

**MILLBRAE SCHOOL DISTRICT**  
COUNTY OF SAN MATEO  
MILLBRAE, CALIFORNIA

AUDIT REPORT

June 30, 2021



**Chavan & Associates, LLP**

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Morgan Hill, CA 95037

**Millbrae School District**  
San Mateo County

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**FINANCIAL  
SECTION**



## INDEPENDENT AUDITOR'S REPORT

The Honorable Board of Trustees  
Millbrae School District  
Millbrae, California

### 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 Millbrae School District (the District), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise Millbrae School District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Millbrae School District's 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District'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 District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### 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 Millbrae School District, as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.



## **Emphasis of a Matter**

### *Deficit Net Position*

As of June 30, 2021, the District's net position in its Government-wide financial statements was at a deficit mostly because of the long-term pension and OPEB liabilities and deferrals as reported in Note 9. Our opinion is not modified with respect to this matter.

### *New Accounting Standards*

During the year, the District implemented Governmental Accounting Standards Board Statement No. 84, *GASB Statement No. 84, "Fiduciary Activities."* This statement establishes criteria for identifying fiduciary activities for accounting and financial reporting purposes and describes four fiduciary funds that should be reported, if applicable. As a result, the District restated its General Fund beginning fund balance by \$100,334 to account for student body activities previously reported as agency funds that do not meet the fiduciary activity definition per GASB 84. Our opinion has not been modified with respect to this matter.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of CalPERS pension contributions, schedule of CalPERS proportionate share of net pension liability, schedule of STRS pension contributions, schedule of STRS proportionate share of net pension liability, and schedule of changes in total OPEB liability 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 Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The combining and individual nonmajor fund financial statements, as required by the Governmental Accounting Standards Board, organization schedule, schedule of instructional time offered, schedule of charter schools, schedule of financial trends and analysis, and the reconciliation of the Annual Financial and Budget report to the audited financial statements, as required by the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, and schedule of expenditures of federal awards, as required by *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Regulations, Cost Principles, and Audit Requirements for Federal*



*Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements, schedule of instructional time offered, the reconciliation of the Annual Financial and Budget report to the audited financial statement, and schedule of expenditures of federal awards are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements, schedule of instructional time offered, the reconciliation of the Annual Financial and Budget report to the audited financial statement, and schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The organization schedule, schedule of charter schools, and schedule of financial trends and analysis included have not been subjected to the auditing procedures applied in the audit of the basic financial statement 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 January 21, 2022 on our consideration of Millbrae School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's 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 Millbrae School District's internal control over financial reporting and compliance.

C & A LLP

January 21, 2022  
Morgan Hill, California

*Management's Discussion and Analysis*

**Millbrae School District**  
Management's Discussion and Analysis  
June 30, 2021

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This discussion and analysis of Millbrae School District's (the District's) financial performance provides an overall review of the District's financial activities for the fiscal year ended June 30, 2021. The intent of this discussion and analysis is to look at the District's financial performance as a whole. Readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the District's financial performance.

**Financial Highlights**

Key financial highlights for the fiscal year 2020-21 are as follows:

- Total net position decreased by \$622,274, or 13.1%, and unrestricted net position decreased by \$2,404,934, or 16.9%, from June 30, 2020 to June 30, 2021, mainly due to an increase in Total OPEB liabilities of \$216,905 and Net Pension liability of \$3,802,519.
- Deferred outflows of resources increased by \$1,209,754, or 10.6%, and deferred inflows of resources decreased by \$522,279, or 23.3%, because of changes in assumptions, estimate differences, proportionate share changes, and changes in contribution deferrals since the prior fiscal year.
- The District had \$35,324,154 in expenses for governmental activities, which is 102% of total revenues. Program specific revenues in the form of operating grants and contributions and charges for services accounted for \$7,913,578, or 22.87%, of total revenues in the amount of \$34,601,546.
- General revenue of \$26,687,968 was comprised of \$5,473,911 in property taxes, \$20,407,660 in grants and entitlements, and \$806,396 in other revenue.
- The fund balances of all governmental funds decreased by \$1,113,240, which is an 3.78% decrease from 2019-20. Of this net amount, \$1,208,204 was from an increase in the fund balance of the general fund which includes the fund balance of the postemployment benefits fund, special reserve fund for other than capital outlay and Student Activity Special Revenue as required by GASB 54.
- Total general fund revenues and expenditures totaled \$28,158,385 and \$27,178,335, respectively.

**Using the Annual Report**

This annual report consists of a series of basic financial statements and notes to those statements. These statements are organized so the reader can understand Millbrae School District as a financial whole, an entire operating entity. The statements provide an increasingly detailed look at specific financial activities.

The Statement of Net Position and Statement of Activities comprise the District-wide financial statements and provide information about the activities of the entire District, presenting both an aggregate view of the District's finances and a longer-term view of those finances. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the District's most significant funds with all other non-major funds presented in total in one column. In the case of Millbrae School District, the General Fund is by far the most significant fund.

**Millbrae School District**  
Management's Discussion and Analysis  
June 30, 2021

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The basic financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

### **Overview of the Financial Statements**

The full annual financial report is a product of three separate parts: the basic financial statements, supplementary information, and this section, the Management Discussion and Analysis. These three sections together provide a comprehensive financial overview of the District. The basic financials are comprised of two kinds of statements that present financial information from different perspectives, District-wide and funds.

- District-wide financial statements, which comprise the first two statements, provide both short-term and long-term information about the District's overall financial position.
- Individual parts of the District, which are reported as fund financial statements, focus on reporting the District's operations in more detail. These fund financial statements comprise the remaining statements.
- Notes to the financials, which are included in the financial statements, provide more detailed data and explain some of the information in the statements. The required supplementary information section provides further explanations and provides additional support for the financial statements.

### **District-Wide Financial Statements - Statement of Net Position and the Statement of Activities**

While this document contains the large number of funds used by the District to provide programs and activities, the view of the District as a whole looks at all financial transactions and asks the question, "How did we do financially during the fiscal year 2020-21?" The Statement of Net Position and the Statement of Activities answer this question. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting practices used by most private-sector companies. This basis of accounting takes into account all of the current year's revenues and expenses, regardless of when cash is received or paid.

These two statements report the District's net position and changes in those assets. This change in net position is important because it tells the reader that, for the District as a whole, the financial position of the District has improved or diminished. The causes of this change may be the result of many factors, some financial, and some not. Non-financial factors include the District's property tax base, current property tax laws in California restricting revenue growth, facility conditions, and required educational programs.

In the Statement of Net Position and the Statement of Activities, the District reports governmental activities. Governmental activities are the activities where most of the District's programs and services are reported including, but not limited to, instruction, support services, operation and maintenance of plant, pupil transportation and extracurricular activities. The District does not engage in business activities.

**Millbrae School District**  
Management's Discussion and Analysis  
June 30, 2021

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**Reporting the District's Most Significant Funds**

*Fund Financial Statements*

The analysis of the District's major funds begins with the balance sheet. Fund financial reports provide detailed information about the District's major funds. The District uses many funds to account for a multitude of financial transactions. These fund financial statements focus on each of the District's most significant funds. The District's major governmental funds are the General Fund, Special Reserve Fund for Capital Projects, and the Bond Interest and Redemption Fund.

*Governmental Funds*

Most of the District's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in the future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the future to finance educational programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

**The District as a Whole**

Recall that the Statement of Net Position provides a perspective of the District as a whole. Table 1 provides a summary of the District's net position as of June 30, 2021 compared to June 30, 2020:

<b>Table 1 - Summary of Net Position</b>				
	2021	2020	Increase (Decrease)	Percent
<b>Assets</b>				
Current and Other Assets	\$ 37,608,341	\$ 38,440,124	\$ (831,783)	-2.2%
Capital Assets	52,552,958	54,215,204	(1,662,246)	-3.1%
<b>Total Assets</b>	<b>\$ 90,161,299</b>	<b>\$ 92,655,328</b>	<b>\$ (2,494,029)</b>	<b>-2.7%</b>
<b>Deferred Outflows</b>	<b>\$ 12,642,229</b>	<b>\$ 11,432,475</b>	<b>\$ 1,209,754</b>	<b>10.6%</b>
<b>Liabilities</b>				
Current Liabilities	\$ 10,726,689	\$ 10,839,908	\$ (113,219)	-1.0%
Long-Term Liabilities	95,740,448	95,766,951	(26,503)	0.0%
<b>Total Liabilities</b>	<b>\$ 106,467,137</b>	<b>\$ 106,606,859</b>	<b>\$ (139,722)</b>	<b>-0.1%</b>
<b>Deferred Inflows</b>	<b>\$ 1,721,596</b>	<b>\$ 2,243,875</b>	<b>\$ (522,279)</b>	<b>-23.3%</b>
<b>Net Position</b>				
Net Investment in Capital Assets	\$ 5,978,264	\$ 2,545,055	\$ 3,433,209	134.9%
Restricted	5,258,585	6,909,134	(1,650,549)	-23.9%
Unrestricted	(16,622,054)	(14,217,120)	(2,404,934)	-16.9%
<b>Total Net Position</b>	<b>\$ (5,385,205)</b>	<b>\$ (4,762,931)</b>	<b>\$ (622,274)</b>	<b>-13.1%</b>

**Millbrae School District**  
**Management's Discussion and Analysis**  
**June 30, 2021**

Total assets and liabilities of governmental activities decreased by 2.7% and 0.1%, respectively. Net position decreased by 13.1% because of changes related deferrals from retirement plans. The unrestricted net position of the District, which is the portion of net position that may be used to finance day-to-day activities without constraints from grants and legal requirements, decreased by 16.9%.

Table 2 shows the changes in net position for the fiscal year 2020-21:

<b>Table 2 - Change in Net Position</b>				
	2021	2020	Increase (Decrease)	Percent
<b>Revenues</b>				
Program Revenues:				
Charges for Services	\$ 853,146	\$ 371,186	\$ 481,960	129.8%
Operating Grants and Contributions	7,060,432	4,614,622	2,445,810	53.0%
General Revenues:				
Property Taxes	5,473,911	25,098,733	(19,624,822)	-78.2%
Grants and Entitlements - Unrestricted	20,407,660	2,434,248	17,973,412	738.4%
Other	806,397	934,645	(128,248)	-13.7%
<b>Total Revenues</b>	<b>34,601,546</b>	<b>33,453,434</b>	<b>1,148,112</b>	<b>3.4%</b>
<b>Program Expenses</b>				
Instruction	21,182,025	19,256,416	1,925,609	10.0%
Instruction-Related Services	2,242,303	2,710,643	(468,340)	-17.3%
Pupil Services	3,742,459	3,757,531	(15,072)	-0.4%
General Administration	3,043,574	2,937,126	106,448	3.6%
Plant Services	2,654,160	2,626,431	27,729	1.1%
Other	2,459,633	3,686,880	(1,227,247)	-33.3%
<b>Total Expenses</b>	<b>35,324,154</b>	<b>34,975,027</b>	<b>349,127</b>	<b>1.0%</b>
<b>Change in Net Position</b>	<b>(722,608)</b>	<b>(1,521,593)</b>	<b>798,985</b>	<b>52.5%</b>
<b>Beginning Net Position</b>	<b>(4,762,931)</b>	<b>(3,241,338)</b>	<b>(1,521,593)</b>	<b>-46.9%</b>
Prior Period Adjustments - GASB 84	100,334	-	100,334	100.0%
Beginning Net Assets - as Adjusted	(4,662,597)	(3,241,338)	(1,421,259)	-43.8%
<b>Ending Net Position</b>	<b>\$ (5,385,205)</b>	<b>\$ (4,762,931)</b>	<b>\$ (622,274)</b>	<b>-13.1%</b>

**Governmental Activities**

Property taxes made up 15.82% of revenues from governmental activities for the District during the fiscal year 2020-21 and decreased by 78.2% from 2019-20 while unrestricted grants and entitlements increased by 738.4%. These changes reflect the District's change in funding model related to LCFE and direct apportionments. Direct instruction, Instruction-Related Services, and Pupil Services represent 77% of total expenses in 2020-21 as compared to 74% in 2019-20.

**Millbrae School District**  
**Management's Discussion and Analysis**  
**June 30, 2021**

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The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services.

Table 3 shows the total cost of services and the net cost of services and identifies the cost of these services supported by revenues.

<b>Table 3 - Net Cost of Services</b>				
Function	2021	2020	Increase (Decrease)	Percent
Instruction	\$ 16,731,958	\$ 16,986,341	\$ (254,383)	-1.50%
Instruction-Related Services	2,032,151	2,468,499	(436,348)	-17.68%
Pupil Services	2,489,846	2,621,969	(132,123)	-5.04%
General Administration	2,969,869	2,860,383	109,486	3.83%
Plant Services	2,544,994	2,501,824	43,170	1.73%
Other	641,758	2,550,203	(1,908,445)	-74.84%
<b>Total Net Cost of Services</b>	<b>\$ 27,410,576</b>	<b>\$ 29,989,219</b>	<b>\$ (2,578,643)</b>	<b>-8.60%</b>

Instruction expenses include activities directly dealing with the teaching of pupils and the interaction between teacher and pupil.

Pupil Services and Instruction-Related Services expenses include the activities involved with assisting staff with the content and process of teaching to pupils.

General Administration expenses include the costs for the Board of Trustees, administration, fiscal and business services and other expenses associated with administrative and financial supervision of the District.

Plant Services expenses include the operation and maintenance of plant activities which involve keeping the school grounds, buildings, and equipment in an effective working condition.

Other expense includes community service, interest and fiscal charges. Interest and fiscal charges involve the transactions associated with the payment of interest and other related charges to debt of the District.

**Millbrae School District**  
**Management's Discussion and Analysis**  
**June 30, 2021**

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**The District's Funds**

The District's governmental funds reported a combined fund balance of \$28,362,585, which is an decrease of 3.78% from the prior year's total of \$29,475,824.

Table 4 provides an analysis of the District's fund balances and the total change in fund balances from the prior year.

Funds	2021	2020	Increase (Decrease)
General Fund	\$ 9,686,560	\$ 8,478,356	\$ 1,208,204
Cafeteria Fund	322,520	232,756	89,764
Foundation Fund	51,893	51,273	620
Capital Facilities Fund	842,834	364,296	478,538
Special Reserve Fund for Capital Projects	13,338,281	12,995,423	342,858
Bond Interest & Redemption Fund	4,120,497	7,353,720	(3,233,223)
<b>Total Governmental Fund Balances</b>	<b>\$ 28,362,585</b>	<b>\$ 29,475,824</b>	<b>\$ (1,113,239)</b>

**Capital Assets**

Table 5 shows June 30, 2021 capital asset balances, net of accumulated depreciation by category, as compared to June 30, 2020:

Capital Asset	2021	2020	Change	Percentage Change
	Net Capital Asset	Net Capital Asset		
Land	\$ 358,270	\$ 358,270	\$ -	0.0%
Buildings	51,663,866	53,226,182	(1,562,316)	-2.9%
Property and Equipment	472,659	574,824	(102,165)	-17.8%
Work-in-Progress	58,163	55,928	2,235	4.0%
<b>Totals</b>	<b>\$ 52,552,958</b>	<b>\$ 54,215,204</b>	<b>\$ (1,662,246)</b>	<b>-3.1%</b>

Net capital assets decreased by \$1,662,246 during the fiscal year 2020-21, mainly due to depreciation expense.

**Millbrae School District**  
**Management's Discussion and Analysis**  
**June 30, 2021**

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**Long Term Debt**

Table 6 reports the balance and changes of long-term liabilities during the fiscal year 2020-21.

<b>Table 6 - Long-Term Liabilities</b>				
Type of Debt	2021	2020	Change	Percentage Change
Capital lease obligations	\$ 49,175	\$ 77,185	\$ (28,010)	-36.29%
General obligation bonds	55,261,051	59,365,044	(4,103,993)	-6.91%
Total OPEB liability	9,035,905	8,819,000	216,905	2.46%
Net Pension liabilities	31,103,823	27,301,304	3,802,519	13.93%
Compensated absences	290,494	204,418	86,076	42.11%
<b>Total Long-Term Liabilities</b>	<b>\$ 95,740,448</b>	<b>\$ 95,766,951</b>	<b>\$ (26,503)</b>	<b>-0.03%</b>

**Factors Bearing on the District's Future**

The District's budget was developed and adopted using the Local Control Funding Formula (LCFF) and the Local Control Accountability Plan (LCAP). The Board Adopted LCAP engages stakeholders to determine the District's goals to improve student outcomes that align to the state's eight priorities.

LCFF funding is allocated through the Principal Apportionment and is funded through a combination of local property taxes and state funding from the State School Fund and Education Protection Account. The LCFF entitlement is comprised of a uniform base grant for each school district based on the grade span of pupils multiplied by units of average daily attendance (ADA). The final 2020-21 budget adoption suspended the statutory COLA of 2.31% on the LCFF funding

As the District enters into the next fiscal year, a number of factors affecting the budget will continue to be a focus and a priority. The District is projecting deficit spending over the next several years. The state revenues under the LCFF formula are insufficient to cover ongoing increases in costs for employee retirement plans (STRS and PERS), health benefits and normal operations. Enrollment projections continue to reflect declining enrollment. Adequate reserves will be crucial to guard against fiscal volatility. Recessions are cyclical and California is on target for the next recession as we reach ten years of historic economic recovery. Therefore, continued cooperative efforts and sound decision making by the Board, the Superintendent and the entire staff will be key to the District's long-term financial health.

**Contacting the District's Financial Management**

This financial report is designed to provide our citizens, taxpayers, parents, investors, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions regarding this report or need additional financial information, contact Denice LaCroix, Supervisor of Business Services, Millbrae School District, 555 Richmond Drive, Millbrae, CA 94030 or via email at [dlacroix@millbraesd.org](mailto:dlacroix@millbraesd.org).

*Basic Financial Statements*

**Millbrae School District**  
Statement of Net Position  
June 30, 2021

	Governmental Activities
<b>Assets</b>	
Cash and investments	\$ 28,651,641
Accounts receivable	8,940,254
Prepaid and other assets	16,446
Capital assets - net	52,552,958
Total Assets	\$ 90,161,299
<b>Deferred Outflows of Resources</b>	
Pension adjustments	\$ 8,115,501
OPEB adjustments	1,592,720
Deferred loss on early retirement of long-term debt	2,934,008
Total Deferred Outflows of Resources	\$ 12,642,229
<b>Liabilities</b>	
Accounts payable	\$ 1,482,926
Unearned revenue	751,023
Current loan	7,011,807
Accrued interest	1,480,933
Long-term liabilities:	
Due within one year	
Capital leases payable	28,010
Compensated absences payable	72,624
General obligation bonds	1,710,000
Total due within one year	1,810,634
Due after one year	
Capital leases payable	21,165
General obligation bonds	53,551,051
Total OPEB liability	9,035,905
Net pension liabilities	31,103,823
Compensated absences payable	217,870
Total due after one year	93,929,814
Total long-term liabilities	95,740,448
Total Liabilities	\$ 106,467,137
<b>Deferred Inflows of Resources</b>	
Pension adjustments	\$ 1,721,596
Total Deferred Inflows of Resources	\$ 1,721,596
<b>Net Position</b>	
Net investment in capital assets	\$ 5,978,264
Restricted for:	
Cafeteria programs	306,074
Debt service	1,376,426
Educational programs	1,648,519
Other postemployment benefits	1,927,566
Unrestricted	(16,622,054)
Total Net Position	\$ (5,385,205)

*The notes to basic financial statements are an integral part of this statement*

**Millbrae School District**  
Statement of Activities  
For the Fiscal Year Ended June 30, 2021

	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
Governmental activities				
Instruction	\$ 21,182,025	\$ 134,110	\$ 4,315,957	\$ (16,731,958)
Instruction-related services:				
Supervision of instruction	614,840	4,165	113,012	(497,663)
Instruction library, media and technology	13,785	-	-	(13,785)
School site administration	1,613,678	54	92,921	(1,520,703)
Pupil services:				
Home-to-school transportation	36,521	-	14,334	(22,187)
Food services	1,089,656	564	901,145	(187,947)
All other pupil services	2,616,282	21,110	315,460	(2,279,712)
General administration:				
Data processing	445,060	-	1,137	(443,923)
All other general administration	2,598,514	27	72,541	(2,525,946)
Plant services	2,654,160	291	108,875	(2,544,994)
Ancillary services	137,563	-	134,444	(3,119)
Community services	-	-	-	-
Payments to other agencies	206,017	692,825	990,606	1,477,414
Interest on long-term debt	2,116,053	-	-	(2,116,053)
Total governmental activities	<u>\$ 35,324,154</u>	<u>\$ 853,146</u>	<u>\$ 7,060,432</u>	<u>(27,410,576)</u>
General revenues:				
Taxes and subventions:				
Taxes levied for general purposes				860,450
Taxes levied for debt service				3,654,094
Taxes levied for other specific purposes				959,367
Federal and state aid not restricted to specific purposes				20,407,660
Interest and investment earnings				338,347
Miscellaneous				468,050
Total general revenues				<u>26,687,968</u>
Change in net position				<u>(722,608)</u>
Net position beginning				(4,762,931)
Prior period adjustments - GASB 84				100,334
Net position beginning as adjusted				<u>(4,662,597)</u>
Net position ending				<u>\$ (5,385,205)</u>

*The notes to basic financial statements are an integral part of this statement*

**Millbrae School District**  
**Governmental Funds**  
**Balance Sheet**  
**June 30, 2021**

	General Fund	Special Reserve for Capital Projects Fund	Bond Interest and Redemption Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Assets</b>					
Cash and investments	\$ 9,907,405	\$ 13,406,270	\$ 4,111,000	\$ 1,226,966	\$ 28,651,641
Accounts receivable	8,717,822	44,227	9,497	168,708	8,940,254
Due from other funds	140,832	-	-	-	140,832
Prepaid and other current assets	-	-	-	16,446	16,446
<b>Total Assets</b>	<b>\$ 18,766,059</b>	<b>\$ 13,450,497</b>	<b>\$ 4,120,497</b>	<b>\$ 1,412,120</b>	<b>\$ 37,749,173</b>
<b>Liabilities and Fund Balances</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 1,370,256	\$ 30,968	\$ -	\$ 81,702	\$ 1,482,926
Due to other funds	-	81,248	-	59,584	140,832
Unearned revenue	697,436	-	-	53,587	751,023
Current loans	7,011,807	-	-	-	7,011,807
<b>Total Liabilities</b>	<b>9,079,499</b>	<b>112,216</b>	<b>-</b>	<b>194,873</b>	<b>9,386,588</b>
<b>Fund balances:</b>					
<b>Nonspendable:</b>					
Revolving fund	2,500	-	-	-	2,500
Inventories	-	-	-	16,446	16,446
<b>Restricted for:</b>					
Educational programs	1,596,626	-	-	51,893	1,648,519
Cafeteria programs	-	-	-	306,074	306,074
Debt service	-	-	4,120,497	-	4,120,497
Capital projects	-	1,700,809	-	-	1,700,809
Other postemployment benefits	1,927,566	-	-	-	1,927,566
<b>Committed for:</b>					
Educational programs	95,490	-	-	-	95,490
<b>Assigned for:</b>					
Educational programs	3,924,797	-	-	-	3,924,797
Other postemployment benefits	170,357	-	-	-	170,357
Capital projects	-	11,637,472	-	842,834	12,480,306
<b>Unassigned:</b>					
Reserve for economic uncertainties	814,962	-	-	-	814,962
Unappropriated	1,154,262	-	-	-	1,154,262
<b>Total Fund Balances</b>	<b>9,686,560</b>	<b>13,338,281</b>	<b>4,120,497</b>	<b>1,217,247</b>	<b>28,362,585</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 18,766,059</b>	<b>\$ 13,450,497</b>	<b>\$ 4,120,497</b>	<b>\$ 1,412,120</b>	<b>\$ 37,749,173</b>

*The notes to basic financial statements are an integral part of this statement*

**Millbrae School District**  
 Reconciliation of the Governmental Funds  
 Balance Sheet to the Statement of Net Position  
 June 30, 2021

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Total fund balances - governmental funds		\$ 28,362,585
Capital assets for governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets is \$74,722,538 and the accumulated depreciation is \$22,169,580.		52,552,958
In governmental funds, interest on long-term debt is not recognized until the period in which it matures and is paid. In the government-wide statement of activities, it is recognized in the period that it is incurred. The accrued interest at the end of the period was:		(1,480,933)
The differences from retirement plan assumptions, estimates and timing differences in actuarial valuations and the government-wide financial statements are reported as deferred inflows and outflows of resources in the Statement of Net Position.		7,986,625
Losses from the early retirement of long-term debt are reported as deferred outflows of resources in the government-wide statement of net position.		2,934,008
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year-end consist of:		
Capital leases payable	\$ 49,175	
General obligation bonds	55,261,051	
Total OPEB liability	9,035,905	
Net pension liabilities	31,103,823	
Compensated absences	<u>290,494</u>	<u>(95,740,448)</u>
Total net position - governmental activities		<u><u>\$ (5,385,205)</u></u>

*The notes to basic financial statements are an integral part of this statement*

**Millbrae School District**  
**Governmental Funds**  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Fiscal Year Ended June 30, 2021

	General Fund	Special Reserve for Capital Projects Fund	Bond Interest and Redemption Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues:</b>					
LCFF Sources	\$ 20,786,039	\$ -	\$ -	\$ -	\$ 20,786,039
Federal	1,534,372	-	-	783,848	2,318,220
Other state	3,842,224	-	11,169	145,139	3,998,532
Other local	1,995,750	656,399	3,977,147	869,459	7,498,755
<b>Total revenues</b>	<b>28,158,385</b>	<b>656,399</b>	<b>3,988,316</b>	<b>1,798,446</b>	<b>34,601,546</b>
<b>Expenditures:</b>					
Instruction	17,711,746	-	-	-	17,711,746
Instruction-related services:					
Supervision of instruction	555,267	-	-	-	555,267
Instruction library, media and technology	12,450	-	-	-	12,450
School site administration	1,457,324	-	-	-	1,457,324
Pupil services:					
Home-to-school transportation	32,982	-	-	-	32,982
Food services	-	-	-	814,481	814,481
All other pupil services	2,362,784	-	-	-	2,362,784
General administration:					
Data processing	401,937	-	-	-	401,937
All other general administration	2,073,014	-	-	34,007	2,107,021
Plant services	2,178,624	92,960	-	-	2,271,584
Facility acquisition and construction	-	58,338	-	355,459	413,797
Ancillary services	137,563	-	-	-	137,563
Payments to other agencies	206,017	-	-	-	206,017
Debt service:					
Principal	28,001	-	5,440,000	-	5,468,001
Interest and fees	20,626	60,000	1,994,585	-	2,075,211
<b>Total expenditures</b>	<b>27,178,335</b>	<b>211,298</b>	<b>7,434,585</b>	<b>1,203,947</b>	<b>36,028,165</b>
Excess (deficiency) of revenues over (under) expenditures	980,050	445,101	(3,446,269)	594,499	(1,426,619)
<b>Other financing sources (uses):</b>					
Transfers in	127,820	-	27,796	-	155,616
Transfers out	-	(102,243)	(27,796)	(25,577)	(155,616)
Bond defeasance	-	-	(6,816,954)	-	(6,816,954)
Proceeds from bond issuance	-	-	7,030,000	-	7,030,000
<b>Total other financing sources (uses)</b>	<b>127,820</b>	<b>(102,243)</b>	<b>213,046</b>	<b>(25,577)</b>	<b>213,046</b>
Changes in fund balances	1,107,870	342,858	(3,233,223)	568,922	(1,213,573)
Fund balances beginning	8,478,356	12,995,423	7,353,720	648,325	29,475,824
Prior period adjustments - GASB 84	100,334	-	-	-	100,334
<b>Fund balances ending</b>	<b>\$ 9,686,560</b>	<b>\$ 13,338,281</b>	<b>\$ 4,120,497</b>	<b>\$ 1,217,247</b>	<b>\$ 28,362,585</b>

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

**Millbrae School District**  
Reconciliation of the Governmental Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
to the Statement of Activities  
For the Fiscal Year Ended June 30, 2021

Total net change in fund balances - governmental funds \$ (1,213,573)

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital assets additions net CIP of \$413,798 were less than depreciation expense of \$2,076,034 in the period. (1,662,236)

The governmental funds report long-term debt proceeds as an other financing source, while repayment of debt principal is reported as an expenditure. Also, governmental funds report the effect of prepaid issuance costs and premiums when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. Interest is recognized as an expenditure in the governmental funds when it is due. The net effect of these differences in the treatment of long-term debt and related items is as follows:

Capital leases principal	\$	28,001	
Defeasance of debt		5,970,000	
Proceeds from bond issuance		(7,030,000)	
Bond principal paid		5,440,000	
Loss on early retirement of long-term debt		846,954	
Amortization of gain (loss) on early retirement of long-term debt		(159,510)	
Amortization of bond premiums		153,930	
Accreted Interest		<u>(429,937)</u>	4,819,438

Interest on long-term debt in the statement of activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due and thus requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as the interest accrues, regardless of when it is due. 394,675

In the statement of activities, compensated absences are measured by the amount earned during the year. In governmental funds, however, expenditures for those items are measured by the amount of financial resources used (essentially the amounts paid). This year vacation used exceeded vacation earned by \$86,076. (86,076)

In governmental funds, actual contributions to pension plans are reported as expenditures in the year incurred. However, in the government-wide statement of activities, only the current year pension expense as noted in the plans' valuation reports is reported as an expense, as adjusted for deferred inflows and outflows of resources. (2,477,114)

In governmental funds, actual contributions and benefits paid to OPEB plans are reported as expenditures in the year incurred. However, in the government-wide statement of activities, only the current year OPEB expense as noted in the plan's valuation reports is reported as an expense, as adjusted for deferred inflows and outflows of resources. (497,722)

Change in net position of governmental activities \$ (722,608)

*The notes to basic financial statements are an integral part of this statement*

*Notes to the Basic Financial Statements*

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**1. SIGNIFICANT ACCOUNTING POLICIES**

A. Accounting Principles

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

B. Reporting Entity

The District is the level of government primarily accountable for activities related to public education. The governing authority consists of five elected officials who, together, constitute the Board of Trustees. The District's combined financial statements include the accounts of all its operations. The District evaluated whether any other entity should be included in these financial statements using the criteria established by GASB. The basic, but not the only, criterion for including a governmental department, agency, institution, commission, public authority, or other governmental organization in a governmental unit's reporting entity for general purpose financial reports is the ability of the governmental unit's elected officials to exercise oversight responsibility over such agencies. Oversight responsibility implies that one governmental unit is dependent on another and that the dependent unit should be reported as part of the other. Oversight responsibility is derived from the governmental unit's power and includes, but is not limited to:

- Financial interdependency
- Selection of governing authority
- Designation of management
- Ability to significantly influence operations
- Accountability for fiscal matters

The Millbrae School District Financing Corporation (the "Corporation") is a nonprofit entity organized under the laws of State of California and is a blended component unit of the District. This is a nonprofit public benefit corporation created on February 6, 1996, to assist the District authorizing lease financing of improvement projects and approving related documents of and actions. The Corporation is governed by the same board that governs the District.

C. Basis of Presentation

**Government-wide Financial Statements:**

The government-wide financial statements (i.e., the statement of Net Position and the statement of Activities) report information on all of the non-fiduciary activities of the District. The Statement of Net Position reports all assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position. Eliminations have been made to minimize the effect of interfund activities.

The government-wide statements are prepared using the economic resources measurement focus. This is the same approach used in the preparation of the proprietary fund and fiduciary fund financial statements but differs from the manner in which governmental fund financial statements are prepared. Governmental

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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fund financial statements, therefore, include the reconciliation with brief explanations to better identify the relationship between the government wide statements and the statements for the governmental funds.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. The District does not allocate indirect expenses to functions in the statement of activities. Program revenues include charges paid by the recipients of goods or services offered by a program, as well as grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues of the District, with certain exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

**Fund Financial Statements:**

Fund financial statements report detailed information about the District. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major governmental fund is presented in a separate column, and all non-major funds are aggregated into one column. Fiduciary funds are reported by fund type.

The accounting and financial treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balances for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

Fiduciary funds are reported using the economic resources measurement focus.

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Fiduciary funds use the accrual basis of accounting.

**Revenues - Exchange and Non-exchange Transactions:**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded under the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, "available" means collectible within the current period or within one year after year-end. To achieve comparability of reporting among California districts, and so as not to distort normal revenue patterns with specific respect to reimbursement grants and correction to state-aid apportionments, the California Department of Education has defined available for district as collectible within one year.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, and entitlements. Under the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and entitlements is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are to be used or the fiscal year when use is first permitted; matching requirements, in which the District must provide local resources to be used for a specific purpose; and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. Under the modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

**Deferred Outflows/Inflows of Resources:**

In addition to assets, the Statement of Net Position includes a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s), and as such will not be recognized as an outflow of resources (expense/expenditures) until then. The District has recognized a deferred loss on refunding which is reported in the Statement of Net Position. A deferred loss on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shortened life of the refunded or refunding debt. Additionally, the District has recognized a deferred outflow of resources related to the recognition of the net pension liability reported in the Statement of Net Position.

In addition to liabilities, the Statement of Net Position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and as such, will not be recognized as an inflow of resources (revenue) until that time. The District has recognized a deferred inflow of resources related to the recognition of the District's benefit plans liability reported which is in the Statement of Net Position.

**Unearned Revenue:**

Unearned revenue arises when assets (such as cash) are received before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements (such as qualified expenditures) are met are recorded as liabilities from unearned revenue.

**Unavailable Revenue:**

In the governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have been recorded as deferred inflows of resources as unavailable revenue.

**Expenses/Expenditures:**

Using the accrual basis of accounting, expenses are recognized at the time a liability is incurred. On the modified accrual basis of accounting, expenditures are generally recognized in the accounting period in which the related fund liability is incurred, as under the accrual basis of accounting. However, under the modified accrual basis of accounting, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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E. Fund Accounting

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

**Major Governmental Funds:**

The *General Fund* is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund and includes transactions accounted for in the Student Activity Special Revenue, Special Reserve Fund for Other Than Capital Outlay and the Special Reserve Fund for Postemployment Benefits. These funds are not substantially composed of restricted or committed revenue sources and does not meet the definition of a special revenue fund under GASB 54.

The *Special Reserve Fund for Capital Outlay Projects* exists primarily to account for resources from rentals and proceeds from the sale of real property accumulated for capital outlay.

The *Bond Interest and Redemption Fund* is used to account for the interest and redemption of principal of general obligation bonds.

**Non-major Governmental Funds:**

*Special Revenue Funds* are used to account for the proceeds of specific revenue sources that are restricted or committed for purposes other than debt service or capital projects. The restricted or committed resources need to comprise a substantial portion of the inflows reported in the special revenue fund. The District maintains the following nonmajor special revenue funds:

- The *Cafeteria Fund* is used to account for revenues received and expenditures made to operate the District's food service programs.
- The *Foundation Special Reserve Fund* exists primarily to account for money received from gifts and bequests.

*Capital Projects Funds* are used to account for resources restricted, committed or assigned for capital outlays. The District maintains the following nonmajor capital projects fund:

- The *Capital Facilities Fund* is used to account for resources received from developer impact fees assessed under provisions of the California Environmental Quality Act ("CEQA").

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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F. Budgets and Budgetary Accounting

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

These budgets are revised by the District's governing board during the year to give consideration to unanticipated income and expenditures. The original and final revised budgets for the General Fund are presented as Required Supplementary Information.

Formal budgetary integration was employed as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

G. Encumbrances

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid. All encumbrances are liquidated on June 30.

H. Benefit Plans

*Pensions*

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) and California State Teachers' Retirement System plans (STRS) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS and STRS. 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.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined time frames. For this period, the following time frames were used:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Measurement Period	July 1, 2019 to June 30, 2020

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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*Other Postemployment Benefits Other Than Pensions (OPEB)*

For purposes of measuring the total OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense information about the fiduciary net position of the District's Retiree Benefits Plan (the OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis as they are reported by the OPEB Plan. For this purpose, the OPEB Plan recognizes benefit payments when due and payable in accordance with the benefit terms.

Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Measurement Period	July 1, 2020 to June 30, 2021

I. Assets, Liabilities, and Equity

a) Cash and Investments

Cash balances held in banks and in revolving funds are insured to \$250,000 by the Federal Deposit Insurance Corporation.

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

All District-directed investments are governed by Government Code Section 53601 and Treasury investment guidelines. The guidelines limit specific investments to government securities, domestic chartered financial securities, domestic corporate issues, and California municipal securities. The District's securities portfolio is held by the County Treasurer. Interest earned on investments is recorded as revenue of the fund from which the investment was made.

b) Fair Value Measurements

Investments are recorded at fair value in accordance with GASB Statement No. 72, *Fair Value Measurement and Application*. Accordingly, the change in fair value of investments is recognized as an increase or decrease to investment assets and investment income. Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction.

In determining this amount, three valuation techniques are available:

- Market approach - This approach uses prices generated for identical or similar assets or liabilities. The most common example is an investment in a public security traded in an active exchange such as the NYSE.
- Cost approach - This technique determines the amount required to replace the current asset. This approach may be ideal for valuing donations of capital assets or historical treasures.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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- Income approach - This approach converts future amounts (such as cash flows) into a current discounted amount.

Each of these valuation techniques requires inputs to calculate a fair value. Observable inputs have been maximized in fair value measures, and unobservable inputs have been minimized.

c) Stores Inventories and Prepaid Expenditures

*Inventories*

Inventories are recorded using the purchases method, in that inventory acquisitions are initially recorded as expenditures. Reported inventories are equally offset by a fund balance reserve, which indicates that these amounts are not “available for appropriation and expenditure” even though they are a component of net current assets. The District’s central warehouse inventory is valued at cost and consists of expendable supplies held for consumption.

*Prepaid expenditures*

The District has the option of reporting expenditures in governmental funds for prepaid items either when purchased or during the benefiting period. The District has chosen to report the expenditure during the benefiting period, thus recording a prepaid expense in the Statement of Net Position.

d) Capital Assets

Capital assets are those purchased or acquired with an original cost of \$5,000 or more and are reported at historical cost or estimated historical cost. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value rather than fair value. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend the asset’s lives are not capitalized but are expensed as incurred.

Depreciation on all capital assets is computed using a straight-line basis over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Improvement of sites	20
Buildings	50
Portable buildings	20
Building improvements	20
Furniture and fixtures	20
Playground equipment	20
Food services equipment	15
Transportation equipment	15
Telephone system	10
Vehicles	8
Computer system and equipment	5
Office equipment	5

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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e) Compensated Absences

All vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Accumulated sick leave benefits are not recognized as liabilities of the District. The District's policy is to record sick leave as an operating expense in the period taken, since such benefits do not vest, nor is payment probable; however, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires. Credit for unused sick leave is applicable to all classified school members who retire after January 1, 1999. At retirement, each member will receive .004 year of service credit for each day of unused sick leave.

f) Long-Term Liabilities

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Position. Bond premiums and discounts as well as issuance costs if related to prepaid insurance costs, are deferred and amortized over the life of the bonds. Bonds payable are reported net of applicable bond premium or discount. Issuance costs, not related to prepaid insurance costs, are expensed in the period incurred.

In the fund financial statements, governmental funds recognize bond premiums and discounts as well as bond issuance costs, during the current period. The face amount of the debt issued, premiums, or discounts are reported as other financing sources/uses.

g) Fund Balance Classifications

The District is committed to maintaining a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls or unpredicted expenditures. The District' minimum fund balance policy requires a reserve for economic uncertainties, consisting of unassigned amounts, of three percent of general fund operating expenditures and other financing uses.

In accordance with Government Accounting Standards Board 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the District classifies governmental fund balances as follows:

- Nonspendable - includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints.
- Restricted - includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.
- Committed - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision-making authority and does not lapse at year-end. Committed fund balances are imposed by the District's board of education.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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- Assigned - includes fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the Superintendent and Chief Business Official.
- Unassigned includes positive fund balance within the general fund which has not been classified within the above-mentioned categories and negative fund balances in other governmental funds.

The District uses restricted/committed amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring dollar for dollar spending. Additionally, the District would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

h) Net Position

Net position represents the difference between assets, deferred outflows, liabilities and deferred inflows. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets, except for accreted interest on those borrowings. In addition, deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt also are included in the net investment in capital assets component of net position. As of June 30, 2021, capital assets net of accumulated depreciation totaling \$52,552,958 was reduced by related debt of \$49,508,702, which excluded accreted interest of \$3,066,950 and premiums attributed to cash reserves for debt service of \$2,734,574. Net position is reported as restricted when there are limitations imposed on its use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, laws or regulations of other governments. The District applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

*Capital Projects* restrictions will be used for the acquisition and construction of capital facilities.

*Debt Service* restrictions reflect the cash balances in the debt service funds of \$4,120,497 that are restricted for debt service payments by debt covenants, reduced by outstanding bond premiums of \$2,734,574.

*Educational Program* restrictions reflect the amounts to be expended for federal and state funded educational programs.

*Other Postemployment Benefits* restrictions reflect the District's one-time use money for other postemployment benefits, such as medical, dental and vision for retirees.

*Unrestricted net position* reflects amounts that are not subject to any donor-imposed restrictions. This class also includes restricted gifts whose donor-imposed restrictions were met during the fiscal year. A deficit unrestricted net position may result when significant cash balances restricted for capital projects exist. Once the projects are completed, the restriction on these assets are released and converted to capital assets.

**Millbrae School District**  
Notes to Basic Financial Statements  
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i) Local Control Funding Formula and Property Taxes

The Local Control Funding Formula (LCFF) creates base, supplemental, and concentration grants in place of most previously existing K–12 funding streams, including revenue limits and most state categorical programs. The revenue limit was a combination of local property taxes, state apportionments, and other local sources.

The county is responsible for assessing, collecting, and apportioning property taxes. Taxes are levied for each fiscal year on taxable real and personal property in the county. The levy is based on the assessed values as of the preceding March 1, which is also the lien date. Property taxes on the secured roll are due on August 31 and February 1, and taxes become delinquent after December 10 and April 10, respectively. Property taxes on the unsecured roll are due on the lien date (March 1), and become delinquent if unpaid by August 31.

Secured property taxes are recorded as revenue when apportioned, in the fiscal year of the levy. The county apportions secured property tax revenue in accordance with the alternate method of distribution prescribed by Section 4705 of the California *Revenue and Taxation Code*. This alternate method provides for crediting each applicable fund with its total secured taxes upon completion of the secured tax roll - approximately October 1 of each year.

The County Auditor reports the amount of the District's allocated property tax revenue to the California Department of Education. Property taxes are recorded as local revenue limit sources by the District.

j) Risk management

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. The District has joined together with other school districts in the County to form the San Mateo County Schools Insurance Group ("SMCSIG") public entity risk pool. The District pays an annual premium for its property and casualty, workers' compensation, and liability insurance coverage. The Joint Powers Agreements provide that SMCSIG will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of self-insured levels.

There were no significant reductions in insurance coverage from coverage in the prior year and no insurance settlement exceeding insurance coverage.

k) Eliminations and Reclassifications

In the process of aggregating data for the Statement of Net Position and the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated and reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

l) Accounting Estimates

The presentation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**Millbrae School District**  
Notes to Basic Financial Statements  
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J. Implemented Accounting Pronouncements

*GASB Statement No. 84, Fiduciary Activities.* Issued in January 2017, this statement establishes criteria for identifying fiduciary activities for accounting and financial reporting purposes and describes four fiduciary funds that should be reported, if applicable. The statement is effective beginning fiscal year 2021. Items previously reported as part of the agency fund classification of the Fiduciary Funds statements were reviewed to evaluate if they met the new custodial funds criteria. The District included \$100,334 related to its student bond accounts in the general fund to reclassify student body funds previously reported as Agency funds. The student body funds were evaluated to determine if they were custodial funds as identified by GASB 84, but did not meet the definition of custodial funds and were identified as non-fiduciary.

K. Upcoming Accounting and Reporting Changes

*GASB Statement No. 87, "Leases."* Issued in June 2017, this statement establishes standards of accounting and financial reporting for leases by lessees and lessors. It provides guidance on accounting treatment of lease assets, lease liability, short-term leases, certain regulated leases, measurement for leases other than short-term leases and contracts that transfer ownership, subleases, lease-leaseback transactions, intra-entity leases, and leases between related parties. The statement will be effective beginning fiscal year 2022.

*GASB Statement No. 91, "Conduit Debt Obligations."* Issued in May 2019, this statement provides a single method of reporting conduit debt obligations by issuers and eliminates diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. The statement will be effective beginning fiscal year 2023.

*GASB Statement No. 92, "Omnibus 2020."* Issued in January 2020, this statement was issued for clarity and consistency by addressing practice issues identified from the implementation and application of certain GASB statements. The statement will be effective beginning fiscal year 2022.

*GASB Statement No. 93, "Replacement of Interbank Offered Rates."* Issued in March 2020, this statement is to address accounting and financial reporting implications that result from the replacement of an interbank offered rate (IBOR) such as the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021. The statement will be effective beginning fiscal year 2022.

*GASB Statement No. 94, "Public-Private and Public-Public Partnerships and Availability Payment Arrangements."* Issued in March 2020, this statement is to improve financial reporting by establishing the definitions of public-private and public-public partnership arrangements (PPPs) and available payment arrangement (APAs) and providing uniform guidance on accounting and financial reporting for transactions that meet those definitions. The statement will be effective beginning fiscal year 2023.

*GASB Statement No. 96, "Subscription-Based Information Technology Arrangements."* Issued in May 2020, the statement provides guidance on the accounting and financial reporting for subscription based information technology arrangements (SBITAs) for governments by (1) defining a SBITA, (2) establishing that a SBITA results in a right-to-use subscription asset-an intangible asset-and a corresponding subscription liability, (3) providing the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA, and (4) requiring note disclosures regarding a SBITA. The statement will be effective beginning fiscal year 2023.

**Millbrae School District**  
Notes to Basic Financial Statements  
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GASB Statement No. 97, "Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32." Issued in June 2020, the statement will result in more consistent financial reporting of defined contribution pension plans, defined contribution OPEB plans, and other employee benefit plans (e.g., certain Section 457 plans), while mitigating the costs associated with reporting those plans. The statement will be effective beginning fiscal year 2022.

**2. CASH AND INVESTMENTS**

A summary of cash and investments as of June 30, 2021 is as follows:

Deposit or Investment	Carrying Amount	Fair Value	Investment Rating
<i>Government-Wide Statements:</i>			
Cash in county treasury investment pool	\$ 28,535,758	\$ 28,641,340	AA
Cash in revolving fund	2,500	2,500	n/a
Cash in banks	113,383	113,383	n/a
Total Cash and Investments	\$ 28,651,641	\$ 28,757,223	

*Cash in Banks and in Revolving Funds*

Cash balances in banks and revolving funds are insured up to \$250,000 by the Federal Deposit Insurance Corporation ("FDIC"). These accounts are held within various financial institutions. As of June 30, 2021, the District's bank balance of \$118,793 was fully insured by FDIC.

*Cash in County Treasury*

The District is considered to be an involuntary participant in an external investment pool as the District is required to maintain substantially all of its cash with the County Treasurer in accordance with Education Code Section 41001. The fair value of the District's investment in the pool is reported in the accounting financial statements at amounts based upon the District's pro rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

*Fair Value Measurements*

GASB 72 established a hierarchy of inputs to the valuation techniques above. This hierarchy has three levels:

- Level 1 inputs are quoted prices in active markets for identical assets or liabilities.
- Level 2 inputs are quoted market prices for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other than quoted prices that are not observable.
- Level 3 inputs are unobservable inputs, such as a property valuation or an appraisal.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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The District has the following recurring fair value measurements as of June 30, 2021:

Investments in the San Mateo County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

*Policies and Practices*

The District is authorized under California Government Code Section 53635 to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations.

*Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to the changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County Treasury. The District maintains cash with the San Mateo County Investment Pool. The pool has a fair value of approximately \$2.12 billion and an amortized book value of \$2.11 billion.

*Credit Risk*

Credit risk is the risk of loss due to the failure of the security issuer. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The investment with the San Mateo County Investment Pool is governed by the County's general investment policy. The investment with the San Mateo County Investment Pool is rated at least AA by Moody's Investor Service.

*Custodial Credit Risk – Deposits*

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a policy for custodial credit risk for deposits. However, the California Government code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits.

*Concentration of Credit Risk*

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

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**3. ACCOUNTS RECEIVABLE**

Accounts receivable consisted of the following as of June 30, 2021:

Receivables	General Fund	Special Reserve Fund for Capital Outlay Projects	Bond Interest and Redemption Fund	Nonmajor Funds	Total
Federal government	\$ 488,589	\$ -	\$ -	\$ 160,186	\$ 648,775
State Government	1,015,955	-	-	5,472	1,021,427
Other resources	7,213,278	44,227	9,497	3,050	7,270,052
<b>Total Receivables</b>	<b>\$ 8,717,822</b>	<b>\$ 44,227</b>	<b>\$ 9,497</b>	<b>\$ 168,708</b>	<b>\$ 8,940,254</b>

**4. CAPITAL ASSETS AND DEPRECIATION**

Capital asset activities for the year ended June 30, 2021 were as follows:

Capital Assets	Balance June 30, 2020	Additions	Deletions	Balance June 30, 2021
Land - not depreciable	\$ 358,270	\$ -	\$ -	\$ 358,270
Work-in-progress - not depreciable	55,928	52,621	(50,386)	58,163
Buildings	72,412,063	411,563	-	72,823,626
Equipment	1,482,479	-	-	1,482,479
<b>Total capital assets</b>	<b>74,308,740</b>	<b>464,184</b>	<b>(50,386)</b>	<b>74,722,538</b>
Less accumulated depreciation for:				
Buildings	19,185,881	1,973,879	-	21,159,760
Equipment	907,665	102,155	-	1,009,820
<b>Total accumulated depreciation</b>	<b>20,093,546</b>	<b>2,076,034</b>	<b>-</b>	<b>22,169,580</b>
<b>Total capital assets - net depreciation</b>	<b>\$ 54,215,194</b>	<b>\$ (1,611,850)</b>	<b>\$ (50,386)</b>	<b>\$ 52,552,958</b>

Depreciation was allocated to the following activities for the year ended June 30, 2021:

Instruction	\$ 1,483,946
Food services	187,791
All other general administration	265,435
Plant services	138,862
<b>Total depreciation expense</b>	<b>\$ 2,076,034</b>

**5. INTERFUND TRANSACTIONS**

Interfund transactions are reported as loans, services provided, reimbursements, or transfers. Loans are reported as interfund receivables and payables (Due From/To), as appropriate, and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund, and reduces its related cost as a reimbursement. All other interfund transactions are treated

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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as transfers. Transfers among governmental funds are netted as part of the reconciliation to the government-wide financial statements.

*Interfund Receivables/Payables (Due From/Due To)*

Interfund receivables and payables consisted of the following as of June 30, 2021:

Fund	Due From Other Funds	Due to Other Funds
General Fund	\$ 140,832	\$ -
Special Reserve Fund for Capital Projects	-	81,248
Nonmajor Funds	-	59,584
Totals	\$ 140,832	\$ 140,832

*Interfund Transfers*

Interfund transfers consisted of the following for the fiscal year ended June 30, 2021:

Fund	Transfers In	Transfers Out
General Fund	\$ 127,820	\$ -
Special Reserve Fund for Capital Projects	-	102,243
Bond Interest and Redemption Fund	27,796	27,796
Nonmajor funds	-	25,577
Totals	\$ 155,616	\$ 155,616

The Special Reserve Fund for Other Than Capital Projects and the Other Postemployment Benefits fund have been combined with the General Fund for reporting purposes as required by GASB 54.

**6. CURRENT LOANS**

During the fiscal year, the District issued \$7,000,000 in TRANs maturing on November 30, 2021, with an interest rate of .22%. The TRAN are a general obligation of the District and are payable from revenues and cash receipts to be generated by the District. There are no contractual obligations related to the issuance other than the TRAN agreement. The funds were used to supplement cash flow. The costs of issuance totaled \$22,461.

**Millbrae School District**  
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For the Fiscal Year Ended June 30, 2021

**7. LONG-TERM LIABILITIES**

*Schedule of Changes in Long-term Liabilities*

Long-Term Liabilities	Balance July 01, 2020	Additions	Deductions	Balance June 30, 2021	Due Within One Year
General obligation bonds:					
Bond principal	\$ 53,839,527	\$ 7,030,000	\$ 11,410,000	\$ 49,459,527	\$ 1,710,000
Bond premiums	2,888,504	-	153,930	2,734,574	-
Accreted Interest	2,637,013	429,937	-	3,066,950	-
Total general obligation bonds	59,365,044	7,459,937	11,563,930	55,261,051	1,710,000
Capital leases	77,185	-	28,010	49,175	-
Total OPEB liability	8,819,000	2,491,190	2,274,285	9,035,905	-
Net pension liabilities	27,301,304	12,005,081	8,202,562	31,103,823	-
Compensated absences	204,418	86,076	-	290,494	72,624
Total Long-Term Liabilities	<u>\$ 95,766,951</u>	<u>\$ 22,042,284</u>	<u>\$ 22,068,787</u>	<u>\$ 95,740,448</u>	<u>\$ 1,782,624</u>

Payments on the general obligation bonds are made from the Bond Interest and Redemption Fund using local revenues. Compensated absences are paid by the fund for which the employee worked. The net pension liabilities, total OPEB liability and capital leases are paid from the General Fund and the Cafeteria fund.

*General Obligation Bonds Payable*

The following summarizes the bonds outstanding as of June 30, 2021:

Bond	Interest Rate	Original Issue	Bonds Outstanding July 01, 2020	Additions	Reductions	Bonds Outstanding June 30, 2021
2011 GOB	2-6.157%	17,999,527	10,799,527	-	3,930,000	6,869,527
2012 GOB	2-4%	20,000,000	6,980,000	-	335,000	6,645,000
2013 GOB	4-5.5%	10,000,000	8,545,000	-	6,335,000	2,210,000
2016 GORB	2-4%	8,720,000	8,565,000	-	485,000	8,080,000
2017 GORB	2-4%	7,170,000	6,915,000	-	50,000	6,865,000
2019 GORB	1.7-3.2%	12,035,000	12,035,000	-	275,000	11,760,000
2020 GORB	0.788-2.773%	7,030,000	-	7,030,000	-	7,030,000
		<u>\$82,954,527</u>	<u>\$53,839,527</u>	<u>\$ 7,030,000</u>	<u>\$11,410,000</u>	<u>\$49,459,527</u>

On April 19, 2011, the District issued the 2011 General Obligation Bonds, Series B in the amount of \$17,999,527, maturing on July 1, 2041. Interest is payable on July 1 and January 1 and principal is payable on July 1 each year through maturity. The proceeds of the Bonds will be used for specific construction and modernization projects approved by the voters. The Bonds are a general obligation of the District payable solely from the proceeds of ad valorem taxes.

On April 19, 2012, the District issued the 2012 General Obligation Bonds in the amount of \$20,000,000, maturing on July 1, 2042. Interest is payable on July 1 and January 1 and principal is payable on July 1 each year through maturity. The proceeds of the Bonds will be used for specific construction and modernization projects approved by the voters. The Bonds are a general obligation of the District payable solely from the proceeds of ad valorem taxes.

On December 11, 2013, the District issued the 2013 General Obligation Bonds in the amount of \$10,000,000,

**Millbrae School District**  
Notes to Basic Financial Statements  
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maturing on July 1, 2042. Interest is payable on July 1 and January 1 and principal is payable on July 1 each year through maturity. The proceeds of the Bonds were used for specific construction and modernization projects approved by the voters. The Bonds are a general obligation of the District payable solely from the proceeds of ad valorem taxes.

On July 13, 2016, the District issued the 2016 General Obligation Refunding Bonds in the amount of \$8,720,000, maturing on July 1, 2033, at a premium of \$1,040,270. Interest is payable on July 1 and January 1 and principal is payable on July 1 each year through maturity. Bond proceeds totaling \$9,568,373, after issuance costs of \$191,897, was placed in escrow in order to defease the 2009 General Obligation Bonds. The Bonds are a general obligation of the District payable solely from the proceeds of ad valorem taxes.

On October 19, 2017, the District issued the 2017 General Obligation Refunding Bonds in the amount of \$7,170,000, maturing on July 1, 2037, at a premium of \$908,241. Interest is payable on July 1 and January 1 and principal is payable on July 1 each year through maturity. Bond proceeds totaling \$8,078,241, after issuance costs of \$171,349, was placed in escrow in order to defease the 2011 General Obligation Bonds. The Bonds are a general obligation of the District payable solely from the proceeds of ad valorem taxes.

On October 31, 2019, the District issued the 2019 General Obligation Refunding Bonds in the amount of \$12,035,000, maturing on July 1, 2042. Interest is payable on July 1 and January 1 and principal is payable on July 1 each year through maturity. Bond proceeds totaling \$11,795,150, after issuance costs of \$179,675 and underwriter's discount of \$60,175, was placed in escrow in order to defease the 2011, Series 2012 General Obligation Bonds. The Bonds are a general obligation of the District payable solely from the proceeds of ad valorem taxes.

On December 8, 2020, the District issued the 2020 General Obligation Refunding Bonds in the amount of \$7,030,000, maturing on July 1, 2042. Interest is payable on July 1 and January 1 and principal is payable on July 1 each year through maturity. Bond proceeds totaling \$6,816,954, after issuance costs of \$167,351 and underwriter's discount of \$45,695, was placed in escrow in order to defease the 2011, Series 2013 General Obligation Bonds. The Bonds are a general obligation of the District payable solely from the proceeds of ad valorem taxes.

The annual debt service requirements of the bonds are as follows:

Fiscal Year	Principal	Interest to Maturity	Total
2022	\$ 1,710,000	\$ 1,580,581	\$ 3,290,581
2023	1,530,000	1,598,524	3,128,524
2024	1,585,000	1,544,272	3,129,272
2025	1,645,000	1,486,933	3,131,933
2026	5,525,000	1,427,642	6,952,642
2027-2031	12,456,862	6,005,107	18,461,969
2032-2036	11,302,636	7,969,059	19,271,695
2037-2041	10,035,103	9,705,540	19,740,643
2042-2046	3,669,926	1,963,265	5,633,191
Total	<u>\$ 49,459,527</u>	<u>\$ 33,280,923</u>	<u>\$ 82,740,450</u>

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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The annual tax credit subsidies to be received from the U.S. Treasury for QSCB's are as follows:

Fiscal Year	Total
2022	\$ 413,640
2023	206,820
2024	206,820
2025	206,820
2026	206,820
2027-2031	206,820
Total	\$ 1,447,740

*Capital Leases*

The District had a capital lease agreement for office equipment with a cost of \$138,454. The minimum lease payments for the capital leases consisted of the following as of June 30, 2021:

Fiscal Year	Principal	Interest to Maturity	Total
2022	\$ 29,122	\$ 1,400	\$ 30,522
2023	20,053	294	20,347
Total	\$ 49,175	\$ 1,694	\$ 50,869

**8. JOINT POWERS AGREEMENTS**

The District participates in a joint powers agreement ("JPA") with the San Mateo County Schools Insurance Group ("SMCSIG"). A board consisting of a representative from each member district governs the JPA. The governing board controls the operation of the JPA independent of any influence by the District beyond the District's representation on the governing board. The JPA is independently accountable for its fiscal matters. Budgets are not subject to any approval other than that of the governing board. Member districts share surpluses and deficits proportionately to their participation. The relationship between the District and the JPA is such that the JPA not a component unit of the District for financial reporting purposes.

The following is a summary of the SMCSIG JPA's most recent financial statement information:

	SMCSIG June 30, 2020
Total Assets and Deferred Outflows	\$ 30,522,324
Total Liabilities and Deferred Inflows	10,414,354
Total Equity	20,107,970
Total Revenues	47,186,957
Total Expenditures	42,682,077

The District also participates in the School Project for Utility Rate Reduction (SPURR) JPA. The relationship between the District and the JPA is such that the JPA is not a component unit of the District for financial reporting purposes. There is no financial information available for SPURR.

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Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**9. COMMITMENTS AND CONTINGENCIES**

*Litigation*

The District may be exposed various claims and litigation. Management believes, based on consultation with legal counsel, that the ultimate resolution of these matters will not have a material adverse effect on the District’s financial position or results of operations.

*Federal and State Allowances, Award, and Grants*

The District has received federal and state funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursement will not be material.

**10. CALPERS PENSION PLAN**

**A. California Public Employees Retirement System (CalPERS) Pension Plan**

*General Information about the PERS Pension Plan*

**Plan Description** - All qualified permanent and probationary employees are eligible to participate in the District’s Miscellaneous Employee Pension Plan (the Plan), a cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees’ Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

**Benefits Provided** - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for the Plan are applied as specified by the Public Employees’ Retirement Law. The Plans’ provisions and benefits in effect at June 30, 2021, are summarized as follows:

	CalPERS	
	Classic	PEPRA
Benefit formula	2% @ 55	2% @ 62
Benefit vesting schedule	5 Years	5 Years
Benefit payments	Monthly for Life	Monthly for Life
Retirement age: minimum	50	52
Monthly benefits as a		
% of eligible compensation	(1)	(1)
Required employee contribution rates	7.000%	7.000%
Required employer contribution rates	20.700%	20.700%

(1) Monthly benefit is a product of benefit factor, years of service, and final compensation

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**Contributions** - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2021, the contributions were as follows:

	<b>CalPERS</b>
Employer Contributions	\$ 701,404

*Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to PERS*

As of June 30, 2021, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	<b>Proportionate Share of Net Pension Liability/(Asset)</b>
CalPERS	\$ 7,845,663

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2020, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

The District's proportionate share of the net pension liability for the Plan for the fiscal years ended June 30, 2020 and 2021 was as follows:

	<b>CalPERS</b>
Proportion - June 30, 2020	0.02550%
Proportion - June 30, 2021	0.02557%
Change - Increase/(Decrease)	0.00007%

For the year ended June 30, 2021, the District recognized pension expense of \$1,480,374 for the Plan.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>CalPERS</b>	
	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Changes of Assumptions	\$ 28,770	\$ -
Differences between Expected and Actual Experience	389,121	-
Differences between Projected and Actual Investment Earnings	163,322	-
Differences between Employer's Contributions and Proportionate Share of Contributions	4,325	173,187
Change in Employer's Proportion	120,929	53,160
Pension Contributions Made Subsequent to Measurement Date	701,404	-
<b>Total</b>	<b>\$ 1,407,871</b>	<b>\$ 226,347</b>

The District reported \$701,404 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the year ended June 30, 2022. Total deferred outflows and inflows for all plans is summarized in the statement of net position. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<b>Fiscal Year</b>	<b>Deferred Outflows/ (Inflows) of Resources</b>
<b>Ending June 30:</b>	<b>CalPERS</b>
2022	\$ 149,152
2023	172,078
2024	86,002
2025	72,888
2026	-
Thereafter	-
<b>Total</b>	<b>\$ 480,120</b>

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**Actuarial Assumptions** - The total pension liabilities in the June 30, 2019 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Actuarial Cost Method	Entry-Age Normal Cost Method
 Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Payroll Growth	2.75%
Projected Salary Increase	(1)
Investment Rate of Return	7.15% (2)
Mortality	(3)

- (1) Varies by entry age and service
- (2) Net of pension plan investment expenses, including inflation
- (3) Derived using CalPERS' membership data for all funds

**Discount Rate** - The discount rate used to measure the total pension liability was 7.15 percent for the Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the Plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class (a)	Assumed Asset Allocation	Real Return Years 1 - 10 (b)	Real Return Years 11+ (c)
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Sensitive	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Estate	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
Total	<u>100.00%</u>		

- (a) In the System's ACFR, Fixed Income is included in Global Debt Securities; Liquidity Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.
- (b) An expected inflation of 2.00% used for this period.
- (c) An expected inflation of 2.92% used for this period.

**Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in Discount Rate -** The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>CalPERS</u>
1% Decrease	6.15%
Net Pension Liability	\$ 11,279,571
Current	7.15%
Net Pension Liability	\$ 7,845,663
1% Increase	8.15%
Net Pension Liability	\$ 4,995,691

**Pension Plan Fiduciary Net Position -** Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**B. California State Teachers' Retirement System (STRS) Pension Plan**

*General Information about the STRS Pension Plan*

**Plan Description** - The District contributes to the State Teachers' Retirement System (STRS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by STRS. The plan provides retirement, disability, and survivor benefits to beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the State Teachers' Retirement Law. STRS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information.

**Benefits Provided** - STRS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. The cost of living adjustments for the Plan are applied as specified by the retirement Law. The Plan's provisions and benefits in effect at June 30, 2021, are summarized as follows:

	<b>CalSTRS</b>	
	Tier 1	Tier 2
Benefit formula	2% @ 60	2% @ 62
Benefit vesting schedule	5 Years	5 Years
Benefit payments	Monthly for Life	Monthly for Life
Retirement age:	60	62
Monthly benefits as a		
% of eligible compensation	2%	2%
Required employee contribution rates	10.250%	10.205%
Required employer contribution rates	16.150%	16.150%
Required State contribution rates	10.328%	10.328%

**Contributions** - As part of the annual valuation process, the Normal Cost rate is determined as the basis for setting the base member contribution rate for the following fiscal year. Generally, the base member contribution rate is one-half of the Normal Cost rate within certain parameters. Required member, employer and state contribution rates are set by the California Legislature and Governor and detailed in Teachers' Retirement Law. Contribution rates are expressed as a level percentage of payroll using the entry age normal actuarial cost method.

For the year ended June 30, 2021, the District's contributions were as follows:

	<b>CalSTRS</b>
Employer Contributions	\$ 1,901,935
State Contributions	1,336,459
Total	\$ 3,238,394

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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*Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to STRS*

As of June 30, 2021, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	<b>Proportionate Share of Net Pension Liability/(Asset)</b>	
	<u>\$</u>	<u></u>
District	\$	23,258,160
State		11,989,581
<b>Total</b>	<b>\$</b>	<b>35,247,741</b>

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2020, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The state contributed 9.124 percent of the members' creditable earnings from the fiscal year ending in the prior calendar year. Also, as a result of AB 1469, the additional state appropriation required to fully fund the benefits in effect as of 1990 by 2046 is specific in subdivision (b) of Education Code Section 22955.1. The increased contributions end as of fiscal year 2045-2046.

The District's proportionate share of the net pension liability for the Plan as of June 30, 2020 and 2021 was as follows:

	<b>CalSTRS</b>
	<u></u>
Proportion - June 30, 2020	0.02200%
Proportion - June 30, 2021	0.02400%
Change - Increase/(Decrease)	<u>0.00200%</u>

For the year ended June 30, 2021, the District recognized pension expense of \$3,607,401 for the Plan.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>CalSTRS</b>	
	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Changes of Assumptions	\$ 2,268,000	\$ -
Differences between Expected and Actual Experience	41,040	655,920
Differences between Projected and Actual Investment Earnings	552,480	-
Differences between Employer's Contributions and Proportionate Share of Contributions	40,479	628,078
Change in Employer's Proportion	1,903,697	211,251
Pension Contributions Made Subsequent to Measurement Date	1,901,935	-
<b>Total</b>	<b>\$ 6,707,631</b>	<b>\$ 1,495,249</b>

The District reported \$1,901,935 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the year ended June 30, 2022.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<b>Fiscal Year</b>	<b>Deferred Outflows/ (Inflows) of Resources</b>
<b>Ending June 30:</b>	<b>CalSTRS</b>
2022	\$ 359,654
2023	929,654
2024	1,259,932
2025	506,104
2026	66,378
Thereafter	188,725
<b>Total</b>	<b>\$ 3,310,447</b>

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**Actuarial Assumptions** - The total pension liabilities in the June 30, 2019 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Actuarial Cost Method	Entry-Age Normal Cost Method
<b>Actuarial Assumptions:</b>	
Discount Rate	7.10%
Inflation	2.75%
Wage Growth	3.50%
Postretirement Benefit Increases	(1)
Investment Rate of Return	7.10% (2)
Mortality	(3)

- (1) 2% simple for DB (annually), maintain 85% purchasing power level for DB. Not applicable for DBS/CBB  
(2) Net of investment expense but gross of administrative expenses.  
(3) Based on 110% of the MP-2016 Ultimate Projection

**Discount Rate** - The discount rate used to measure the total pension liability was 7.10 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at statutory contribution rates in accordance with the rate increases per AB 1469. Projected inflows from investment earnings were calculated using the long-term assumed investment rate of return (7.10 percent) and assuming that contributions, benefit payments, and administrative expense occur midyear. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	Assumed Asset Allocation	Long-Term Expected Real Rate of Return (a) (b)
Global Equity	42.00%	4.75%
Private Equity	13.00%	6.25%
Real Estate	15.00%	3.55%
Inflation Sensitive	6.00%	3.25%
Fixed Income	12.00%	1.25%
Risk Mitigation Strategies	10.00%	1.75%
Liquidity	2.00%	-0.35%
Total	100.00%	

- (a) Real return is net of assumed 2.75% inflation.  
(b) 20-year geometric average.

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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**Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

- The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

		<b>CalSTRS</b>
1% Decrease		6.10%
Net Pension Liability	\$	35,139,840
Current		7.10%
Net Pension Liability	\$	23,258,160
1% Increase		8.10%
Net Pension Liability	\$	13,448,160

**Pension Plan Fiduciary Net Position** - Detailed information about each pension plan's fiduciary net position is available in the separately issued STRS financial reports.

**C. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS**

*Plan Description*

The District's Postemployment Healthcare Plan (PHP) is a single employer defined benefit healthcare plan including medical, dental, and vision benefits for the following groups of employees.

*Benefits*

The following summarizes the benefits in the plan:

	Certificated	Classified
<b>Benefits Provided:</b>	Medical, dental and vision	Medical, dental and vision
<b>Duration of Benefits:</b>	Option 1: 5 years at current cap Option 2: 10 years at statutory minimum monthly benefit of \$133	Option 1: 5 years at current cap Option 2: 10 years at statutory minimum monthly benefit of \$133
<b>Required Services:</b>	10 years	10 years
<b>Minimum Age:</b>	55	50
<b>Dependent Coverage:</b>	Yes	Yes
<b>Contribution Percentage:</b>	100%* to cap	100%* to cap
<b>Cap:</b>	\$347 per month**	\$347 per month**

\*Prorated for part-time

\*\*In addition to the statutory minimum

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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*Employees Covered by Benefit Terms*

At June 30, 2021, the benefit terms covered the following employees:

Active employees	197
Inactive employees	107
<b>Total employees</b>	<b>304</b>

*Contributions*

The District makes contributions on a pay-as-you-go basis. Total benefits paid considered contributions the OPEB plan during the year were \$348,677. The actuarially determined contribution for the measurement period was \$400,748. The District's contributions were 2.45% of covered employee payroll during the measurement period June 30, 2021. Employees are not required to contribute to the plan.

*Actuarial Assumptions*

The following summarized the actuarial assumptions for the OPEB plan included in this fiscal year:

Valuation Date:	June 30, 2020
Measurement Date:	June 30, 2021
Actuarial Cost Method:	Entry-Age Normal
Amortization Period:	30 years
Actuarial Assumptions:	
Discount Rate	2.16%
Inflation	2.75%
Salary Increases	2.75%
Healthcare Trend Rate	4.00%
Mortality	2020 CalSTRS Mortality 2017 CalPERS Active Mortality for Miscellaneous employees
Retirement	<b>Certificated Management:</b> Hired 2012 and earlier: 2020 CalSTRS 2.0%@60 Hired 2013 and later: 2020 CalSTRS 2.0%@62 Rates <b>Certificated:</b> Hired 2012 and earlier: 2020 CalSTRS 2.0%@60 Hired 2013 and later: 2020 CalSTRS 2.0%@62 Rates <b>Classified:</b> Hired 2012 and earlier: 2017 CalPERS 2.0%@55 Hired 2013 and later: 2017 CalPERS 2.0%@62 Rates <b>Classified Management:</b> Hired 2012 and earlier: 2017 CalPERS 2.0%@55 Hired 2013 and later: 2017 CalPERS 2.0%@62 Rates

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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*Discount Rate*

The discount rate was based on the Bond Buyer 20-bond General Obligation Index.

*Total OPEB Liability*

The District's total OPEB liability was measured as of June 30, 2021 (measurement date) and was determined by an actuarial valuation as of June 30, 2020 (valuation date) for the fiscal year ended June 30, 2021 (reporting date).

*Changes in the Total OPEB Liability*

The following summarizes the changes in the total OPEB liability during the year ended June 30, 2021:

<b>Fiscal Year Ended June 30, 2021 (Measurement Date June 30, 2021)</b>	<b>Total OPEB Liability</b>	<b>Plan Fiduciary Net Position</b>	<b>Net OPEB Liability (Asset)</b>
<b>Balance at June 30, 2020</b>	\$ 8,819,000	\$ -	\$ 8,819,000
Service cost	463,665	-	463,665
Interest in Total OPEB Liability	194,710	-	194,710
Balance of changes in assumptions	(40,722)	-	(40,722)
Benefit payments	(400,748)	-	(400,748)
<b>Net changes</b>	<b>216,905</b>	<b>-</b>	<b>216,905</b>
<b>Balance at June 30, 2021</b>	<b>\$ 9,035,905</b>	<b>\$ -</b>	<b>\$ 9,035,905</b>
Covered Employee Payroll	\$ 14,624,715		
Total OPEB Liability as a % of Covered Employee Payroll	61.79%		
Service Cost as a % of Covered Employee Payroll	3.17%		
Net OPEB Liability as a % of Covered Employee Payroll	61.79%		

The District's plan is nonfunded, meaning there have not been assets placed into an irrevocable trust, therefore the plan fiduciary net position is zero.

*Deferred Inflows and Outflows of Resources*

At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Difference between actual and expected experience	\$ 186,139	\$ -
Change in assumptions	1,406,581	-
<b>Totals</b>	<b>\$ 1,592,720</b>	<b>\$ -</b>

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended June 30,		
2022	\$	240,095
2023		240,095
2024		240,095
2025		240,095
2026		240,095
Thereafter		392,245
<b>Total</b>	<b>\$</b>	<b><u>1,592,720</u></b>

*OPEB Expense*

The following summarizes the OPEB expense by source during the year ended June 30, 2021:

Service cost	\$	463,665
Interest in TOL		194,710
Difference between actual and expected experience		27,373
Change in assumptions		212,722
<b>OPEB Expense</b>	<b>\$</b>	<b><u>898,470</u></b>

The following summarizes changes in the total OPEB liability as reconciled to OPEB expense during the year ended June 30, 2021:

Total OPEB liability ending	\$	9,035,905
Total OPEB liability beginning		<u>(8,819,000)</u>
Change in total OPEB liability		216,905
Changes in deferred outflows		280,817
Employer contributions and implicit subsidy		400,748
<b>OPEB Expense</b>	<b>\$</b>	<b><u>898,470</u></b>

*Sensitivity to Changes in the Discount Rate (Municipal Bond Rate)*

The total OPEB liability of the District, as well as what the District's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher, is as follows:

	<b>Municipal Bond Rate</b>		
	<b>(1% Decrease )</b>	<b>2.16%</b>	<b>(1% Increase )</b>
Total OPEB Liability	\$ 10,399,080	\$ 9,035,905	\$ 7,923,031

**Millbrae School District**  
Notes to Basic Financial Statements  
For the Fiscal Year Ended June 30, 2021

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*Sensitivity to Changes in the Healthcare Cost Trend Rates*

The total OPEB liability of the District, as well as what the District's total 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 current healthcare cost trend rates, is as follows:

	<b>Trend Rate</b>		
	<b>(1% Decrease )</b>	<b>4.00%</b>	<b>(1% Increase )</b>
Total OPEB Liability	\$ 7,875,090	\$ 9,035,905	\$ 10,555,321

**11. COVID-19 PANDEMIC IMPACT**

Beginning in March 2020, the United States economy began suffering adverse effects from the COVID 19 Virus Crisis ("CV19 Crisis"). As of the date of issuance of the financial statements, the District had not suffered a material adverse impact from the CV19 Crisis. At the date of the issuance of these financial statements, the future impact of the CV19 Crisis cannot be reasonably estimated.

**REQUIRED  
SUPPLEMENTARY  
INFORMATION**

**Millbrae School District**  
Schedule of Revenues, Expenditures and Changes  
in Fund Balance - Budget and Actual (GAAP)  
General Fund  
For the Fiscal Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		Actual (GAAP Basis)	Variance with Final Budget Positive - (Negative)
	<u>Original</u>	<u>Final</u>		
Revenues:				
LCFF sources	20,654,054	20,786,039	\$ 20,786,039	\$ -
Federal	701,614	1,929,547	1,534,372	(395,175)
Other state	1,850,393	3,849,028	3,842,224	(6,804)
Other local	1,619,108	2,228,168	1,995,750	(232,418)
Total revenues	<u>24,825,169</u>	<u>28,792,782</u>	<u>28,158,385</u>	<u>(634,397)</u>
Expenditures:				
Certificated salaries	12,174,509	11,961,486	11,941,741	19,745
Classified salaries	3,639,369	3,313,476	3,277,624	35,852
Employee benefits	6,736,089	6,404,949	6,380,492	24,457
Books and supplies	1,142,650	2,197,216	1,825,478	371,738
Services and other operating expenditures	2,511,248	3,831,698	3,532,362	299,336
Other outgo	432,022	221,808	220,638	1,170
Total expenditures	<u>26,635,887</u>	<u>27,930,633</u>	<u>27,178,335</u>	<u>752,298</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,810,718)</u>	<u>862,149</u>	<u>980,050</u>	<u>117,901</u>
Other financing sources (uses):				
Transfers in	-	127,820	127,820	-
Transfers out	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>127,820</u>	<u>127,820</u>	
Changes in fund balance	<u>(1,810,718)</u>	<u>989,969</u>	1,107,870	<u>\$ 117,901</u>
Fund balance beginning			<u>8,478,356</u>	
Prior period adjustments - GASB 84			<u>100,334</u>	
Fund balance ending			<u>\$ 9,686,560</u>	

The budgetary control level is by object on the modified accrual basis per U.S. GAAP. Expenditures can not legally exceed appropriations by major object.

**Millbrae School District**  
**Schedule of CalPERS Pension Plan Contributions**  
**For the Fiscal Year Ended June 30, 2021**

<b>CalPERS</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Contractually Required Contributions	\$ 317,419	\$ 383,975	\$ 460,239	\$ 502,992	\$ 653,015	\$ 736,756	\$ 701,404
Contributions in Relation to Contractually Required Contributions	317,419	383,975	460,239	502,992	653,015	736,756	701,404
<b>Contribution Deficiency (Excess)</b>	<b>\$ -</b>						
<b>Covered Payroll</b>	<b>\$ 2,696,619</b>	<b>\$ 3,241,116</b>	<b>\$ 3,313,933</b>	<b>\$ 3,238,632</b>	<b>\$ 3,615,408</b>	<b>\$ 3,735,896</b>	<b>\$ 3,307,726</b>
<b>Contributions as a % of Covered Payroll</b>	<b>11.77%</b>	<b>11.85%</b>	<b>13.89%</b>	<b>15.53%</b>	<b>18.06%</b>	<b>19.72%</b>	<b>21.21%</b>

**Notes to Schedule:**

Valuation Date: June 30, 2019  
Assumptions Used: Entry Age Method used for Actuarial Cost Method  
Level Percentage of Payroll and Direct Rate Smoothing  
4.1 Years Remaining Amortization Period  
Inflation Assumed at 2.5%  
Investment Rate of Returns set at 7.15%  
CalPERS mortality table based on CalPERS' experience and include 15 years of projected ongoing mortality improvement using 90 percent of Scale MP 2016 published by the Society of Actuaries.

Fiscal year 2015 was the first year of implementation, therefore only seven years are shown.  
The CalPERS discount rate was increased from 7.5% to 7.65% in fiscal year 2016 and then decreased from 7.65% to 7.15% in fiscal year 2018.  
The CalPERS inflation assumption was decreased from 2.75% to 2.50% during the District's fiscal year 2019.  
In 2019, the amortization period for actuarial gains and losses was shortened from 30 years to 20 years.  
The CalPERS mortality assumptions was adjusted in fiscal year 2019.

**Millbrae School District**  
**Schedule of CalPERS Proportionate Share**  
**of Net Pension Liability**  
**For the Fiscal Year Ended June 30, 2021**

<b>CalPERS</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
District's Proportion of Net Pension Liability	0.02230%	0.02169%	0.02314%	0.02567%	0.02455%	0.02550%	0.02557%
District's Proportionate Share of Net Pension Liability	\$ 2,531,593	\$ 3,197,286	\$ 4,570,015	\$ 6,128,107	\$ 6,545,803	\$ 7,431,784	\$ 7,845,663
Covered Payroll	\$ 2,339,809	\$ 2,696,619	\$ 3,241,116	\$ 3,313,933	\$ 3,238,632	\$ 3,615,408	\$ 3,735,896
<b>Proportionate Share of NPL as a % of Covered Payroll</b>	<b>108.20%</b>	<b>118.57%</b>	<b>141.00%</b>	<b>184.92%</b>	<b>202.12%</b>	<b>205.56%</b>	<b>210.01%</b>
<b>Plan's Fiduciary Net Position as a % of the TPL</b>	<b>83.38%</b>	<b>79.43%</b>	<b>73.90%</b>	<b>71.87%</b>	<b>70.85%</b>	<b>70.05%</b>	<b>70.00%</b>

Fiscal year 2015 was the first year of implementation, therefore only seven years are shown.

The CalPERS discount rate was increased from 7.5% to 7.65% in the District's fiscal year 2016 and then decreased from 7.65% to 7.15% in the District's fiscal year 2018.

The CalPERS inflation assumption was decreased from 2.75% to 2.50% during the District's fiscal year 2019.

The CalPERS mortality assumptions was adjusted in the District's fiscal year 2019.

In 2019, the amortization period for actuarial gains and losses was shortened from 30 years to 20 years.

This schedule presents information on the District's portion of the net pension liability of CalPERS in compliance with GASB 68.

**Millbrae School District**  
**Schedule of CalSTRS Pension Plan Contributions**  
**For the Fiscal Year Ended June 30, 2021**

<b>CalSTRS</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Contractually Required Contributions	\$ 892,206	\$ 1,154,704	\$ 1,428,547	\$ 1,715,443	\$ 2,007,505	\$ 2,133,618	\$ 1,901,935
Contributions in Relation to Contractually Required Contributions	892,206	1,154,704	1,428,547	1,715,443	2,007,505	2,133,618	1,901,935
<b>Contribution Deficiency (Excess)</b>	<b>\$ -</b>						
<b>Covered Payroll</b>	<b>\$ 10,047,365</b>	<b>\$ 10,761,454</b>	<b>\$ 11,355,700</b>	<b>\$ 11,888,032</b>	<b>\$ 12,331,112</b>	<b>\$ 12,477,298</b>	<b>\$ 11,817,000</b>
<b>Contributions as a % of Covered Payroll</b>	<b>8.88%</b>	<b>10.73%</b>	<b>12.58%</b>	<b>14.43%</b>	<b>16.28%</b>	<b>17.10%</b>	<b>16.09%</b>

**Notes to Schedule:**

Valuation Date: June 30, 2019  
Assumptions Used: Entry Age Method used for Actuarial Cost Method  
Level Percentage of Payroll Basis  
7 Years Remaining Amortization Period  
Inflation Assumed at 2.75%  
Investment Rate of Returns set at 7.10%  
Mortality tables are based on 110% of the MP-2019 Ultimate Projection Scale table issued by the Society of Actuaries.

Fiscal year 2015 was the first year of implementation, therefore only seven years are shown.  
The CalSTRS discount rate was decreased from 7.6% to 7.1% in the District's fiscal year 2017.  
The CalSTRS investment rate of return was decreased from 7.6% to 7.1% during the District's fiscal year 2017.  
The CalSTRS inflation rate was decreased from 3% to 2.75% during the District's fiscal year 2017.  
The CalSTRS wage growth was decreased from 3.75% to 3.5% during the District's fiscal year 2017.  
This schedule provides information about the District's required and actual contributions to CalSTRS during the year.

**Millbrae School District**  
**Schedule of CalSTRS Proportionate Share**  
**of Net Pension Liability**  
**For the Fiscal Year Ended June 30, 2021**

<b>CalSTRS</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
District's Proportion of Net Pension Liability	0.02100%	0.01956%	0.01980%	0.02100%	0.02200%	0.02200%	0.02400%
District's Proportionate Share of Net Pension Liability	\$ 12,271,770	\$ 13,165,268	\$ 16,012,238	\$ 19,420,590	\$ 20,219,540	\$ 19,869,520	\$ 23,258,160
State's Proportionate Share of Net Pension Liability Associated with the District	7,410,186	6,962,979	9,115,447	11,489,027	11,576,698	10,840,214	11,989,581
Total	<u>\$ 19,681,956</u>	<u>\$ 20,128,247</u>	<u>\$ 25,127,685</u>	<u>\$ 30,909,617</u>	<u>\$ 31,796,238</u>	<u>\$ 30,709,734</u>	<u>\$ 35,247,741</u>
Covered Payroll	\$ 9,195,103	\$ 10,047,365	\$ 10,761,454	\$ 11,355,700	\$ 11,888,032	\$ 12,331,112	\$ 12,477,298
<b>District's Proportionate Share of NPL as a % of Covered Payroll</b>	<b>133.46%</b>	<b>131.03%</b>	<b>148.79%</b>	<b>171.02%</b>	<b>170.08%</b>	<b>161.13%</b>	<b>186.40%</b>
<b>Plan's Fiduciary Net Position as a % of the TPL</b>	<b>76.52%</b>	<b>74.02%</b>	<b>70.04%</b>	<b>69.46%</b>	<b>70.99%</b>	<b>72.56%</b>	<b>71.82%</b>

Fiscal year 2015 was the first year of implementation, therefore only seven years are shown.  
The CalSTRS discount rate was decreased from 7.6% to 7.1% in the District's fiscal year 2017.  
The CalSTRS investment rate of return was decreased from 7.6% to 7.1% during the District's fiscal year 2017.  
The CalSTRS inflation rate was decreased from 3% to 2.75% during the District's fiscal year 2017.  
The CalSTRS wage growth was decreased from 3.75% to 3.5% during the District's fiscal year 2017.

This schedule presents information on the District's portion of the net pension liability of CalSTRS in compliance with GASB 68.

**Millbrae School District**  
**Schedule of Changes in Total OPEB Liability**  
**For the Fiscal Year Ended June 30,2021**

Fiscal Year Ended	2018	2019	2020	2021
<b>Total OPEB liability</b>				
Service cost	\$ 303,271	\$ 311,611	\$ 344,961	\$ 463,665
Interest	223,436	214,823	232,950	194,710
Differences between expected and actual experience	-	-	240,886	-
Changes of assumptions	-	252,953	1,653,833	(40,722)
Benefit payments	(271,709)	(282,577)	(273,723)	(400,748)
Net change in Total OPEB Liability	254,998	496,810	2,198,907	216,905
Total OPEB Liability - beginning	5,868,285	6,123,283	6,620,093	8,819,000
Total OPEB Liability - ending	<u>\$ 6,123,283</u>	<u>\$ 6,620,093</u>	<u>\$ 8,819,000</u>	<u>\$ 9,035,905</u>
<b>Plan fiduciary net position</b>				
Net change in plan fiduciary net position	-	-	-	-
Plan fiduciary net position - beginning	-	-	-	-
Plan fiduciary net position - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net OPEB liability (asset)	\$ 6,123,283	6,620,093	8,819,000	9,035,905
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%	0.00%
Covered Employee Payroll	\$ 13,120,793	\$ 13,481,615	\$ 13,852,359	\$ 14,233,299
Net OPEB liability as a percentage of covered employee payroll	46.67%	49.10%	63.66%	63.48%
Total OPEB liability as a percentage of covered employee payroll	46.67%	49.10%	63.66%	63.48%

*Other Notes*

GASB 75 requires a schedule of contributions for the last ten fiscal years, or for as many years as are available if less than ten years are available. GASB 75 was adopted as of June 30, 2018.

There were no changes in benefit terms.

There were no changes trend rates.

Discount rates decreased from 3.5% to 2.2% in 2020 and from 2.2% to 2.16% in 2021

**SUPPLEMENTARY  
INFORMATION**

*Nonmajor Governmental Funds  
Combining Schedules*

**Millbrae School District**  
Combining Balance Sheet  
Nonmajor Governmental Funds  
June 30, 2021

	Special Revenue Funds		Capital Projects Funds	Totals
	Cafeteria Fund	Foundation Fund	Capital Facilities Fund	
<b>Assets</b>				
Cash and investments	\$ 309,712	\$ 51,764	\$ 865,490	\$ 1,226,966
Accounts receivable	165,658	129	2,921	168,708
Prepaid and other current assets	16,446	-	-	16,446
<b>Total Assets</b>	<b>\$ 491,816</b>	<b>\$ 51,893</b>	<b>\$ 868,411</b>	<b>\$ 1,412,120</b>
<b>Liabilities and Fund Balances</b>				
Liabilities:				
Accounts payable	\$ 81,702	\$ -	\$ -	\$ 81,702
Due to other funds	34,007	-	25,577	59,584
Unearned Revenue	53,587	-	-	53,587
<b>Total Liabilities</b>	<b>169,296</b>	<b>-</b>	<b>25,577</b>	<b>194,873</b>
Fund balances:				
Nonspendable:				
Inventories	16,446	-	-	16,446
Restricted for:				
Educational programs	-	51,893	-	51,893
Cafeteria programs	306,074	-	-	306,074
Assigned for:				
Capital projects	-	-	842,834	842,834
<b>Total Fund Balances</b>	<b>322,520</b>	<b>51,893</b>	<b>842,834</b>	<b>1,217,247</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 491,816</b>	<b>\$ 51,893</b>	<b>\$ 868,411</b>	<b>\$ 1,412,120</b>

**Millbrae School District**  
Combining Schedule of Revenues, Expenditures and  
Changes in Fund Balances  
Nonmajor Governmental Funds  
For the Fiscal Year Ended June 30, 2021

	Special Revenue Funds		Capital Projects Funds	Totals
	Cafeteria Fund	Foundation Fund	Capital Facilities Fund	
Revenues:				
Federal	\$ 783,848	\$ -	\$ -	\$ 783,848
Other state	145,139	-	-	145,139
Other local	9,265	620	859,574	869,459
Total revenues	938,252	620	859,574	1,798,446
Expenditures:				
Pupil services:				
Food services	814,481	-	-	814,481
General administration:				
All other general administration	34,007	-	-	34,007
Facilities acquisition and construction	-	-	355,459	355,459
Total expenditures	848,488	-	355,459	1,203,947
Excess (deficiency) of revenues over (under) expenditures	89,764	620	504,115	594,499
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers out	-	-	(25,577)	(25,577)
Total other financing sources (uses)	-	-	(25,577)	(25,577)
Changes in fund balances	89,764	620	478,538	568,922
Fund balances beginning	232,756	51,273	364,296	648,325
Fund balances ending	\$ 322,520	\$ 51,893	\$ 842,834	\$ 1,217,247

**STATE AND FEDERAL  
AWARD COMPLIANCE  
SECTION**

**Millbrae School District**  
**Organization (Unaudited)**  
 June 30, 2021

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The Millbrae School District was established in 1870 in San Mateo County. There were no changes in boundaries during the current year. The District is comprised of four elementary and one middle school.

The Board of Education and District Administrators for the fiscal year ended June 30, 2021, included the following members:

**Governing Board**

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Member	Office	Term Expires
Don D. Revelo	President	2022
Frank Barbaro	Vice-President	2024
Denis Fama	Clerk	2022
Lynne Ferrario	Trustee	2022
Maggie Musa	Trustee	2024

**District Administration**

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Name	Position
Debra French	Superintendent
Dr. Conny Santa Cruz	Chief Business Official
Vacant	Assistant Superintendent, Educational Services

**Millbrae School District**  
 Schedule of Instructional Time  
 For the Fiscal Year Ended June 30, 2021

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Grade Level	Minutes Requirements	2021 Actual Minutes	Actual Number of Days Traditional Calendar	Number of Days Multitrack Calendar	Status
Kindergarten	n/a	n/a	180	0	In compliance
Grade 1	n/a	n/a	180	0	In compliance
Grade 2	n/a	n/a	180	0	In compliance
Grade 3	n/a	n/a	180	0	In compliance
Grade 4	n/a	n/a	180	0	In compliance
Grade 5	n/a	n/a	180	0	In compliance
Grade 6	n/a	n/a	180	0	In compliance
Grade 7	n/a	n/a	180	0	In compliance
Grade 8	n/a	n/a	180	0	In compliance

School districts and charter schools must maintain their instructional minutes as defined in Education Code Section 46207. This schedule is required of all districts and charter schools, including basic aid districts. However, for fiscal year 2021, districts are only required to offer a minimum number of days based on Education Code Section 46200, chapter 2, part 26. This schedule reports the District's compliance with this Ed. Code Section.

**Millbrae School District**  
Schedule of Charter Schools (Unaudited)  
June 30, 2021

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This schedule is provided to list all charter schools chartered by the District and displays information for each charter school on whether or not the charter school is included in the District audit. There were no charter schools in the Millbrae School District.

**Millbrae School District**  
Schedule of Financial Trends and Analysis (Unaudited)  
For the Fiscal Year Ended June 30, 2021

	(Budget) <sup>(1)</sup>			
	2022	2021	2020	2019
<b>General Fund</b>				
Revenues and other financial sources	\$ 27,406,833	\$ 28,286,205	\$ 27,738,834	\$ 27,942,435
Expenditures	28,730,907	27,178,335	26,908,192	26,883,897
Other uses and transfers (out)	20,000	-	20,000	20,000
Total outgo	28,750,907	27,178,335	26,928,192	26,903,897
Change in fund balance	\$ (1,344,074)	\$ 1,107,870	\$ 810,642	\$ 1,038,538
Prior period adjustments - GASB 84	\$ -	\$ 100,334	\$ -	\$ -
Ending fund balance	\$ 8,342,486	\$ 9,686,560	\$ 8,478,356	\$ 7,667,714
Available reserves <sup>(2)</sup>	\$ 1,961,827	\$ 1,969,224	\$ 880,782	\$ 2,256,993
Designated for economic uncertainty	\$ 862,528	\$ 814,962	\$ 816,846	\$ 837,226
Unassigned fund balance	\$ 1,099,299	\$ 1,154,262	\$ 63,936	\$ 1,419,767
Available reserves as a percentage of total outgo	6.82%	7.25%	3.27%	8.39%
Total long-term debt	\$ 93,929,814	\$ 95,740,448	\$ 95,766,951	\$ 92,725,849
Average daily attendance at P-2	2,089	2,264	2,264	2,301

Average daily attendance has decreased by 37 over the past three years. The district anticipates a decrease of 175 ADA for 2022.

The general fund balance has increased by \$2,018,846 over the past three years, and had no operating deficit in the last three years. For a district this size, the state recommends available reserves of at least 3% of total general fund expenditures, transfers out and other uses (total outgo).

Total long-term debt has increased by \$3,014,599 over the past three years.

<sup>(1)</sup> Budget numbers are based on the first adopted budget of the fiscal year 2021/22

<sup>(2)</sup> Available reserves consist of all unassigned fund balances in the general fund, which includes the reserve for economic uncertainties.

**Millbrae School District**  
Schedule of Expenditures of Federal Awards  
For the Fiscal Year Ended June 30, 2021

Program Name	Federal Catalog Number	Pass-Through Entity Identifying Number	Non-cash Expenditures	Program Expenditures
U.S. DEPARTMENT OF EDUCATION				
Passed Through California Department of Education				
<b>Special Education Cluster</b>				
Special Education: IDEA Basic Local Assistance Entitlement, Part B, Section 611	84.027 <sup>(1)</sup>	13379	\$ -	\$ 380,026
Special Education: IDEA Local Assistance, Part B, Sec 611, Private School ISPs	84.027 <sup>(1)</sup>	10115	-	3,868
Special Education: IDEA Early Intervening Services	84.027 <sup>(1)</sup>	10119	-	2,050
Special Ed: IDEA Preschool Grants, Part B, Section 619 (Age 3-4-5)	84.173 <sup>(1)</sup>	13430	-	9,632
Special Ed: IDEA Preschool Staff Development, Part B, Sec 619	84.173 <sup>(1)</sup>	13431	-	107
<b>Total Special Education Cluster</b>			-	395,683
ESEA (ESSA): Title I, Part A, Basic Grants Low-Income and Neglected	84.010	14329	-	147,647
ESEA (ESSA): Title II, Part A, Supporting Effective Instruction Local Grants	84.367	14341	-	27,192
ESEA (ESSA) : Title III, English Learner Student Program	84.365	14346	-	75,835
ESEA (ESSA) Title IV, Part A, Student Support and Academic Enrichment Grants	84.424	15396	-	392
<b>TOTAL U.S. DEPARTMENT OF EDUCATION</b>			-	646,749
U.S. DEPARTMENT OF TREASURY				
Passed Through California Department of Education				
Coronavirus Relief Fund (CRF): Learning Loss Mitigation	21.019 <sup>(1)</sup>	25516	-	889,674
<b>TOTAL U.S. DEPARTMENT OF TRESURY</b>			-	889,674
U.S. DEPARTMENT OF AGRICULTURE				
Passed Through California Department of Education				
<b>Nutrition Program Cluster</b>				
Child Nutrition: School Programs (NSL Sec 11) - Noncash Commodities	10.555	N/A	46,223	46,223
Child Nutrition: School Programs (NSL Sec 11)	10.555	13524	-	718,235
<b>Total Nutrition Program Cluster</b>			46,223	764,458
Child Nutrition: CACFP Claims - Centers and Family Day Care Homes	10.558	13529	-	11,015
<b>TOTAL U.S. DEPARTMENT OF AGRICULTURE</b>			46,223	775,473
<b>TOTAL FEDERAL PROGRAMS</b>			\$ 46,223	\$ 2,311,896

<sup>(1)</sup> Audited as major program

*There were no grants passed through to subrecipients*

**Millbrae School District**  
 Reconciliation of Annual Financial and Budget Report (SACS)  
 to the Audited Financial Statements  
 For the Fiscal Year Ended June 30, 2021

	General Fund	Special Reserve for Capital Projects Fund	Bond Interest and Redemption Fund	Other Nonmajor Governmental Funds
June 30, 2021 Annual Financial and Budget Report Fund Balances	\$ 6,850,598	\$ 13,338,281	\$ 4,120,497	\$ 4,053,209
Adjustments and Reclassifications:				
Special Reserve Fund for Other Than Capital Outlay:				
Cash with County Treasury	639,233	-	-	(639,233)
Accounts Receivable	1,593	-	-	(1,593)
Special Reserve Fund for Postemployment Benefits:				
Cash with County Treasury	2,092,709	-	-	(2,092,709)
Accounts Receivable	5,214	-	-	(5,214.00)
Student Activity Special Revenue:				
Cash in Bank	97,213			(97,213)
June 30, 2021 Audited Financial Statements Fund Balances	<u>\$ 9,686,560</u>	<u>\$ 13,338,281</u>	<u>\$ 4,120,497</u>	<u>\$ 1,217,247</u>

**Millbrae School District**  
Notes to State and Federal Award Compliance Sections  
For the Fiscal Year Ended June 30, 2021

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**1. PURPOSE OF SCHEDULES**

A. Schedule of Instructional Time

This schedule presents information on the amount of instructional time/days offered by the District and whether the District complied with the provisions of Education Code Sections 46200 through 46206.

B. Schedule of Charter Schools

This schedule is provided to list all charter schools chartered by the District and displays information for each charter school on whether or not the charter school is included in the District audit.

C. Schedule of Financial Trends and Analysis

This schedule discloses the District's financial trends by displaying past years' data along with current year budget information. These financial trend disclosures are used to evaluate the District's ability to continue as a going concern for a reasonable period of time.

D. Schedule of Expenditures of Federal Awards

*Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Regulations, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) requires a disclosure of the financial activities of all federally funded programs. This schedule was prepared to comply with Uniform Guidance requirements.

E. Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balances of all funds reported on the SACS report to the audited financial statements.

**2. RESULTS OF RECONCILIATIONS OF EXPENDITURES PER SCHEDULE OF GRANT ACTIVITY WITH THE DISTRICT'S ACCOUNTING SYSTEM**

There were no material unreconciled differences between the District's records and the Schedule of Federal Grant Activity as shown on the Schedule of Expenditures of Federal Awards.

**Millbrae School District**  
Notes to State and Federal Award Compliance Sections  
For the Fiscal Year Ended June 30, 2021

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**3. BASIS OF PRESENTATION – SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the District and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Regulations, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

**4. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowed or are limited as to reimbursement. Negative amounts shown on the schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. The District has elected not to use the 10 percent de-minimis indirect cost rate as allowed under Uniform Guidance.

**OTHER INDEPENDENT  
AUDITOR'S REPORTS**



**INDEPENDENT AUDITOR'S 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***

Board of Trustees  
Millbrae School District  
Millbrae, California

We have audited, 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, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Millbrae School District as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise Millbrae School District's basic financial statements, and have issued our report thereon dated January 21, 2022.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Millbrae School District'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 Millbrae School District's internal control. Accordingly, we do not express an opinion on the effectiveness of Millbrae School District'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 District'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 over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting 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 Millbrae School District'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*.

**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 District'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 District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

C & A LLP

January 21, 2022  
Morgan Hill, California



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH  
MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER  
COMPLIANCE IN ACCORDANCE WITH UNIFORM GUIDANCE**

Board of Trustees  
Millbrae School District  
Millbrae, California

**Report on Compliance for Each Major Federal Program**

We have audited Millbrae School District's (the District) compliance with the types of compliance requirements described in *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2021. The District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. 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 the audit requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Regulations, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and Uniform Guidance 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 District'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 on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

**Opinion on Each Major Federal Program**

In our opinion, Millbrae School District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

**Report on Internal Control over Compliance**

Management of Millbrae School District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Millbrae School District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of



expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, 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 Millbrae School District's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

C & A LLP

January 21, 2022  
Morgan Hill, California



**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON STATE PROGRAMS**

The Honorable Board of Trustees  
 Millbrae School District  
 Millbrae, California

**Compliance**

We have audited the Millbrae School District (the District)’s compliance with the types of compliance requirements described in the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel, that could have a direct and material effect on each of the District’s state programs identified below for the year ended June 30, 2021.

**Management’s Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its state programs.

**Auditor’s Responsibility**

Our responsibility is to express an opinion on compliance for each applicable program as identified in the State’s audit guide, *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. 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 the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Those standards, and state audit, guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above, that could have a material effect on compliance with the state laws and regulations described in the schedule below, occurred. An audit includes examining, on a test basis, evidence supporting the District’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the District’s compliance with those requirements.

In connection with the compliance audit referred to above, we selected and tested transactions and records to determine the District's compliance with the state laws and regulations applicable to the following items:

Description	Procedures Performed
Local Education Agencies Other than Charter Schools:	
Attendance	Yes
Teacher Certification and Misassignments	Yes
Kindergarten Continuance	Yes
Independent Study	N/A
Continuation Education	N/A
Instructional Time	Yes
Instructional Materials	Yes
Ratios of Administrative Employees to Teachers	Yes
Classroom Teacher Salaries	Yes



Description	Procedures Performed
Early Retirement Incentive	N/A
Gann Limit Calculation	Yes
School Accountability Report Card	Yes
Juvenile Court Schools	N/A
Middle or Early College High Schools	N/A
K-3 Grade Span Adjustment	Yes
Transportation Maintenance of Effort	Yes
Apprenticeship, Related and Supplemental Instructions	N/A
Comprehensive School Safety Plan	Yes
District of Choice	N/A
School Districts, County Offices of Education, and Charter Schools:	
California Clean Energy Jobs Act	Yes
After/Before School Education and Safety Program:	
General Requirements	N/A
After School	N/A
Before School	N/A
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	N/A
Independent Study-Course Based	N/A
Charter Schools:	
Attendance	N/A
Mode of Instruction	N/A
Nonclassroom-Based Instruction/Independent Study for Charter Schools	N/A
Determination of Funding for Nonclassroom - Based Instruction	N/A
Annual Instructional Minutes - Classroom Based	N/A
Charter School Facility Grant Program	N/A

**Opinion**

In our opinion, Millbrae School District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on State Programs for the fiscal year ended June 30, 2021.

*C & A LLP*

January 21, 2022  
 Morgan Hill, California

**FINDINGS AND  
RECOMMENDATIONS**

**Millbrae School District**  
**Schedule of Findings and Questioned Costs**  
**For the Fiscal Year Ended June 30, 2021**

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

**Financial Statements**

Type of auditor's report issued Unmodified

Internal control over financial reporting:

Material weaknesses? \_\_\_ Yes   x   No

Significant deficiencies identified not  
considered to be material weaknesses? \_\_\_ Yes   x   None Reported

Non-compliance material to financial statements noted? \_\_\_ Yes   x   No

**Federal Awards**

Internal control over major programs:

Material weaknesses? \_\_\_ Yes   x   No

Significant deficiencies identified not  
considered to be material weaknesses? \_\_\_ Yes   x   None Reported

Type of auditor's report issued on compliance over major programs Unmodified

Any audit findings disclosed that are required to be reported in  
accordance with 2 CFR 200.516(a) \_\_\_ Yes   x   No

Identification of Major Programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program</u>
84.027, 84.173	Special Education Cluster
21.019	Coronavirus Relief Fund (CRF): Learning Loss Mitigation

Dollar threshold used to distinguish between  
type A and type B programs: \$ 750,000

Auditee qualified as low risk auditee? \_\_\_ Yes   x   No

**State Awards**

Internal control over state programs:

Material weaknesses? \_\_\_ Yes   x   No

Significant deficiencies identified not  
considered to be material weaknesses? \_\_\_ Yes   x   None Reported

Type of auditor's report issued on compliance over state programs: Unmodified

**Millbrae School District**  
Schedule of Findings and Questioned Costs  
For the Fiscal Year Ended June 30, 2021

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**Section II - Financial Statement Findings**

None

**Section III - Federal Award Findings and Questioned Costs**

None

**Section IV - State Award Findings and Questioned Costs**

None

**Millbrae School District**  
Status of Prior Year Findings and Recommendations  
For the Fiscal Year Ended June 30, 2021

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**Section II - Financial Statement Findings**

None

**Section III - Federal Award Findings and Questioned Costs**

None

**Section IV - State Award Findings and Questioned Costs**

None

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The audit staff wishes to express their thanks and appreciation for the help and cooperation of the District office staff during the course of our audit.