officials of the United States and Canada (ASBO) presented a Meritorious Budget Award to the City of Salem School Board for its annual budget for the fiscal year beginning July 1, 2016. This program is designed to recognize school divisions for achieving excellence in their school system budget preparation. The foundation of this program is a set of criteria developed by ASBO.

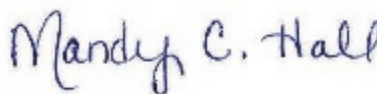
## Acknowledgements

We would like to express our appreciation to the staff of the School Division and the City's Department of Finance for the dedication and professionalism demonstrated daily assuring the financial integrity of the School Division and the preparation of this report. We would also like to express our appreciation to you, School Board, for the continued insight you bring to this School Division and the strong commitment you have made to its fiscal integrity and financial leadership. Lastly, we would like to express our appreciation to our independent auditing firm, Cherry Bekaert LLP, for their cooperation and input in our efforts.

Respectfully Submitted,



H. Alan Seibert  
Superintendent



Mandy C. Hall  
Director of Business



Rosemarie B. Jordan  
Director of Finance

**CITY OF SALEM SCHOOL DIVISION  
 DIRECTORY OF PRINCIPAL OFFICIALS  
 JUNE 30, 2017**



From left to right above front row: Dr. Michael A. Chiglinsky, Vice Chairman and Mr. John A. (Andy) Raines.  
 Back row: Ms. Artice M. Ledbetter, Mr. David H. Preston, Chairman, and Dr. Nancy A. Bradley

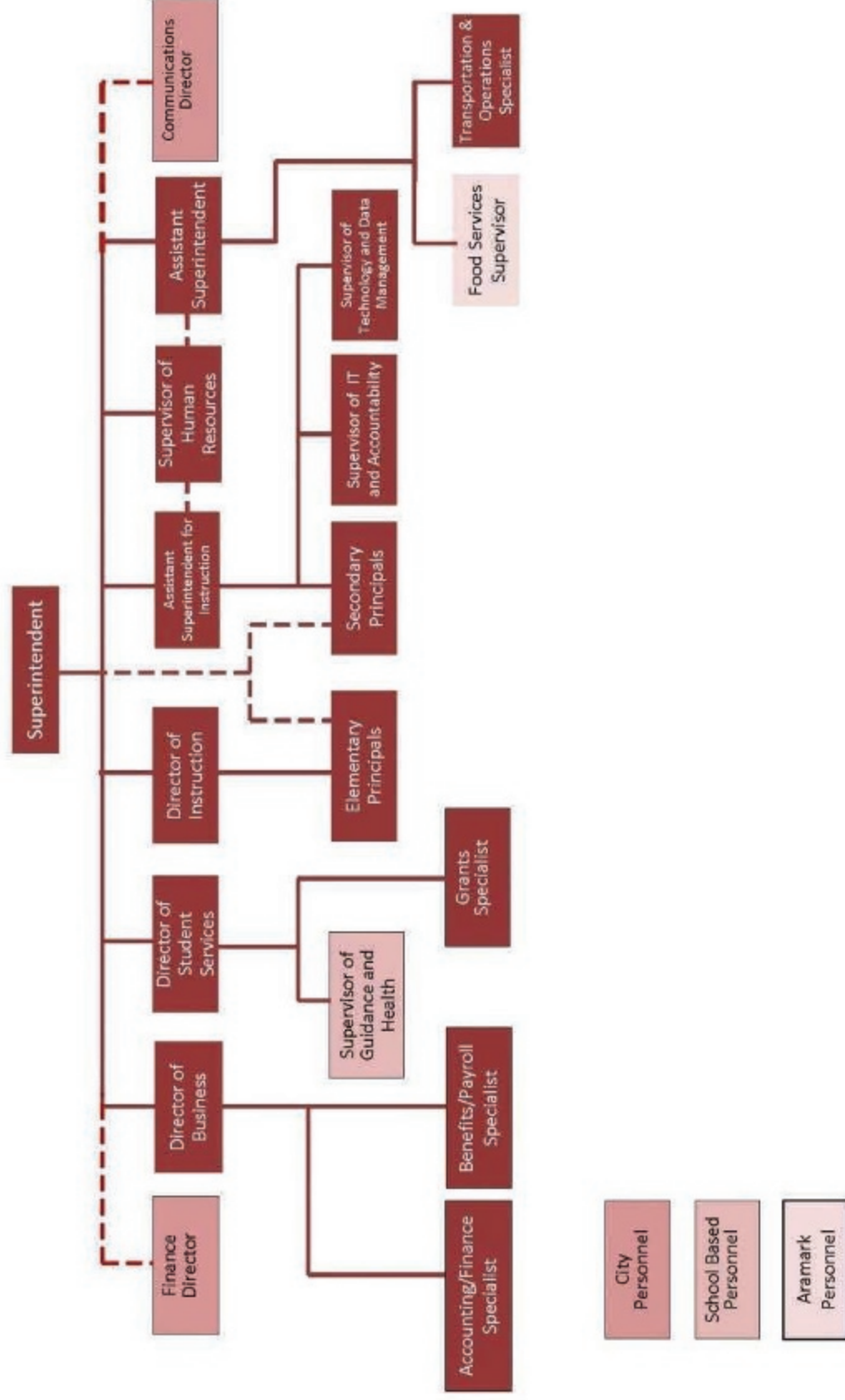
**School Administration**

Dr. H. Alan Seibert, Superintendent

Supervisor of Human Resources .....	Ms. Kirstine M. Barber
Assistant Superintendent .....	Mr. Michael A. Bryant
Supervisor of Instructional Technology and Accountability .....	Ms. Jennifer P. Dean
Director of Business .....	Ms. Mandy C. Hall
Supervisor of Guidance and Health Services .....	Dr. Darryl Helems
Assistant Superintendent for Instruction .....	Mr. Curtis N. Hicks
Director of Student Services .....	Dr. Randy L. Jennings
Supervisor of Technology & Data Management .....	Mr. Jim L. Rieflin
Director of Instruction .....	Ms. Diane D. Washenberger
Clerk to the Board .....	Ms. Kathy A. Jordan
Director of Finance .....	Ms. Rosemarie B. Jordan, CPA
Director of Communications .....	Mr. Mike Stevens



# Salem City School Division Organizational Chart 2016-2017



## FINANCIAL SECTION

---

---

**THIS PAGE INTENTIONALLY BLANK**



## **Report of Independent Auditor**

To the Honorable Members of the  
Board of the City of Salem, Virginia School Division  
City of Salem, Virginia

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Salem, Virginia School Division (the "School Division"), a component unit of the City of Salem, Virginia, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School Division's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

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

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Specifications for Audits of Counties, Cities, and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards and specifications require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

### ***Opinions***

In our 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 School Division, as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof and the Statements of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Special Revenue Fund – Operating Fund and Cafeteria Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and pension and other postemployment benefits required supplementary information and notes, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary and Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the School Division's basic financial statements. The Introductory Section, Other Supplementary Information, and Statistical Section, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The Other Supplementary Information and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Other Supplementary Information and the Schedule of Expenditures of Federal Awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

The Introductory and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated November 16, 2017, on our consideration of the School Division's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School Division's internal control over financial reporting and compliance.



Roanoke, Virginia  
November 16, 2017

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

The City of Salem Public Schools (School Division) presents the following discussion and analysis as an overview of the financial activities for the fiscal year ended June 30, 2017. The intent of this discussion and analysis is to look at the School Division's financial performance as a whole. Readers should also review the transmittal letter at the front of this report and the School Division's financial statements and notes to the basic financial statements, which immediately follow this section, to enhance their understanding of the School Division's financial performance.

**FINANCIAL HIGHLIGHTS**

- The School Division maintained a healthy net position of \$16.4 million. The value of net position reflects the financial health of the School Division and includes certain assets procured with debt issued by the City of Salem, Virginia (City). The School Division is a component unit of, and fiscally dependent on, the City. As such, all debt related to School Division assets is shown on the City's Statement of Net Position, except for capital leases entered into by the School Division.
- The School Division had expenses, net of program revenues, of \$33.5 million, which were \$1.3 million less than general revenues of \$34.8 million.
- For the governmental funds, Operating Fund revenues accounted for \$43.2 million or 96.0% of all revenues, and expenditures were \$41.0 million, or 93.6% of all expenditures, compared to \$42.5 million (96.3%) in revenues and \$40.1 million (93.3%) in expenditures in fiscal year 2016.
- The Cafeteria Fund ended the fiscal year with a fund balance of \$382,428, an increase of \$43,322 over the 2016 fund balance. The increase in fund balance is attributable to an increase in the number of reimbursable meals served due to the increase in enrollment.

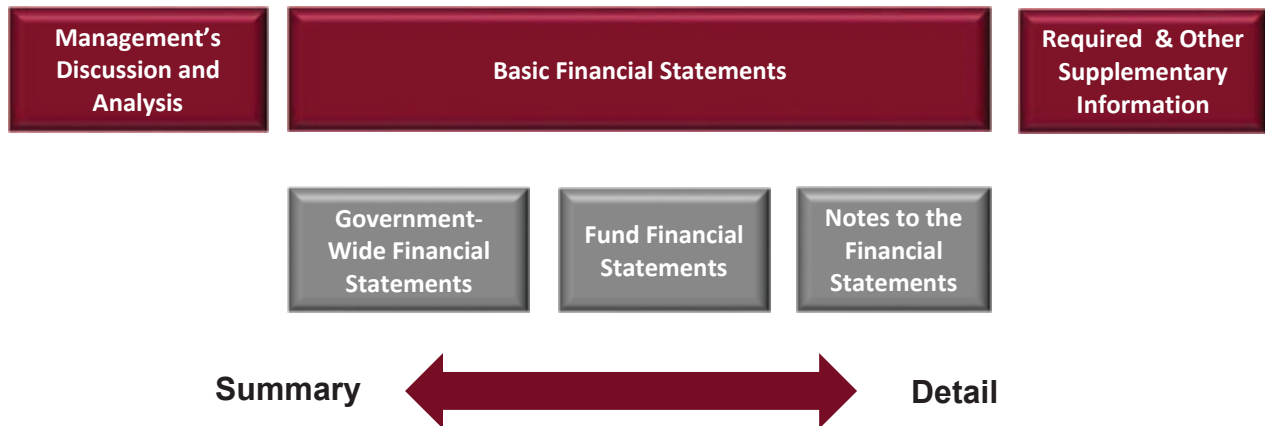
**OVERVIEW OF THE FINANCIAL STATEMENTS**

The Financial Section of the Comprehensive Annual Financial Report consists of five parts: 1) report of independent auditor, 2) management's discussion and analysis (MD&A), 3) basic financial statements (government-wide and fund statements) including notes to the basic financial statements, 4) required supplementary information and 5) other supplementary information.

The basic financial statements consist of two kinds of statements that present different views of the School Division's financial activities. The government-wide financial statements provide both long-term and short-term information about Salem City Schools' overall financial status. The fund financial statements report on the School Divisions' operations in more detail than the government-wide statements.

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

The following diagram shows how the various parts of the financial section are arranged and relate to one another.



#### **Government-Wide Financial Statements**

The government-wide financial statements report the School Division's net position, how it has changed during the fiscal year and include the Statement of Net Position and Statement of Activities.

The Statement of Net Position includes all of the School Division's assets, deferred outflows of resources, current and long-term liabilities and deferred inflows of resources. The result is reported in one of the three categories of net position (net investment in capital assets, restricted, and/or unrestricted). Increases or decreases in net position are indicators of whether the School Division's financial position is improving or declining. Other non-financial factors, such as changes in the property tax base of the City and the condition of school buildings and other facilities should also be considered in order to assess the overall financial position of the School Division.

The Statement of Activities presents information showing how net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

The School Division only reports activities related to governmental-type activities, since it has no business-type activities. The School Division's governmental-type activities include: central administration, centralized instruction, instructional, attendance and health, transportation, food services and federal and state grant programs. City appropriations and federal and state aid finance the majority of these activities.

#### **Fund Financial Statements**

The fund financial statements provide more detailed information about the most significant funds, rather than the School Division as a whole.

**Governmental fund** financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized when they become susceptible to accrual; that is, when they become both measurable and available to finance expenditures of the current period. General revenues are considered measurable and available if collected within 60 days of year-end. Grant revenues are considered measurable when the legal and contractual requirements have been met and available if collected within one year of the end of the current fiscal period. All other revenue items are considered measurable and available when cash is received by the School Division. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences, pension, other postemployment benefits, capital leases, claims and judgements are recorded only when payment is due. General capital asset acquisitions are reported as expenditures and acquisitions under capital leases are reported as other financing sources.

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

As a result of the different measurement focus and basis of accounting used in preparing the government-wide statements versus the governmental funds' financial statements, a reconciliation between the government-wide and fund financial statements is necessary. The reconciliations are presented following the governmental funds' financial statements.

**Proprietary fund** financial statements are reported using the *economic financial resources measurement focus* and the *accrual basis of accounting*. These statements distinguish operating from non-operating revenues and expenses. Operating revenues and expenses generally result from providing goods and services in connection with a proprietary fund's principal ongoing operations. Operating revenues include charges to other funds for self-insurance claims activities. Operating expenses include the cost of sales and services and administrative expenses. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the School Division's policy to use restricted resources first, then unrestricted resources, as they are needed.

**Fiduciary fund** financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, with the exception of agency funds which have no measurement focus but employ the *accrual basis of accounting* for purposes of asset and liability recognition. Assets held by a trustee or in an agency capacity are reported as fiduciary funds. All of the fiduciary activities are reported in a separate Statement of Fiduciary Net Position and a Statement of Changes in Fiduciary Net Position. They are not included in the government-wide financial statements because the School Division cannot use these assets to finance its operation. The School Division reports an OPEB Trust and student activity funds as fiduciary funds.

**Notes to the Basic Financial Statements**

The notes to the basic financial statements explain some of the other information in the statements and provide additional information so that the statement users have a complete picture of the School Division's financial activities and position.

**Other Information**

In addition to the basic financial statements and associated notes, this report also presents certain *required supplementary information* to further explain and support the financial statements.

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

**FINANCIAL ANALYSIS OF THE SCHOOL DIVISION**

**Summary of Net Position**

The following table presents a condensed summary of net position.

**Summary of Net Position  
As of June 30, 2017 and 2016**

	Governmental Activities 2017	2016	Percentage Change
Current and other assets	\$ 15,461,406	\$ 13,196,402	17.2%
Capital assets, net	45,229,644	46,798,789	(3.4%)
<b>Total assets</b>	<b>60,691,050</b>	<b>59,995,191</b>	<b>1.2%</b>
<b>Deferred outflows of resources</b>			
Pension costs	5,587,662	3,081,704	81.3%
Current and other liabilities	6,072,735	6,019,549	0.9%
Long-term liabilities	40,295,887	37,088,665	8.6%
<b>Total liabilities</b>	<b>46,368,622</b>	<b>43,108,214</b>	<b>7.6%</b>
<b>Deferred inflows of resources</b>			
Pension costs	3,464,213	4,870,378	(28.9%)
Net investment in capital assets	45,092,573	46,530,313	(3.1%)
Restricted	-	78,138	(100.0%)
Unrestricted	(28,646,696)	(31,510,148)	(9.1%)
<b>Total net position</b>	<b>\$ 16,445,877</b>	<b>\$ 15,098,303</b>	<b>8.9%</b>

For fiscal year 2017, current and other assets increased by \$2,265,004. This increase was primarily comprised of increases in cash and cash equivalents of \$2,571,340, in receivables of \$13,985, and in the other postemployment benefits asset of \$77,286, which were offset by decreases in due from other governmental units of \$387,646, in inventories of \$84, and in prepaid items of \$9,877.

The net investment in capital assets (capital assets net of accumulated depreciation and capital lease obligations) represented \$45,092,573 of the School Division's net position. The School Division uses these capital assets to provide services to students; consequently, these assets are not available for future spending. As a component unit (School Division) in Virginia, the School Division does not have the authority to issue debt. However, the School Division was responsible for a \$137,071 technology related capital lease obligation as of June 30, 2017.

Current and other liabilities increased by \$53,186. The net increase for this category was primarily comprised of increases of \$109,545 in accrued payroll and related liabilities, \$19,026 in accounts payable and accrued liabilities, \$5,418 in accrued interest, and \$9,458 in unearned revenues, which were offset by a decrease of \$90,261 in the self-insurance claims liability.

Long-term liabilities increased by \$3,207,222. The net increase for this category was due to an increase of \$3,391,173 in the net pension liability offset by decreases in compensated absences of \$52,546 and in the capital lease obligation of \$131,405.



**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

The other components of net position are restricted and unrestricted net position. Restricted net position represents those resources that have constraints imposed on their use. At the end of the fiscal year, the School Division had no restricted net position. Unrestricted net position represents those resources that may be used to meet the obligations placed on the School Division by its creditors and to pay for ongoing operations of the School Division. At the end of the fiscal year, unrestricted net position (deficit) amounted to (\$28,646,696), an increase of \$2,863,452 from June 30, 2016. The deficit was a result of recognizing the School Division's proportionate share of the net pension liability of the Virginia Retirement System.

The chart below summarizes the changes in the School Division's net position for fiscal year 2017, as compared to fiscal year 2016.

**Summary of Changes in Net Position  
For the Years Ended June 30, 2017 and 2016**

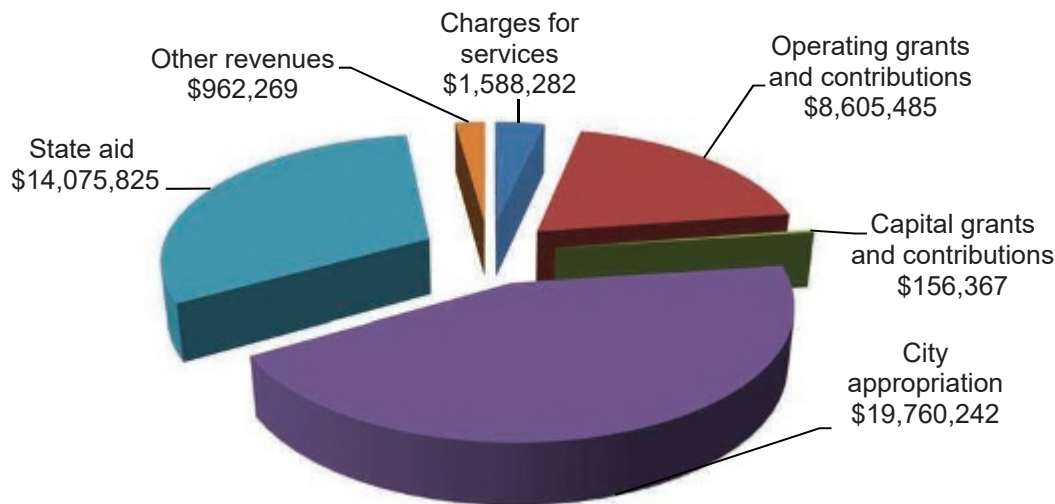
	Governmental Activities 2017	2016	Percentage Change
Program revenues:			
Charges for services	\$ 1,588,282	\$ 1,539,659	3.2%
Operating grants and contributions	8,605,485	8,197,005	5.0%
Capital grants and contributions	156,367	49,773	214.2%
General revenues:			
City appropriation	19,760,242	19,739,512	0.1%
State aid	14,075,825	13,757,083	2.3%
Other	962,269	890,647	8.0%
<b>Total revenues</b>	<b>45,148,470</b>	<b>44,173,679</b>	<b>2.2%</b>
Central administration	1,652,209	1,593,894	3.7%
Centralized instructional costs	3,543,531	3,473,872	2.0%
Instructional costs	32,458,269	30,933,478	4.9%
Attendance and health services	1,005,378	936,415	7.4%
Transportation	1,408,400	1,348,170	4.5%
Food services	1,756,692	1,675,156	4.9%
Federal and state grants programs	1,970,034	1,844,532	6.8%
Capital lease interest	6,383	10,612	(39.9%)
<b>Total expenses</b>	<b>43,800,896</b>	<b>41,816,129</b>	<b>4.7%</b>
<b>Change in net position</b>	<b>1,347,574</b>	<b>2,357,550</b>	<b>(42.8%)</b>
Total net position, beginning of year	15,098,303	12,740,753	18.5%
Total net position, end of year	<b>\$ 16,445,877</b>	<b>\$ 15,098,303</b>	<b>8.9%</b>

Appropriations from the City and state aid account for the majority of the School Division revenue. Most of the School Division's expenses are directly related to providing services to students including classroom instruction, attendance and health services, transportation and food services. The remaining balances go towards administrative costs and capital lease interest payments.

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

*Governmental Activities – Revenues*

The following graph represents revenues generated for government activities by category:



For fiscal year 2017, revenues from governmental activities totaled \$45,148,470 and reflected a \$974,791, or 2.2%, increase over fiscal year 2016.

The appropriation from the City was the largest funding source, representing 43.8% of total governmental revenues. These revenues increased \$20,730 over the previous year due to an increase in meals tax revenue received.

State aid, which was 31.2% of total government revenues, increased 2.3%, or \$318,742, primarily due to increases in Basic Aid, driven by larger than expected student enrollment.

Operating grants and contributions, which were 19.1% of total government revenues, increased 5.0%, or \$408,480, primarily due to increases in the Virginia Preschool Initiative Grant, the Security Grant, VRS retirement reimbursement and the additional supplementary lottery per pupil allocation.

Other revenues made up 2.1% of the total governmental revenues and increased by 8.0%, or \$71,622. The increase was largely due to an increase in the Roanoke Valley Regional Board reimbursement and higher rebates.

Charges for services, which were 3.5% of total government revenues, increased by 3.2%, or \$48,623. An increase in Virginia Western Community College Dual Enrollment reimbursement and increases in the sale of breakfasts, lunches, and a la carte meals contributed to the total increase.

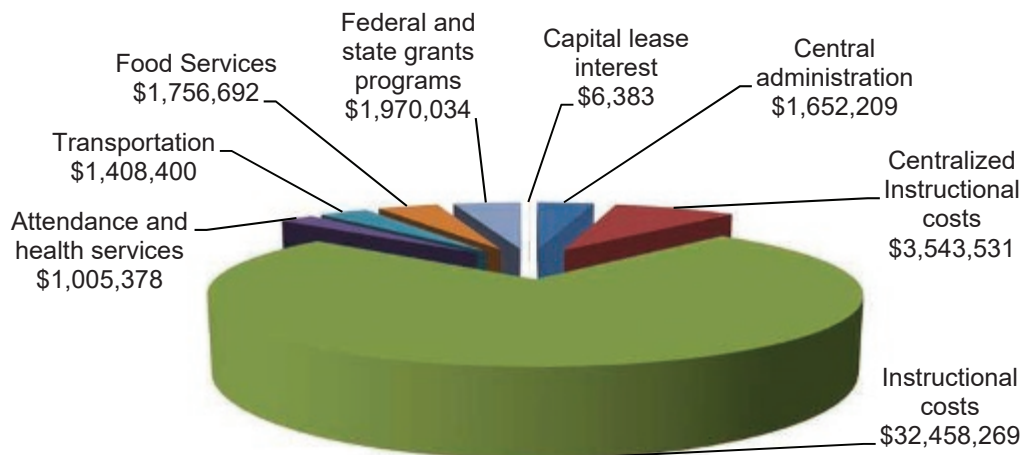
Capital grants and contributions were \$156,367, or 0.3%, of total revenues. This amount consisted of donations in the amount of \$15,318 from Parent Teacher Associations (PTA) for swing sets and \$141,049 in E-Rate funding for Cisco catalyst switches and wireless access points.



**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

*Governmental Activities – Expenses*

Expenses of the governmental activities are shown below by functional area:



The total costs of the School Divisions' programs for fiscal year 2017 were \$43,800,896, which represented an increase of \$1,984,767, or 4.7%, over fiscal year 2016.

Instructional costs made up 74.1%, or \$32,458,269, of the total expenses of the School Division, up 4.9% from fiscal year 2016. Instructional expenses were up \$1,524,791 due to higher salary and benefit costs.

Centralized instructional costs accounted for 8.1%, or \$3,543,531, of total expenses for fiscal year 2017. Expenditures for salary and benefits were the primary reason for the \$69,659 increase; however, there were also increases for testing materials and textbooks.

Central administration costs accounted for 3.8%, or \$1,652,209, of total expenses. Salary and benefit increases were the main reason for the \$58,315 increase; however, other factors, such as information technology expenses and legal services, contributed to the increase.

Transportation costs accounted for 3.2%, or \$1,408,400, of total expenses. Salary and benefit cost increases contributed to the overall \$60,230 increase.

Food service cost, which was 4%, or \$1,756,692, of total government expenses, included costs associated with operation of the school cafeterias. The \$81,536 increase was attributable to additional food costs due to increased enrollment and higher salary and benefit costs.

Attendance and health services expenses accounted for 2.3%, or \$1,005,378, of the total government expenses. Salary and benefit increases were the primary reason for the \$68,963 increase; however, costs for therapeutic services were also higher.

Federal and state grant program expenses accounted for \$1,970,034, or 4.5%, of total government expenses. Salary and benefit increases accounted for the majority of the \$125,502 increase; however, repair and maintenance expenses also increased at three elementary schools related to the security grant.

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

**Governmental Activities – Total Cost and Net Cost**

The following table shows the cost of the School Division's government-type activities and the net cost of services. The net cost reflects the support provided by local revenue, state and federal aid.

**Total Cost and Net Cost of Governmental Activities  
For the Years ended June 30, 2017 and 2016**

	Total Cost of Services		Percent	Net Cost of Services		Percent
	2017	2016	Change	2017	2016	Change
Central administration	\$ 1,652,209	\$ 1,593,894	3.7%	\$ 1,625,958	\$ (4,146,184)	(139.2%)
Centralized Instructional costs	3,543,531	3,473,872	2.0%	2,997,334	2,962,904	1.2%
Instructional costs	32,458,269	30,933,478	4.9%	26,588,693	30,703,790	(13.4%)
Attendance and health services	1,005,378	936,415	7.4%	1,005,378	936,415	7.4%
Transportation	1,408,400	1,348,170	4.5%	1,408,400	1,348,170	4.5%
Food services	1,756,692	1,675,156	4.9%	(8,672)	28,482	(130.4%)
Federal and state grant programs	1,970,034	1,844,532	6.8%	(172,712)	185,503	(193.1%)
Capital lease interest	6,383	10,612	(39.9%)	6,383	10,612	(39.9%)
<b>Total expenses</b>	<b>\$ 43,800,896</b>	<b>\$ 41,816,129</b>	<b>4.7%</b>	<b>\$ 33,450,762</b>	<b>\$ 32,029,692</b>	<b>4.4%</b>

**Significant Aspects of Governmental Activities Include:**

- The total cost of all governmental activities was \$43,800,896.
- The net cost of governmental activities was \$33,450,762.
- The federal and state governments subsidized certain programs with operating and capital grant and contributions of \$8,761,852.
- City taxpayers paid for these activities through local taxes in the amount of \$19,760,242.

**FINANCIAL ANALYSIS OF THE FUNDS**

**Governmental Funds**

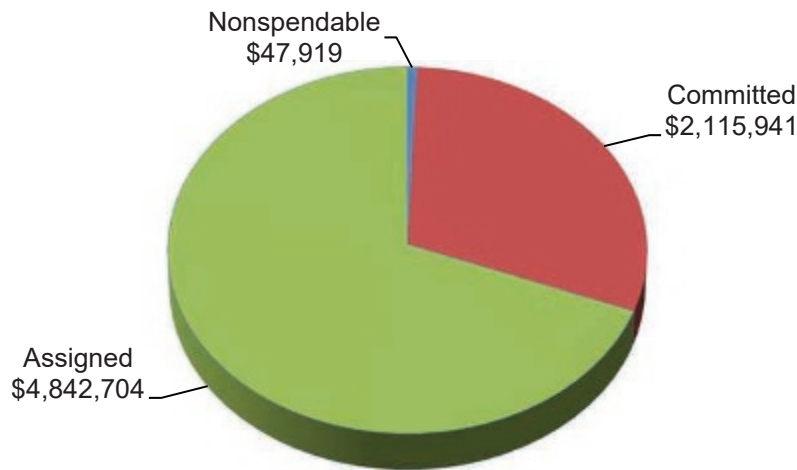
The School Division's combined fund balance for the governmental funds was \$7.0 million as of June 30, 2017. The current year compared to last year is as follows:

**Fund Balance Comparison**

Fund:	2017	2016
Operating	\$ 4,578,879	\$ 4,610,189
Cafeteria	382,428	339,106
Capital Projects	2,045,257	929,751
Total combined fund balance	<u>\$ 7,006,564</u>	<u>\$ 5,879,046</u>

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

The chart below shows the classifications of the fund balance of governmental funds as of June 30, 2017:



As of June 30, 2017, the School Division's governmental funds reported a combined fund balance of \$7.0 million, an increase of \$1.1 million compared to fiscal year 2016. Of this amount, \$47,919 constituted non-spendable fund balance, which reflected inventories and prepaid assets that were in a form that could not be spent, \$2.1 million constituted committed fund balance, which was designated for future capital projects, and \$4.8 million constituted assigned fund balance, which was assigned for general education and food services.

As the School Division ended the year, the Operating Fund reported a fund balance of \$4.6 million, a \$31,310 decrease from the fund balance reported for fiscal year 2016. The Cafeteria Fund reported a fund balance at the end of fiscal year 2017 of \$382,428, a \$43,322 increase from the fund balance reported for fiscal year 2016. The Capital Projects Fund reported a fund balance of \$2.0 million at the end of fiscal year 2017, which represented a \$1.1 million increase from the fiscal year 2016 fund balance.

The Operating Fund accounts for all financial transactions and resources except those required to be accounted for in another fund. Federal, state and local grants restricted for specific purposes are reported in the Operating Fund. Operating Fund revenue amounted to \$43,209,208, while expenditures totaled \$41,039,691, and there was a transfer out of \$2,200,827 to the Capital Projects Fund. This resulted in a decrease in fund balance of \$31,310.

The Cafeteria Fund accounts for the costs associated with the preparation and serving of breakfast and lunch to students and staff and ended the fiscal year with a fund balance of \$382,428, an increase of \$43,322 from the previous year. The increase in fund balance was attributable to an increase in the number of reimbursable meals served due to the increase in enrollment and the mandatory price increase in lunch prices required by the Healthy and Hunger Free Kids Act of 2010.

The Capital Projects Fund is used to account for building improvements, furniture and equipment. This fund had a beginning balance of \$929,751. After expenditures of \$1,085,321 and a transfer from the Operating Fund of \$2,200,827, the ending balance of the fund was \$2,045,257. Major projects completed during the year included:

- \$284,016 for bus purchases
- \$122,590 for a chiller replacement at East Salem Elementary
- \$105,776 for technology infrastructure upgrades and computer replacement

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

**OPERATING FUND BUDGETARY HIGHLIGHTS**

The School Division's budget is prepared in accordance with the *Code of Virginia*.

<b>Operating Fund For the Year Ended June 30, 2017</b>			
	Original Budget	Amended Budget	Actual
Revenues:			
City of Salem	\$ 21,393,998	\$ 21,431,638	\$ 19,760,242
Commonwealth of Virginia	19,588,143	19,852,202	20,052,041
Federal Government	1,736,740	1,959,096	1,705,496
Charges for Services	601,179	662,579	746,647
Other	871,120	864,470	944,782
Total	44,191,180	44,769,985	43,209,208
Expenditures	42,067,978	42,732,283	41,039,691
Other Financing Uses	2,123,202	4,409,529	2,200,827
Total	44,191,180	47,141,812	43,240,518
	\$ -	\$ (2,371,827)	\$ (31,310)

During the course of fiscal year 2017, the School Division amended its operating fund budget to appropriate other revenue and grant funds when the official notice of the award was received. Actual revenues varied from the amended budget, primarily due to debt service being budgeted but no actual expenditures occurring, and actual revenues received were less than the amended budget. Actual expenditures were less than the final budget due to personnel savings and expenditure savings throughout all departments.

**CAPITAL ASSETS**

At the end of fiscal year 2017, the school division had \$45,229,644 (a 3.4% decrease from fiscal year 2016) invested in furniture and equipment, land, buildings, and construction in progress in governmental activities. There was also a capital lease obligation of \$137,071. The following table displays fiscal year 2017 balances, net of accumulated depreciation. More detailed information about capital assets can be found in Note 5 of the basic financial statements.

<b>Capital Assets (net of depreciation) As of June 30, 2017 and 2016</b>			
	Governmental Activities 2017	2016	Percentage Change
Land	\$ 1,123,637	\$ 1,123,637	0.0%
Construction in progress	132,237	47,030	181.2%
Furniture and equipment	3,021,807	2,958,370	2.1%
Buildings and improvements	40,951,963	42,669,752	-4.0%
Total	\$ 45,229,644	\$ 46,798,789	-3.4%

**CITY OF SALEM SCHOOL DIVISION  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED JUNE 30, 2017**

**Major Capital Asset Additions for Fiscal Year 2017 Included:**

- Bus purchases (three)
- Sound system upgrade at Salem High School
- HVAC direct digital controls at Salem High School
- Water storage tank and water heater at Salem High School
- Drive for cooling tower at Andrew Lewis Middle School
- Universal laser system for the CTE program at Andrew Lewis Middle School
- Wireless access points at the four elementary schools and middle school
- Surveillance systems at G.W. Carver, West Salem, and East Salem Elementary Schools
- Cisco catalyst switches at all schools

**OUTSTANDING LONG-TERM DEBT**

According to the *Code of Virginia*, when a local government incurs a financial obligation payable over more than one fiscal year to fund an acquisition, construction or other improvement of public school property, the local government acquires title to the school property as a tenant in common with the local school board for the term of the financial obligation. For financial reporting purposes, the local government may report the school property and related financial obligations. In these cases, at the time the financial obligation is paid in full, the net value of the school property is transferred to the school board and reflected as program revenue and expense in the government-wide financial statements for the local school board and the local government, respectively. In the School Division's case, however, the City reports this debt in its Statement of Net Position and the School Division reports the capital asset on its Statement of Net Position throughout the term of the obligation.

**FACTORS INFLUENCING FUTURE BUDGETS**

With the current economic condition in mind, below are a list of factors that will likely influence future budgets:

- Potential cuts in federal spending, which could harm Virginia's military-dependent economy
- Unknown changes in state funding by the newly elected Governor and the General Assembly
- Student enrollment fluctuations
- Healthcare cost increases
- Increasing retirement contribution rates assessed by the Virginia Retirement System

**REQUESTS FOR INFORMATION**

This financial report is designed to provide our citizens, taxpayers, and customers with a general overview of the School Division's finances and to demonstrate the School Division's accountability for the resources it receives. If you have questions about this report or need additional financial information, contact:

**Director of Business**  
Salem City Public Schools  
510 S. College Avenue  
Salem, Virginia 24153  
(540) 389-0130  
[www.salem.k12.va.us](http://www.salem.k12.va.us)

---

**THIS PAGE INTENTIONALLY BLANK**

## **BASIC FINANCIAL STATEMENTS**

---

**CITY OF SALEM SCHOOL DIVISION  
STATEMENT OF NET POSITION  
JUNE 30, 2017**

**EXHIBIT 1**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 13,917,134
Receivables	48,037
Due from other governmental units	1,153,267
Other postemployment benefits asset	295,049
Inventories	33,103
Prepaid items	14,816
<i>Capital assets:</i>	
Nondepreciable	1,255,874
Depreciable, net	43,973,770
Total assets	<u>60,691,050</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Net difference between projected and actual investment earnings on pension plan investments	2,376,195
Pension contributions subsequent to measurement date	3,211,467
	<u>5,587,662</u>
<b>LIABILITIES</b>	
Accounts payable and accrued liabilities	356,867
Accrued payroll and related liabilities	5,307,209
Accrued interest	5,418
Self-insurance claims liability	321,403
Unearned revenues	81,838
<i>Long-term liabilities due in less than one year:</i>	
Capital lease obligation	137,071
Compensated absences	387,474
<i>Long-term liabilities due in more than one year:</i>	
Compensated absences	481,414
Net pension liability	39,289,928
Total liabilities	<u>46,368,622</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Differences between expected and actual experience	1,399,213
Changes in proportion - teacher cost-sharing pool	2,065,000
Total deferred inflows of resources	<u>3,464,213</u>
<b>NET POSITION</b>	
Net investment in capital assets	45,092,573
Unrestricted	(28,646,696)
Total net position	<u>\$ 16,445,877</u>

The Notes to the Basic Financial Statements are an integral part of this statement.



**CITY OF SALEM SCHOOL DIVISION  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2017**

		Program Revenues			Net (Expense) Revenue and Changes in Net Position
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
<i>Governmental activities:</i>					
Central administration	\$ 1,652,209	\$ 26,251	\$ -	\$ -	\$ (1,625,958)
Centralized Instructional costs	3,543,531	546,197	-	-	(2,997,334)
Instructional costs	32,458,269	174,200	5,539,009	156,367	(26,588,693)
Attendance and health services	1,005,378	-	-	-	(1,005,378)
Transportation	1,408,400	-	-	-	(1,408,400)
Food services	1,756,692	841,634	923,730	-	8,672
Federal and state grants programs	1,970,034	-	2,142,746	-	172,712
Capital lease interest	6,383	-	-	-	(6,383)
Total governmental activities	<u>\$ 43,800,896</u>	<u>\$ 1,588,282</u>	<u>\$ 8,605,485</u>	<u>\$ 156,367</u>	<u>(33,450,762)</u>
<i>General revenues:</i>					
Payments from City of Salem					19,760,242
State aid					14,075,825
Other					962,269
Total general revenues					<u>34,798,336</u>
Change in net position					1,347,574
Net position, beginning					<u>15,098,303</u>
Net position, ending					<u>\$ 16,445,877</u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2017**

	Special Revenue Funds		Capital	Total
	Operating	Cafeteria	Projects	Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 8,964,962	\$ 476,135	\$ 2,051,567	\$ 11,492,664
Receivables, net	31,217	2,183	-	33,400
Due from other governmental units	1,111,959	41,308	-	1,153,267
Inventories	-	33,103	-	33,103
Prepaid items	-	-	14,816	14,816
Total assets	<u>\$ 10,108,138</u>	<u>\$ 552,729</u>	<u>\$ 2,066,383</u>	<u>\$ 12,727,250</u>
<b>LIABILITIES</b>				
Accounts payable and accrued liabilities	\$ 261,270	\$ 70,070	\$ 21,126	\$ 352,466
Accrued payroll and related liabilities	5,231,131	74,827	-	5,305,958
Unearned revenues	36,858	25,404	-	62,262
Total liabilities	<u>5,529,259</u>	<u>170,301</u>	<u>21,126</u>	<u>5,720,686</u>
<b>FUND BALANCES</b>				
Nonspendable	-	33,103	14,816	47,919
Committed	85,500	-	2,030,441	2,115,941
Assigned	4,493,379	349,325	-	4,842,704
Total fund balances	<u>4,578,879</u>	<u>382,428</u>	<u>2,045,257</u>	<u>7,006,564</u>
Total liabilities and fund balances	<u>\$ 10,108,138</u>	<u>\$ 552,729</u>	<u>\$ 2,066,383</u>	<u>\$ 12,727,250</u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION  
RECONCILIATION OF THE GOVERNMENTAL FUNDS' BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
JUNE 30, 2017**

Total fund balance of governmental funds	\$ 7,006,564
Capital assets used in governmental activities are not considered current financial resources and, therefore, are not reported in the governmental funds.	45,229,644
Long-term assets or liabilities related to governmental fund activities are not due and payable in the current period and, therefore, are not reported in the governmental funds.	
Other postemployment benefits asset	295,049
Capital lease obligation	(137,071)
Accrued interest	(5,418)
Compensated absences	(868,888)
Financial statement elements related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds.	
Deferred outflows of resources for the net differences between projected and actual investment earnings on pension plan investments	2,376,195
Deferred outflows of resources for current year employer contributions	3,211,467
Deferred inflows of resources for differences between expected and actual experience	(1,399,213)
Deferred inflows of resources due to changes in proportion and differences between employer contributions and proportionate share of contributions - teacher cost-sharing pool	(2,065,000)
Net pension liability	(39,289,928)
The internal service fund is used by management to charge the costs of health insurance to individual funds. The assets, liabilities, and net position of the internal service fund are included in governmental activities in the Statement of Net Position.	2,092,476
Net position of governmental activities	<u><u>\$ 16,445,877</u></u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**YEAR ENDED JUNE 30, 2017**

	Special Revenue Funds		Capital Projects	Total Governmental Funds
	Operating	Cafeteria		
<b>REVENUES</b>				
<i>Intergovernmental:</i>				
City of Salem	\$ 19,760,242	\$ -	\$ -	\$ 19,760,242
Commonwealth of Virginia	20,052,041	24,710	-	20,076,751
Federal Government	1,705,496	899,020	-	2,604,516
<i>Other:</i>				
Charges for services	746,647	841,634	-	1,588,281
Other	944,782	17,531	-	962,313
Total revenues	<u>43,209,208</u>	<u>1,782,895</u>	<u>-</u>	<u>44,992,103</u>
<b>EXPENDITURES</b>				
<i>Current:</i>				
Central administration	1,608,371	-	-	1,608,371
Centralized instruction costs	3,795,451	-	-	3,795,451
Instructional costs	30,994,362	-	-	30,994,362
Attendance and health services	1,049,120	-	-	1,049,120
Transportation	1,317,610	-	-	1,317,610
Food services	-	1,739,573	-	1,739,573
Federal and state grants programs	2,142,407	-	-	2,142,407
Capital projects	-	-	1,085,321	1,085,321
<i>Capital lease debt service:</i>				
Principal	131,405	-	-	131,405
Interest	965	-	-	965
Total expenditures	<u>41,039,691</u>	<u>1,739,573</u>	<u>1,085,321</u>	<u>43,864,585</u>
Excess (deficiency) of revenues over (under) expenditures	<u>2,169,517</u>	<u>43,322</u>	<u>(1,085,321)</u>	<u>1,127,518</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in	-	-	2,200,827	2,200,827
Transfers out	<u>(2,200,827)</u>	<u>-</u>	<u>-</u>	<u>(2,200,827)</u>
Total other financing sources (uses), net	<u>(2,200,827)</u>	<u>-</u>	<u>2,200,827</u>	<u>-</u>
Net change in fund balances	<u>(31,310)</u>	<u>43,322</u>	<u>1,115,506</u>	<u>1,127,518</u>
<b>Fund balances, beginning</b>	<u>4,610,189</u>	<u>339,106</u>	<u>929,751</u>	<u>5,879,046</u>
<b>Fund balances, ending</b>	<u>\$ 4,578,879</u>	<u>\$ 382,428</u>	<u>\$ 2,045,257</u>	<u>\$ 7,006,564</u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION**  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS' STATEMENT OF REVENUES,**  
**EXPENDITURES AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES**  
**YEAR ENDED JUNE 30, 2017**

Net changes in fund balances of governmental funds \$ 1,127,518

Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate the cost of those assets over the life of the assets.

Capital outlay	831,774
Capital donated	156,367
Depreciation expense	(2,523,927)

Governmental funds report proceeds from the sale of capital assets as an increase in financial resources while governmental activities report the gain or loss on the sale of capital assets.

Proceeds from sale of assets	(9,326)
Loss from sale of assets	(24,033)

Repayment of capital lease principal is an expenditure in the governmental funds but reduces long-term liabilities in the Statement of Net Position.

Principal payments	131,405
--------------------	---------

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Change in accrued interest payable	(5,418)
Change in compensated absences	52,546
Change in other postemployment benefits	77,286

Governmental funds report employer pension contributions as expenditures. However, in the Statement of Activities, the cost of pension benefits earned net of employee contributions is reported as pension expense.

Employer pension contributions	3,199,863
Pension expense	(2,678,913)

The internal service fund is used by management to charge the costs of health insurance to individual funds. The change in net position of the internal service fund is reported with governmental activities.

1,012,432

Change in net position of governmental activities	\$ 1,347,574
---	--------------

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**BUDGET AND ACTUAL - SPECIAL REVENUE FUND - OPERATING FUND**  
**YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
<i>Intergovernmental:</i>				
City of Salem	\$ 21,393,998	\$ 21,431,638	\$ 19,760,242	\$ (1,671,396)
Commonwealth of Virginia	19,588,143	19,852,202	20,052,041	199,839
Federal Government	1,736,740	1,959,096	1,705,496	(253,600)
<i>Other:</i>				
Charges for Services	601,179	662,579	746,647	84,068
Other	871,120	864,470	944,782	80,312
Total revenues	44,191,180	44,769,985	43,209,208	(1,560,777)
<b>EXPENDITURES</b>				
<i>Current:</i>				
Central administration	1,803,202	1,750,322	1,608,371	141,951
Centralized instructional costs	3,913,724	3,916,939	3,795,451	121,488
Instructional costs:				
Salem High School	10,161,114	10,226,227	10,090,056	136,171
Andrew Lewis Middle School	6,824,456	7,142,227	6,985,732	156,495
G.W. Carver Elementary School	3,538,789	3,643,992	3,525,927	118,065
West Salem Elementary School	3,050,544	3,120,910	3,019,223	101,687
South Salem Elementary School	3,051,096	3,119,846	2,984,447	135,399
East Salem Elementary School	3,585,443	3,690,236	3,634,861	55,375
Regional Special Education Program	775,274	775,274	754,116	21,158
Attendance and health services	1,039,215	1,055,567	1,049,120	6,447
Transportation	1,575,772	1,632,083	1,317,610	314,473
Federal and state grants programs	2,089,190	2,515,679	2,142,407	373,272
Non-departmental	660,159	-	-	-
<i>Capital lease debt service:</i>				
Principal	-	131,405	131,405	-
Interest	-	11,576	965	10,611
Total expenditures	42,067,978	42,732,283	41,039,691	1,692,592
Excess of revenues over expenditures	2,123,202	2,037,702	2,169,517	131,815
<b>OTHER FINANCING USES</b>				
Transfers out	(2,123,202)	(4,409,529)	(2,200,827)	2,208,702
Total other financing uses	(2,123,202)	(4,409,529)	(2,200,827)	2,208,702
Net change in fund balances	\$ -	\$ (2,371,827)	\$ (31,310)	\$ 2,340,517

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**BUDGET AND ACTUAL - SPECIAL REVENUE FUND - CAFETERIA FUND**  
**YEAR ENDED JUNE 30, 2017**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
<i>Intergovernmental:</i>				
Commonwealth of Virginia	\$ 35,254	\$ 37,754	\$ 24,710	\$ (13,044)
Federal Government	684,151	883,551	899,020	15,469
<i>Other:</i>				
Charges for Services	863,857	847,857	841,634	(6,223)
Other	12,000	13,100	17,531	4,431
Total revenues	<u>1,595,262</u>	<u>1,782,262</u>	<u>1,782,895</u>	<u>633</u>
<b>EXPENDITURES</b>				
Food services:				
Salem High School	491,874	478,624	450,692	27,932
Andrew Lewis Middle School	354,495	373,995	367,563	6,432
G.W. Carver Elementary School	199,966	264,816	257,801	7,015
West Salem Elementary School	195,878	213,434	203,165	10,269
South Salem Elementary School	239,540	241,440	235,017	6,423
East Salem Elementary School	113,509	209,953	225,335	(15,382)
Total expenditures	<u>1,595,262</u>	<u>1,782,262</u>	<u>1,739,573</u>	<u>42,689</u>
Excess of revenues over expenditures	-	-	43,322	43,322
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 43,322</u>	<u>\$ 43,322</u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION  
STATEMENT OF NET POSITION  
PROPRIETARY FUND  
JUNE 30, 2017**

	Internal Service Fund
<b>ASSETS</b>	
<i>Current assets:</i>	
Cash and cash equivalents	\$ 2,424,470
Receivables	14,637
Total assets	<u>2,439,107</u>
<b>LIABILITIES</b>	
<i>Current liabilities:</i>	
Accounts payable and accrued liabilities	4,401
Accrued payroll and related liabilities	1,251
Self-insurance claims liability	321,403
Unearned revenues	19,576
Total liabilities	<u>346,631</u>
<b>NET POSITION</b>	
Unrestricted	2,092,476
Total net position	<u><u>\$ 2,092,476</u></u>

The Notes to the Basic Financial Statements are an integral part of this statement.



**CITY OF SALEM SCHOOL DIVISION**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**PROPRIETARY FUND**  
**YEAR ENDED JUNE 30, 2017**

	Internal Service Fund
<b>OPERATING REVENUES</b>	
Charges for services	\$ 4,639,046
Total operating revenues	<u>4,639,046</u>
<b>OPERATING EXPENSES</b>	
Claims	3,397,141
Contractual services	5,770
Affordable Care Act fees	24,771
Administration	216,737
Total operating expenses	<u>3,644,419</u>
Operating income	<u>994,627</u>
<b>NONOPERATING REVENUES</b>	
Interest income	17,805
Total nonoperating revenues	<u>17,805</u>
Change in net position	<u>1,012,432</u>
<b>Net position, beginning</b>	1,080,044
<b>Net position, ending</b>	<u><u>\$ 2,092,476</u></u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUND  
YEAR ENDED JUNE 30, 2017**

	Internal Service Fund
<b>OPERATING ACTIVITIES</b>	
Receipts from customers and users	\$ 4,643,625
Payments to City	(216,737)
Payments for claims	(3,512,173)
Payments for contractual services	(9,567)
Net cash provided by operating activities	<u>905,148</u>
<b>INVESTING ACTIVITIES</b>	
Interest received	17,805
Net cash provided by investing activities	<u>17,805</u>
<b>Cash and cash equivalents, beginning</b>	1,501,517
<b>Cash and cash equivalents, ending</b>	<u><u>\$ 2,424,470</u></u>
<b><u>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES</u></b>	
Operating income	\$ 994,627
<i>Adjustments to reconcile operating income to net cash provided by operating activities</i>	
<i>Decrease in assets:</i>	
Receivables	17,684
<i>Increase (decrease) in liabilities:</i>	
Accounts payable and accrued liabilities	(5,048)
Accrued payroll and related liabilities	1,251
Self-insurance claims liability	(90,261)
Unearned revenues	(13,105)
Net cash provided by operating activities	<u><u>\$ 905,148</u></u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION  
STATEMENT OF FIDUCIARY NET POSITION  
FIDUCIARY FUNDS  
JUNE 30, 2017**

	Agency Fund	OPEB Trust Fund
<b>ASSETS</b>		
Cash and cash equivalents	\$ 532,827	\$ -
Investments held by trustee, fair value of pooled funds	-	1,102,777
Total assets	<u>532,827</u>	<u>1,102,777</u>
<b>LIABILITIES</b>		
Liability to agency	532,827	-
Total liabilities	<u>\$ 532,827</u>	<u>-</u>
<b>NET POSITION</b>		
Held in trust for other postemployment benefits		<u>\$ 1,102,777</u>

**CITY OF SALEM SCHOOL DIVISION  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
FIDUCIARY FUNDS  
YEAR ENDED JUNE 30, 2017**

	OPEB Trust Fund
<b>ADDITIONS</b>	
Employer contributions	\$ 85,673
<i>Investment income</i>	
Increase in fair value of investments	116,173
Less investment expenses	(1,576)
Total additions	<u>200,270</u>
Net increase in plan net position	<u>200,270</u>
Net position held in trust for other postemployment benefits, beginning	902,507
Net position held in trust for other postemployment benefits, ending	<u>\$ 1,102,777</u>

The Notes to the Basic Financial Statements are an integral part of this statement.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**1. Summary of Significant Accounting Policies**

**The Financial Reporting Entity**

The City of Salem School Division (School Division), established in 1983, is a legally separate entity from the City of Salem, Virginia (City). The School Division operates a high school, a middle school, four elementary schools, and an alternative education center. City Council appoints School Board members and provides fiscal assistance through tax levies for operating activities and debt issuance for capital projects. The City reports the School Division as a discretely presented component unit.

School Board members are occasionally appointed to various committees as provided under state and local laws and ordinances. However, the committees are advisory in nature, and the School Division is not financially accountable for these committees; therefore, they are not included in the School Division financial statements.

**Government-Wide Statements**

The government-wide financial statements report information on all of the non-fiduciary activities of the School Division. *Governmental activities* are normally supported by intergovernmental revenues.

The **Statement of Net Position** presents the governmental activities on the accrual basis of accounting, which incorporates long-term assets and long-term liabilities.

The **Statement of Activities** demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions and 3) capital grants and contributions, including special assessments that are clearly identifiable with a specific function. Items not properly included among program revenues are reported instead as *general revenues*.

**Fund Financial Statements**

These statements are organized based on funds, each of which is considered a separate accounting entity. The emphasis is on major governmental funds. The operation of each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances/net position, revenues and expenditures/expenses, as appropriate.

Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped in the basic financial statements into three broad fund categories as follows:

**Governmental Funds** account for expendable financial resources. The School Division reports the following major governmental funds:

- The *Special Revenue Funds* account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. Special Revenue Funds include the Operating and Cafeteria Funds.
- The *Capital Projects Fund* accounts for financial resources to be used for the acquisition or construction of major capital facilities.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**1. Summary of Significant Accounting Policies (Continued)**

**Fund Financial Statements (Continued)**

**Proprietary Funds** account for operations that are financed and operated in a manner similar to private business enterprises.

**Internal Service Funds** account for the financing of goods or services provided solely to other departments within the School Division on a cost-reimbursement basis. The School Division reports the following internal service fund:

- The *Health Insurance Fund* accounts for funding, claims, and operating costs of the self-insurance program. This fund is included in governmental activities for government-wide reporting purposes.

**Fiduciary Funds** account for assets held by the School Division in a trustee capacity or as an agent for individuals, other governmental units or other funds. The School Division reports the following fiduciary funds:

- The *OPEB Trust Fund* accounts for the receipt and disbursement of assets held in trust for the other postemployment benefit (OPEB) plan of the School Division.
- The *Agency Fund* accounts for assets held in a custodial capacity on behalf of the local school activity funds.

**Measurement Focus and Basis of Accounting**

**Government-wide** financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of related cash flows.

Generally, the effect of interfund activity has been eliminated from the government-wide financial statements.

**Governmental fund** financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized when they become susceptible to accrual; that is, when they become both measurable and available to finance expenditures of the current period. General revenues are considered measurable and available if collected within 60 days of year-end. Grant revenues are considered measurable when the legal and contractual requirements have been met and available if collected within one year of the end of the current fiscal period. All other revenue items are considered measurable and available when cash is received by the School Division. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences, pension, other postemployment benefits, capital leases, claims and judgments are recorded only when payment is due. General capital asset acquisitions are reported as expenditures and acquisitions under capital leases are reported as other financing sources.

As a result of the different measurement focus and basis of accounting used in preparing the government-wide statements versus the governmental funds' financial statements, a reconciliation between the government-wide and fund financial statements is necessary. The reconciliations are presented following the governmental funds' financial statements.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**1. Summary of Significant Accounting Policies (Continued)**

**Measurement Focus and Basis of Accounting (Continued)**

**Proprietary fund** financial statements are reported using the *economic financial resources measurement focus* and the *accrual basis of accounting*. These statements distinguish *operating* from *nonoperating* revenues and expenses. Operating revenues and expenses generally result from providing goods and services in connection with a proprietary fund's principal ongoing operations. Operating revenues include charges to other funds for self-insurance claims activities. Operating expenses include the cost of sales and services and administrative expenses. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the School Division's policy to use restricted resources first, then unrestricted resources, as they are needed.

**Fiduciary fund** financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, with the exception of agency funds which have no measurement focus but employ the *accrual basis of accounting* for purposes of asset and liability recognition.

**Budgets and Budgetary Accounting**

The School Division's budget is presented and adopted in accordance with accounting principles generally accepted in the United States of America (GAAP). The budget is a written document which presents the Board's plan for the allocation of the available financial resources into an explicit expenditure plan to sustain and improve the educational function of the School Division. The budget is based upon the educational needs and financial ability of the division, as cooperatively identified by the Superintendent and his staff, the Board, and the community. The following procedures are used by the School Division in establishing the budgetary data reflected in the financial statements:

- In March, the Superintendent submits to the School Board a proposed budget for the fiscal year commencing the following July 1. This budget includes proposed expenditures and the means of financing them for the Operating and Cafeteria Funds. The Capital Projects Fund utilizes a project length budget in lieu of an annual budget. Therefore, no annual budget for capital projects is presented.
- A public hearing is conducted to obtain citizen comments.
- Prior to March 31, the budget is adopted through passage of a resolution. The budget is then presented to the City Manager to be incorporated in the City budget. Prior to May 15, City Council approves the School Division budget.
- The School Board, with the concurrence of City Council, may amend the budget providing for additional expenditures and the means for financing them. The School Board approved additional appropriations of \$2,950,632 during the current year primarily for grants, new capital projects, re-appropriation of fund balance for encumbrances and unforeseen operating expenditures.
- The appropriations ordinance places legal restrictions on expenditures at the fund level. City Council has adopted the policy of appropriating the School Division budget in total rather than by categories. The School Board is authorized to transfer budget amounts within the fund at its discretion. The impact of changes in market values on commodities donated by the United States Department of Agriculture can, at times, cause expenditures to exceed budgeted amounts in the Cafeteria Fund. The effects of these market changes are excluded from consideration of budget noncompliance.
- The Superintendent is authorized to transfer budget amounts within and between the major categories subject to School Board approval.
- Formal budgetary integration is employed as a management control device for the Operating and Cafeteria Funds.
- All appropriations lapse on June 30 except for the Capital Projects Fund, which carries unexpended balances into the following year.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**1. Summary of Significant Accounting Policies (Continued)**

**Encumbrances**

Encumbrance accounting, under which purchase orders, contracts, and other commitments are recorded in order to reserve the applicable appropriation, is employed as an extension of formal budgetary integration in the Special Revenue and Capital Projects Funds. Encumbrances outstanding at year-end are reported as part of the restricted, committed, or assigned fund balances since they do not constitute expenditures or liabilities. Significant encumbrances as of June 30, 2017 total \$30,702 in the School Operating Fund and \$198,420 in the Capital Projects Fund.

**Deposits and Investments**

For purposes of the Statement of Cash Flows, cash and cash equivalents are defined as short-term, highly liquid investments that are both readily convertible to known amounts of cash and investments with maturities of 90 days or less. Cash includes unrestricted and restricted, if any, cash and cash equivalents. Investments are recorded at fair value.

**Interfund Balances**

Outstanding balances between funds are reported as due to/from other funds. Outstanding balances between the School Division and the City are reported as due to/from Primary Government.

**Inventory**

Cafeteria Fund inventories consist of food and supplies. Inventories are valued at cost using the first-in, first-out (FIFO) method, except for commodities received from the federal government, which are valued at amounts assigned by the United States Department of Agriculture. Disbursements for inventory are considered to be expenditures at the time of use (consumption method of accounting).

**Prepaid Items**

Governmental fund prepaid items consist of software license payments incurred for periods in a subsequent fiscal year. Prepaid items are amortized using the consumption method. The payments are recorded as an expenditure in the fiscal year related to the license period.

**Capital Assets**

Capital assets, which include property, plant and equipment, are reported in the government-wide financial statements. Capital assets are defined by the School Division as assets with an initial individual cost of more than \$0 for land, \$5,000 for furniture and equipment, or \$10,000 for buildings and improvements and an estimated useful life of at least five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value on the date of donation. The School Division includes the cost of certain intangible assets with a definite life in the appropriate asset class.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of the asset are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are completed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Furniture and equipment	5 - 15 years
Buildings and improvements	10 - 45 years

Depreciation expense for capital assets is identified with a function, whenever possible, and is included as a direct expense. Upon the sale or retirement of a capital asset, the cost and related accumulated depreciation, if applicable, are eliminated from the respective accounts, and any resulting gain or loss is included in the results of operations.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**1. Summary of Significant Accounting Policies (Continued)**

**Capital Assets and Related Debt Reporting**

According to the *Code of Virginia*, when a local government incurs a financial obligation payable over more than one fiscal year to fund an acquisition, construction or improvement of public school property, the local government acquires title to the school property as a tenant in common with the local school board for the term of the financial obligation. For financial reporting purposes, the local government may report the school property and related financial obligation. In these cases, at the time the financial obligation is paid in full, the net value of the school property is transferred to the local school board and reflected as program revenue and expense in the government-wide financial statements for the local school board and the local government, respectively. In the School Division's case, the City reports this debt in its Statement of Net Position while the School Division reports the capital asset on its Statement of Net Position.

**Deferred Outflows/Inflows of Resources**

Deferred outflows of resources represent a consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expense/expenditure) until then. Pension contributions made subsequent to the measurement date qualify for reporting in this category in the government-wide Statement of Net Position and will be applied to the net pension liability in the next fiscal year.

Deferred inflows of resources represent an acquisition of net position that applies to a future period(s) and will not be recognized as an inflow of resources (revenue) until that time.

The government-wide Statement of Net Position defers differences between expected and actual experience of the pension plan and the net difference between projected and actual earnings on pension plan investments as a deferred inflow or outflow, as appropriate. Experience differences will be recognized in pension expense over the average remaining service life of the active and inactive members of the plan at the beginning of the fiscal year. Earnings differences will be recognized in pension expense over a fixed five year period. An additional deferred inflow or outflow results from participation in the Virginia Retirement System's teacher cost-sharing pool, where changes in proportion and differences between employer contributions and the proportionate share of employer contributions are reported as a deferred inflow or outflow, as appropriate.

**Unearned Revenues**

Unearned revenues arise when assets are recognized before revenue recognition criteria can be satisfied and when assets are recognized in connection with a transaction, but those assets are not yet available to finance expenditures of the current fiscal period. Unearned revenues primarily consist of grants received before the eligibility requirements have been met, payments made in advance for cafeteria meals, and retiree health insurance premiums billed in advance of the month of coverage.

**Compensated Absences**

The School Division has policies that allow the accumulation and vesting of limited amounts of vacation and sick leave until termination or retirement. Amounts of such absences are accrued when incurred in the government-wide financial statements. An expenditure and liability for these amounts are reported in governmental funds when the amounts are due for payment.



**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**1. Summary of Significant Accounting Policies (Continued)**

**Pensions**

The Virginia Retirement System (VRS) Non-Professional Retirement Plan is a multi-employer, agent plan. The VRS Teacher Retirement Plan is a multiple employer, cost-sharing plan. For purposes of measuring the net pension liability of both plans, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plan and the additions to/deductions from the plan's net fiduciary position have been determined on the same basis as they were reported by VRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value

**Other Postemployment Benefits**

In connection with the School Division's funding of other postemployment benefits (OPEB), the School Division participates in the Virginia Pooled OPEB Trust (OPEB Trust Fund). The School Division's policy is to fully fund actuarially determined OPEB costs, which include both normal costs and amortization of unfunded accrued liability. The OPEB Trust Fund assets and investments are recorded at fair value. The OPEB Trust Fund's Board of Trustees establishes investment objectives and risk tolerance and asset allocation policies based on the investment policy, market and economic conditions and generally prevailing prudent investment practices.

**Net Position**

Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net position is divided into three components:

- **Net investment in capital assets** – consists of the historical cost of capital assets less accumulated depreciation and less any debt that remains outstanding which was used to finance those assets.
- **Restricted** – consists of assets where there are limitations imposed on their use through the enabling legislation adopted by the School Board or through external restrictions imposed by creditors, grantors, laws or regulations of other governments.
- **Unrestricted** – all other net position is reported in this category.

**Fund Balances**

Fund balance is divided into five classifications based primarily on the extent to which the School Division is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

- **Nonspendable** – Amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of interfund loans.
- **Restricted** – Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- **Committed** – Amounts constrained to specific purposes by the School Division, using its highest level of decision making authority; to be reported as committed, amounts cannot be used for any other purposes unless the same highest level of action is taken to remove or change the constraint.
- **Assigned** – Amounts the School Division intends to use for a specified purpose; intent can be expressed by the governing body (School Board) or by an official or body to which the governing body designates the authority.
- **Unassigned** – Amounts that are available for any purpose. The School Division has no unassigned fund balance at year end.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**1. Summary of Significant Accounting Policies (Continued)**

**Fund Balances (Continued)**

The School Board establishes (and modifies or rescinds) fund balance commitments by passage of a resolution. This is typically done through amendment of the budget. Assigned fund balance is established by the School Board as amounts are intended for a specific purpose (such as the purchase of capital assets, construction, debt service, or for other purposes).

**Restricted Amounts**

The School Division applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

**Estimates**

Management uses estimates and assumptions in preparing its financial statements. Those estimates and assumptions affect the reported amounts of assets and deferred outflows of resources, liabilities and deferred inflows of resources, the disclosure of contingent liabilities, and reported revenues, expenditures, and expenses. Actual results could differ from those estimates.

**2. Deposits and Investments**

The City maintains a concentration bank account used by the School Division. The School Division's portion of this account is presented in the basic financial statements as cash and cash equivalents totaling \$13,917,134.

**Deposits**

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the "Act") Section 2.2-4400 et. seq. of the *Code of Virginia*. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

**Investments**

Statutes authorize local governments and other public bodies to invest in obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, prime quality commercial paper and certain corporate notes, bankers' acceptances, repurchase agreements, the State Treasurer's Local Government Investment Pool (LGIP) and the State Treasurer's Non-Arbitrage Program (SNAP).

As of June 30, 2017, the School Division had no investments.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**2. Deposits and Investments (Continued)**

**Credit Risk**

Although the School Division does not have a formal policy addressing credit risk or custodial credit risk, the School Division adheres to the State guidelines. As required by the *Code of Virginia*, obligations of the Commonwealth of Virginia and its political subdivisions must have a debt rating of at least AA by Standard & Poor's (S&P) or Aa by Moody's Investors Service (Moody's). Repurchase agreements are collateralized by Treasury or Agency obligations of which the market value is at least 102% of the purchase price of the agreement. Commercial paper must be issued by an entity incorporated in the U.S. and rated at least A-1 by S&P or P-1 by Moody's. Corporate notes and bonds have a rating of at least AA by S&P or Aa by Moody's. Money market mutual funds must trade on a constant net asset value and invest solely in securities otherwise eligible for investment under these guidelines.

**Interest Rate Risk**

Although the School Division does not have a formal policy addressing interest rate risk, the School Division manages its exposure to fair value losses arising from increasing interest rates by limiting the length of each investment to achieve a minimal portfolio weighted average maturity.

**Concentration Risk and Foreign Currency Risk**

The School Division does not have a formal policy addressing concentration risk or foreign currency risk.

**3. Interfund Balances and Transfers**

As of June 30, 2017, there were no interfund receivable or payable balances. During the year, the School Division transferred \$2,200,827 from the Operating Fund to the Capital Projects Fund for current projects.

**4. Due from Other Governmental Units**

Amounts due from other governmental units are as follows:

	Operating Fund	Cafeteria Fund	Governmental Activities
Commonwealth of Virginia			
Sales tax	\$ 684,540	\$ -	\$ 684,540
Medicaid reimbursement	2,565	-	2,565
Other	1,337	-	1,337
Federal government			
Special Education - Grants to States (IDEA, Part B)	268,524	-	268,524
Title I Grants to Local Educational Agencies	72,806	-	72,806
National School Breakfast and Lunch Programs	-	41,308	41,308
Adult Education - Basic Grants to States	34,552	-	34,552
Improving Teacher Quality State Grants	18,714	-	18,714
English Language Acquisition State Grants	10,606	-	10,606
to States (Perkins IV)	6,869	-	6,869
Other	11,446	-	11,446
	<u>\$ 1,111,959</u>	<u>\$ 41,308</u>	<u>\$ 1,153,267</u>

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**5. Capital Assets**

Capital asset activity for the year was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, nondepreciable				
Land	\$ 1,123,637	\$ -	\$ -	\$ 1,123,637
Construction in progress	47,030	132,236	(47,029)	132,237
Capital assets, nondepreciable	<u>1,170,667</u>	<u>132,236</u>	<u>(47,029)</u>	<u>1,255,874</u>
Capital assets, depreciable				
Furniture and equipment	7,906,529	696,222	(292,723)	8,310,028
Buildings and improvements	69,189,805	206,712	(55,405)	69,341,112
Capital assets, depreciable	<u>77,096,334</u>	<u>902,934</u>	<u>(348,128)</u>	<u>77,651,140</u>
Accumulated depreciation				
Furniture and equipment	(4,948,159)	(622,974)	282,912	(5,288,221)
Buildings and improvements	(26,520,053)	(1,900,953)	31,857	(28,389,149)
Accumulated depreciation	<u>(31,468,212)</u>	<u>(2,523,927)</u>	<u>314,769</u>	<u>(33,677,370)</u>
Capital assets, depreciable, net	<u>45,628,122</u>	<u>(1,620,993)</u>	<u>(33,359)</u>	<u>43,973,770</u>
Capital assets, net	<u>\$ 46,798,789</u>	<u>\$ (1,488,757)</u>	<u>\$ (80,388)</u>	<u>\$ 45,229,644</u>

Depreciation expense was charged to functions as follows:

Central administration	\$ 91,859
Centralized instructional costs	4,244
Instructional costs	2,226,697
Transportation	150,525
Food services	50,602
Total depreciation expense	<u>\$ 2,523,927</u>

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**6. Long-Term Liabilities**

The following is a summary of changes in long-term liabilities:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
Capital lease obligation	\$ 268,476	\$ -	\$ (131,405)	\$ 137,071	\$ 137,071
Compensated absences	921,434	334,928	(387,474)	868,888	387,474
Net pension liability	35,898,755	9,925,486	(6,534,313)	39,289,928	-
Other postemployment benefits (asset)	(217,763)	134,245	(211,531)	(295,049)	-
	<u>\$ 36,870,902</u>	<u>\$ 10,394,659</u>	<u>\$ (7,264,723)</u>	<u>\$ 40,000,838</u>	<u>\$ 524,545</u>

The Internal Service Fund is used to liquidate a portion of compensated absences and other postemployment benefits. The Operating Fund is used to liquidate the capital lease obligation, net pension liability, and the remaining portion of compensated absences and other postemployment benefits.

**7. Leases**

**Operating Leases**

The School Division entered several non-cancelable operating leases for equipment. Rent expenditures for the current year were \$52,481. Scheduled future minimum rental payments for the next five years are as follows:

June 30, 2018	\$ 50,061
June 30, 2019	37,022
June 30, 2020	35,037
June 30, 2021	5,279
June 30, 2022	2,901
	<u>\$ 130,300</u>

**Capital Lease**

On August 1, 2015, the School Division entered into a 36 month lease agreement with Dell Financial Services LLC to lease 1,240 Dell Chromebooks. Under the lease agreement, the School Division pays \$142,981.24 annually to the lessor, representing principal and interest payments with an implicit interest rate of 4.31%. Capital lease accounting is required due to a bargain purchase option and the net present value of payments through the term of the lease. The lease assets and obligations are accounted for in the Statement of Net Position. At June 30, 2017, the original cost of the Chromebooks was \$411,457 and accumulated depreciation was \$150,867. The assets recorded in relation to the capital lease are in the furniture and equipment asset classification.

Scheduled minimum lease payments under the capital lease are as follows:

Fiscal Year Ending	Amount
June 30, 2018	\$ 142,981
Total minimum lease payments	142,981
Less: Amount representing interest	(5,910)
Present value of minimum lease payments	<u>\$ 137,071</u>

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**8. Fund Balance**

Fund balance is classified as non-spendable, restricted, committed, assigned, and/or unassigned based primarily on the extent to which the School Division is bound to observe constraints imposed upon the use of the resources in the governmental funds. The constraints placed on the fund balances of the governmental funds are presented below:

	School Operating Fund	Cafeteria Fund	Capital Projects Fund
<b>Fund Balances:</b>			
<b>Nonspendable:</b>			
Inventories	\$ -	\$ 33,103	\$ -
Prepays	-	-	14,816
<b>Committed to:</b>			
Capital projects	-	-	2,030,441
Other projects	85,500	-	-
<b>Assigned to:</b>			
General education	4,493,379	-	-
Food services	-	349,325	-
Total fund balances	<u>\$ 4,578,879</u>	<u>\$ 382,428</u>	<u>\$ 2,045,257</u>

**9. Risk Management**

The School Division is exposed to various risks of loss including those related to torts, loss of or damage to assets, natural disasters, and the health of employees. The risk management programs of the School Division are as follows:

**Workers' Compensation**

Workers' Compensation Insurance is provided through School Systems of Virginia. Benefits are those afforded through the Commonwealth of Virginia as outlined in *Code of Virginia* §65.2-100. Premiums are based on covered payroll, job rates and claims experience. Total premiums for the current year were \$99,499.

**General Liability and Other**

The School Division provides general liability and other insurance through the Virginia Municipal League Insurance Programs (VMLIP) and catastrophic accident insurance through Mutual of Omaha Insurance Company. General liability and business automobile have a \$1,000,000 limit per occurrence. Boiler and machinery coverage and property insurance are covered per the statement of values. The School Division maintains an additional \$10,000,000 umbrella policy over all forms of liability. Total premiums for the current fiscal year were \$124,976.

**Healthcare**

The City's professionally administered self-insurance program provides health coverage for employees of the School Division on a cost-reimbursement basis. All active employees and retired School employees pay a premium equivalent for participation. The premium equivalent represents a minimum of 4% active or retired employee participation. The City is obligated for claims payments under the program. A stop loss insurance contract executed with an insurance carrier covers claims in excess of \$150,000 per covered individual and approximately \$9,852,000 in the aggregate.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**9. Risk Management (Continued)**

**Healthcare (Continued)**

During the current fiscal year, total claim expenses for the City and School Division of \$7,007,489, which did not exceed the stop loss provision, were incurred. This represents claims processed and an estimate for claims incurred but not reported (IBNR) as of June 30, 2017. The estimated liability for the City and School Division was \$465,675 and \$321,403, respectively, for a total of \$787,078 at year-end.

Changes in the reported liability during the last three fiscal years are as follows:

Year Ended June 30	Beginning Balance	Claim Expenses	Claim Payments	Ending Balance
2017	\$ 863,950	\$ 7,007,489	\$ 7,084,361	\$ 787,078
2016	968,628	7,372,524	7,477,202	863,950
2015	898,880	9,052,509	8,982,761	968,628

**Other**

There were no significant changes in insurance coverage from the prior year and no settlements that exceeded the amount of insurance coverage during the last three fiscal years.

**10. Pension Plan**

**Plan Description**

All full-time, salaried permanent (non-professional) employees of the School Division are automatically covered by the VRS Retirement Plan upon employment. This plan is administered by the VRS along with plans for other employer groups in the Commonwealth of Virginia. The VRS Retirement Plan is a multi-employer, agent plan.

All full-time, salaried permanent (professional) teachers of the School Division are automatically covered by the VRS Teacher Retirement Plan upon employment. This plan is administered by VRS along with plans for other employer groups in the Commonwealth of Virginia. The VRS Teacher Retirement Plan is a multiple employer, cost-sharing plan.

Members earn one month of service credit for each month they are employed and for which they and their employer are paying contributions to VRS. Members are eligible to purchase prior service, based on specific criteria as defined in the *Code of Virginia*, as amended. Eligible prior service that may be purchased includes prior public service, active military service, certain periods of leave, and previously refunded service.

VRS administers three different benefit structures for covered employees – Plan 1, Plan 2, and Hybrid. Each of these benefit structures has a different eligibility criteria. The specific information for each plan and the eligibility for covered groups within each plan are set out below:

**VRS PLAN 1**

**About VRS Plan 1** – Plan 1 is a defined benefit plan. The retirement benefit is based on a member's age, creditable service and average final compensation at retirement using a formula. Employees are eligible for Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013.



**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**VRS PLAN 1 (Continued)**

**Hybrid Opt-In Election** – VRS non-hazardous duty covered Plan 1 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014. The Hybrid Retirement Plan's effective date for eligible Plan 1 members who opted in was July 1, 2014. If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan. Members who were eligible for an optional retirement plan (ORP) and had prior service under VRS Plan 1 were not eligible to elect the Hybrid Retirement Plan and remain as VRS Plan 1 or ORP.

**Retirement Contributions** – Members contribute up to 5% of their compensation each month to their member contribution account through a pre-tax salary reduction. Some school divisions and political subdivisions elected to phase in the required 5% member contributions; all employees will be paying the full 5% by July 1, 2016. Member contributions are tax-deferred until they are withdrawn as part of a retirement benefit or as a refund. The employer makes a separate actuarially determined contribution to VRS for all covered employees. VRS invests both member and employer contributions to provide funding for the future benefit payment.

**Creditable Service** – Creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.

**Vesting** – Vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members become vested when they have at least five years (60 months) of creditable service. Vesting means members are eligible to qualify for retirement if they meet the age and service requirements for their plan. Members also must be vested to receive a full refund of their member contribution account balance if they leave employment and request a refund. Members are always 100% vested in the contributions that they make.

**Calculating the Benefit** – The Basic Benefit is calculated based on a formula using the member's average final compensation, a retirement multiplier and total service credit at retirement. It is one of the benefit payout options available to a member at retirement. An early retirement reduction factor is applied to the Basic Benefit if the member retires with a reduced retirement benefit or selects a benefit payout option other than the Basic Benefit.

**Average Final Compensation** – A member's average final compensation is the average of the 36 consecutive months of highest compensation as a covered employee.

**Service Retirement Multiplier** – The retirement multiplier is a factor used in the formula to determine a final retirement benefit. The retirement multiplier for non-hazardous duty members is 1.70%.

**Normal Retirement Age** – Age 65 for VRS. Age 60 for political subdivision hazardous duty employees.



**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**VRS PLAN 1 (Continued)**

**Earliest Unreduced Retirement Eligibility** – Members who are not in hazardous duty positions are eligible for an unreduced retirement benefit at age 65 with at least five years of creditable service or at age 50 with at least 30 years of creditable service.

**Earliest Reduced Retirement Eligibility** – Members who are not in hazardous duty positions may retire with a reduced benefit as early as age 55 with at least five years of creditable service or age 50 with at least 10 years of creditable service.

**Cost-of-Living Adjustment (COLA) in Retirement** – The COLA matches the first 3% increase in the Consumer Price Index for all Urban Consumers (CPI-U) and half of any additional increase (up to 4%) up to a maximum COLA of 5%.

For members who retire with an unreduced benefit or with a reduced benefit with at least 20 years of creditable service, the COLA will go into effect on July 1 after one full calendar year from the retirement date. For members who retire with a reduced benefit and who have less than 20 years of creditable service, the COLA will go into effect on July 1 after one calendar year following the unreduced retirement eligibility date.

The COLA is effective July 1 following one full calendar year (January 1 to December 31) under any of the following circumstances:

- The member is within five years of qualifying for an unreduced retirement benefit as of January 1, 2013.
- The member retires on disability.
- The member retires directly from short-term or long-term disability under the Virginia Sickness and Disability Program (VSDP).
- The member is involuntarily separated from employment for causes other than job performance or misconduct and is eligible to retire under the Workforce Transition Act or the Transitional Benefits Program.
- The member dies in service and the member's survivor or beneficiary is eligible for a monthly death-in-service benefit. The COLA will go into effect on July 1 following one full calendar year (January 1 to December 31) from the date the monthly benefit begins.

**Disability Coverage** – For members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.7% on all service, regardless of when it was earned, purchased or granted. VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits. Disability coverage is not applicable for members of the VRS Teacher Retirement Plan.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**VRS PLAN 1 (Continued)**

**Purchase of Prior Service** – Members may be eligible to purchase service from previous public employment, active duty military service, an eligible period of leave or VRS refunded service as creditable service in their plan. Prior creditable service counts toward vesting, eligibility for retirement and the health insurance credit. Only active members are eligible to purchase prior service. When buying service, members must purchase their most recent period of service first. Members also may be eligible to purchase periods of leave without pay.

**VRS PLAN 2**

VRS Plan 2 is the same as VRS Plan 1 except for the following:

Employees are eligible for VRS Plan 2 if their membership date is on or after July 1, 2010, or their membership date is before July 1, 2010, and they were not vested as of January 1, 2013.

**Average Final Compensation** – A member's average final compensation is the average of their 60 consecutive months of highest compensation as a covered employee.

**Service Retirement Multiplier** – For non-hazardous duty members, the retirement multiplier is 1.65% for creditable service earned, purchased or granted on or after January 1, 2013.

**Normal Retirement Age** – Normal Social Security retirement age for non-hazardous duty employees.

**Earliest Unreduced Retirement Eligibility** – Members who are not in hazardous duty positions are eligible for an unreduced retirement benefit when they reach normal Social Security retirement age and have at least five years of creditable service or when their age and service equal 90.

**Earliest Reduced Retirement Eligibility** – Members who are not in hazardous duty positions may retire with a reduced benefit as early as age 60 with at least five years of creditable service.

**Cost-of-Living Adjustment (COLA) in Retirement** – The COLA matches the first 2% increase in the CPI-U and half of any additional increase (up to 2%), for a maximum COLA of 3%.

**Disability Coverage** – For members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.65% on all service, regardless of when it was earned, purchased or granted. VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits. Disability coverage is not applicable for members of the VRS Teacher Retirement Plan.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**HYBRID RETIREMENT PLAN**

The Hybrid Retirement Plan is the same as VRS Plan 1 except for the following:

**About the Hybrid Retirement Plan** – The Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan. Most members hired on or after January 1, 2014 are in this plan, as well as VRS Plan 1 and VRS Plan 2 members who were eligible and opted into the plan during a special election window.

- The defined benefit is based on a member's age, creditable service and average final compensation at retirement using a formula.
- The benefit from the defined contribution component of the plan depends on the member and employer contributions made to the plan and the investment performance of those contributions.
- In addition to the monthly benefit payment payable from the defined benefit plan at retirement, a member may start receiving distributions from the balance in the defined contribution account, reflecting the contributions, investment gains or losses, and any required fees.

**Eligible Members** – Employees are in the Hybrid Retirement Plan if their membership date is on or after January 1, 2014. This includes:

- Political subdivision employees\*
- School division employees
- Members in VRS Plan 1 or VRS Plan 2 who elected to opt into the plan during the election window held January 1 – April 30, 2014; the plan's effective date for opt-in members was July 1, 2014

\* Non-Eligible Members – some employees are not eligible to participate in the Hybrid Retirement Plan. They include:

- Political subdivision employees who are covered by enhanced benefits for hazardous duty employees

Those employees eligible for an optional retirement plan (ORP) must elect the ORP plan or the Hybrid Retirement Plan. If these members have prior service under VRS Plan 1 or VRS Plan 2, they are not eligible to elect the Hybrid Retirement Plan and must select VRS Plan 1 or VRS Plan 2 (as applicable) or ORP.

**Retirement Contributions** – A member's retirement benefit is funded through mandatory and voluntary contributions made by the member and the employer to both the defined benefit and the defined contribution components of the plan. Mandatory contributions are based on a percentage of the employee's creditable compensation and are required from both the member and the employer. Additionally, members may choose to make voluntary contributions to the defined contribution component of the plan, and the employer is required to match those voluntary contributions according to specified percentages.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**HYBRID RETIREMENT PLAN (Continued)**

**Creditable Service**

Defined Benefit Component: Under the defined benefit component of the plan, creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.

Defined Contributions Component: Under the defined contribution component, creditable service is used to determine vesting for the employer contribution portion of the plan.

**Vesting**

Defined Benefit Component: Defined benefit vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members are vested under the defined benefit component of the Hybrid Retirement Plan when they reach five years of creditable service. VRS Plan 1 or VRS Plan 2 members with at least five years of creditable service who opted into the Hybrid Retirement Plan remain vested in the defined benefit component.

Defined Contributions Component: Defined contribution vesting refers to the minimum length of service a member needs to be eligible to withdraw the employer contributions from the defined contribution component of the plan. Members are always 100% vested in the contributions that they make. Upon retirement or leaving covered employment, a member is eligible to withdraw a percentage of employer contributions to the defined contribution component of the plan, based on service.

- After two years, a member is 50% vested and may withdraw 50% of employer contributions.
- After three years, a member is 75% vested and may withdraw 75% of employer contributions.
- After four or more years, a member is 100% vested and may withdraw 100% of employer contributions.

Distribution is not required by law until age 70½.

**Calculating the Benefit**

Defined Contribution Component: The benefit is based on contributions made by the member and any matching contributions made by the employer, plus net investment earnings on those contributions.

**Average Final Compensation** – Same as VRS Plan 2. It is used in the retirement formula for the defined benefit component of the plan.

**Service Retirement Multiplier**

Defined Benefit Component: The retirement multiplier is 1.0%. For members that opted into the Hybrid Retirement Plan from VRS Plan 1 or VRS Plan 2, the applicable multipliers for those plans will be used to calculate the retirement benefit for service credited in those plans.

Defined Contribution Component: Not applicable.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**HYBRID RETIREMENT PLAN (Continued)**

**Normal Retirement Age**

Defined Benefit Component: Same as VRS Plan 2.

Defined Contribution Component: Members are eligible to receive distributions upon leaving employment, subject to restrictions.

**Earliest Unreduced Retirement Eligibility**

Defined Benefit Component: Members are eligible for an unreduced retirement benefit when they reach normal Social Security retirement age and have at least five years of creditable service or when their age and service equal 90.

Defined Contribution Component: Members are eligible to receive distributions upon leaving employment, subject to restrictions.

**Earliest Reduced Retirement Eligibility**

Defined Benefit Component: Members may retire with a reduced benefit as early as age 60 with at least five years of creditable service.

Defined Contribution Component: Members are eligible to receive distributions upon leaving employment, subject to restrictions.

**Cost-of-Living Adjustment (COLA) in Retirement**

Defined Benefit Component: Same as VRS Plan 2.

Defined Contribution Component: Not applicable.

**Disability Coverage** – Employees of political subdivisions and school divisions (including VRS Plan 1 and VRS Plan 2 opt-ins) participate in the Virginia Local Disability Program (VLDP) unless their local governing body provides an employer-paid comparable program for its members. Hybrid members (including VRS Plan 1 and VRS Plan 2 opt-ins) covered under VLDP are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.

**Purchase of Prior Service**

Defined Benefit Component: Same as VRS Plan 1, with the following exceptions:

- Hybrid Retirement Plan members are ineligible for ported service.
- The cost for purchasing refunded service is the higher of 4% of creditable compensation or average final compensation.
- Plan members have one year from their date of hire or return from leave to purchase all but refunded prior service at approximate normal cost. After that one-year period, the rate for most categories of service will change to actuarial cost.

Defined Contribution Component: Not applicable

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Employees Covered by Benefit Terms**

As of the June 30, 2015 actuarial valuation, the following employees were covered by the benefit terms of the VRS Retirement Plan:

	<b>School Division (Non-Professional)</b>
Inactive members or their beneficiaries currently receiving benefits	64
Inactive members:	
Vested inactive members	14
Non-vested inactive members	26
Inactive members active elsewhere in VRS	19
Total inactive members	59
Active members	73
Total covered employees	196

**Contributions**

The contribution requirement for active employees is governed by §51.1-145 of the *Code of Virginia*, as amended, but may be impacted as a result of funding options provided to political subdivisions and school divisions by the Virginia General Assembly. Employees are required to contribute 5.00% of their compensation toward their retirement. Prior to July 1, 2012, all or part of the 5.00% member contribution may have been assumed by the employer. Beginning July 1, 2012, new employees were required to pay the 5.00% member contribution. In addition, for existing employees, employers were required to begin making the employee pay the 5.00% member contribution. This could be phased in over a period of up to 5 years, and the employer is required to provide a salary increase equal to the amount of the increase in the employee-paid member contribution.

The School Division's non-professional employees' contractually required contribution rate for the year ended June 30, 2017 was 4.33% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2015. This rate, when combined with employee contributions, was expected to finance the costs of benefits earned by the employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the School Division were \$54,990 and \$92,100 for the years ended June 30, 2017 and June 30, 2016, respectively.

For the School Division's professional employees covered under the VRS Teacher Retirement Plan, each school division's contractually required contribution rate for the year ended June 30, 2017 was 14.66% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2015 and reflects the transfer in June 2015 of \$192,884,000 as an accelerated payback of the deferred contribution in the 2010-12 biennium. The actuarial rate for the Teacher Retirement Plan was 16.32%. The actuarially determined rate, when combined with employee contributions, was expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Based on the provisions of §51.1-145 of the *Code of Virginia*, as amended, the contributions were funded at 89.84% of the actuarial rate for the year ended June 30, 2017. Contributions to the pension plan from the School Division were \$3,156,477 and \$3,004,414 for the years ended June 30, 2017 and June 30, 2016, respectively.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Net Pension Liability**

Under the VRS Retirement Plan, the School Division's net pension liabilities were measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2015, using updated actuarial assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2016.

Under the VRS Teacher Retirement Plan, the School Division reported a liability of \$39,276,000 for its proportionate share of the net pension liability at June 30, 2017. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The School Division's proportion of the net pension liability was based on the School Division's actuarially determined employer contributions to the pension plan for the year ended June 30, 2016 relative to the total of the actuarially determined employer contributions for all participating employers. At June 30, 2016, the School Division's proportion was 0.28026% as compared to 0.28555% at June 30, 2015.

The net pension liability is calculated separately for each plan and represents that particular plan's total pension liability determined in accordance with GAAP, less that plan's fiduciary net position. Participating entities for the Teacher Retirement Plan include all school systems in the cost-sharing plan. As of June 30, 2016, total net pension liability for each plan including all participating entities is as follows:

	<b>Salem School Division (Non-Professional)</b>	<b>Statewide School Division Teacher Retirement Plan (Thousands)</b>
Total Pension Liability	\$ 5,106,219	\$ 44,182,326
Plan Fiduciary Net Position	5,092,291	30,168,211
Employer's Net Pension Liability	<u>\$ 13,928</u>	<u>\$ 14,014,115</u>
Plan Fiduciary Net Position as a Percentage of the total Pension Liability	99.73%	68.28%

The total pension liability is calculated by the System's actuary, and each plan's fiduciary net position is reported in the System's financial statements. The net pension liability is disclosed in accordance with the requirements of GAAP in the System's notes to the financial statements and required supplementary information.

**Actuarial Assumptions – General Employees**

The total pension liability for General Employees in the System was based on an actuarial valuation performed as of June 30, 2015, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2016.

Inflation	2.50%
Salary increases, including inflation	3.50% - 5.35%
Investment rate of return	7.00%, net of pension plan investment expense, including inflation*



**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Actuarial Assumptions – General Employees (Continued)**

\* Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GAAP purposes of slightly more than the assumed 7.00%. However, since the difference was minimal, and a more conservative 7.00% investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 7.00% to simplify preparation of pension liabilities.

Mortality rates: 14% of deaths are assumed to be service related.

Largest 10 – Non-LEOS:

Pre-Retirement:

RP-2000 Employee Mortality Table Projected with Scale AA to 2020 with males set forward 4 years and females were set back 2 years.

Post-Retirement:

RP-2000 Combined Mortality Table Projected with Scale AA to 2020 with males set forward 1 year.

Post-Disablement:

RP-2000 Disability Life Mortality Table Projected to 2020 with males set back 3 years and no provision for future mortality improvement.

All Others (Non 10 Largest) – Non-LEOS:

Pre-Retirement:

RP-2000 Employee Mortality Table Projected with Scale AA to 2020 with males set forward 4 years and females were set back 2 years.

Post-Retirement:

RP-2000 Combined Mortality Table Projected with Scale AA to 2020 with males set forward 1 year.

Post-Disablement:

RP-2000 Disability Life Mortality Table Projected to 2020 with males set back 3 years and no provision for future mortality improvement.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the period from July 1, 2008 through June 30, 2012. Changes to the actuarial assumptions as a result of the experience study are as follows:

Largest 10 – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year



**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Actuarial Assumptions – General Employees (Continued)**

All Others (Non 10 Largest) – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year

**Actuarial Assumptions – VRS Teacher Retirement Plan**

The total pension liability for the VRS Teacher Retirement Plan was based on an actuarial valuation performed as of June 30, 2015, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2016:

Inflation	2.50%
Salary increases, including inflation	3.50% - 5.95%
Investment rate of return	7.00%, net of pension plan investment expense, including inflation*

\* Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GAAP purposes of slightly more than the assumed 7.00%. However, since the difference was minimal, and a more conservative 7.00% investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 7.00% to simplify preparation of pension liabilities.

Mortality rates:

Pre-Retirement:

RP-2000 Employee Mortality Table Projected with Scale AA to 2020 with males set back 3 years and females were set back 5 years.

Post-Retirement:

RP-2000 Combined Mortality Table Projected with Scale AA to 2020 with males set back 2 years and females were set back 3 years.

Post-Disablement:

RP-2000 Disability Life Mortality Table Projected to 2020 with males set back 1 year and no provision for future mortality improvement.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the four-year period from July 1, 2008 through June 30, 2012. Changes to the actuarial assumptions as a result of the experience study are as follows:

- Update mortality table
- Adjustments to the rates of service retirement
- Decrease in rates of withdrawals for 3 through 9 years of service
- Decrease in rates of disability
- Reduce rates of salary increase by 0.25% per year

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Long-Term Expected Rate of Return**

The long-term expected rate of return on pension System investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension System investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

<b><u>Asset Class (Strategy)</u></b>	<b><u>Target Allocation</u></b>	<b><u>Arithmetic Long-Term Expected Rate of Return</u></b>	<b><u>Weighted Average Long-Term Expected Rate of Return</u></b>
U.S. Equity	19.50%	6.46%	1.26%
Developed Non U.S. Equity	16.50%	6.28%	1.04%
Emerging Market Equity	6.00%	10.00%	0.60%
Fixed Income	15.00%	0.09%	0.01%
Emerging Debt	3.00%	3.51%	0.11%
Rate Sensitive Credit	4.50%	3.51%	0.16%
Non Rate Sensitive Credit	4.50%	5.00%	0.23%
Convertibles	3.00%	4.81%	0.14%
Public Real Estate	2.25%	6.12%	0.14%
Private Real Estate	12.75%	7.10%	0.91%
Private Equity	12.00%	10.41%	1.25%
Cash	1.00%	-1.50%	-0.02%
Total	<u>100.00%</u>		<u>5.83%</u>
		Inflation	<u>2.50%</u>
		* Expected arithmetic nominal return	<u>8.33%</u>

\* Using stochastic projection results provides an expected range of real rates of return over various time horizons. Looking at one year results produces an expected real return of 8.33% but also has a high standard deviation, which means there is high volatility. Over larger time horizons the volatility declines significantly and provides a median return of 7.44%, including expected inflation of 2.50%.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Discount Rate**

The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that System member contributions will be made per the VRS Statutes and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Through the fiscal year ending June 30, 2018, the rate contributed by the employer for the Retirement Plans will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly. From July 1, 2018 on, participating employers are assumed to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

**Changes in Net Pension Liability (Asset)**

	<b>Increase (Decrease)</b>		
	<b>Total Pension Liability (a)</b>	<b>Plan Fiduciary Net Position (b)</b>	<b>Net Pension Liability (Asset) (a) - (b)</b>
Balances at June 30, 2015	\$ 5,117,491	\$ 5,159,736	\$ (42,245)
Changes for the year:			
Service cost	124,227	-	124,227
Interest	347,691	-	347,691
Differences between expected and actual experience	(182,245)	-	(182,245)
Contributions - employer	-	92,100	(92,100)
Contributions - employee	-	58,188	(58,188)
Net investment income	-	86,505	(86,505)
Benefit payments, including refunds of employee contributions	(300,945)	(300,945)	-
Administrative expenses	-	(3,256)	3,256
Other changes	-	(37)	37
Net changes	(11,272)	(67,445)	56,173
Balances at June 30, 2016	<u>\$ 5,106,219</u>	<u>\$ 5,092,291</u>	<u>\$ 13,928</u>

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Sensitivity of the Net Position Liability (Asset) to Changes in the Discount Rate**

The following presents the School Division's net pension liabilities (assets) under the VRS Retirement Plan and the School Division's proportionate share of the net pension liability under the VRS Teacher Retirement Plan using the discount rate of 7.00%, as well as what the net pension liability (asset) would be if it were calculated using a discount rate that is one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current rate:

	<b>Net Pension Liability (Asset)</b>		
	<b>1% Decrease (6.00%)</b>	<b>Current Discount (7.00%)</b>	<b>1% Increase (8.00%)</b>
Retirement Plan (Non-Professional Staff)	\$ 600,885	\$ 13,928	\$ (478,894)
Teacher Retirement Plan	55,988,000	39,276,000	25,510,000

**Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

For the year ended June 30, 2017, the School Division recognized pension expense of (\$24,087) under the VRS Retirement Plan.

For the year ended June 30, 2017, the School Division recognized pension expense of \$2,703,000 under the VRS Teacher Retirement Plan. Since there was a change in proportionate share between measurement dates, a portion of the pension expense was related to deferred amounts from changes in proportion and from differences between employer contributions and the proportionate share of employer contributions.

At June 30, 2017, the School Division reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
<b>School Division (Non-Professional Staff)</b>		
Differences between expected and actual experience	\$ -	\$ 126,213
Net difference between projected and actual earnings on pension plan investments	132,195	-
Employer contributions subsequent to the measurement date	54,990	-
<b>Total</b>	<b>\$ 187,185</b>	<b>\$ 126,213</b>

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**10. Pension Plan (Continued)**

**Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources  
Related to Pensions (Continued)**

**School Division - Teacher Retirement Plan**

Differences between expected and actual experience	\$	-	\$	1,273,000
Net difference between projected and actual earnings on pension plan investments		2,244,000		-
Changes in proportion and differences between employer contributions and proportionate share of contributions		-		2,065,000
Employer contributions subsequent to the measurement date		3,156,477		-
Total	\$	5,400,477	\$	3,338,000

Deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction of (increase to) the Net Pension Liability in the year ended June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended June 30,</u>	<u>School Division (Non- Professional)</u>	<u>School Division- Teacher Retirement Plan</u>
2018	\$ (83,436)	\$ (937,000)
2019	(42,408)	(937,000)
2020	77,969	492,000
2021	53,857	429,000
2022	-	(141,000)
	<u>\$ 5,982</u>	<u>\$ (1,094,000)</u>

**Payable to the Pension Plan**

At June 30, 2017, \$14,185 was payable to the System under the VRS Retirement Plan for the legally required contributions of the School Division related to the June 2017 payroll.

At June 30, 2017, \$841,676 was payable to the System under the VRS Teacher Retirement Plan for the legally required contributions related to the June 2017 payroll.

**Pension Plan Fiduciary Net Position**

Detailed information about the Fiduciary Net Positions of the VRS Retirement Plan and the VRS Teacher Retirement Plan is available in the separately issued VRS 2016 Comprehensive Annual Financial Report (CAFR). A copy of the 2016 VRS CAFR may be downloaded from the VRS website at <http://www.varetire.org/Pdf/Publications/2016-annual-report.pdf>, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA, 23218-2500.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**11. Other Postemployment Benefits**

In addition to salary, many employees earn benefits over their years of service that will not be received until they retire. The costs of these postemployment benefits are part of the compensation employees earn each year, rather than costs of future years when the benefits are paid and should be recognized during their years of service.

An actuarial valuation was performed as of June 30, 2017. The specific limitations, on which the actuarial valuation was based, are outlined under the plan description.

**Plan Description**

The School Division participates in a single-employer defined benefit healthcare plan (Retiree Health Plan) administered and sponsored by the City. Full-time employees retiring directly from the School Division must have at least 15 years of service, unless approved for VRS disability, to participate in the Retiree Health Plan. In addition, they must be eligible for retirement under VRS.

Eligible employees and dependents covered at the time of retirement may continue participation in the Retiree Health Plan at the same premium levels as active employees. This creates a benefit to the retiree in the form of a lower insurance rate by blending retirees with active employees, also known as an implicit rate subsidy.

School Division retirees do not receive any premium subsidy and are responsible for the cost of the entire premium.

The benefits and employee/employer contributions are governed by School Board policy and can be amended through School Board action. The Retiree Health Plan does not issue a publicly available financial report.

The School Division participates in the OPEB Trust Fund, an irrevocable trust established for the purpose of accumulating assets to fund postemployment benefits other than pensions. The Virginia Pooled OPEB Trust Fund issues a separate report, which may be obtained from VML/VACo Finance Program, 919 East Main Street, Suite 1100, Richmond, VA 23219.

As of June 30, 2017, the date of the latest actuarial valuation for the School Division, plan participation consisted of:

Active employees	523
Retired participants	32
Total participants	<u>555</u>

**Funding Policy**

The Retiree Health Plan is funded through member and employer contributions. School Division Retirees receiving benefits contribute 100% of the health insurance premium rate. During the current year, retired School Division members contributed \$311,428 of the total premiums through their required contributions of between \$508 and \$1,708 depending on the type of coverage and years of service.

Based on the June 30, 2017 actuarial valuation, the School Division contributed \$211,531 to the Retiree Health Plan. Included in this amount is a current year contribution of \$85,673, which consisted of \$8,387 to fully fund the annual required contribution (ARC) and \$77,286 to increase the net OPEB asset. It is the School Division's intent to fully fund the ARC each year.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**11. Other Postemployment Benefits (Continued)**

**Annual OPEB Cost and Net OPEB Obligation**

The School Division's annual OPEB cost is calculated based on the ARC of the employer, an amount actuarially determined in accordance with GAAP. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liability (or funding excess) over a period not to exceed 30 years.

The following table presents the School Division's annual OPEB cost, amount contributed and changes in the net OPEB asset for the fiscal year ended June 30, 2017.

Annual required contribution	\$ 136,700
Interest on net OPEB obligation	(15,243)
Adjustment to annual required contribution	12,788
Annual OPEB cost	<u>134,245</u>
Contributions made	<u>(211,531)</u>
Increase in net OPEB asset	(77,286)
Net OPEB asset, beginning	<u>(217,763)</u>
Net OPEB asset, ending	<u><u>\$ (295,049)</u></u>

The following table presents the three-year trend information on the School Division's annual OPEB cost, percentage of annual OPEB cost contributed and net OPEB asset.

Fiscal Year Ending	Annual Required Contribution	Percentage of Annual Required Contribution Contributed	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Asset
June 30, 2017	\$ 136,700	154.7%	\$ 134,245	157.6%	\$ (295,049)
June 30, 2016	179,203	116.0%	177,095	117.4%	(217,763)
June 30, 2015	174,964	168.6%	174,218	169.4%	(186,976)

**Funded Status and Funding Progress**

As of June 30, 2017, the School Division's most recent actuarial valuation date, the plan was 45.4% funded. The actuarial accrued liability (AAL) for benefits was \$2,159,732 and the actuarial value of assets was \$979,804, resulting in an unfunded actuarial accrued liability (UAAL) for benefits of \$1,179,928. The covered payroll (annual payroll of active employees covered by the plan) was \$23,076,891 and the ratio of the UAAL to the covered payroll was 5.1%.

The schedule of funding progress, presented as Required Supplementary Information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the AAL for benefits.

**Methods and Assumptions**

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and healthcare cost trends. Amounts determined regarding the funded status of the plan and the ARC of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**11. Other Postemployment Benefits (Continued)**

**Methods and Assumptions (Continued)**

Calculations for financial reporting purposes are based on the benefits provided under terms of the substantive plan (the plan as understood by the employer and the plan members) in effect at the time of each valuation and on the pattern of sharing of costs between the employer and plan members to that point. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations on the pattern of cost sharing between the employer and plan members in the future. Actuarial calculations reflect a long-term perspective. Consistent with that perspective, actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in AAL and the actuarial value of assets.

The actuarial methods and assumptions, which are the basis for the actuarial valuation, are detailed in the following schedule. The investment rate of return shown was based on the projected returns of the OPEB Trust Fund.

**Actuarial methods**

Actuarial cost method	Entry Age Normal
Amortization method	Level percent of payroll
Amortization period	Open over 30 years
Asset valuation method	Market value

**Actuarial assumptions**

Investment rate of return	7.00%
Payroll growth	3.00%
Healthcare cost trend rate	Getzen Trend Model
	Pre-65: 7.40% for 2017, 5.90% for 2018, 5.40% for 2019 graded to 4.00% over 80 years
	Post 65: Not Applicable

**12. Other Postemployment Benefits – GASB Statement No. 74**

Additional note disclosure and related supplementary information about the Retiree Health Plan's investment performance, total OPEB liability, net OPEB liability, and contributions, as required under GASB Statement No. 74, are as follows below and in the required supplementary information section. The amounts disclosed are not reflected in the financial statements of the School Division.

**Rate of Return**

As of June 30, 2017, the annual money-weighted rate of return on the plan investments, net of OPEB plan investment expense, was 12.79% for the School Division. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

**Net OPEB Liability**

The components of the net OPEB liability as of June 30, 2017 were as follows:

Total OPEB liability	\$ 2,159,732
Plan fiduciary net position	(1,102,777)
Net OPEB liability	<u>\$ 1,056,955</u>
Plan fiduciary net position as a percentage of total OPEB liability	51.06%



**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**12. Other Postemployment Benefits – GASB Statement No. 74 (Continued)**

**Actuarial Methods and Significant Assumptions**

The total OPEB liability was determined as part of the actuarial valuation at the date indicated, using the following actuarial assumptions:

Valuation date	June 30, 2017
Investment rate of return	7.00%
Long-term projected salary increase	3.00%
Pre-65 healthcare cost trend rates	7.40% for 2017 graded to 4.00% by 2099
Pre-retirement mortality	RP-2000 Combined Healthy Mortality Table projected to 2020 by Scale AA set forward 2 years for males and set back 3 years for females
Post-retirement mortality	RP-2000 Combined Healthy Mortality Table projected to 2020 by Scale AA and set back 1 year for females

**Discount Rate**

The discount rate used to measure the total OPEB liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that employer contributions will be made at current contribution rates. Based on the current and historical commitment of the School Division to fully fund actuarially determined contribution amounts, the Plan's fiduciary net position combined with future contributions is sufficient to cover all projected future benefit payments. The long-term expected rate of return on plan investments is 7.50% and, when applied to the periods of projected benefit payments, it is not anticipated that the plan's assets will be exhausted; therefore, the expected municipal bond rate was not applied in determining the discount rate.

**Sensitivity of the Net OPEB Liability to Changes in the Discount Rate**

The following presents the net OPEB liability calculated using the discount rate of 7.00%, as well as what the net OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current rate:

<b>Net OPEB Liability</b>		
<b>1% Decrease (6.00%)</b>	<b>Current Discount (7.00%)</b>	<b>1% Increase (8.00%)</b>
\$ 1,246,499	\$ 1,056,955	\$ 885,513

**Sensitivity of the Net OPEB Liability to Changes in Healthcare Cost Trend Rates**

The following presents the net OPEB liability calculated using the current healthcare cost trend rate as well as what the net OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower or one percentage point higher than the current rate:

<b>Net OPEB Liability</b>		
<b>1% Decrease</b>	<b>Current Trend Rate</b>	<b>1% Increase</b>
\$ 840,356	\$ 1,056,955	\$ 1,310,487

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**12. Other Postemployment Benefits – GASB Statement No. 74 (Continued)**

**Plan Investments**

In an effort to assist local governments in funding their OPEB liabilities, the Virginia Association of Counties and the Virginia Municipal League established the VACo/VML Pooled OPEB Trust (Trust). The Trust is an irrevocable trust offered to local governments and authorities and is governed by a Board of Trustees consisting of local officials of participants in the Trust. The Board of Trustees has adopted an investment policy to achieve a compound annualized rate of return over a market cycle, including current income and capital appreciation, in excess of 5 percent after inflation, in a manner consistent with prudent risk-taking. Investment decisions of the funds' assets are made by the Board of Trustees. The Board of Trustees establishes investment objectives, risk tolerance and asset allocation policies in light of the investment policy, market and economic conditions, and prevailing prudent investment practices. The Board of Trustees also monitors the investments to ensure adherence to the adopted policies and guidelines. In addition, the Trustees review, monitor, and evaluate the performance of the investments and its investment advisors in light of available investment opportunities, market conditions, and publicly available indices for the generally accepted evaluation and measurement of such performance. The Trust provides a diversified portfolio consisting of investments in various asset classes such as bonds, domestic equities, international equities and cash. Specific investment information for the Trust can be obtained by writing to VML/VACo Finance Program, 919 East Main Street, Suite 1100, Richmond, Virginia 23219.

The Trust categorizes its investments within the fair value hierarchy established by GAAP. A government is permitted in certain circumstances to establish the fair value of an investment that does not have a readily determinable fair value by using the NAV per share (or its equivalent) of the investment. Investments in the Trust are valued using the NAV per share which is determined by dividing the total value of the Trust by the number of outstanding shares. The NAV per share changes with the value of the underlying investments in the Trust. Generally, participants may redeem their investment at the end of a calendar quarter upon 90 days' written notice. The Trust currently invests in the following assets classes and strategies:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Arithmetic Long-term Expected Real Rate of Return</b>
Equity:		
Large Cap	26%	7.79%
Small Cap	10%	9.08%
International	13%	8.79%
Emerging Markets	5%	10.14%
Private	5%	10.43%
Fixed Income:		
Core Bonds	7%	2.80%
Core Plus	14%	3.07%
Diversified Hedge Funds	10%	6.32%
Real Assets:		
Real Estate	7%	5.84%
Commodities	3%	3.90%
Cash and Equivalents	0%	0.93%
	100%	

At June 30, 2017, the Plan held no investments in any one organization that represented 5% or more of fiduciary net position.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**13. Commitments and Contingencies**

**Special Purpose Grants**

Special purpose grants are subject to audit to determine compliance with their requirements. School Division officials believe that if any refunds are required, they will be immaterial.

**Management of Food Services**

In July 2014, the School Division engaged Aramark Educational Services, L.L.C., to provide management services for the school food programs pursuant to the federal school nutrition programs. The initial agreement was for a period of one year with options for four additional one-year renewals by mutual written agreement. The School Division and Aramark Educational Services, L.L.C., have renewed the agreement through June 30, 2018. Aramark will receive a general and administrative expense fee of \$0.13033 per meal served as well as a management fee of \$0.02608 per meal served.

**14. Jointly Governed Organizations**

**Roanoke Valley Regional Board**

The Counties of Botetourt, Craig and Franklin, the City of Roanoke and the City of Salem School Division jointly participate in a regional education program for severely disabled students operated by the Roanoke Valley Regional Board (Regional Board). The Regional Board is governed by a five-member board, one from each participating locality. The School Division has control over budget and financing only to the extent of representation by the one board member appointed. Each locality's financial obligation is based on their proportionate share of students attending the regional program. For the year ended June 30, 2017, the School Division remitted \$734,305 to the Regional Board for services. Financial statements may be obtained from the Regional Board at 57 South Center Drive, Room 225, Daleville, VA 24083.

**Roanoke Valley Governor's School**

The Counties of Bedford, Botetourt, Craig, Franklin and Roanoke and the Cities of Roanoke and Salem jointly participate in a regional education program focusing on science, technology, engineering and mathematics operated by Roanoke Valley Governor's School (RVGS). RVGS is governed by a seven member board, with one member from each participating locality. The School Division has control over budget and financing only to the extent of representation by the one board member appointed. Each locality's financial obligation is based on their proportionate share of students attending RVGS. For the year ended June 30, 2017, the School Division remitted \$42,898 for services. Financial statements may be obtained from RVGS at 2104 Grandin Road, Roanoke, Virginia 24015.

**15. New Accounting Standards**

The GASB has issued Statement 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The statement addresses accounting and financial reporting for OPEB that is provided to the employees of state and local governmental employers. The statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. The provisions of this statement are effective for fiscal years beginning after June 15, 2017. Management has not completed the process of evaluating the impact that will result from adoption of the standard and is, therefore, unable to disclose the impact of adoption.

The GASB has issued Statement No. 81, *Irrevocable Split-Interest Agreements*, to improve accounting and financial reporting for irrevocable split-interest agreements for situations in which a government is a beneficiary of the agreement. The provisions of this statement are effective for fiscal years beginning after December 15, 2016. Management has not completed the process of evaluating the impact that will result from adoption of the standard and is, therefore, unable to disclose the impact of adoption.

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO BASIC FINANCIAL STATEMENTS  
JUNE 30, 2017**

**15. New Accounting Standards (Continued)**

The GASB has issued Statement No. 83, *Certain Asset Retirement Obligations*. The statement establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for asset retirement obligations. The provisions of this statement are effective for fiscal years beginning after June 15, 2018. Management has not completed the process of evaluating the impact that will result from adoption of the standard and is, therefore, unable to disclose the impact of adoption.

The GASB has issued Statement No. 84, *Fiduciary Activities*, to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The statement establishes criteria for identifying fiduciary activities of all state and local governments. The provisions of this statement are effective for fiscal years beginning after December 15, 2018. Management has not completed the process of evaluating the impact that will result from adoption of the standard and is, therefore, unable to disclose the impact of adoption.

The GASB has issued Statement No. 85, *Omnibus 2017*, to address practice issues that have been identified during implementation and application of certain GASB Statements. The statement addresses a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits). The provisions of this statement are effective for fiscal years beginning after June 15, 2017. Management has not completed the process of evaluating the impact that will result from adoption of the standard and is, therefore, unable to disclose the impact of adoption.

The GASB has issued Statement No. 86, *Certain Debt Extinguishment Issues*, to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources (resources other than the proceeds of refunding debt) are placed in an irrevocable trust for the sole purpose of extinguishing debt. The provisions of this statement are effective for fiscal years beginning after June 15, 2017. Management has not completed the process of evaluating the impact that will result from adoption of the standard and is, therefore, unable to disclose the impact of adoption.

The GASB has issued Statement No. 87, *Leases*. The statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. The statement establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. The provisions of this statement are effective for fiscal years beginning after December 15, 2019. Management has not completed the process of evaluating the impact that will result from adoption of the standard and is, therefore, unable to disclose the impact of adoption.

## REQUIRED SUPPLEMENTARY INFORMATION

---

CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF CHANGES IN NET PENSION LIABILITY (ASSET) AND RELATED RATIOS  
YEARS ENDED JUNE 30, 2017, 2016 AND 2015

	Non-Professional Staff		
	2017	2016	2015
<b>Total pension liability</b>			
Service cost	\$ 124,227	\$ 132,051	\$ 145,676
Interest	347,691	337,943	323,812
Differences between expected and actual experience	(182,245)	(45,142)	-
Benefit payments, including refunds of employee contributions	(300,945)	(270,236)	(264,987)
<b>Net change in total pension liability</b>	(11,272)	154,616	204,501
<b>Total pension liability - beginning</b>	5,117,491	4,962,875	4,758,374
<b>Total pension liability - ending</b>	<u>\$ 5,106,219</u>	<u>\$ 5,117,491</u>	<u>\$ 4,962,875</u>
<b>Plan fiduciary net position</b>			
Contributions - employer	\$ 92,100	\$ 93,028	\$ 97,271
Contributions - employee	58,188	59,073	61,480
Net investment income	86,505	228,863	697,591
Benefit payments, including refunds of employee contributions	(300,945)	(270,236)	(264,987)
Administrative expense	(3,256)	(3,202)	(3,812)
Other	(37)	(47)	37
<b>Net change in plan fiduciary net position</b>	(67,445)	107,479	587,580
<b>Plan fiduciary net position - beginning</b>	5,159,736	5,052,257	4,464,677
<b>Plan fiduciary net position - ending</b>	<u>\$ 5,092,291</u>	<u>\$ 5,159,736</u>	<u>\$ 5,052,257</u>
<b>Net pension liability (asset) - ending</b>	<u>\$ 13,928</u>	<u>\$ (42,245)</u>	<u>\$ (89,382)</u>
<b>Plan fiduciary net position as a percentage of the total pension liability</b>	99.73%	100.83%	101.80%
<b>Covered-employee payroll</b>	\$ 1,173,248	\$ 1,185,071	\$ 1,229,675
<b>Net pension liability (asset) as a percentage of covered-employee payroll</b>	1.19%	-3.56%	-7.27%

Schedule is intended to show information for 10 years. Since 2017 is the third year for this presentation, only two additional years of data are available. However, additional years will be included as they become available.

The amounts presented have a measurement date of the previous fiscal year end.

**CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF EMPLOYER PENSION CONTRIBUTIONS  
YEARS ENDED JUNE 30, 2017, 2016 AND 2015**

Year Ended June 30	Actuarially Determined Contribution	Contributions in Relation to Actuarially Determined Contribution	Contribution Deficiency (Excess)	Covered Employee Payroll	Contributions as a % of Covered Employee Payroll
	(a)	(b)	(a-b)	(c)	(b/c)
<b>School Division (Non-Professional Staff)</b>					
2017	\$ 54,990	\$ 54,990	\$ -	\$ 1,269,977	4.33%
2016*	92,100	92,100	-	1,173,248	7.85%
2015	93,028	93,028	-	1,185,071	7.85%

Schedule is intended to show information for 10 years. Since 2017 is the third year for this presentation, only two additional years of data are available. However, additional years will be included as they become available.

\* Revised to reflect actual 2016 amounts as shown in the VRS actuarial report rather than estimated amounts used in the prior year CAFR.

**CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF EMPLOYER'S SHARE OF NET PENSION LIABILITY  
VRS TEACHER RETIREMENT PLAN  
YEARS ENDED JUNE 30, 2017, 2016 AND 2015**

<u>Year Ended June 30</u>	<u>Employer's Proportion of the Net Pension Liability</u>	<u>Employer's Proportionate Share of the Net Pension Liability (a)</u>	<u>Covered Employee Payroll (b)</u>	<u>Employer's Share of the Net Pension Liability as a % of Covered Employee Payroll (a/b)</u>	<u>Plan Fiduciary Net Position as a % of the Total Pension Liability</u>
<b>School Division (Professional Staff)</b>					
2017	0.28026%	\$ 39,276,000	\$ 21,368,521	183.80%	68.28%
2016*	0.28555%	35,941,000	21,230,718	169.29%	70.68%
2015	0.29170%	35,251,000	19,575,450	180.08%	70.88%

Schedule is intended to show information for 10 years. Since 2017 is the third year for this presentation, only two additional years of data are available. However, additional years will be included as they become available.

The amounts presented have a measurement date of the previous fiscal year end.

\* Revised to reflect actual 2016 amounts as shown in the VRS actuarial report rather than estimated amounts used in the prior year CAFR.



**CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF EMPLOYER PENSION CONTRIBUTIONS  
VRS TEACHER RETIREMENT PLAN  
YEARS ENDED JUNE 30, 2017, 2016 AND 2015**

Year Ended June 30	Contractually Required Contribution	Contributions in Relation to Contractually Required Contribution	Contribution Deficiency (Excess)	Covered Employee Payroll	Contributions as a % of Covered Employee Payroll
	(a)	(b)	(a-b)	(c)	(b/c)
<b>School Division (Professional Staff)</b>					
2017	\$ 3,156,477	\$ 3,156,477	\$ -	\$ 21,531,221	14.66%
2016*	3,004,414	3,004,414	-	21,368,521	14.06%
2015	3,078,454	3,078,454	-	21,230,718	14.50%

Schedule is intended to show information for 10 years. Since 2017 is the third year for this presentation, only two additional years of data are available. However, additional years will be included as they become available.

\* Revised to reflect actual 2016 amounts as shown in the VRS actuarial report rather than estimated amounts used in the prior year CAFR.

**CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS  
YEAR ENDED JUNE 30, 2017**

<b>Total OPEB liability</b>	
Service cost	\$ 67,235
Interest	145,477
Benefit payments, including refunds of member contributions	<u>(125,858)</u>
<b>Net change in total OPEB liability</b>	86,854
<b>Total OPEB liability - beginning</b>	<u>2,072,878</u>
<b>Total OPEB liability - ending</b>	<u><u>\$ 2,159,732</u></u>
 <b>Plan fiduciary net position</b>	
Contributions - employer	\$ 211,531
Net investment income	116,176
Benefit payments, including refunds of member contributions	(125,858)
Administrative expense	<u>(1,579)</u>
<b>Net change in plan fiduciary net position</b>	200,270
<b>Plan fiduciary net position - beginning</b>	<u>902,507</u>
<b>Plan fiduciary net position - ending</b>	<u><u>\$ 1,102,777</u></u>
 <b>Net OPEB liability - ending</b>	<u><u>\$ 1,056,955</u></u>
 <b>Plan fiduciary net position as a percentage of the total OPEB liability</b>	51.06%
 <b>Covered-employee payroll</b>	\$ 23,076,891
 <b>Net OPEB liability as a percentage of covered-employee payroll</b>	4.58%

Schedule is intended to show information for 10 years. Since 2017 is the first year for this presentation, no other data is available. However, additional years will be included as they become available.

**Notes to Schedule:**

There have been no significant changes to the benefit provisions since the prior actuarial valuation.

**CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF EMPLOYER OTHER POSTEMPLOYMENT BENEFITS CONTRIBUTIONS  
YEAR ENDED JUNE 30, 2017**

Year Ended June 30	Actuarially Determined Contribution	Contributions in Relation to Actuarially Determined Contribution	Contribution Deficiency (Excess)	Covered Employee Payroll	Contributions as a % of Covered Employee Payroll
	(a)	(b)	(a-b)	(c)	(b/c)
2017	\$ 136,700	\$ 211,531	\$ (74,831)	\$ 23,076,891	0.92%

Schedule is intended to show information for 10 years. Since 2017 is the first year for this presentation, no other data is available. However, additional years will be included as they become available.

**Notes to Schedule:**

There have been no significant changes to the benefit provisions since the prior actuarial valuation.

Methods and assumptions used to determine contribution rates:

Valuation date	June 30, 2017
Actuarial cost method	Entry age normal
Amortization method	Level percent of payroll
Amortization period	Open over 30 years
Asset valuation method	Market value
Investment rate of return	7.00%
Projected long-term salary increases	3.00%

**CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF OTHER POSTEMPLOYMENT BENEFITS INVESTMENT RETURNS  
YEAR ENDED JUNE 30, 2017**

Year Ended June 30	Annual Money-Weighted Rate of Return, Net of Investment Expense
2017	12.79%

Schedule is intended to show information for 10 years. Since 2017 is the first year for this presentation, no other data is available. However, additional years will be included as they become available.

**CITY OF SALEM SCHOOL DIVISION  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF FUNDING PROGRESS FOR OTHER POSTEMPLOYMENT BENEFITS  
JUNE 30, 2017**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded Actuarial Accrued Liability (UAAL) (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as of Percentage of Covered Payroll ((b-a)/c)
June 30, 2017	\$ 979,804	\$ 2,159,732	\$ 1,179,928	45.4%	\$ 23,076,891	5.1%
June 30, 2015	855,224	2,275,141	1,419,917	37.6%	24,081,341	5.9%
June 30, 2013	699,672	2,951,722	2,252,050	23.7%	23,283,603	9.7%

**CITY OF SALEM SCHOOL DIVISION  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
JUNE 30, 2016**

**Notes to Schedule of Changes in Net Pension Liability and Related Ratios**

**1. Changes of Benefit Terms**

There have been no actuarially material changes to the Virginia Retirement System (System) benefit provisions since the prior actuarial valuation. The 2014 valuation includes Hybrid Retirement Plan members for the first time. The hybrid plan applies to most new employees hired on or after January 1, 2014 and not covered by enhanced hazardous duty benefits. Because this was a new benefit and the number of participants was relatively small, the impact on the liabilities as of the measurement date of June 30, 2016 are not material.

**2. Changes of Assumptions**

The following changes in actuarial assumptions were made effective June 30, 2013, based on the most recent experience study of the System for the four-year period ending June 30, 2012:

Largest 10 – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year

Largest 10 – LEOS:

- Update mortality table
- Decrease in male rates of disability

All Others (Non 10 Largest) – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year

All Others (Non 10 Largest) – LEOS:

- Update mortality table
- Adjustments to rates of service retirement for females
- Increase in rates of withdrawal
- Decrease in male and female rates of disability

Teacher cost-sharing pool:

- Update mortality table
- Adjustments to rates of service retirement
- Decrease in rates of withdrawal for 3 through 9 years of service
- Decrease in rates of disability
- Reduce rates of salary increase by 0.25% per year

---

**THIS PAGE INTENTIONALLY BLANK**

## OTHER SUPPLEMENTARY INFORMATION

---

**CITY OF SALEM SCHOOL DIVISION**  
**STATEMENT OF CHANGES IN FIDUCIARY ASSETS AND LIABILITIES**  
**AGENCY FUND**  
**JUNE 30, 2017**

	Beginning Balance	Additions	Deductions	Ending Balance
<b>SCHOOL ACTIVITY FUNDS</b>				
<b>ASSETS</b>				
Cash and cash equivalents	\$ 506,837	\$ 1,630,352	\$ (1,604,362)	\$ 532,827
Total assets	<u>\$ 506,837</u>	<u>\$ 1,630,352</u>	<u>\$ (1,604,362)</u>	<u>\$ 532,827</u>
<b>LIABILITIES</b>				
Liability to agency	\$ 506,837	\$ 1,630,352	\$ (1,604,362)	\$ 532,827
Total liabilities	<u>\$ 506,837</u>	<u>\$ 1,630,352</u>	<u>\$ (1,604,362)</u>	<u>\$ 532,827</u>



# STATISTICAL SECTION

---

This part of the School Division's annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the School Division's overall health. The information included in this section is not audited.

	Pages
Financial Trends.....	85 - 89
<i>These schedules contain trend information to help the reader understand how the School Division's financial performance and well-being have changed over time.</i>	
Revenue Capacity.....	90 - 93
<i>These schedules contain information to help the reader assess the School Division's revenue sources. The schedules also include information about the City's most significant local revenue source, property taxes, as the City provides significant revenues to the School Division.</i>	
Debt Capacity.....	94 - 95
<i>These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and ability to issue additional debt in the future. These schedules are shown because the City incurs significant debt for the School Division's use.</i>	
Demographic and Economic Information.....	96 - 97
<i>These schedules offer demographic and economic indicators to help the reader understand the environment in which the School Division operates and to help make comparisons over time and with other governments.</i>	
Operating Information.....	98 - 104
<i>These schedules contain service and infrastructure data to help the reader understand how the information in the School Division's financial report relates to the services the School provides and the activities it performs.</i>	

TABLE 1  
UNAUDITED

CITY OF SALEM SCHOOL DIVISION  
NET POSITION BY COMPONENT  
LAST TEN FISCAL YEARS

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
<b>Governmental Activities</b>			(1)	(2)						
Net investment in capital assets	\$ 45,092,573	\$ 46,530,313	\$ 48,121,333	\$ 49,441,566	\$ 49,201,420	\$ 37,836,389	\$ 37,885,656	\$ 38,414,499	\$ 38,497,717	\$ 39,836,700
Restricted	-	78,138	78,474	-	-	-	-	-	-	-
Unrestricted	(28,646,696)	(31,510,148)	(35,459,054)	3,972,118	758,035	2,749,702	4,046,004	4,182,847	3,499,453	2,117,375
Total School Division net position	\$ 16,445,877	\$ 15,098,303	\$ 12,740,753	\$ 53,413,684	\$ 49,959,455	\$ 40,586,091	\$ 41,931,660	\$ 42,597,346	\$ 41,997,170	\$ 41,954,075

Notes:

Source: City of Salem Finance Department

(1) GASB Statement No. 68 was adopted in fiscal year 2015.

(2) In 2014, the School Division segregated health insurance into an internal service fund.

TABLE 2  
UNAUDITED

CITY OF SALEM SCHOOL DIVISION  
CHANGES IN NET POSITION  
LAST TEN FISCAL YEARS

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
<b>Expenses</b>				(1)						
Central administration	\$ 1,652,209	\$ 1,593,894	\$ 1,695,545	\$ 1,879,992	\$ 1,920,910	\$ 1,563,224	\$ 1,466,696	\$ 1,514,899	\$ 1,553,796	\$ 1,531,730
Centralized instruction costs	3,543,531	3,473,872	3,636,537	3,879,440	3,548,842	3,328,048	2,997,309	3,172,287	3,337,312	2,918,668
Instructional costs	32,458,269	30,933,478	32,699,399	33,968,213	32,389,924	30,692,441	29,758,175	29,386,590	32,198,604	31,246,512
Attendance and health services	1,005,378	936,415	981,451	879,534	893,663	872,551	838,160	853,611	865,647	875,542
Transportation	1,408,400	1,348,170	1,463,135	1,413,079	1,446,627	1,338,768	1,303,303	1,251,032	1,260,368	1,219,250
Food services	1,756,692	1,675,156	1,973,317	1,597,475	1,616,530	1,666,673	1,737,457	1,696,734	1,753,307	1,749,928
Federal and state grants programs	1,970,034	1,844,532	1,969,993	2,953,551	2,172,018	3,066,792	2,807,159	4,269,293	1,738,798	1,677,153
Non-departmental	-	-	-	-	548,520	550,000	250,000	250,000	295,753	266,490
Capital lease interest	6,383	10,612	-	-	-	-	-	-	-	-
Total governmental activities	\$ 43,800,896	\$ 41,816,129	\$ 44,419,377	\$ 46,571,284	\$ 44,537,034	\$ 43,078,497	\$ 41,158,259	\$ 42,393,446	\$ 43,003,585	\$ 41,485,273
<b>Program revenues</b>										
Charges for services:										
Central administration	\$ 26,251	\$ 33,158	\$ 20,106	\$ 19,524	\$ 20,787	\$ -	\$ -	\$ -	\$ -	\$ -
Centralized instruction	546,197	510,968	587,734	623,222	478,675	478,551	495,524	612,521	406,168	383,133
Instructional	174,200	179,915	175,813	191,751	177,925	192,476	173,153	129,218	128,349	87,002
Food services	841,634	815,618	759,141	832,642	867,703	903,493	922,353	974,623	1,022,831	1,029,365
Operating grants and contributions	8,605,485	8,197,005	8,119,815	8,956,887	8,122,841	7,810,425	7,159,185	8,728,103	6,683,475	6,847,722
Capital grants and contributions	156,367	49,773	5,174	7,000	7,000	-	-	-	-	-
Total governmental activities	\$ 10,350,134	\$ 9,786,437	\$ 9,667,783	\$ 10,631,026	\$ 9,674,931	\$ 9,384,945	\$ 8,750,215	\$ 10,444,465	\$ 8,240,823	\$ 8,347,222
<b>Net expense</b>	<u>\$ (33,450,762)</u>	<u>\$ (32,029,692)</u>	<u>\$ (34,751,594)</u>	<u>\$ (35,940,258)</u>	<u>\$ (34,862,103)</u>	<u>\$ (33,693,552)</u>	<u>\$ (32,408,044)</u>	<u>\$ (31,948,981)</u>	<u>\$ (34,762,762)</u>	<u>\$ (33,138,051)</u>
<b>General revenues and other changes in net position</b>										
Payments from City of Salem	\$ 19,760,242	\$ 19,739,512	\$ 19,151,270	\$ 25,103,243	\$ 30,295,228	\$ 18,471,653	\$ 18,420,000	\$ 18,420,000	\$ 18,420,000	\$ 17,995,000
State aid	14,075,825	13,757,083	13,916,982	13,144,693	13,133,752	13,237,358	12,815,820	13,691,655	15,967,532	14,068,288
Other	962,269	890,647	954,837	778,599	806,487	638,972	506,538	437,502	418,325	589,003
Total governmental activities	\$ 34,798,336	\$ 34,387,242	\$ 34,023,089	\$ 39,026,535	\$ 44,235,467	\$ 32,347,983	\$ 31,742,358	\$ 32,549,157	\$ 34,805,857	\$ 32,652,291
<b>Change in net position</b>	<u>\$ 1,347,574</u>	<u>\$ 2,357,550</u>	<u>\$ (728,505)</u>	<u>\$ 3,086,277</u>	<u>\$ 9,373,364</u>	<u>\$ (1,345,569)</u>	<u>\$ (665,686)</u>	<u>\$ 600,176</u>	<u>\$ 43,095</u>	<u>\$ (485,760)</u>

Notes:

Source: City of Salem Finance Department

(1) In 2014, the School Division segregated health insurance into an internal service fund.

TABLE 3  
UNAUDITED

CITY OF SALEM SCHOOL DIVISION  
FUND BALANCES - GOVERNMENTAL FUNDS  
LAST TEN FISCAL YEARS

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
				(1)			(2)			
<b>FUND BALANCES</b>										
Operating Fund										
Nonspendable	\$ -	\$ -	\$ -	\$ 24,797	\$ 3,326	\$ 24,138	\$ 37,099	\$ -	\$ -	\$ -
Restricted	-	78,138	78,474	-	-	-	-	-	-	-
Committed	85,500	-	-	-	36,863	170,452	1,225,000	-	-	-
Assigned	4,493,379	4,532,051	2,761,526	1,992,070	2,439,014	1,166,693	2,532,508	-	-	-
Reserved for prepaid items	-	-	-	-	-	-	-	14,083	-	-
Reserved for encumbrances	-	-	-	-	-	-	-	137,159	335,759	95,531
Designated for future projects	-	-	-	-	-	-	-	300,000	200,000	100,000
Designated for revenue stabilization	-	-	-	-	-	-	-	500,000	-	-
Unreserved, undesignated	-	-	-	-	-	-	-	2,581,647	2,663,276	1,667,848
Total Operating Fund	\$ 4,578,879	\$ 4,610,189	\$ 2,840,000	\$ 2,016,867	\$ 2,479,203	\$ 1,361,283	\$ 3,794,607	\$ 3,532,889	\$ 3,199,035	\$ 1,863,379
Cafeteria Fund										
Nonspendable	\$ 33,103	\$ 33,187	\$ 34,125	\$ 55,511	\$ 56,826	\$ 51,525	\$ 66,139	\$ -	\$ -	\$ -
Committed	-	-	-	-	-	23,302	-	-	-	-
Assigned	349,325	305,919	324,603	451,968	410,328	357,906	308,386	-	-	-
Reserved for inventories	-	-	-	-	-	-	-	40,753	60,389	68,195
Reserved for encumbrances	-	-	-	-	-	-	-	15,856	21,646	-
Unreserved, undesignated	-	-	-	-	-	-	-	318,852	283,711	306,211
Total Cafeteria Fund	\$ 382,428	\$ 339,106	\$ 358,728	\$ 507,479	\$ 467,154	\$ 432,733	\$ 374,525	\$ 375,461	\$ 365,746	\$ 374,406
Capital Projects Fund										
Nonspendable	\$ 14,816	\$ 24,693	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Committed	2,030,441	905,058	1,146,489	1,550,444	1,550,586	1,681,048	693,096	-	-	-
Unassigned	-	-	-	-	(2,964,290)	-	-	-	-	-
Reserved for encumbrances	-	-	-	-	-	-	-	570,935	546,909	224,185
Unreserved, undesignated	-	-	-	-	-	-	-	530,502	174,371	406,753
Total Capital Projects Fund	\$ 2,045,257	\$ 929,751	\$ 1,146,489	\$ 1,550,444	\$ (1,413,704)	\$ 1,681,048	\$ 693,096	\$ 1,101,437	\$ 721,280	\$ 630,938
Total School Division	\$ 7,006,564	\$ 5,879,046	\$ 4,345,217	\$ 4,074,790	\$ 1,532,653	\$ 3,475,064	\$ 4,862,228	\$ 5,009,787	\$ 4,286,061	\$ 2,868,723

Notes:

Source: City of Salem Finance Department

(1) In 2014, the School Division segregated health insurance into an internal service fund.

(2) Beginning in FY11, fund balances have been reclassified according to the requirements of GASB 54, Fund Balance Reporting and Government Fund Type Definitions.

TABLE 4  
UNAUDITEDCITY OF SALEM SCHOOL DIVISION  
CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS  
LAST TEN FISCAL YEARS

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
<b>Revenues</b>				(1)						
<u>Operating Fund</u>										
<i>Intergovernmental:</i>										
City of Salem	\$ 19,760,242	\$ 19,739,512	\$ 19,151,270	\$ 19,622,043	\$ 20,776,428	\$ 18,471,653	\$ 18,420,000	\$ 18,420,000	\$ 18,420,000	\$ 17,995,000
Commonwealth of Virginia	20,052,041	19,491,109	19,455,460	19,452,863	18,505,940	17,791,888	16,870,527	17,699,073	20,616,013	19,088,988
Federal Government	1,705,496	1,631,925	1,761,396	1,838,411	1,978,488	2,454,719	2,329,130	4,011,637	1,373,482	1,203,850
Other:	1,691,429	1,607,634	1,594,590	1,600,220	1,472,793	1,293,847	1,154,600	1,162,811	917,538	917,978
Total Operating Fund	\$ 43,209,208	\$ 42,470,180	\$ 41,962,716	\$ 42,513,537	\$ 42,733,649	\$ 40,012,107	\$ 38,774,257	\$ 41,293,521	\$ 41,327,033	\$ 39,205,816
<i>Cafeteria Fund</i>										
<i>Intergovernmental:</i>										
Commonwealth of Virginia	\$ 24,710	\$ 21,590	\$ 24,581	\$ 25,893	\$ 28,076	\$ 27,570	\$ 26,917	\$ 26,132	\$ 25,861	\$ 26,735
Federal Government	899,020	809,467	795,360	784,413	744,089	773,605	748,431	682,916	635,652	596,438
Other:										
Charges for services	841,634	815,617	759,141	832,642	867,703	903,493	922,353	974,623	1,022,831	1,029,365
Other	17,531	7,121	143,900	12,876	11,083	27,251	23,145	16,497	35,303	42,287
Total Cafeteria Fund	\$ 1,782,895	\$ 1,653,795	\$ 1,722,982	\$ 1,655,824	\$ 1,650,951	\$ 1,731,919	\$ 1,720,846	\$ 1,700,168	\$ 1,719,647	\$ 1,694,825
<i>Capital Projects Fund</i>										
<i>Intergovernmental:</i>										
City of Salem	\$ -	\$ -	\$ -	\$ 5,481,200	\$ 9,518,800	\$ -	\$ -	\$ -	\$ -	\$ -
Other:	-	-	5,174	7,000	7,000	-	-	-	-	98,872
Total Capital Projects Fund	\$ -	\$ -	\$ 5,174	\$ 5,488,200	\$ 9,525,800	\$ -	\$ -	\$ -	\$ -	\$ 98,872
<b>Expenditures</b>										
<u>Operating Fund</u>										
<i>Current:</i>										
Central administration	\$ 1,608,371	\$ 1,593,852	\$ 1,658,908	\$ 1,756,494	\$ 1,664,724	\$ 1,414,020	\$ 1,461,269	\$ 1,505,723	\$ 1,467,700	\$ 1,530,878
Centralized instruction costs	3,795,451	3,687,727	3,832,984	3,711,762	3,499,585	3,008,025	3,136,131	3,231,442	2,922,251	3,034,138
<i>Instructional costs:</i>										
Salem High School	10,090,056	10,048,013	9,976,964	9,965,723	10,119,284	9,380,598	8,931,027	10,325,423	9,926,412	9,623,456
Andrew Lewis Middle School	6,985,732	6,629,696	6,769,119	6,765,055	6,780,842	6,078,634	5,966,676	6,859,192	6,742,401	6,457,778
G.W. Carver Elementary School	3,525,927	3,473,543	3,590,403	3,634,528	3,497,209	3,342,917	3,515,038	3,492,995	3,420,249	3,245,015
West Salem Elementary School	3,019,223	2,999,504	3,013,001	3,167,012	3,142,102	2,951,348	2,940,070	3,258,221	3,184,307	3,095,087
South Salem Elementary School	2,984,447	2,946,511	2,985,015	3,006,075	2,990,425	2,984,114	3,174,639	3,191,943	3,149,596	2,851,713
East Salem Elementary School	3,634,861	3,543,633	3,472,215	3,185,659	3,281,198	3,153,029	3,274,535	3,397,788	3,155,854	3,049,965
Regional Program	754,116	733,930	698,011	616,896	743,384	-	-	-	-	-
Attendance and health services	1,049,120	1,001,682	988,485	889,226	893,663	838,160	853,611	865,647	875,542	856,256
Transportation	1,317,610	1,269,037	1,269,076	1,529,625	1,282,845	1,297,167	1,426,223	1,209,606	1,324,034	1,072,352
Federal and state grants programs	2,142,407	2,027,663	1,958,910	2,974,412	2,203,948	2,824,695	4,456,948	1,746,188	1,688,454	1,949,581
Non-departmental	-	-	-	-	548,520	250,000	250,000	295,753	266,490	273,835
<i>Capital / lease debt service:</i>										
Principal	131,405	142,981	-	-	-	-	-	-	-	-
Interest	965	10,612	-	-	-	-	-	-	-	-
Total Operating Fund	\$ 41,039,691	\$ 40,108,384	\$ 40,213,091	\$ 41,202,467	\$ 40,647,729	\$ 37,522,707	\$ 39,386,167	\$ 39,379,921	\$ 38,123,290	\$ 37,040,054

(CONTINUED)

CITY OF SALEM SCHOOL DIVISION  
CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS  
LAST TEN FISCAL YEARS

	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
<b>Expenditures</b>										
<u>Cafeteria Fund</u>				(1)						
Food services	\$ 1,739,573	\$ 1,673,417	\$ 1,871,733	\$ 1,615,499	\$ 1,616,530	\$ 1,688,711	\$ 1,746,782	\$ 1,729,453	\$ 1,753,307	\$ 1,749,928
Total Cafeteria Fund	\$ 1,739,573	\$ 1,673,417	\$ 1,871,733	\$ 1,615,499	\$ 1,616,530	\$ 1,688,711	\$ 1,746,782	\$ 1,729,453	\$ 1,753,307	\$ 1,749,928
<u>Capital Projects Fund</u>										
Capital projects	\$ 1,085,321	\$ 1,219,802	\$ 1,335,621	\$ 4,297,458	\$ 13,588,552	\$ 1,717,361	\$ 1,373,173	\$ 1,154,343	\$ 496,114	\$ 683,672
Total Capital Projects Fund	\$ 1,085,321	\$ 1,219,802	\$ 1,335,621	\$ 4,297,458	\$ 13,588,552	\$ 1,717,361	\$ 1,373,173	\$ 1,154,343	\$ 496,114	\$ 683,672
<b>Excess (deficiency) of revenues over (under) expenditures</b>										
Operating Fund	\$ 2,169,517	\$ 2,361,796	\$ 1,749,625	\$ 1,311,070	\$ 2,085,920	\$ 286,989	\$ 1,251,550	\$ 1,907,354	\$ 1,947,112	\$ 1,082,526
Cafeteria Fund	43,322	(19,622)	(148,751)	40,325	34,421	43,208	(25,936)	(29,285)	(33,660)	(55,103)
Capital Projects Fund	(1,085,321)	(1,219,802)	(1,330,447)	1,190,742	(4,062,752)	(1,717,361)	(1,373,173)	(1,154,343)	(496,114)	(584,800)
	\$ 1,127,518	\$ 1,122,372	\$ 270,427	\$ 2,542,137	\$ (1,942,411)	\$ (1,387,164)	\$ (147,559)	\$ 723,726	\$ 1,417,338	\$ 442,623
<b>Other financing sources (uses)</b>										
<u>Operating Fund</u>										
Transfers out	\$ (2,200,827)	\$ (591,607)	\$ (926,492)	\$ (1,773,406)	\$ (968,000)	\$ (2,720,313)	\$ (989,832)	\$ (1,573,500)	\$ (611,456)	\$ (1,059,859)
Total Operating Fund	\$ (2,200,827)	\$ (591,607)	\$ (926,492)	\$ (1,773,406)	\$ (968,000)	\$ (2,720,313)	\$ (989,832)	\$ (1,573,500)	\$ (611,456)	\$ (1,059,859)
<u>Cafeteria Fund</u>										
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 25,000	\$ 39,000	\$ 25,000	\$ -
Total Cafeteria Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 25,000	\$ 39,000	\$ 25,000	\$ -
<u>Capital Projects Fund</u>										
Issuance of capital leases	\$ -	\$ 411,457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers in	2,200,827	591,607	926,492	1,773,406	968,000	2,705,313	964,832	1,534,500	586,456	1,059,859
Total Capital Projects Fund	\$ 2,200,827	\$ 1,003,064	\$ 926,492	\$ 1,773,406	\$ 968,000	\$ 2,705,313	\$ 964,832	\$ 1,534,500	\$ 586,456	\$ 1,059,859
<b>Net change in fund balances</b>										
Operating Fund	\$ (31,310)	\$ 1,770,189	\$ 823,133	\$ (462,336)	\$ 1,117,920	\$ (2,433,324)	\$ 261,718	\$ 333,854	\$ 1,335,656	\$ 22,667
Cafeteria Fund	43,322	(19,622)	(148,751)	40,325	34,421	58,208	(936)	9,715	(8,660)	(55,103)
Capital Projects Fund	1,115,506	(216,738)	(403,955)	2,964,148	(3,094,752)	987,952	(408,341)	380,157	90,342	475,059
	\$ 1,127,518	\$ 1,533,829	\$ 270,427	\$ 2,542,137	\$ (1,942,411)	\$ (1,387,164)	\$ (147,559)	\$ 723,726	\$ 1,417,338	\$ 442,623
Capital outlay	\$ 831,774	\$ 1,133,365	\$ 1,202,283	\$ 3,831,996	\$ 13,367,244	\$ 1,830,225	\$ 1,286,754	\$ 1,699,627	\$ 335,533	\$ 819,187
Ratio of debt service expenditures to non-capital expenditures	0.31%	0.37%	0.00%	0.00%	0.59%	0.61%	0.64%	0.62%	0.61%	0.63%

## Notes:

Source: City of Salem Finance Department

(1) In 2014, the School Division segregated health insurance into an internal service fund.

**TABLE 5**  
**UNAUDITED**

**CITY OF SALEM SCHOOL DIVISION  
MAJOR REVENUE SOURCES  
OPERATING FUND  
LAST TEN FISCAL YEARS**

<b>Fiscal Year</b>	<b>City of Salem</b>		<b>Commonwealth of Virginia</b>	
	<b>Revenue</b>	<b>Increase (Decrease)</b>	<b>Revenue</b>	<b>Increase (Decrease)</b>
2017	\$ 19,760,242	\$ 20,730	\$ 20,052,041	\$ 560,932
2016	19,739,512	588,242	19,491,109	35,649
2015	19,151,270	(470,773)	19,455,460	2,597
2014	19,622,043	(1,154,385)	19,452,863	946,923
2013	20,776,428	2,304,775	18,505,940	714,052
2012	18,471,653	51,653	17,791,888	921,361
2011	18,420,000	-	16,870,527	(828,546)
2010	18,420,000	-	17,699,073	(2,916,940)
2009	18,420,000	425,000	20,616,013	1,527,025
2008	17,995,000	900,000	19,088,988	396,419

Note:

Source: City of Salem Finance Department

**TABLE 6**  
**UNAUDITED**

**CITY OF SALEM SCHOOL DIVISION  
CHARGES FOR SERVICES REVENUE - FOOD SALES  
CAFETERIA FUND  
LAST TEN FISCAL YEARS**

<b>Fiscal Year</b>	<b>Food Sales</b>	<b>Increase (Decrease)</b>
2017	\$ 841,634	\$ 26,017
2016	815,617	56,476
2015	759,141	(73,501)
2014	832,642	(35,061)
2013	867,703	(35,790)
2012	903,493	(18,860)
2011	922,353	(52,270)
2010	974,623	(48,208)
2009	1,022,831	(6,534)
2008	1,029,365	(45,830)

Note:

Source: City of Salem Finance Department

TABLE 7  
UNAUDITED

CITY OF SALEM, VIRGINIA  
ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY  
LAST TEN FISCAL YEARS

Fiscal Year	Real Estate			Personal Property			Machinery and Tools			Public Service Corporation			Mobile Homes			Total Taxable		
	Assessed Value	Tax Rate	Direct	Assessed Value	Tax Rate	Direct	Assessed Value	Tax Rate	Direct	Assessed Value	Tax Rate	Direct	Assessed Value	Tax Rate	Direct	Assessed Value	Tax Rate	Direct
2017	\$ 2,054,446,049	\$ 1.18		\$ 312,495,313	\$ 3.25		\$ 89,186,639	\$ 3.20		\$ 44,507,648	\$ 1.18		\$ 984,368	\$ 1.18		\$ 2,501,620,017	\$ 1.51	
2016	2,022,951,024	1.18		295,173,346	3.25		91,322,128	3.20		41,308,358	1.18		1,059,063	1.18		2,451,813,919	1.50	
2015	2,012,050,247	1.18		282,311,121	3.25		91,977,805	3.20		40,513,445	1.18		1,195,515	1.18		2,428,048,133	1.50	
2014	2,003,007,334	1.18		276,846,201	3.20		91,226,535	3.20		41,408,575	1.18		1,249,050	1.18		2,413,737,695	1.49	
2013	1,997,447,800	1.18		267,755,307	3.20		84,169,172	3.20		42,281,759	1.18		1,431,949	1.18		2,393,085,987	1.47	
2012	1,977,986,400	1.18		267,877,285	3.20		90,287,324	3.20		37,468,284	1.18		1,668,743	1.18		2,375,288,036	1.48	
2011	1,973,655,843	1.18		265,450,351	3.20		80,706,659	3.20		37,993,502	1.18		1,460,966	1.18		2,359,267,321	1.48	
2010	1,940,941,700	1.18		262,153,501	3.20		79,120,695	3.20		36,874,789	1.18		1,543,032	1.18		2,320,633,717	1.48	
2009	1,912,957,600	1.18		263,305,279	3.20		80,517,625	3.20		36,468,242	1.18		1,655,642	1.18		2,294,904,388	1.48	
2008	1,805,483,900	1.18		263,662,393	3.20		82,535,751	3.20		36,451,099	1.18		1,780,273	1.18		2,189,913,416	1.50	

Note:

Source: City of Salem Finance Department  
Tax rates are per \$100 of assessed value.



TABLE 8  
UNAUDITED

CITY OF SALEM, VIRGINIA  
PROPERTY TAX LEVIES AND COLLECTIONS  
LAST TEN CALENDAR YEARS

Calendar Year Ended December 31,	Taxes Levied for the Calendar Year	Collected within the		Supplemental Assessments & Exonerations Levied in Subsequent Years	Collections in Subsequent Years	Total Collections to Date	
		Calendar Year of the Levy				Amount	Percentage of Levy
		Amount	Percentage of Levy				
2017	\$ 35,253,119	\$ 34,012,836	96.48%	\$ -	-	\$ 34,012,836	96.48%
2016	33,896,364	32,608,317	96.20%	75,056	980,140	33,588,457	98.87%
2015	33,630,244	32,291,449	96.02%	(39,302)	1,187,662	33,479,111	99.67%
2014	32,905,743	31,229,276	94.91%	(78,361)	1,472,413	32,701,689	99.62%
2013	32,537,416	30,854,728	94.83%	64,770	1,643,844	32,498,572	99.68%
2012	32,672,916	31,351,991	95.96%	32,561	1,305,193	32,657,184	99.85%
2011	32,104,079	30,836,144	96.05%	105,503	1,279,113	32,115,257	99.71%
2010	31,627,310	30,440,194	96.25%	309,847	1,440,268	31,880,462	99.82%
2009	31,336,233	30,288,062	96.66%	124,862	1,123,329	31,411,391	99.84%
2008	29,846,597	28,917,802	96.89%	217,549	1,099,521	30,017,323	99.84%

Note:  
Source: City of Salem Finance Department

**TABLE 9**  
**UNAUDITED**

**CITY OF SALEM, VIRGINIA**  
**PRINCIPAL REAL ESTATE PROPERTY TAXPAYERS**  
**CURRENT YEAR AND NINE YEARS AGO**

	2017			2008		
	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
<b>Taxpayer</b>						
Lewis-Gale Hospital HCA	\$ 39,425,000	1	1.96%	\$ 60,051,400	1	3.14%
Lewis Gale Clinic/HRT	22,673,500	2	1.13%			
Yokohama Industries	14,266,000	3	0.71%	16,167,800	2	0.85%
Lowes/VALO LLC	12,622,200	4	0.63%			
Spartan Square, Inc.	10,910,900	5	0.54%	10,571,000	4	0.55%
U.S. Food Service, Inc.	10,851,300	6	0.54%	8,495,100	6	0.44%
Chateau Riviera Apartments/CSW Associates	9,746,200	7	0.48%	7,443,100	7	0.39%
General Electric	9,694,200	8	0.48%	8,943,200	5	0.47%
Salem Terrace/White Whale	9,106,800	9	0.45%	10,598,700	3	0.55%
Carthy Corporation/Carter Machinery	8,663,300	10	0.43%			
Rowe Furniture/Salem Frame				6,603,200	8	0.35%
Wal-Mart Stores, Inc.				6,370,100	9	0.33%
Lakeside Plaza				6,035,600	10	0.32%

**Note:**

Source: City of Salem Real Estate Valuation Department

**TABLE 10**  
**UNAUDITED**

**CITY OF SALEM, VIRGINIA**  
**RATIOS OF GENERAL BONDED DEBT OUTSTANDING**  
**LAST TEN FISCAL YEARS**

Fiscal Year	Governmental Activities			Business-Type Activities	
	General Obligation Bonds	Other Long-term Debt	Total	General Obligation Bonds	Total Primary Government
	(1)	(1)			
2017	\$ 33,916,905	\$ -	\$ 33,916,905	\$ 45,723,894	\$ 79,640,799
2016	36,971,375	-	36,971,375	49,665,950	86,637,325
2015	34,681,163	-	34,681,163	47,663,394	82,344,557
2014	37,640,582	-	37,640,582	49,258,943	86,899,525
2013	32,625,067	-	32,625,067	50,697,384	83,322,451
2012	25,470,726	-	25,470,726	53,677,900	79,148,626
2011	27,913,904	-	27,913,904	55,461,508	83,375,412
2010	23,764,903	125,000	23,889,903	56,004,049	79,893,952
2009	26,141,121	250,000	26,391,121	58,850,591	85,241,712
2008	28,543,117	375,000	28,918,117	61,654,565	90,572,682

Fiscal Year	Total Taxable Assessed Value	Percentage of Estimated Actual Value of Taxable Property	Population	Bonded Debt Per Capita	Per Capita Personal Income	Percentage of Bonded Debt Per Capita to Per Capita Personal Income
	(2)		(3)		(3)	
2017	\$ 2,501,620,017	3.18%	25,549	\$ 3,117	\$ 48,047	6.00%
2016	2,451,813,919	3.53%	25,432	3,407	45,577	7.00%
2015	2,428,048,133	3.39%	25,483	3,231	43,418	7.00%
2014	2,410,213,827	3.61%	25,299	3,435	42,288	8.00%
2013	2,393,085,987	3.48%	25,267	3,298	40,688	8.00%
2012	2,375,288,036	3.33%	25,145	3,148	39,866	8.00%
2011	2,359,267,321	3.53%	24,970	3,339	39,866	8.00%
2010	2,320,633,717	3.44%	24,860	3,214	39,866	8.00%
2009	2,294,904,388	3.71%	24,684	3,453	39,525	9.00%
2008	2,189,913,416	4.14%	24,673	3,671	40,760	9.00%

**Notes:**

Source: City of Salem Finance Department

Details regarding the City's outstanding debt can be found in the notes to the financial statements in the City of Salem's Comprehensive Annual Financial Report. The report may be obtained from the City of Salem Finance Department, P.O. Box 869, Salem, VA 24153.

The City is independent from any county, town, or other political subdivisions of the Commonwealth of Virginia. There is no overlapping general obligation debt or taxing powers.

(1) Outstanding debt for School Division is included with Governmental Activities.

(2) See Table 7 for actual value of taxable property.

(3) See Table 12 for population and per capita personal income.

TABLE 11  
UNAUDITED

CITY OF SALEM, VIRGINIA  
LEGAL DEBT MARGIN INFORMATION  
LAST TEN FISCAL YEARS

Fiscal Year	Assessed Value of Real Property	Debt Limit 10% of Assessed Value	Amount of Debt Applicable to Limit						Legal Debt Margin
			Total General Obligation Bonds		Total Other Long-term Debt	Enterprise Bonds	RVRA Supported Debt	Net Debt Applicable to Limit	
2017	\$ 2,098,953,697	\$ 209,895,370	\$ 79,640,799	\$ -	\$ (45,723,894)	\$ (1,425,312)	\$ 32,491,593	15.48%	
2016	2,064,259,382	206,425,938	86,637,325	-	(49,665,950)	-	36,971,375	17.91%	
2015	2,052,563,692	205,256,369	82,344,557	-	(47,663,394)	-	34,681,163	16.90%	
2014	2,044,415,909	204,441,591	86,899,525	-	(49,258,943)	-	37,640,582	18.41%	
2013	2,039,729,559	203,972,956	83,322,451	-	(50,697,384)	-	32,625,067	15.99%	
2012	2,015,454,684	201,545,468	79,148,626	-	(53,677,900)	-	25,470,726	12.64%	
2011	2,011,649,345	201,164,935	83,375,412	-	(55,461,508)	-	27,913,904	13.88%	
2010	1,977,816,489	197,781,649	79,768,952	125,000	(56,004,049)	-	23,889,903	12.08%	
2009	1,949,425,842	194,942,584	84,991,712	250,000	(58,850,591)	-	26,391,121	13.54%	
2008	1,841,934,999	184,193,500	90,197,682	375,000	(61,654,565)	-	28,918,117	15.70%	

Notes:

Source: City of Salem Finance Department

(1) Includes real estate and public service corporation assessments from table 7.

(2) The Enterprise Fund bonds are backed by the full faith and credit of the City but are expected to be paid from the revenue and receipts of the Enterprise Funds.

(3) School debt is included in the amount of debt applicable to limit.

**TABLE 12**  
**UNAUDITED**

**CITY OF SALEM, VIRGINIA**  
**DEMOGRAPHIC STATISTICS**  
**LAST TEN FISCAL YEARS**

<b>Fiscal Year Ended</b>	<b>Population</b>	<b>Total Personal Income (In Thousands)</b>	<b>Per Capita Personal Income</b>	<b>Public School Enrollment</b>	<b>Unemployment Rate</b>
(1)	(2)	(3)	(3)	(4)	(5)
2017	25,549	\$ 5,758,037	\$ 48,047	3,843	4.1%
2016	25,432	5,435,865	45,577	3,751	4.0%
2015	25,483	5,159,100	43,418	3,797	5.2%
2014	25,299	4,984,547	42,288	3,770	5.2%
2013	25,267	4,789,030	40,688	3,823	6.6%
2012	25,145	4,672,291	39,866	3,867	6.5%
2011	24,970	4,672,291	39,866	3,892	6.1%
2010	24,860	4,672,291	39,866	3,907	7.2%
2009	24,684	4,620,761	39,525	3,905	6.3%
2008	24,673	4,743,543	40,760	3,911	3.6%

Notes:

(1) Population, public school enrollment and unemployment rate figures are based on fiscal years ending June 30. Per capita personal income figures are as of March 2016.

(2) Population is based on Intercensal estimates of the resident population for counties of Virginia: April 1, 2000 to July 1, 2010. U.S. Census Bureau, Population Division. Population for 2011 through 2017 was obtained from U.S. Census Bureau Population Estimates Program.

(3) Bureau of Economic Analysis (BEA). Total personal income reported is for Roanoke County and the City of Salem. No data is available for the City of Salem only. Per capital personal income was computed using Census Bureau midyear population estimates.

(4) Director of Business, School Division

(5) Virginia Employment Commission

**TABLE 13  
UNAUDITED**

**CITY OF SALEM, VIRGINIA  
PRINCIPAL EMPLOYERS  
CURRENT YEAR AND NINE YEARS AGO**

<b>Employer</b>	<b>2017</b>			<b>2008</b>		
	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Total City Employment (1)</b>	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Total City Employment (1)</b>
Veterans Administration Medical Center	2,000	1	9.54%	1,500	1	6.69%
Lewis-Gale Hospital HCA	1,050	2	5.01%	1,375	2	6.13%
Yokohama Industries	775	3	3.70%	900	5	4.01%
General Electric	619	4	2.95%	1,100	3	4.91%
Lewis-Gale Physicians	610	5	2.91%			
City of Salem Schools	562	6	2.68%	586	6	2.61%
City of Salem	497	7	2.37%	549	7	2.45%
Roanoke College	485	8	2.31%	464	8	2.07%
U.S. Food Service, Inc.	411	9	1.96%	422	9	1.88%
Virginia Department of Transportation	400	10	1.91%	940	4	4.19%
Carter Machinery				352	10	1.57%

**Notes:**

Source: City of Salem Economic Development Department, Virginia Employment Commission

(1) Calculated using data provided by Virginia Employment Commission

TABLE 14  
UNAUDITED

CITY OF SALEM SCHOOL DIVISION  
MEMBERSHIP AND PER PUPIL SPENDING  
LAST TEN FISCAL YEARS

Fiscal Year Ended	Membership September 30	Average Daily Membership March 31	Membership June 30	Average Daily Membership June 30	Average Daily Attendance March 31	Special Education Child Count December 1	Salem Per Pupil Expenditures	State Average Per Pupil Expenditures	Composite Index
June 30	(1)	(1)	(1)	(2), (8)	(3), (9)	(4)	(2)	(2)	
2017	3,852	3,775	3,843	3,818	3,625	527	N/A	N/A	0.3704
2016	3,808	3,716	3,751	3,752	3,585	514	\$10,858	\$11,745	0.3695
2015	3,815	3,774	3,797	3,813	3,636	528	10,844	11,523	0.3695
2014 (7)	3,799	3,761	3,772	3,796	3,628	505	11,057	11,242	0.3628
2013 (7)	3,816	3,779	3,820	3,816	3,634	517	10,640	11,257	0.3628
2012	3,867	3,839	3,863	3,841	3,686	501	10,447	10,969	0.3516
2011	3,932	3,859	3,892	3,896	3,702	503	9,907	10,793	0.3516
2010	3,905	3,915	3,907	3,935	3,788	496	10,152	11,020	0.3518
2009	3,930	3,900	3,905	3,919	3,767	486	10,289	11,316	0.3518
2008	3,948	3,922	3,911	3,936	3,778	474	9,939	11,037	0.3768

Census Count (including special education count) used as Basis for State Sales Tax Allocation<sup>(5)</sup>

2016 (6)	4,285
2015 (6)	4,364
2014 (6)	4,361
2013 (6)	4,446
2012 (6)	4,411
2011 (6)	4,436
2008	4,328

Notes:

N/A Not available

(1) Superintendent's Annual Report Table 1 and Virginia Department of Education website (excludes part-time students)

(2) Superintendent's Annual Report Table 15 (2008-2017)

(3) Superintendent's Annual Report Table 8 (2008-2017)

(4) Director of Student Services and Virginia Department of Education website

(5) Director of Assessment and Technology (2008) and Weldon Cooper Center (2011-2016)

(6) Starting in 2011, the Weldon Cooper Center at the University of Virginia will estimate school age population in Virginia. This is the latest estimate as of July 1, 2016.

(7) Figures for 2013 and 2014 were adjusted to match the Superintendent's Annual Reports for those school years.

(8) End of year financial verification report

(9) Spring student record collection

TABLE 15  
UNAUDITED

CITY OF SALEM SCHOOL DIVISION  
VIRGINIA STANDARDS OF LEARNING (SOL) TEST RESULTS  
PERCENT OF STUDENTS WITH PASSING SCORES  
LAST TEN FISCAL YEARS

COURSE	2017		2016		2015		2014		2013		2012		2011		2010		2009		2008	
	SALEM	VA	SALEM	VA	SALEM	VA	SALEM	VA	SALEM	VA	SALEM	VA	SALEM	VA	SALEM	VA	SALEM	VA	SALEM	VA
Grade 3 English RLR	81	75	83	76	85	75	78	69	83	72	96	86	95	83	86	83	92	86	91	84
Grade 3 Mathematics	83	75	86	77	85	74	75	67	78	65	83	64	97	81	95	92	96	89	97	89
Grade 3 History	n/a	n/a	n/a	n/a	n/a	n/a	93	86	94	87	96	87	97	85	98	93	99	93	97	93
Grade 3 Science	n/a	n/a	n/a	n/a	n/a	n/a	88	83	92	84	96	90	98	90	97	91	97	89	91	88
Grade 4 English RLR	84	79	84	77	84	77	79	70	82	70	96	88	95	87	95	88	93	89	96	88
Grade 4 Mathematics	88	81	91	83	88	84	86	80	87	74	75	70	90	89	94	88	92	86	91	84
VA Studies	87	87	89	87	93	87	92	85	94	87	94	89	93	87	94	87	92	88	95	83
Grade 5 English RLR	83	81	88	81	83	79	82	73	84	73	91	89	94	89	95	90	97	92	96	89
Grade 5 English Writing	n/a	n/a	n/a	n/a	n/a	n/a	71	71	81	87	93	87	89	87	94	88	94	86	94	87
Grade 5 Mathematics	78	79	79	79	85	79	76	73	74	69	69	67	92	89	95	90	95	90	93	88
Grade 5 Science	79	79	83	81	86	79	81	73	75	75	94	88	92	87	93	88	96	88	96	88
Grade 6 English RLR	82	78	85	77	84	76	80	73	80	73	90	89	94	87	93	88	91	86	94	85
Grade 6 Mathematics	77	82	88	82	80	83	73	76	76	77	66	74	59	73	80	77	82	73	77	68
Grade 6 US History I	n/a	n/a	n/a	n/a	n/a	n/a	83	81	91	83	85	81	89	81	92	78	88	74	87	74
Grade 7 English RLR	88	82	87	82	91	81	82	76	83	74	94	88	98	89	96	90	97	88	91	86
Grade 7 Mathematics	74	71	84	72	85	72	74	65	68	61	67	58	91	77	90	75	88	71	79	65
Grade 7 US History II	n/a	n/a	n/a	n/a	n/a	n/a	84	81	77	82	85	84	84	85	93	91	97	92	97	92
Grade 8 English RLR	81	76	82	75	81	75	72	70	77	71	95	89	96	80	93	90	91	87	94	83
Grade 8 English Writing	77	73	78	71	76	72	72	70	80	71	95	88	94	88	93	91	91	89	95	87
Grade 8 Mathematics	72	74	69	73	86	74	77	67	72	61	67	60	93	82	89	87	88	85	90	83
Grade 8 Civics	87	87	87	87	92	86	83	83	83	85	92	84	92	89	92	86	92	84	82	84
Grade 8 Science	88	79	87	79	87	78	85	74	82	76	95	92	98	92	95	92	94	90	94	90
End of Course English RLR	91	87	91	89	91	89	93	90	92	89	95	94	95	94	96	94	96	95	97	94
End of Course English Writing	87	84	88	83	88	83	90	84	89	70	95	93	95	93	95	92	96	92	95	92
Algebra I	89	82	83	83	90	82	81	79	81	76	81	75	98	94	98	94	95	94	97	93
Algebra II	98	90	99	89	98	87	81	82	81	76	84	69	97	91	95	91	95	91	96	90
Geometry	91	78	86	80	90	80	86	77	73	76	84	74	94	87	96	88	92	87	93	87
Earth Science	93	82	97	84	93	83	91	83	87	83	97	90	93	89	90	88	93	87	90	86
Biology	90	82	89	84	92	84	89	83	91	83	97	92	94	90	96	89	94	88	96	88
Chemistry	96	89	98	88	100	88	95	87	97	86	99	93	99	93	100	93	100	93	99	92
World History I	93	85	95	84	98	85	93	85	91	84	97	84	88	81	98	93	95	93	97	91
World History II	95	87	95	86	94	87	96	86	91	85	92	85	88	82	95	92	95	93	95	92
World Geography	86	83	88	86	88	86	88	86	90	n/a	89	n/a	95	n/a	92	86	94	86	91	84
VAUS History	92	86	91	86	90	87	96	87	95	86	96	85	92	83	97	95	98	97	98	94

Notes:

Source: Virginia Department of Education website; [www.doe.virginia.gov](http://www.doe.virginia.gov)

n/a: not applicable



**TABLE 16**  
**UNAUDITED**

**CITY OF SALEM SCHOOL DIVISION  
SCHOLASTIC APTITUDE TEST (SAT) SCORES  
LAST TEN YEARS**

<b>Fiscal Year Ended June 30</b>	<b>Number of Students Who Took SATs</b>	<b>Combined Score for Verbal and Math</b>		
		<b>Salem</b>	<b>Virginia</b>	<b>National</b>
2017	131	1,123	1,102	1,070
2016	123	1,047	1,029	981
2015	148	1,046	1,028	987
2014	148	1,046	1,033	1,010
2013	159	1,036	1,030	1,010
2012	169	1,031	1,022	1,010
2011	162	1,028	1,021	1,011
2010	163	1,056	1,024	1,017
2009	145	1,037	1,043	1,037
2008	185	1,045	1,023	1,017

**Note:**

Source: Supervisor of Instructional Technology and Accountability

**TABLE 17**  
**UNAUDITED**

**CITY OF SALEM SCHOOL DIVISION  
ACCREDITATION STATUS  
2016-2017 SCHOOL YEAR**

<b>School Name</b>	<b>Virginia Accreditation Status</b>
Salem High School	Fully Accredited
Andrew Lewis Middle School	Fully Accredited
G.W. Carver Elementary School	Fully Accredited
West Salem Elementary School	Fully Accredited
South Salem Elementary School	Fully Accredited
East Salem Elementary School	Fully Accredited

**Note:**

Source: Supervisor of Instructional Technology and Accountability

TABLE 18  
UNAUDITED

CITY OF SALEM SCHOOL DIVISION  
FULL-TIME EQUIVALENT POSITIONS  
LAST TEN FISCAL YEARS

Positions	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Board Member	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Administrator	9.7	9.5	10.3	9.7	9.8	8.0	8.0	7.6	7.5	8.0
Principal	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Assistant Principal	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0
Teachers	300.5	302.1	307.1	309.6	315.1	308.0	312.3	318.6	320.5	313.2
Instructional Assistants	71.7	65.1	54.3	49.7	51.5	75.0	84.5	81.8	73.8	71.9
Secretary/Specialist	21.7	21.4	21.8	25.2	23.8	21.7	21.6	23.9	22.4	22.3
Attendance & Health	10.4	10.5	10.6	10.6	10.3	14.0	14.0	14.3	14.0	14.1
Transportation	27.5	26.2	27.1	31.4	31.5	31.1	28.6	28.6	32.6	28.6
Maintenance	37.6	37.3	38.5	39.3	41.0	41.5	41.0	42.2	42.6	42.8
Technology	9.8	9.7	10.0	8.8	9.0	11.0	10.8	12.6	13.8	13.3
School Nutrition	20.0	20.0	27.0	28.8	28.1	29.1	30.2	29.8	29.8	30.8
<b>Total</b>	<b>528.8</b>	<b>521.8</b>	<b>526.8</b>	<b>533.1</b>	<b>540.0</b>	<b>559.3</b>	<b>570.9</b>	<b>579.3</b>	<b>576.9</b>	<b>564.8</b>

Note:

Source: Annual School Report

**TABLE 19**  
**UNAUDITED**

**CITY OF SALEM SCHOOL DIVISION  
TEACHER SALARY INFORMATION  
LAST TEN FISCAL YEARS**

<b>Degree</b>	<b>Level</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>
Bachelors	Minimum	\$42,000	\$42,000	\$42,000	\$41,000	\$41,000	\$40,796	\$40,392	\$40,392	\$40,392	\$39,600
	Maximum	61,710	60,328	60,179	59,736	60,482	57,771	57,914	58,638	60,104	62,605
Masters	Minimum	45,776	45,776	45,720	44,647	44,647	44,236	43,797	43,797	43,797	43,005
	Maximum	66,035	64,104	63,899	63,383	64,129	61,211	61,319	62,043	63,509	66,010
Doctorate	Minimum	47,597	47,597	47,514	46,406	46,406	45,896	45,437	45,437	45,437	44,645
	Maximum	68,122	65,925	65,693	65,142	65,888	62,871	62,959	63,683	65,149	67,650
Average Salary		\$57,387	\$55,776	\$55,352	\$55,115	\$56,206	\$54,492	\$53,186	\$53,912	\$53,912	\$52,085
Virginia Average Salary		N/A	\$54,891	\$54,486	\$53,818	\$52,942	\$52,093	\$51,478	\$51,894	\$52,309	\$50,511

**Note:**

Source: Salary Scales and Annual School Report  
N/A Not available

TABLE 20  
UNAUDITEDCITY OF SALEM SCHOOL DIVISION  
EXPENDITURES BY FUNCTION - OPERATING FUND  
LAST TEN FISCAL YEARS

Function	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
<i>Current:</i>										
Central administration	\$ 1,608,371 3.92%	\$ 1,593,852 3.97%	\$ 1,658,908 4.13%	\$ 1,756,494 4.26%	\$ 1,664,724 4.10%	\$ 1,414,020 3.77%	\$ 1,461,269 3.71%	\$ 1,505,723 3.82%	\$ 1,467,700 3.85%	\$ 1,530,878 4.13%
Centralized instruction costs	3,795,451 9.25%	3,687,727 9.19%	3,832,984 9.53%	3,711,762 9.01%	3,499,585 8.61%	3,008,025 8.02%	3,136,131 7.96%	3,231,442 8.21%	2,922,251 7.67%	3,034,138 8.19%
Instructional costs:	30,994,362 75.52%	30,374,830 75.73%	30,504,728 75.86%	30,340,948 73.64%	30,554,444 75.17%	27,890,640 74.33%	27,801,985 70.59%	30,525,562 77.52%	29,578,819 77.59%	28,323,014 76.47%
Attendance and health services	1,049,120 2.56%	1,001,682 2.50%	988,485 2.46%	889,226 2.16%	893,663 2.20%	838,160 2.23%	853,611 2.17%	865,647 2.20%	875,542 2.30%	856,256 2.31%
Transportation	1,317,610 3.21%	1,269,037 3.16%	1,269,076 3.16%	1,529,625 3.71%	1,282,845 3.16%	1,297,167 3.46%	1,426,223 3.62%	1,209,606 3.07%	1,324,034 3.47%	1,072,352 2.90%
Federal and state grants programs	2,142,407 5.22%	2,027,663 5.06%	1,958,910 4.87%	2,974,412 7.22%	2,203,948 5.42%	2,824,695 7.53%	4,456,948 11.32%	1,746,188 4.43%	1,688,454 4.43%	1,949,581 5.26%
Non-departmental	- 0.00%	- 0.00%	- 0.00%	- 0.00%	548,520 1.35%	250,000 0.67%	250,000 0.63%	295,753 0.75%	266,490 0.70%	273,835 0.74%
<i>Capital/lease debt service:</i>										
Principal	131,405 0.32%	142,981 0.36%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Interest	965 0.00%	10,612 0.03%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%	- 0.00%
Total expenditures	\$ 41,039,691	\$ 40,108,384	\$ 40,213,091	\$ 41,202,467	\$ 40,647,729	\$ 37,522,707	\$ 39,386,167	\$ 39,379,921	\$ 38,123,290	\$ 37,040,054

Source: City of Salem Finance Department

TABLE 21  
UNAUDITED

CITY OF SALEM SCHOOL DIVISION  
CAPITAL ASSET STATISTICS  
LAST TEN FISCAL YEARS

School / Statistic	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
East Salem Elementary (1962)										
Square feet	56,308	56,308	56,308	53,714	53,714	53,714	53,714	53,714	53,714	53,714
Capacity (students)	500	500	500	500	500	500	500	500	500	500
Enrollment	413	419	416	414	403	410	405	409	406	382
G W Carver Elementary (1939)										
Square feet	83,000	83,000	83,000	83,000	83,000	83,000	83,000	83,000	83,000	83,000
Capacity (students)	600	600	600	600	600	600	600	600	600	600
Enrollment	462	461	444	423	427	482	478	458	462	467
South Salem Elementary (2013)										
Square feet	88,000	88,000	88,000	88,000	88,000	49,000	49,000	49,000	49,000	49,000
Capacity (students)	600	600	600	600	600	450	450	450	450	450
Enrollment	397	394	412	408	409	427	450	428	427	457
West Salem Elementary (1952)										
Square feet	73,000	73,000	73,000	73,000	73,000	73,000	73,000	73,000	73,000	73,000
Capacity (students)	450	450	450	450	450	450	450	450	450	450
Enrollment	427	396	423	406	426	413	408	398	389	414
Andrew Lewis Middle (1933)										
Square feet	183,000	183,000	183,000	183,000	183,000	183,000	183,000	183,000	183,000	183,000
Capacity (students)	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Enrollment	893	898	901	924	905	878	906	928	949	917
Salem High School (1977)										
Square feet	220,812	220,812	220,812	220,812	220,812	220,812	220,812	220,812	220,812	220,812
Capacity (students)	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400
Enrollment	1,188	1,170	1,187	1,191	1,215	1,249	1,257	1,295	1,272	1,292
Central Administration Office (1958)										
Square feet	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
AIMS Alternative Education Center (1965)										
Square feet	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500

Note:  
Source: City of Salem School Division Business Office

---

**THIS PAGE INTENTIONALLY BLANK**

## COMPLIANCE SECTION

---

**CITY OF SALEM SCHOOL DIVISION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
JUNE 30, 2017**

<b>Federal Grantor</b> <b>Pass-Through Grantor</b> Program or Cluster Title	<b>Federal CFDA Number</b>	<b>Pass-Through Entity Identifying Number</b>		<b>Federal Expenditures</b>	<b>Passed Through to Subrecipients</b>
<b>Department of Agriculture</b>					
<b>Virginia Department of Agriculture and Consumer Services</b>					
Child Nutrition Cluster					
Food Distribution - Commodities	10.555	-	\$ 105,765		
Summer Food Service Program	10.559	-	407		
<b>Virginia Department of Education</b>					
Child Nutrition Cluster					
National School Breakfast Program 2016	10.553	201616N109941	15,451		
National School Breakfast Program 2017	10.553	201717N109941	163,381		
National School Lunch Program 2016	10.555	201616N109941	60,646		
National School Lunch Program 2017	10.555	201717N109941	553,370		
Total Child Nutrition Cluster				\$ 899,020	
<b>Department of Education</b>					
<b>Virginia Department of Education</b>					
Adult Education - Basic Grants to States 2015	84.002	V002A150047	19,113		\$ 12,452
Adult Education - Basic Grants to States 2016	84.002	V002A160047	295,799	314,912	194,283
Title I Grants to Local Educational Agencies 2014	84.010	S010A140046	10,233		
Title I Grants to Local Educational Agencies 2015	84.010	S010A150046	29,762		
Title I Grants to Local Educational Agencies 2016	84.010	S010A160046	409,420	449,415	
Special Education Cluster (IDEA)					
Special Education - Grants to States (IDEA, Part B) 2015	84.027	H027A150107	122,912		
Special Education - Grants to States (IDEA, Part B) 2016	84.027	H027A160107	596,584		
Special Education - Preschool Grants (IDEA Preschool) 2015	84.173	H173A150112	6,871		
Special Education - Preschool Grants (IDEA Preschool) 2016	84.173	H173A160112	12,361		
Total Special Education Cluster (IDEA)				738,728	
Career and Technical Education - Basic Grants to States (Perkins IV)	84.048	V048A160046	45,549	45,549	
English Language Acquisition State Grants 2015	84.365	S365A150046	2,425		
English Language Acquisition State Grants 2015	84.365	S365B150046	1,838	4,263	
Improving Teacher Quality State Grants 2015	84.367	S367A150044	11,719		
Improving Teacher Quality State Grants 2016	84.367	S367A160044	94,774	106,493	
<b>County of Roanoke, Virginia</b>					
English Language Acquisition State Grants 2015	84.365	S365A150046	11,059	11,059	
<b>Department of Health and Human Services</b>					
<b>Goodwill Industries of the Valleys</b>					
Health Profession Opportunity Grants	93.093	90FX0038-01-01	35,079	35,079	
<b>Total Expenditures of Federal Awards</b>				<b>\$ 2,604,518</b>	<b>\$ 206,735</b>

**Note 1: Basis of Accounting**

This schedule was prepared on the modified accrual basis of accounting.

**Note 2: Nonmonetary Assistance**

Nonmonetary assistance is reported in the Schedule of Expenditures of Federal Awards at the fair market value of the food commodities disbursed. As of June 30, 2017, the City of Salem School Division (School Division) had food commodities in inventory of \$18,767.

**Note 3: Indirect Cost Rate**

The School Division did not elect to use the 10% de minimis indirect cost rate.

**Note 4: Reporting Information**

This Schedule of Expenditures of Federal Awards is part of the overall Schedule of Expenditures of Federal Awards for the City of Salem, Virginia (City). The City and the School Division have a combined federal audit, and the Comprehensive Annual Financial Report for the City includes reporting for the combined federal audit. The City's Comprehensive Annual Financial Report may be obtained from the City of Salem, Finance Department, P.O. Box 869, Salem, VA 24153.



**Report of Independent Auditor 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***

To the Honorable Members of the  
Board of the City of Salem, Virginia School Division  
City of Salem, Virginia

We have audited, in accordance with the 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 the *Specifications for Audits of Counties, Cities and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Salem, Virginia School Division (the "School Division"), a component unit of the City of Salem, Virginia, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School Division's basic financial statements, and have issued our report thereon dated November 16, 2017.

**Internal Control over Financial Reporting**

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

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

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

**Compliance and Other Matters**

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

**Purpose of this Report**

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

A handwritten signature in blue ink that reads "Cheryl Behrman CP". The signature is written in a cursive style.

Roanoke, Virginia  
November 16, 2017



