

STATE OF ILLINOIS  
INTERMEDIATE SERVICE CENTER NO. 2  
FINANCIAL AUDIT  
(IN ACCORDANCE WITH THE SINGLE AUDIT ACT  
AND OMB CIRCULAR A-133)  
FOR THE YEAR ENDED JUNE 30, 2008

PERFORMED AS SPECIAL ASSISTANT AUDITORS  
FOR THE OFFICE OF THE AUDITOR GENERAL

**INTERMEDIATE SERVICE CENTER NO. 2**  
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## OFFICIALS

### INTERMEDIATE SERVICE CENTER NO. 2

Executive Director	(Current and during audit period)	Ms. Kay Poyner Brown
Administrative Assistant	(Current and during audit period)	Ms. Mary Ann Coull
Financial Analyst	(Current and during audit period)	Ms. Linda Rogers
Business Manager	(Current and during audit period)	Ms. Meg Morgan, CPA

Offices are located at:

2701 W. Washington Blvd.  
Bellwood, IL 60104

## COMPLIANCE REPORT SUMMARY

The compliance audit testing performed in this audit was conducted in accordance with Government Auditing Standards and in accordance with the Illinois State Auditing Act.

### AUDITORS' REPORTS

The auditors' reports on compliance and on internal controls do not contain scope limitations, disclaimers, or other significant non-standard language.

### SUMMARY OF AUDIT FINDINGS

<u>Number of</u>	<u>This Audit</u>	<u>Prior Audit</u>
Audit findings	-0-	-0-
Repeated audit findings	-0-	-0-
Prior recommendations implemented or not repeated	-0-	-N/A-

An additional 2 matters which are less than a significant deficiency or material weakness but more than inconsequential, have been reported in a Management Letter of Comments to the Executive Director. In prior years, these issues may have been included as immaterial findings in the auditors' reports.

### SUMMARY OF FINDINGS AND QUESTIONED COSTS

<u>Item No.</u>	<u>Description</u>
	FINDINGS (GOVERNMENT AUDITING STANDARDS)
	-N/A-
	FINDINGS AND QUESTIONED COSTS (FEDERAL COMPLIANCE)
	-N/A-
	PRIOR FINDINGS NOT REPEATED (GOVERNMENT AUDITING STANDARDS)
	-N/A-
	PRIOR FINDINGS NOT REPEATED (FEDERAL COMPLIANCE)
	-N/A-

### EXIT CONFERENCE

The Center waived having an exit conference per a letter dated May 13, 2009. There were no audit findings to discuss.

**INTERMEDIATE SERVICE CENTER NO. 2**  
**FINANCIAL STATEMENT REPORT**  
**SUMMARY**

The audit of the accompanying basic financial statements of Intermediate Service Center No. 2 was performed by Bass, Solomon & Dowell, LLP.

Based on their audit, the auditors expressed an unqualified opinion on the Agency's basic financial statements.

**INDEPENDENT AUDITORS' REPORT**

Honorable William G. Holland  
Auditor General  
State of Illinois

Board of Directors  
Intermediate Service Center No. 2

As Special Assistant Auditors for the Auditor General, we have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Intermediate Service Center No. 2, as of and for the year ended June 30, 2008, which collectively comprise the Intermediate Service Center No. 2's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Intermediate Service Center No. 2's management. 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our 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 Intermediate Service Center No. 2, as of June 30, 2008, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated June 19, 2009 on our consideration of the Intermediate Service Center No. 2'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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis on pages 14 through 17 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Intermediate Service Center No. 2's basic financial statements. The Budgetary Comparison Schedule is presented for purposes of additional analysis and is not a required part of the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements. The Budgetary Comparison Schedule and the Schedule of Expenditures of Federal Awards have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Bess, Johnson & Orvell, LLP*

Palatine, Illinois  
June 19, 2009

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

Honorable William G. Holland  
Auditor General  
State of Illinois

Board of Directors  
Intermediate Service Center No. 2

As Special Assistant Auditors for the Auditor General, we have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Intermediate Service Center No. 2, as of and for the year ended June 30, 2008, which collectively comprise the Intermediate Service Center No. 2's basic financial statements and have issued our report thereon dated June 19, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Intermediate Service Center No. 2's internal control over financial reporting as a basis for designing our auditing procedures 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 Intermediate Service Center No. 2's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Center's internal control over financial reporting.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.



Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Intermediate Service Center No. 2's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters which we have reported to management of the Intermediate Service Center No. 2 in a separate letter dated June 19, 2009.

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, agency management, others within the organization, Illinois State Board of Education, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

*Bess, Johnson & Orvell, LLP*

Palatine, Illinois  
June 19, 2009

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

Honorable William G. Holland  
Auditor General  
State of Illinois

Board of Directors  
Intermediate Service Center No. 2

Compliance

We have audited the compliance of the Intermediate Service Center No. 2 with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. The Intermediate Service Center No. 2's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the Intermediate Service Center No. 2's management. Our responsibility is to express an opinion on the Intermediate Service Center No. 2's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Intermediate Service Center No. 2's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Intermediate Service Center No. 2's compliance with those requirements.

In our opinion, the Intermediate Service Center No. 2 complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2008.

### Internal Control Over Compliance

The management of Intermediate Service Center No. 2 is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Intermediate Service Center No. 2's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Intermediate Service Center No. 2's internal control over compliance.

A *control deficiency* in an entity's internal control over compliance 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 noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

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

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, agency management, others within the organization, Illinois State Board of Education, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

*Case, Johnson & Powell LLP*

Palatine, Illinois  
June 19, 2009

**INTERMEDIATE SERVICE CENTER NO. 2**

**Schedule of Findings and Questioned Costs**

Year Ended June 30, 2008

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**Section 1 - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued:

Unqualified

Internal control over financial reporting:

Material weakness(es) identified?

\_\_\_\_\_ yes        X   no

Significant deficiency(ies) identified

not considered to be material weaknesses?

\_\_\_\_\_ yes        X   none reported

Noncompliance material to financial statements noted?

\_\_\_\_\_ yes        X   no

**Federal Awards**

Internal Control over major programs:

Material weakness(es) identified?

\_\_\_\_\_ yes        X   no

Significant deficiency(ies) identified

not considered to be material weaknesses?

\_\_\_\_\_ yes        X   none reported

Type of auditor's report issued on compliance  
for major programs:

Unqualified

Any audit findings disclosed that are required  
to be reported in accordance with  
Circular A-133, Section .510(a)?

\_\_\_\_\_ yes        X   no

Identification of major programs:

CFDA Number

84.357A

Name of Federal Program or Cluster

Title I - Reading First Part B SEA Funds

Dollar threshold used to distinguish  
between Type A and Type B programs:

\$300,000

Auditee qualified as low-risk auditee?

  X   yes      \_\_\_\_\_ no

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Schedule of Findings and Questioned Costs**  
Year Ended June 30, 2008

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**Section II – Financial Statement Findings - None**

1. *Criteria/Specific Requirement:*

2. *Condition:*

3. *Questioned Cost:*

4. *Context:*

5. *Effect:*

6. *Cause:*

7. *Recommendation:*

8. *Management's Response:*

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Schedule of Findings and Questioned Costs**  
Year Ended June 30, 2008

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**Section III – Federal Award Findings - None**

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Summary Schedule of Prior Audit Findings**  
Year Ended June 30, 2008

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-N/A-

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**



**INTERMEDIATE SERVICE CENTER NO. 2**  
**Required Supplementary Information**  
**Management Discussion and Analysis**  
Year Ended June 30, 2008

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As management of Intermediate Service Center No. 2 ("the Center"), we offer the readers of the financial statements this narrative overview and analysis of the financial activities of Intermediate Service Center No. 2 for the year ended June 30, 2008.

Management's Discussion and Analysis (MD&A) is an element of required supplementary information specified in the Governmental Accounting Standards Board's (GASB) Statement No. 34 issued in June 1999. Certain comparative information between the current year (2008) and the prior year (2007) is required to be presented in the MD&A and included for this reporting period.

MD&A is provided at the beginning of the report to provide an overview of Intermediate Service Center No. 2's financial position at June 30, 2008 and the results of operations for the year. This summary should not be taken as a replacement for the audit report, which consists of the financial statements, notes to the financial statements, required and other supplementary information.

**Using This Financial Report**

The financial section of this annual report consists of four parts – Independent Auditors Reports, required supplementary information which includes the MD&A (this section), the basic financial statements, and other supplementary information. The basic financial statements include two kinds of statements that present different views of Intermediate Service Center No. 2: 1) Government-wide financial statements and 2) fund financial statements.

**Government – Wide Financial Statements**

The first two statements are government-wide financial statements that provide both short term and long term information about Intermediate Service Center No. 2's overall financial status, similar to a private sector business. In the government-wide financial statements, activities are shown in one category – governmental activities. Intermediate Service Center No. 2's basic service is education. These activities are largely financed with local, State and federal revenues.

The Statement of Net Assets presents information on all of Intermediate Service Center No. 2's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of Intermediate Service Center No. 2 is improving or deteriorating.

The Statement of Activities presents information showing how the government's net assets changed during the most recent fiscal year. The financial statements are prepared under the accrual basis of accounting, whereby revenues and assets are recognized when earned; expenditures and liabilities are recognized when incurred.

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Required Supplementary Information**  
**Management Discussion and Analysis (Continued)**  
Year Ended June 30, 2008

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Fund Financial Statements

The fund financial statements provide more detailed information about Intermediate Service Center No. 2's funds – not Intermediate Service Center No. 2 as a whole. Funds are specific segregations of cash and accounting devices Intermediate Service Center No. 2 uses to keep track of specific sources of funding and spending on particular programs. Some funds are required by state law, while others are established to control and manage money for particular purposes or to show that Intermediate Service Center No. 2 is properly using certain revenues.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for each. By doing so, readers may better understand the long-term impact of Intermediate Service Center No. 2's near-term financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

Intermediate Service Center No. 2 maintains an individual governmental fund. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balance for this fund. This fund is considered a major fund of Intermediate Service Center No. 2. More detail of the individual revenues and expenditures for this fund is presented in the supplementary section of this report.

Intermediate Service Center No. 2 is not legally required to adopt a budget, but an annual budget is reviewed for the Education Fund. Illinois State Board of Education, a granting agency, requires the Intermediate Service Center No. 2 to adopt budgets for certain program revenues. A budgetary comparison schedule has been provided as supplementary information for the Education Fund only, which is in compliance with GASB Statement No. 34.

Condensed Financial Information

Net assets are summarized in the table below.

	<u>June 30, 2008</u>	<u>June 30, 2007</u>
Assets:		
Current Assets	\$ 578,772	\$ 581,767
Capital Assets	175,633	231,610
Total Assets	<u>754,405</u>	<u>813,377</u>
Liabilities:		
Current Liabilities	404,500	548,941
Non-current Liabilities	<u>-0-</u>	<u>16,893</u>
Total Liabilities	<u>404,500</u>	<u>565,834</u>
Net Assets:		
Investments in capital assets, net of debt	158,740	151,093
Unrestricted	<u>191,165</u>	<u>96,450</u>
Total Net Assets	<u>\$ 349,905</u>	<u>\$ 247,543</u>

Current assets consist of cash, prepaid rent, and due from other governments.

Non-current liabilities consist of long-term debt. Current liabilities consist primarily of accounts payable and the current portion of long-term debt and deferred revenue.

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Required Supplementary Information**  
**Management Discussion and Analysis (Continued)**  
Year Ended June 30, 2008

Intermediate Service Center No. 2's net assets consist of unrestricted net assets and amounts invested in capital assets net of any related debt. Unrestricted net assets represent net assets that have not been restricted by an outside party. This includes funds that have been designated for specific uses as well as amounts that are contractually committed for goods and services.

Revenues, expenses, and changes in net assets are summarized in the table below.

<b>Condensed Statement of Activities</b>		
<b>For Fiscal Year Ending:</b>		
	<b>June 30, 2008</b>	<b>June 30, 2007</b>
Revenues received:		
Program:		
Operating grants and contributions	\$3,830,485	\$3,844,753
General:		
Local sources	1,294,466	1,145,530
On-behalf payments	85,819	88,114
Interest	20,086	24,363
Miscellaneous	-0-	-0-
Total revenue received	<u>5,230,856</u>	<u>5,102,760</u>
Expenditures disbursed:		
Instructional services:		
Instruction	389,187	326,919
Supporting Services	4,512,267	4,688,248
Community Services	500	500
Nonprogrammed Charges	140,721	143,318
Administrative services:		
On-behalf payments	85,819	88,114
Total expenditures disbursed	<u>5,128,494</u>	<u>5,247,099</u>
Change in net assets	102,362	(144,339)
Beginning net assets	<u>247,543</u>	<u>391,882</u>
Ending net assets	<u>\$ 349,905</u>	<u>\$ 247,543</u>

Major sources of operating revenues for Intermediate Service Center No. 2 include: Federal and State grants, and local tuition fees.

**Management's Analysis of the Intermediate Service Center's Overall Financial Position and Results of Operations**

As shown in the table above, the cost of governmental activities for this year was \$5,128,494. Federal and State grants financed almost three-fourths of this or \$3,830,485. Local sources, consisting of primarily tuition, were the next largest contributor with \$1,294,466.

**Capital assets**

During the year ended June 30, 2008, the Intermediate Service Center No. 2 invested in computer equipment totaling \$11,607 and included it in capital assets. The total amount invested in capital assets net of depreciation at June 30, 2008 by the Center was \$175,633.

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Required Supplementary Information**  
**Management Discussion and Analysis (Continued)**  
Year Ended June 30, 2008

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**Management's Analysis of the Intermediate Service Center's Overall Financial Position and Results of Operations (Continued)**

Unrestricted net assets

During the year unrestricted net assets and net assets invested in capital assets increased \$102,362, due to the fact that revenues increased at a higher rate over expenses from a year ago. Total revenue for fiscal year ended June 30, 2007 was \$5,102,760 and increased by \$128,096 to \$5,230,856 for fiscal year ended June 30, 2008, (primarily due to increased local revenue for fiscal year ended June 30, 2008). Expenses decreased by \$118,605 from \$5,247,099 in fiscal year ended June 30, 2007, to \$5,128,494 in fiscal year ended June 30, 2008. The factors which have contributed to this condition are explained below.

**Factors or Conditions Impacting Future Periods**

On the revenue side, local revenues increased slightly from the prior year; we anticipate this trend will continue.

On the expenditure side, decreased spending will force the Center to do more with less.

In summary, this expectation of continued increases in service demand will result in larger response times, reduced array of services, and the need to do more with existing human resources.

**Contacting the Intermediate Service Center's Financial Management**

This financial report is designed to provide the Intermediate Service Center No. 2's citizens, taxpayers, clients and other constituents with a general overview of its finances and to demonstrate accountability for the money it receives. If the reader has questions concerning this report or need additional financial information, please contact the Executive Director of the Intermediate Service Center No. 2 at 2701 W. Washington Blvd., Bellwood, IL 60104.

**BASIC FINANCIAL STATEMENTS**

# INTERMEDIATE SERVICE CENTER NO. 2

## Statement of Net Assets

June 30, 2008

<u>ASSETS</u>	<u>Governmental Activities</u>
Current assets:	
Cash in custody of Center	\$ 8,813
Cash in custody of Township School Treasurer	299,255
Due from other governments	260,704
Prepaid rent	10,000
Total current assets	<u>578,772</u>
Noncurrent assets:	
Capital assets, being depreciated, net	<u>175,633</u>
Total noncurrent assets	<u>175,633</u>
Total assets	<u>754,405</u>
 <u>LIABILITIES</u> 	
Current liabilities:	
Loan payable, current portion	16,893
Accounts payable	183,758
Accrued payroll liabilities	2,029
Deferred revenue	201,820
Total current liabilities	<u>404,500</u>
Non-current liabilities:	
Loan payable	<u>-0-</u>
Total liabilities	<u>404,500</u>
 <u>NET ASSETS</u> 	
Invested capital assets, net of related debt	158,740
Unrestricted	<u>191,165</u>
Total net assets	<u>\$ 349,905</u>

The notes to the financial statements are an integral part of this statement.

## INTERMEDIATE SERVICE CENTER NO. 2

### Statement of Activities Year Ended June 30, 2008

	Expenses	Program Revenues Operating Grants and Contributions	Net (Expense) Revenue and Changes in Net Assets Primary Government Governmental Activities
<b>FUNCTIONS/PROGRAMS</b>			
Primary government:			
Governmental activities:			
Instructional services:			
Instruction	\$ 389,187	\$ 329,267	\$ (59,920)
Supporting services	4,512,267	3,359,717	(1,152,550)
Community services	500	500	-0-
Nonprogrammed charges	140,721	141,001	280
Administrative:			
On-behalf payments	85,819	-0-	(85,819)
Total governmental activities	\$ 5,128,494	\$ 3,830,485	(1,298,009)
General revenues:			
Local sources			1,294,466
On-behalf payments			85,819
Interest			20,086
Miscellaneous			-0-
Total general revenues, special and extraordinary items, and transfers			1,400,371
Change in net assets			102,362
Net assets - beginning			247,543
Net assets - ending			\$ 349,905

The notes to the financial statements are an integral part of this statement.

# INTERMEDIATE SERVICE CENTER NO. 2

## Balance Sheet Governmental Funds

June 30, 2008

	<u>Governmental Fund Type Education Fund</u>
<b><u>ASSETS</u></b>	
Cash in custody of Center	\$ 8,813
Cash in custody Township School Treasurer	299,255
Due from other governments	260,704
Prepaid rent	10,000
Total assets	<u>\$ 578,772</u>
<b><u>LIABILITIES</u></b>	
Accounts payable	\$ 183,758
Accrued payroll liabilities	2,029
Deferred revenue	201,820
Total liabilities	<u>387,607</u>
<b><u>FUND BALANCES</u></b>	
Fund balance - unrestricted	<u>191,165</u>
Total fund balance	<u>191,165</u>
Total liabilities and fund balance	<u>\$ 578,772</u>

The notes to the financial statements are an integral part of this statement.



**INTERMEDIATE SERVICE CENTER NO. 2**  
**Reconciliation of the Governmental Funds Balance Sheet**  
**to the Statement of Net Assets**  
June 30, 2008

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Total fund balance - governmental fund	\$ 191,165
Amounts reported for governmental activities in the Statement of Net Assets are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.	175,633
Long-term liabilities incurred from governmental activities are not financial outsources and therefore, are not reported in the funds.	<u>(16,893)</u>
Net assets of governmental activities	<u>\$ 349,905</u>

The notes to the financial statements are an integral part of this statement.

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Governmental Funds**  
Year Ended June 30, 2008

	<b>Governmental Fund Type Education Fund</b>
<b><u>REVENUES</u></b>	
Local Sources	\$ 1,314,552
State Sources	1,586,063
Federal Sources	2,244,422
Total Direct Revenues	5,145,037
On-behalf Payments	85,819
Total Revenues	5,230,856
<b><u>EXPENDITURES</u></b>	
Instruction	389,187
Support Services	4,456,290
Community Services	500
Nonprogrammed Charges	140,721
Total Direct Expenditures	4,986,698
On-behalf Payments	85,819
Total Expenditures	5,072,517
Other Financing Sources (uses)	
Loan Repayments	(63,624)
Net Change in Fund Balance	94,715
Fund Balance, July 1, 2007	96,450
Fund Balance, June 30, 2008	\$ 191,165

The notes to the financial statement are an integral part of this statement.

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Reconciliation of the Statement of Revenues, Expenditures**  
**and Changes in Fund Balance to the Statement of Activities**  
**Governmental Funds**  
Year Ended June 30, 2008

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Net change in fund balances	\$	94,715
<p>Amounts reported for governmental activities in the Statement of Activities are different because:</p>		
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay	\$ 11,607	
Depreciation expense	<u>(67,584)</u>	<u>(55,977)</u>
<p>The issuance of long-term debt provides current financial resources to governmental funds while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net assets.</p>		
Issuance of long-term debt	-0-	
Principal payments	<u>63,624</u>	<u>63,624</u>
Change in net assets of governmental activities	\$	<u><u>102,362</u></u>

The notes to the financial statements are an integral part of this statement.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Beginning on the first Monday of August 1995, each of the 45 Regional Offices of Education established pursuant to Section 3A-4 of the Illinois School Code (105 ILCS 5/3A-4) shall have an oversight board to carry out the duties and oversee the planning and delivery of programs and services as specified in the Illinois School Code (105 ILCS 5/3A-16 and 3A-17).

That portion of Cook County outside of the City of Chicago will constitute a Regional Office of Education (105 ILCS 5/3A-1) and its oversight board shall be responsible for the duties and programs specified in Section 3A-17 of the Illinois School Code and shall be administered through three (3) Intermediate Service Centers (North Cook, West Cook and South Cook).

West Cook now known as Intermediate Service Center No. 2 ("the Center") includes the area within the territorial boundaries of the following high school districts:

- Oak Park and River Forest High School District 200
- J.S. Morton High School District 201
- Lyons Township High School District 204
- Riverside Brookfield Township High School District 208
- Proviso Township High School District 209
- Leyden Community High School District 212
- Ridgewood Community High School District 234
- Elmwood Park Community Unit District 401

Intermediate Service Center No. 2 is governed by an eleven member board and the administrative agent designated for this center is Bob Healy, Lyons Township School Treasurer.

In accordance with the Illinois School Code (105 ILCS 2/3.62) the services to be made available shall include the planning, implementation and evaluation of the following:

- Education for Gifted Children
- Computer Technology Education
- Mathematics, Science and Reading Resources for teachers, including continuing education, in-service training, and staff development.

Intermediate Service Center No. 2 may also provide training, technical assistance, coordination and planning in other program areas. The State Board of Education shall promulgate rules and regulations necessary to operate Intermediate Service Center No. 2.

#### A. Reporting Entity:

Intermediate Service Center No. 2 provides educational services to member school districts and is governed by the Governing Board. Operations are conducted through one of its member districts which acts as its administrative agent.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

A. Reporting Entity (Continued):

These financial statements include Intermediate Service Center No. 2 and its component units, entities for which it is considered financially accountable. As defined by GASB Statement 14, "The Financial Reporting Entity", Intermediate Service Center No. 2 is not financially accountable for any other entity nor are there any other entities for which the nature and significance of their relationship with Intermediate Service Center No. 2 are such that exclusion would cause Intermediate Service Center No. 2's financial statements to be misleading or incomplete.

In addition, based upon the above criteria, Intermediate Service Center No. 2 is not aware of any entity which would be financially accountable for Intermediate Service Center No. 2, which would result in Intermediate Service Center No. 2 being considered a component entity.

B. Government-Wide and Fund Financial Statements:

The government-wide financial statements (i.e., the Statement of Net Assets and the Statement of Activities) report information on all of the nonfiduciary activities of the Center.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported instead as general revenues. Under the terms of the grant agreements, Intermediate Service Center No. 2 funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted funding resources available to finance the program. It is the policy of Intermediate Service Center No. 2 to first apply cost-reimbursement grant resources to such programs and then general revenues.

The Statement of Net Assets presents information on all Intermediate Service Center No. 2's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of Intermediate Service Center No. 2 is improving or deteriorating. The net assets of the Intermediate Service Center are classified as follows:

*Invested in Capital Assets* – represents the Center's total investment in capital assets. The outstanding debt related to these assets was \$16,893 at June 30, 2008.

*Unrestricted Net Assets* – represent resources used for transactions relating to the general operations of the Center and may be used at the discretion of management to meet expenses for any purpose.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

# INTERMEDIATE SERVICE CENTER NO. 2

## Notes to Basic Financial Statements

June 30, 2008

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

C. Measurement Focus and Basis of Presentation:

The accounts of Intermediate Service Center No. 2 are organized and operated on the basis of funds each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures. Resources are allocated to and accounted for in individual funds as required by the State of Illinois based upon the purposes for which they are spent and the means by which spending activities are controlled. The following fund type is used:

Governmental Fund Type

Governmental Funds are those through which most governmental functions are financed. The acquisition, use and balances of expendable financial resources and the related liabilities are accounted for through governmental funds. The following is the governmental fund:

Education Fund

The Education Fund is the primary operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

All federal, State and local programs are accounted for in the Education Fund. Federal grants that are accounted for and included in the Education Fund in the financial statements are as follows:

Title II – Teacher Quality – Leadership Grant: This program provides professional development for teachers in schools that are in status. This program provides funding to help offset the cost of training teachers.

Title IV – Safe and Drug Free Schools – Formula: This program provides promotion of and support for maintaining safe and drug free schools in the area.

Title I – Reading First Part B SEA Funds: Funding which provides reading support to teachers in schools that are having academic difficulty and that have a high incidence of low income students. Reading First regions are identified by ISBE and funding goes to those agencies identified by the State.

Title I – School Improvement and Accountability: This program provides direct technical assistance to schools and districts in academic status. The program provides funds to put school support teams (educational advisors) in each school in academic trouble.

Learn and Serve America: A program comprised of community service activities for students aligned to school curriculum.

Title II – Teacher Quality: This program provides professional development for teachers in schools that are in status. This program provides funding to help offset the cost of training teachers.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

##### C. Measurement Focus and Basis of Presentation (Continued):

Title V – Innovative Programs – Formula: Program provided to help schools having academic difficulty.

State grants that are accounted for and included in the Education Fund are as follows:

Regional Safe Schools Program: Alternative program created through state legislation for students in grades 6 through 12 that have multiple suspensions or that have been expelled from their district. Eligible students are administratively transferred from their district into this program.

Regional Safe Schools – General State Aid: This program is for students placed in Regional Safe Schools. Districts give up their general state aid claim for the students while placed in the Regional Safe Schools program.

I.S.C. Operations: Program monies for Center administrative operations. Program funding is used to keep offices open in order to provide professional development to teachers in the area.

Other State Programs: System-Of-Support funding that assists districts having academic difficulty to align their curriculum to Illinois Standards.

##### D. Basis of Accounting:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all the eligibility requirements imposed by the provider have been met.

The modified accrual basis of accounting is followed by the Governmental fund, which is in conformity with the Illinois Program Accounting Manual for Local Education Agencies and accounting principles generally accepted in the United States of America. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, that is, when they become both “Measurable” and “Available” to finance expenditures of the fiscal period. “Available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred.

##### E. Budgets and Budgetary Accounting:

Although the operating budget was reviewed, Intermediate Service Center No. 2 did not formally adopt a budget for the year ended June 30, 2008 and is not legally required to do so. However, the Illinois State Board of Education requires budgets for certain State and Federal programs. These budgets were used to prepare the Budgetary Comparison Schedule of the Education Fund.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

E. Budgets and Budgetary Accounting (Continued):

Federal grants administered that have budgets are as follows: Title II – Teacher Quality – Leadership Grant, Title IV - Safe and Drug Free Schools – Formula, Title I – School Improvement and Accountability, Title I – Reading First Part B SEA Funds, Learn and Serve America.

State grants administered that have budgets are as follows: Intermediate Service Center Operations, Regional Safe Schools Program, Regional Safe Schools-General State Aid, and Other State Programs.

F. Cash and Investments in the Custody of the Township School Treasurer:

The Lyons Township School Treasurer (Treasurer), a separate legal governmental agency, serves as the Treasurer as prescribed by the Illinois School Code and the Illinois Compiled Statutes. In addition to Intermediate Service Center No. 2, the Treasurer serves other districts. Cash from all districts is combined by the Treasurer and excess cash is invested as authorized by law. Because there is no specific identification of investments by individual districts, interest earned on investments is allocated monthly to the various districts based upon their average monthly cash and investment balances. The Treasurer is authorized by state statutes and local ordinances, to invest on behalf of the district in obligations of: U.S. Treasury agencies backed by the full faith and credit of the U.S. Government, certificates of deposit issued by commercial banks and savings and loan associations, and commercial paper rated within the three highest classifications by at least two standard rating services. Because all cash and investments are pooled by a separate legal governmental agency (Treasurer) categorization by risk category is not determinable. Further information regarding collateralization of investments and insurance is available from the Treasurer's financial statements. During the year \$20,086 in interest was credited to Intermediate Service Center No. 2.

	<u>Carrying Amount</u>	<u>Bank Balance</u>
Cash deposits in custody of Center	\$ 8,813	\$ 8,862
Equity in pooled cash and investments of Lyons Township School Treasurer	\$299,255	\$299,255

The bank deposits shown above were fully covered by depository insurance.

*Interest Rate Risk.* The Treasurer's investment policy seeks to ensure preservation of capital in the Treasurer's overall portfolio. The safety of principal is the foremost objective of the Treasurer's investment program. The policy requires operating funds to be invested primarily in shorter-term securities, money market mutual funds, or similar investment pools. In addition, the policy requires the Treasurer's investment portfolio to be sufficiently liquid to enable both the Treasurer and the participating districts to meet all operating requirements as they come due.



## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

F. Cash and Investments in the Custody of the Township School Treasurer (Continued):

*Credit Risk.* State law limits investments in commercial paper, corporate bonds and mutual funds to the top two ratings issued by nationally recognized rating organizations (NRSRO's). The Treasurer's investment policy further minimizes credit risk by pre-qualifying the financial institutions, brokers, dealers, intermediaries, and advisors with which the Treasurer does business. Allowable investments include the following:

- Bonds, notes, certificates of indebtedness, treasury bills, or other securities guaranteed by the full faith and credit of the United States of America.
- Bonds, notes, debentures, or other similar obligations of the United States of America or its agencies.
- Interest bearing savings accounts, certificates of deposit, or time deposits constituting direct obligations of any bank as defined by the Illinois Banking Act.
- Collateralized repurchase agreements which conform to the requirements of section 2(g) or 2(h) of the Illinois Public Funds Investment Act.
- Money market mutual funds registered under the Investment Company Act of 1940.
- Federal Deposit Insurance Corp. (FDIC) banks, short-term discount obligations of the Federal National Mortgage Association, and securities issuable by savings banks or savings and loan associations insured by the FDIC.
- Short-term obligations of corporations (commercial paper) organized in the United States of America with assets exceeding \$500,000,000 and one of the three highest rating classifications of at least two standard services.
- Illinois Public Treasurer's Investment Pool.

As of June 30, 2008, all the Treasurer's investments exposed to credit risk had an "A-1" rating by Standard & Poor's and a "P-1" rating by Moody's.

G. Capital Assets:

Capital assets used in governmental fund types are recorded in the government-wide financial statements at a cost or estimated historical cost if purchased or constructed. Intermediate Service Center No. 2 capitalizes those fixed assets with a cost of \$1,500 or more. Donated fixed assets are recorded at their estimated fair value at the date of donation. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. All capital assets, except for construction in progress, are being depreciated using the straight-line method over the following useful life:

Equipment & Leasehold Improvements	7 years
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Capital assets in the governmental fund financial statements are reported as expenditures when incurred.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

G. Capital Assets (Continued):

The governmental activities capital asset activity for the year ended June 30, 2008 is as follows:

	<u>Balance</u> <u>July 1, 2007</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance</u> <u>June 30, 2008</u>
<b>Cost:</b>				
Equipment & Leasehold Improvements	\$880,860	\$11,607	\$ -0-	\$892,467
<b>Accumulated Depreciation:</b>				
Equipment	<u>\$649,250</u>	<u>\$67,584</u>	<u>\$ -0-</u>	<u>\$716,834</u>
<b>Total Capital Assets, Net:</b>				
Equipment	<u>\$231,610</u>	<u>\$(55,977)</u>	<u>\$ -0-</u>	<u>\$175,633</u>

Depreciation expense was charged to governmental functions as follows:

Supporting Services	<u>\$67,584</u>
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2. RENTAL LEASE AGREEMENT:

Intermediate Service Center No. 2 has leased approximately 9,000 square feet of space at the Forest Road East School District for use as its Administrative Office at \$8.31 per square foot payable in equal quarterly installments. This agreement is effective for the period of July 1, 2007 through June 30, 2008.

Comprehensive general liability insurance is maintained at all times during the term of the lease in an amount not less than \$1,000,000.

3. RISK MANAGEMENT:

Intermediate Service Center No. 2 is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which it carries commercial insurance through the Educational School Insurance Cooperative.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

#### 4. RETIREMENT FUND COMMITMENTS:

##### A. Teacher's Retirement System of the State of Illinois:

Intermediate Service Center No. 2 participates in the Teachers' Retirement System of the State of Illinois (TRS). TRS is a cost-sharing multiple-employer defined benefit pension plan that was created by the Illinois legislature for the benefit of Illinois public school teachers employed outside the city of Chicago. The Illinois Pension Code outlines the benefit provisions of TRS, and amendments to the plan can be made only by legislative action with the Governor's approval. The state of Illinois maintains the primary responsibility for funding the plan, but contributions from participating employers and members are also required. The TRS Board of Trustees is responsible for the system's administration.

TRS members include all active nonannuitants who are employed by a TRS-covered employer to provide services for which teacher certification is required. The active member contribution rate for the year ended June 30, 2008, was 9.4 percent of creditable earnings. These contributions, which may be paid on behalf of employees by the employer, are submitted to TRS by the employer. The active member contribution rate was also 9.4 percent for the years ended June 30, 2007 and 2006. In addition, virtually all employers and members pay a contribution to the Teachers' Health Insurance Security (THIS) Fund, a separate fund in the State Treasury that is not part of this retirement plan. The member THIS Fund contribution was 0.63 percent during the year ended June 30, 2008, and the member THIS Fund health insurance contribution was 0.84 percent.

The state of Illinois makes contributions directly to TRS on behalf of the Center's TRS-covered employees.

- *On behalf contributions to TRS.* The state of Illinois makes employer pension contributions on behalf of the Center. For the year ended June 30, 2008, state of Illinois contributions were based on 13.11 percent of creditable earnings not paid from federal funds, and the Center recognized revenue and expenditures of \$85,819 in pension contributions that the state of Illinois paid directly to TRS. For the years ended June 30, 2007 and June 30, 2006, the state of Illinois contribution rates as percentages of creditable earnings not paid from federal funds were 9.78 percent (\$88,114) and 7.06 percent (\$60,368), respectively.

The state contributions to TRS for the year ended June 30, 2008 were based on an actuarial formula. The state contributions for the years ended June 30, 2007 and June 30, 2006 were based on dollar amounts specified by the statute and were not actuarially determined.

Intermediate Service Center No. 2 makes other types of employer contributions directly to TRS.

- *2.2 formula contributions.* Employers contribute 0.58 percent of total creditable earnings for the 2.2 formula change. This rate is specified by statute. Contributions for the year ended June 30, 2008 were \$6,441. Contributions for the years ending June 30, 2007 and June 30, 2006, were \$5,225 and \$4,959, respectively.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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#### 4. RETIREMENT FUND COMMITMENTS (Continued):

##### A. Teacher's Retirement System of the State of Illinois (Continued):

- *Federal and special trust fund contributions.* When TRS members are paid from federal and special trust funds administered by the Center, there is a statutory requirement for the Center to pay an employer pension contribution from those funds. Under a policy adopted by the TRS Board of Trustees that was first effective for the fiscal year ended June 30, 2006, employer contributions for employees paid from federal and special trust funds will be the same as the state contribution rate to TRS. For the year ended June 30, 2008, the employer pension contribution was 13.11 percent of salaries paid from federal and special trust funds. For the years ended June 30, 2007 and 2006, the employer contribution was 9.78 and 7.06 percent of salaries paid from federal and special trust funds, respectively. For the year ended June 30, 2008, salaries totaling \$454,372 were paid from federal and special trust funds that required employer contributions of \$59,568. For the years ended June 30, 2007 and June 30, 2006, required Center contributions were \$45,050 and \$22,854, respectively.
- *Early Retirement Option (ERO).* The Center is also required to make one-time employer contributions to TRS for members retiring under the Early Retirement Option (ERO). The payments vary depending on the age and salary of the member and under which ERO program the member retires. Under Public Act 94-0004, a "Pipeline ERO" program was provided for members to retire under the same terms as the ERO program that expired June 30, 2005, provided they met certain conditions and retired on or before July 1, 2007. If members did not meet these conditions, they can retire under the "Modified ERO" program which requires higher member and employer contributions to TRS. Also, under Modified ERO, Public Act 94-0004 eliminates the waiver of member and employer ERO contributions that had been in effect for members with 34 years of service (unless the member qualified for the Pipeline ERO). Under the Pipeline ERO, the maximum employer contribution was 100 percent of the member's highest salary used in the final average salary calculation. Under the Modified ERO, the maximum employer contribution is 117.5 percent. Both the 100 percent and 117.5 percent maximums apply when the member is age 55 at retirement. For the year ended June 30, 2008, the Center paid \$-0- to TRS for employer contributions under the ERO program. For the years ended June 30, 2007 and June 30, 2006, the Center paid \$-0- and \$-0- in employer ERO contributions, respectively.
- *Salary increased over 6 percent and excess sick leave.* Public Act 94-0004 added two additional employer contributions to TRS.

If an employer grants salary increases over 6 percent and those salaries are used to calculate a retiree's final average salary, the employer makes a contribution to TRS. The contribution will cover the difference in actuarial cost of the benefit based on actual salary increases and the benefit based on salary increases of up to 6 percent.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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#### 4. RETIREMENT FUND COMMITMENTS (Continued):

##### A. Teacher's Retirement System of the State of Illinois (Continued):

For the year ended June 30, 2008, the Center paid \$-0- to TRS for employer contributions due on salary increases in excess of 6 percent. For the year ended June 30, 2007 and June 30, 2006, the Center paid \$-0- and \$-0- to TRS for employer contributions due on salary increases in excess of 6 percent, respectively.

If an employer grants sick leave days in excess of the normal annual allotment and those days are used as TRS service credit, the employer makes a contribution to TRS. The contribution is based on the number of excess sick leave days used as service credit, the highest salary used to calculate final average salary, and the TRS total normal cost rate (17.62 percent of salary during the year ended June 30, 2008).

For the year ended June 30, 2008, the Center paid \$-0- to TRS for sick leave days granted in the excess of the normal annual allotment. For the year ended June 30, 2007 and June 30, 2006, the Center paid \$-0- and \$-0- in employer contributions granted for sick leave days, respectively.

TRS financial information, an explanation of TRS's benefits, and descriptions of member, employer and state funding requirements can be found in the TRS *Comprehensive Annual Financial Report* for the year ended June 30, 2007. The report for the year ended June 30, 2008, is expected to be available in late 2008. The reports may be obtained by writing to the Teachers' Retirement System of the State of Illinois, P.O. Box 19253, 2815 West Washington Street, Springfield, Illinois 62794-9253. The most current report is also available on the TRS web site at [www.trs.illinois.gov](http://www.trs.illinois.gov).

##### B. Illinois Municipal Retirement Fund:

The IMRF is an agent-multiple-employer public employee retirement system that acts as a common investment and administrative agent for local governments and school districts in Illinois.

All employees hired in positions that do not require teacher certification, and that meet or exceed the prescribed annual hourly standard, must be enrolled in IMRF as participating members. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by state statute.

Employees were considered by the Illinois Municipal Retirement Fund to be employees of Riverside Brookfield School District 208 through May, 2004. Effective June 1, 2004, employees are considered by the Illinois Municipal Retirement Fund to be employees of LaGrange Highlands School District #106.

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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5. RETIREMENT FUND COMMITMENTS (Continued):

B. Illinois Municipal Retirement Fund (Continued):

Participating members are required to contribute 4.5% of their salary to IMRF. Intermediate Service Center No. 2 is required to contribute the remaining amounts necessary to fund the IMRF, using the actuarial funding method specified by statute. Information regarding IMRF, including its funding status and progress are available, in the IMRF Comprehensive Annual Financial Report and the published financial statements of Riverside Brookfield School District #208 and LaGrange Highlands School District #106.

However, during the year, Intermediate Service Center No. 2 paid to the School Districts, as their share of the cost for participating employees, the sum of \$105,136.

C. Social Security:

Employees not qualifying for coverage under the Illinois Teacher's Retirement System or the Illinois Municipal Retirement Fund are considered "non-participating employees". These employees and those qualifying for coverage under the Illinois Municipal Retirement Fund are covered under Social Security. Intermediate Service Center No. 2 paid \$68,029, the total required contribution for the current fiscal year.

5. DUE TO/FROM OTHER GOVERNMENTS:

The Intermediate Service Center #2's Special Revenue Fund and various grant programs have funds due to and due from various other governmental units which consist of the following:

Due from Other Governments:	
Illinois State Board of Education	<u>\$260,704</u>

6. DEFERRED REVENUE:

Deferred revenue is recognized in programs where program monies have been received but not yet spent. The following programs recognized deferred revenue at June 30, 2008:

Title I – School Improvement and Accountability	\$109,638
Title V – Innovative Programs	94
Title IV – Safe & Drug Free	6,053
Learn and Serve America	2,484
Title II – Teacher Quality	213
Title II – Teacher Quality – Leadership Grant	66,608
Other State Programs	<u>16,730</u>
	<u>\$201,820</u>

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

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#### 7. NON-CANCELABLE OPERATING LEASES:

##### Lease Commitment – Oak Park:

On October 17, 2006 a new lease agreement was entered into for property located in Oak Park, Illinois. The lease required the following rental terms:

November 1, 2006 through October 31, 2007	\$14,026 per month
November 1, 2007 through October 31, 2008	\$14,517 per month
November 1, 2008 through October 31, 2009	\$15,025 per month
November 1, 2009 through October 31, 2010	\$15,551 per month
November 1, 2010 through October 31, 2011	\$16,095 per month

The lease carries no restrictions on the financial operating policies of the Center.

Minimum future rental payments under the non-cancelable lease which has a term in excess of 1 year as of June 30, 2008 for each of the next three years are as follows:

<u>Year Ended</u> <u>June 30</u>	
2009	\$178,268
2010	186,612
2011	<u>193,140</u>
	<u>\$558,020</u>

##### Lease Commitment - Lyons:

On September 1, 2007 a new lease agreement was entered into for property located in Lyons, Illinois. The lease required the following rental terms:

September 1, 2007 to July 31, 2008	\$4,393 per month
August 1, 2008 to July 31, 2009	\$4,525 per month
August 1, 2009 to July 31, 2010	\$4,706 per month

The Center is also responsible for maintenance, insurance, and real estate taxes.

The lease carries no restrictions on the financial operating policies of the Center.

Minimum future rental payments under the non-cancelable lease which has a term in excess of 1 year as of June 30, 2008 for each of the next three years are as follows:

<u>Year Ended</u> <u>June 30</u>	
2009	\$ 54,164
2010	56,286
2011	<u>4,706</u>
	<u>\$115,156</u>

## INTERMEDIATE SERVICE CENTER NO. 2

### Notes to Basic Financial Statements

June 30, 2008

#### 7. NON-CANCELABLE OPERATING LEASES (Continued):

On June 9, 2008 the Center entered into a five year lease agreement with Washington Commons LLC, for office space located in Bellwood, IL. The lease expires October 31, 2013. The terms of the agreement provide for monthly rent payments of \$10,000 due on or before the first of each month. Upon execution of the lease, the Center remitted to the lessor a payment in the amount of \$10,000, which represents the first months rent. The lease has a renewal option for five years.

Minimum future rental payments under the non-cancelable lease which has a term in excess of 1 year as of June 30, 2008 for each of the next five years are as follows:

<u>Year Ended</u> <u>June 30</u>	
2009	\$ 80,000
2010	120,000
2011	120,000
2012	120,000
2013	<u>40,000</u>
	<u>\$480,000</u>

#### 8. LONG-TERM DEBT:

During the fiscal year ended June 30, 2007, the Center borrowed \$125,000 from a local bank. The purpose of the loan was for building improvements to the leased facility in Oak Park, Illinois.

First National Bank of LaGrange Park, Interest at 6.0%, two year term, due in monthly installments of \$5,654, due October 1, 2008	\$16,893
Current portion	<u>(16,893)</u>
	<u>\$ -0-</u>

Interest expense of \$4,220 is included in purchased services.

Future minimum loan payments and scheduled interest due under the loan are as follows:

<u>Fiscal Year</u> <u>Ended</u>	<u>Principal</u>	<u>Interest</u>
2009	\$ 16,893	\$ 233

#### 9. GASB STATEMENTS:

Effective for the year ending June 30, 2008, the Center adopted GASB Statement No. 48 *Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues*, which establishes criteria that governments will use to ascertain whether the proceeds received from sales and pledges of receivables should be reported as revenue or as a liability. There was no significant impact on the Center's financial statements as a result of adopting this statement.

Effective for the year ending June 30, 2008, the Center adopted GASB Statement No. 50, *Pension Disclosures-an amendment of GASB Statements No. 25 and No. 27*, which adds additional disclosures to defined benefit plans. This Statement has had no effect on Intermediate Service Center No. 2's net assets or changes in net assets.



**SUPPLEMENTAL INFORMATION**

## INTERMEDIATE SERVICE CENTER NO. 2

### Budgetary Comparison Schedule

#### Education Fund

Year Ended June 30, 2008

	Budget	Actual	Variance Favorable (Unfavorable)
<b><u>REVENUES</u></b>			
Local Sources			
Interest	\$ -0-	\$ 20,086	\$ 20,086
Services Provided Other LEA's	953,719	1,294,466	340,747
Other	-0-	-0-	-0-
Total Local Sources	953,719	1,314,552	360,833
State Sources			
Regional Safe Schools Program	760,812	760,812	-0-
Regional Safe Schools - General State Aid	548,916	548,916	-0-
Other State Programs	205,951	220,329	14,378
I.S.C. Operations	56,006	56,006	-0-
Total State Sources	1,571,685	1,586,063	14,378
Federal Sources			
Title V - Innovative Programs - Formula	-0-	-0-	-0-
Title I - School Improvement & Accountability	983,715	1,106,776	123,061
Title IV - Safe and Drug Free Schools - Formula	14,522	15,075	553
Title II - Teacher Quality - Leadership Grant	147,493	85,902	(61,591)
Title II - Teacher Quality	-0-	-0-	-0-
Title I - Reading First Part B SEA Funds	1,338,832	1,027,146	(311,686)
Learn and Serve America	11,000	9,523	(1,477)
Total Federal Sources	2,495,562	2,244,422	(251,140)
Total Direct Revenues	5,020,966	5,145,037	124,071
On-behalf Payments	-0-	85,819	85,819
Total Revenues	5,020,966	5,230,856	209,890

## INTERMEDIATE SERVICE CENTER NO. 2

### Budgetary Comparison Schedule

#### Education Fund (Continued)

Year Ended June 30, 2008

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b><u>EXPENDITURES</u></b>			
Current Operating			
Instruction			
Salaries	282,662	279,513	3,149
Employee Benefits	54,332	40,739	13,593
Purchased Services	5,000	22,103	(17,103)
Supplies and Materials	14,000	20,694	(6,694)
Capital Outlay	22,000	26,138	(4,138)
Total Instruction	<u>377,994</u>	<u>389,187</u>	<u>(11,193)</u>
Support Services			
Pupils			
Attendance and Social Work Services			
Salaries	180,000	201,912	(21,912)
Employee Benefits	40,250	39,932	318
Counselor			
Salaries	1,300	-0-	1,300
Employee Benefits	-0-	-0-	-0-
Total Pupils	<u>221,550</u>	<u>241,844</u>	<u>(20,294)</u>
Instructional Staff			
Improvement of Instruction Services			
Salaries	1,291,205	1,166,445	124,760
Employee Benefits	298,232	255,277	42,955
Purchased Services	1,540,871	1,757,749	(216,878)
Supplies and Materials	556,342	350,695	205,647
Capital Outlay	-0-	10,714	(10,714)
Other Objects	2,465	7,630	(5,165)
Total Instructional Staff	<u>3,689,115</u>	<u>3,548,510</u>	<u>140,605</u>

## INTERMEDIATE SERVICE CENTER NO. 2

### Budgetary Comparison Schedule

#### Education Fund (Continued)

Year Ended June 30, 2008

<u>EXPENDITURES</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
General Administration			
Board of Education Services			
Salaries	156,264	143,118	13,146
Employee Benefits	49,883	35,717	14,166
Purchased Services	37,150	44,609	(7,459)
Supplies and Materials	4,500	5,602	(1,102)
Capital Outlay	-0-	1,118	(1,118)
Special Area Administrative Services			
Salaries	-0-	58,737	(58,737)
Employee Benefits	-0-	25,783	(25,783)
Office of the Principal Services			
Salaries	214,011	217,343	(3,332)
Employee Benefits	42,802	27,028	15,774
Supplies and Materials	-0-	591	(591)
Total General Administration	<u>504,610</u>	<u>559,646</u>	<u>(55,036)</u>
Business			
Fiscal Services			
Salaries	12,149	21,227	(9,078)
Employee Benefits	1,830	4,505	(2,675)
Purchased Services	7,375	7,500	(125)
Operation and Maintenance of Plant Services			
Purchased Services	14,810	15,216	(406)
Supplies and Materials	200	64	136
Capital Outlay	-0-	-0-	-0-
Pupil Transportation Services			
Purchased Services	2,000	1,484	516
Total Business	<u>38,364</u>	<u>49,996</u>	<u>(11,632)</u>
Central			
Planning, Research, Development and Evaluation Services			
Purchased Services	-0-	1,500	(1,500)

## INTERMEDIATE SERVICE CENTER NO. 2

### Budgetary Comparison Schedule

#### Education Fund (Continued)

Year Ended June 30, 2008

	Budget	Actual	Variance Favorable (Unfavorable)
<b><u>EXPENDITURES</u></b>			
Other Support Services			
Salaries	31,429	33,175	(1,746)
Employee Benefits	7,857	8,209	(352)
Purchased Services	9,900	11,001	(1,101)
Supplies and Materials	-0-	2,409	(2,409)
Total Other Support Services	49,186	54,794	(5,608)
Total Support Services	4,502,825	4,456,290	46,535
Community Services			
Purchased Services	1,500	500	1,000
Supplies and Materials	-0-	-0-	-0-
Total Community Services	1,500	500	1,000
Nonprogrammed Charges			
Other Payments to In-State Government Units			
Purchased Services	13,222	15,296	(2,074)
Transfers	125,425	125,425	-0-
Total Nonprogrammed Charges	138,647	140,721	(2,074)
Total Direct Expenditures	5,020,966	4,986,698	34,268
On-behalf Payments	-0-	85,819	(85,819)
Total Expenditures	5,020,966	5,072,517	(51,551)
Other Financing Sources (Uses)			
Loan Proceeds	-0-	-0-	-0-
Loan Payments-principal	-0-	(63,624)	(63,624)
Total Other Financing Sources	-0-	(63,624)	(63,624)
Excess of Revenues Over Expenditures	\$ -0-	94,715	\$ 94,715
Fund Balance, July 1, 2007		96,450	
Fund Balance, June 30, 2008		\$ 191,165	

**FEDERAL COMPLIANCE SECTION**

## INTERMEDIATE SERVICE CENTER NO. 2

### Schedule of Expenditures of Federal Awards

Year Ended June 30, 2008

Federal Grantor/ Program or Cluster Title	CFDA Number (A)	Project # or Contract # (B)	Expenditures	
			7/01/06 - 06/30/07 (C)	7/01/07 - 06/30/08 (D)
U.S. Dept. of Education passed through Illinois State Board of Education (ISBE):				
Title V - Innovative Programs - Formula	84.298A	07-4100-00	82	-0-
Title I - School Improvement & Accountability	84.010A	07-4331-SS	744,154	406,908
Title I - School Improvement & Accountability	84.010A	08-4331-SS		699,868
			744,154	1,106,776
Title IV - Safe and Drug Free Schools - Formula	84.186A	07-4400-00	4,460	6,606
Title IV - Safe and Drug Free Schools - Formula	84.186A	08-4400-00		8,469
			4,460	15,075
Title II - Teacher Quality	84.367A	07-4932-00	155	-0-
Title II - Teacher Quality - Leadership Grant	84.367A	07-4935-SS	36,773	24,902
Title II - Teacher Quality - Leadership Grant	84.367A	08-4935-SS		61,000
			36,773	85,902
Title I - Reading First Part B SEA Funds (M)	84.357A	07-4337-04	154,517	-0-
Title I - Reading First Part B SEA Funds (M)	84.357A	08-4337-04		179,973
Title I - Reading First Part B SEA Funds (M)	84.357A	07-4337-00	584,151	-0-
Title I - Reading First Part B SEA Funds (M)	84.357A	08-4337-00		847,173
			738,668	1,027,146
Corporation for National and Community Services passed through Illinois State Board of Education (ISBE):				
Learn and Serve America	94.004	07-4910-00	10,993	1,007
Learn and Serve America	94.004	08-4910-00		8,516
			10,993	9,523
Total Expenditures of Federal Awards			\$ 1,535,285	\$ 2,244,422

(M) - Program was audited as a major program.

The accompanying notes are an integral part of this schedule.

**INTERMEDIATE SERVICE CENTER NO. 2**  
**Notes to the Schedule of Expenditures of Federal Awards**  
Year Ended June 30, 2008

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1. SIGNIFICANT ACCOUNTING POLICIES:

A. Basis of Accounting:

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Intermediate Service Center No. 2 and is prepared on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the financial statements.

B. Relationship to Basic Financial Statements:

Federal awards received are reflected in the financial statements within the Education Fund as revenues from federal sources.

2. SUBRECIPIENTS:

Of the federal expenditures presented in the schedule, Intermediate Service Center No. 2 provided federal awards to subrecipients were as follows:

PROGRAM TITLE	FEDERAL CFDA #	AMOUNT PROVIDED TO SUBRECIPIENTS
-NONE	-N/A-	-N/A-

3. DESCRIPTION OF MAJOR PROGRAM:

The following federal program was audited as a major program in accordance with the requirements outlined in OMB Circular A-133, *Audits of State, Local Government, and Non-Profit Organizations*.

Title I – Reading First Part B SEA Funds:

The No Child Left Behind Act of 2001 (NCLB) authorized Reading First, which emphasizes the importance of both improving student reading achievement and implementing programs and strategies scientifically proven to be effective. The goal of the program is to have every student reading at grade level or above by third grade.

Eligible school districts are identified by the state. Each funded district will receive a three year grant to support professional development, core and supplementary reading materials, assessment materials, and instruction aligned to scientific based reading research for K-3 classrooms.

Each school's reading program must include the five essential components of reading instruction as reported in the National Reading Panel report in 2000. These include phonemic awareness, phonics, fluency, vocabulary and comprehension. In addition, professional development will include ways to effectively screen, identify and overcome barriers facing K-3 students.



**INTERMEDIATE SERVICE CENTER NO. 2**  
**Notes to the Schedule of Expenditures of Federal Awards (Continued)**  
June 30, 2008

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3. DESCRIPTION OF MAJOR PROGRAM (Continued):

The goals of the program are to:

- Provide professional development that recognizes and removes barriers to reading;
- Help schools choose appropriate assessments, implement scientifically-proven literacy programs and learning strategies;
- Help schools and communities improve family literacy; and
- Support early literacy in students and families where English is not their native language.

4. NONCASH ASSISTANCE:

-NONE-

5. LOAN AND LOAN GUARANTEES OUTSTANDING:

-NONE-

6. INSURANCE:

-NONE-