



# **Department of Education State of Hawaii**

Financial Statements and Single Audit Reports  
(With Independent Auditors' Reports Thereon)

June 30, 2019

Submitted by  
**THE AUDITOR**  
STATE OF HAWAII

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Financial Statements and Single Audit Reports

June 30, 2019

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**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

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# **PART I**

## **INTRODUCTION SECTION**

March 25, 2020

The Auditor  
State of Hawaii

Board of Education  
Department of Education  
State of Hawaii:

We have completed our audit of the financial statements of the Department of Education, State of Hawaii (the Department), as of and for the fiscal year ended June 30, 2019. We have also audited the Department's compliance with the requirements applicable to its major federal programs for the fiscal year ended June 30, 2019. We transmit herewith our reports pertaining to our audit of the Department's financial statements and its major federal programs.

### **Audit Objectives**

The objectives of the audit were as follows:

1. To provide opinions on the fair presentation of the Department's financial statements and the schedule of expenditures of federal awards in accordance with accounting principles generally accepted in the United States of America.
2. To consider the Department's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements.
3. To perform tests of the Department's compliance with certain provisions of laws, regulations, contracts, and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts.
4. To consider the Department's internal control over compliance with requirements that could have a direct and material effect on each of its major federal programs in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, and to test and report on internal control over compliance.
5. To provide an opinion on the Department's compliance with applicable laws, regulations, contracts, and grants that could have a direct and material effect on each of its major federal programs.

## Scope of Audit

Our audit of the Department's financial statements, the schedule of expenditures of federal awards, and the Department's compliance with the requirements applicable to each of its major federal programs was performed 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 Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the Uniform Guidance).

## Organization of Report

This report has been organized into six parts as follows:

1. The Introduction Section describes briefly the objectives and scope of our audit and the organization and contents of this report.
2. The Financial Section includes management's discussion and analysis, the Department's financial statements and the related notes as of and for the fiscal year ended June 30, 2019, the schedule of expenditures of federal awards for the fiscal year ended June 30, 2019 and related notes, and our independent auditors' report thereon.
3. The Internal Control Over Financial Reporting and Compliance Section contains our independent auditors' report on the Department's 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*.
4. The Compliance and Internal Control Over Federal Awards Section contains our independent auditors' report on compliance for the Department's major federal programs and on internal control over compliance required by the Uniform Guidance, and a schedule of findings and questioned costs.
5. The Corrective Action Plan Section contains the Department's responses to the audit findings described in the schedule of findings and questioned costs.
6. The Summary Schedule of Prior Audit Findings Section contains the Department's status on the prior audit findings.

\* \* \* \* \*

We would like to take this opportunity to express our appreciation for the courtesy and assistance extended to us by the personnel of the Department of Education during the course of our engagement. Should you wish to discuss any of the matters contained herein, we will be pleased to meet with you at your convenience.

Very truly yours,

*KKDLV LLC*

**PART II**

**FINANCIAL SECTION**

## **Independent Auditors' Report**

The Auditor  
State of Hawaii

Board of Education  
Department of Education  
State of Hawaii:

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

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Department of Education, State of Hawaii (the Department), as of and for the fiscal year ended June 30, 2019, and the related notes to financial statements, which collectively comprise the Department's basic financial statements as listed in the table of contents.

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

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

### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of certain public charter schools which represent 2% of the total assets and 2% of total fund balances as of June 30, 2019, and 4% of total revenues for the fiscal year ended June 30, 2019, of the Department's governmental funds. Those statements were audited by other auditors, whose reports have been furnished to us, and our opinions, insofar as it relates to the amounts included for the public charter schools, are based solely on the reports of the other auditors. 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 auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### ***Opinions***

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Department as of June 30, 2019, and the respective changes in financial position, and, where applicable, the respective budgetary comparison for the General Fund and Federal Fund for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Emphasis of Matter - Relationship to the State of Hawaii***

As discussed in Note 1, the financial statements of the Department are intended to present the financial position, the changes in financial position, and budgetary comparison of only that portion of the governmental activities, each major fund, and the aggregate remaining fund information of the State of Hawaii that is attributable to the transactions of the Department. They do not purport to, and do not, present fairly the financial position of the State of Hawaii as of June 30, 2019, and the changes in its financial position and budgetary comparison for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinions are not 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 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.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Department's basic financial statements. The schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was 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 schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated March 25, 2020, on our consideration of the Department'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 Department'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 the Department's internal control over financial reporting and compliance.

*KKDL Y LLC*

Honolulu, Hawaii  
March 25, 2020

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Management's Discussion and Analysis

June 30, 2019

As management of the Department of Education, State of Hawaii (the Department) we offer readers this narrative overview and analysis of the financial activities of the Department as of and for the fiscal year ended June 30, 2019. We encourage readers to consider the information presented here in conjunction with the accompanying financial statements and notes to enhance their understanding of the Department's financial performance.

The financial statements represent the combination of Department of Education (the DOE), the Hawaii State Public Library System (the HSPLS), and the Public Charter Schools (the PCS) where the DOE prepares entries, based on information provided by the HSPLS and the PCS, to combine financial data for the three units, in aggregate known as the Department. The fiscal and oversight authority for the DOE, the HSPLS, and the PCS are managed independently. The DOE has determined that the PCS balances are significant, but not material, and relies on certain financial information which have been audited by other auditors and coordinated by the PCS.

**FINANCIAL HIGHLIGHTS**

Key government-wide financial highlights for fiscal year ended June 30, 2019 (FY 2019) compared to the prior fiscal year ended June 30, 2018 (FY 2018) are as follows:

- Total FY 2019 revenues were \$3.204 billion, a decrease of 3% or \$114 million from \$3.318 billion in FY 2018.
- Total FY 2019 expenses were \$3.139 billion, an increase of 4% or \$129 million from \$3.009 billion in FY 2018.
- Of the total FY 2019 expenses of \$3.139 billion, 94% or \$2.946 billion was spent for school-related activities. Of the total FY 2018 expenses of \$3.009 billion, 94% or \$2.815 billion was spent for school-related activities.
- Total assets exceeded liabilities as of June 30, 2019 by \$2.699 billion (net position), compared to \$2.635 billion as of June 30, 2018, an increase of 2% or \$64 million.
- Net investment in capital assets comprised 72% and 68% of the total net position as of June 30, 2019 and 2018, respectively.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Management's Discussion and Analysis

June 30, 2019

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The Department's financial statements which are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements.

- *Government-wide financial statements* – These statements provide a broad overview of the Department's finances, in a manner similar to a private sector business.

The statement of net position present information on all of the Department's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Department is improving or deteriorating.

The statement of activities presents information showing how the Department's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

- *Fund financial statements* – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Department has two types of funds: governmental funds and fiduciary funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds financial statements focus on near-term inflows and outflows of spendable resources, as well as on the balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Department's near-term financial position. The Department presents four major funds in the fund financial statements: (1) General Fund, (2) Federal Fund, (3) Capital Projects Fund, and (4) Other Fund.

The Department has an annual appropriated budget for its general and federal funds. A budgetary comparison schedule has been provided for these funds to demonstrate compliance with the budget.

Fiduciary funds are used to account for resources held for the benefit of parties outside the Department. The Department reports on agency funds (or student activity funds as the term is used in the schools), which are held in a custodial capacity for students' school activities that take place outside of the formal class period and are not requirements for class work or credit. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Department's programs.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Management's Discussion and Analysis

June 30, 2019

- *Notes to Financial Statements* - The notes to financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

The following discussion highlights management's understanding of the key aspects of the Department's financial activities.

**Summary Schedule of Net Position  
June 30, 2019 and 2018  
(Amounts in millions)**

	<b>Governmental Activities</b>		<b>2019-2018</b>	
	<b>2019</b>	<b>2018</b>	<b>Increase (Decrease)</b>	<b>Percentage Change</b>
Assets:				
Current	\$ 1,293.7	\$ 1,362.8	\$ (69.1)	(5) %
Capital assets, net	1,930.5	1,785.7	144.8	8 %
Total assets	<u>\$ 3,224.2</u>	<u>\$ 3,148.5</u>	<u>\$ 75.7</u>	2 %
Liabilities:				
Current	\$ 334.7	\$ 348.3	\$ (13.6)	(4) %
Noncurrent	190.2	164.9	25.3	15 %
Total liabilities	<u>524.9</u>	<u>513.2</u>	<u>11.7</u>	2 %
Net position:				
Net investment in capital assets	1,930.5	1,785.7	144.8	8 %
Unrestricted	<u>768.8</u>	<u>849.6</u>	<u>(80.8)</u>	(10) %
Total net position	<u>2,699.3</u>	<u>2,635.3</u>	<u>64.0</u>	2 %
Total liabilities and net position	<u>\$ 3,224.2</u>	<u>\$ 3,148.5</u>	<u>\$ 75.7</u>	2 %

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Management's Discussion and Analysis

June 30, 2019

**Overall Financial Position** - The Department's overall net position has increased as of June 30, 2019 compared to the prior fiscal year-end. The Department's largest portion of net position is investment in capital assets (e.g., land, buildings, equipment), which are unavailable for future spending. The Department's unrestricted portion of net position is available for future spending. The Department's unrestricted portion of net position is available for future use to provide program services. Total government-wide net position increased by \$64 million, or 2%, primarily due to an increase in net investment in capital assets of \$145 million, offset by a decrease in unrestricted net position of \$81 million.

**Summary Schedule of Changes in Net Position  
Fiscal Years 2019 and 2018  
(Amounts in millions)**

	<b>Governmental Activities</b>		<b>2019 - 2018</b>	
	<b>2019</b>	<b>2018</b>	<b>Increase (Decrease)</b>	<b>Percentage Change</b>
Revenues:				
Program revenues:				
Charges for services	\$ 66.8	\$ 66.6	\$ 0.2	- %
Operating grants and contributions	288.5	284.4	4.1	1 %
Capital grants and contributions	42.6	1.1	41.5	3,773 %
General revenues:				
State allotted appropriations, net of lapses	2,025.5	2,267.5	(242.0)	(11) %
Non-imposed employee wages and fringe benefits	778.8	697.4	81.4	12 %
Unrestricted investment earnings	1.5	1.0	0.5	50 %
Total revenues	<u>3,203.7</u>	<u>3,318.0</u>	<u>(114.3)</u>	<u>(3) %</u>
Transfers, net	<u>(1.1)</u>	<u>(3.3)</u>	<u>2.2</u>	<u>67 %</u>
Expenses:				
School-related	2,946.2	2,814.8	131.4	5 %
State and complex area administration	82.8	74.3	8.5	11 %
Public libraries	37.1	51.9	(14.8)	(29) %
Capital outlay	72.5	68.4	4.1	6 %
Total expenses	<u>3,138.6</u>	<u>3,009.4</u>	<u>129.2</u>	<u>4 %</u>
Change in net position	<u>\$ 64.0</u>	<u>\$ 305.3</u>	<u>\$ (241.3)</u>	<u>(79) %</u>

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Management's Discussion and Analysis

June 30, 2019

**Overall Results of Operations** - The Department's results of operations for FY 2019 have resulted in an increase in net position of \$64 million. This is lower than the increase in net position of \$305 million for the prior FY 2018. Total FY 2019 expenses were \$3.139 billion, an increase of 4% or \$130 million from \$3.009 billion in FY 2018.

**GOVERNMENTAL FUND FINANCIAL ANALYSIS**

Within the governmental fund financial statements, the overall net decrease in fund balance for FY 2019 was \$57 million, and the total overall fund balance for the governmental funds as of June 30, 2019, was \$1.003 billion.

**General Fund Budget Results** - The Department was appropriated general funds of \$1.755 billion in FY 2019. Increases of "Final" compared to "Original" budgeted amounts as reported on the Statement of Revenues and Expenditures – Budget and Actual (Non-GAAP Budgetary Basis) – General Fund are primarily due to legislative appropriations due to collective bargaining compensation changes.

For the General Fund, the Department is allowed to carry over up to 5% of any appropriation at the end of the fiscal year. Carryover funds enable schools to make long-range fiscal plans, save for major purchases for which single-year funding may not be sufficient, and provide funds to start the next school year. Under the DOE's single-school calendar, schools start their school year in July statewide, within weeks of the beginning of the fiscal year. For the fiscal year ended June 30, 2019, general funds carried over totaled \$43 million, representing 2% of general fund appropriations.

**Federal Fund Budget Results** - The Department appropriated \$28 million more federal funds than was expended during FY 2019; this merely reflects the timing of expenditures versus federal cash that may have been received during the fiscal year.

**AGENCY FUNDS**

Agency funds, or "student activity funds," are held for students in a custodial capacity and do not require deposit into the State Treasury. The funds contain monies collected and maintained by schools for students. Examples include yearbook, newspaper fund, student government dues, physical education uniform sales, and excursions. The funds are used for school activities that take place outside formal class periods and are not required for class work or credit. Agency funds due to the students and others was \$29 million as of June 30, 2019 and 2018.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Management's Discussion and Analysis

June 30, 2019

**CAPITAL ASSETS**

The Department's capital improvement program strives to provide and maintain facilities that are well-placed, sufficient in number, flexible, functional, and creatively designed to accommodate population changes, support educational programs, and promote health and safety of students, employees, and the public.

The Department's capital assets as of June 30, 2019, amounted to \$1.930 billion (net of accumulated depreciation of \$2.021 billion), an increase of \$144 million, compared to capital assets as of June 30, 2018, which amounted to \$1.786 billion (net of accumulated depreciation of \$1.896 billion). Depreciation expense for FY 2019 amounted to \$136 million.

The Department is committed under contracts awarded and orders placed for construction, repairs and maintenance, and related expenses. These commitments amounted to approximately \$625 million.

Additional information on the Department's capital assets and construction contract commitments can be found in Note 5 and Note 12 to the financial statements.

**DEBT ADMINISTRATION**

In July 2017, the Department entered into an interest-free term loan agreement with the State's Hawaii Green Infrastructure Authority (HGIA). The total loan amount allowed to be drawn down was finalized as of June 30, 2019, at \$46 million. The final loan maturity date is June 30, 2037. The loan is unsecured and requires semi-annual payments starting December 31, 2018, and each June 30, and December 31 thereafter to and including the final maturity date. The principal outstanding at June 30, 2019, is \$15 million.

Additional information on the Department's long-term debt can be found in Note 6 to the financial statements.

**REQUESTS FOR INFORMATION**

Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the Office of the Fiscal Services, Department of Education, P.O. Box 2360, Honolulu, Hawaii 96804. General information about the Department can be found at the Department's website, [www.hawaiipublicschools.org](http://www.hawaiipublicschools.org).



**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Statement of Net Position

June 30, 2019

	<b>Governmental Activities</b>
<b>Assets:</b>	
Current assets:	
Cash and cash equivalents	\$ 1,227,706,810
Receivables:	
Due from federal government	47,825,703
Accounts receivable	15,329,181
Due from other agencies	2,864,388
Total current assets	1,293,726,082
Capital assets, net of accumulated depreciation	1,930,475,127
Total assets	<u>\$ 3,224,201,209</u>
<b>Liabilities and Net Position:</b>	
<b>Liabilities:</b>	
Current liabilities:	
Vouchers and contracts payable	\$ 134,109,129
Accrued wages and employee benefits	151,506,972
Accrued compensated absences	22,650,682
Workers' compensation claims reserve	19,145,937
Due to State of Hawaii general fund	5,000,000
Note payable	2,294,180
Total current liabilities	334,706,900
Accrued compensated absences, less current portion	49,110,837
Workers' compensation claims reserve, less current portion	128,130,499
Note payable, less current portion	13,000,779
Total liabilities	<u>524,949,015</u>
<b>Net Position:</b>	
Net investment in capital assets	1,930,475,127
Unrestricted	768,777,067
Total net position	<u>2,699,252,194</u>
Total liabilities and net position	<u>\$ 3,224,201,209</u>

See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Statement of Activities

Fiscal Year Ended June 30, 2019

		Program Revenues			Net Revenue (Expenses) and Change in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
<b>Governmental Activities:</b>					
School-related	\$ 2,946,211,149	\$ 65,015,012	\$ 285,077,191	\$ -	\$ (2,596,118,946)
State and complex area administration	82,837,811	-	1,813,727	-	(81,024,084)
Public libraries	37,136,836	1,785,734	1,598,876	-	(33,752,226)
Capital outlay	72,447,517	-	-	42,634,736	(29,812,781)
Total governmental activities	<u>\$ 3,138,633,313</u>	<u>\$ 66,800,746</u>	<u>\$ 288,489,794</u>	<u>\$ 42,634,736</u>	<u>(2,740,708,037)</u>
<b>General Revenues:</b>					
State allotted appropriations, net of lapses					2,025,514,936
Nonimposed employee wages and fringe benefits					778,823,926
Unrestricted investment earnings					<u>1,454,524</u>
Total general revenues					<u>2,805,793,386</u>
<b>Transfers:</b>					
Transfers in					188,989
Transfers out					<u>(1,318,393)</u>
Net transfers					<u>(1,129,404)</u>
<b>Change in Net Position</b>					63,955,945
<b>Net Position at June 30, 2018</b>					<u>2,635,296,249</u>
<b>Net Position at June 30, 2019</b>					<u>\$ 2,699,252,194</u>

See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Balance Sheet  
Governmental Funds

June 30, 2019

	<u>General</u>	<u>Federal</u>	<u>Capital Projects</u>	<u>Other</u>	<u>Total</u>
<b>Assets:</b>					
Cash and cash equivalents	\$ 172,570,467	\$ 150,958,705	\$ 795,385,010	\$ 108,792,628	\$ 1,227,706,810
Receivables:					
Due from federal government	-	46,825,703	-	1,000,000	47,825,703
Accounts receivable	-	-	-	15,329,181	15,329,181
Due from other agencies	-	-	-	2,864,388	2,864,388
Total assets	<u>\$ 172,570,467</u>	<u>\$ 197,784,408</u>	<u>\$ 795,385,010</u>	<u>\$ 127,986,197</u>	<u>\$ 1,293,726,082</u>
<b>Liabilities and Fund Balances:</b>					
<b>Liabilities:</b>					
Vouchers and contracts payable	\$ 49,201,329	\$ 19,282,347	\$ 60,368,409	\$ 5,257,044	\$ 134,109,129
Accrued wages and employee benefits	142,187,657	7,938,016	-	1,381,299	151,506,972
Due to State of Hawaii general fund	<u>5,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000,000</u>
Total liabilities	<u>196,388,986</u>	<u>27,220,363</u>	<u>60,368,409</u>	<u>6,638,343</u>	<u>290,616,101</u>
<b>Fund Balances (Deficits):</b>					
Committed	-	-	-	121,347,854	121,347,854
Assigned	-	170,564,045	735,016,601	-	905,580,646
Unassigned	<u>(23,818,519)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(23,818,519)</u>
Total fund balances (deficits)	<u>(23,818,519)</u>	<u>170,564,045</u>	<u>735,016,601</u>	<u>121,347,854</u>	<u>1,003,109,981</u>
Total liabilities and fund balances	<u>\$ 172,570,467</u>	<u>\$ 197,784,408</u>	<u>\$ 795,385,010</u>	<u>\$ 127,986,197</u>	<u>\$ 1,293,726,082</u>

See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Reconciliation of the Governmental Funds Balance Sheet  
to the Statement of Net Position

June 30, 2019

<b>Total Fund Balances - Governmental Funds</b>	\$ 1,003,109,981
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**Amounts reported for governmental activities in  
the statement of net position are different  
because:**

Capital assets used in governmental activities are not  
financial resources and, therefore, are not reported  
in the governmental funds.

Governmental capital assets	\$ 3,951,014,123	
Less accumulated depreciation	<u>(2,020,538,996)</u>	1,930,475,127

Some liabilities are not due in the current period and  
therefore are not reported in the governmental funds.

Those liabilities include:

Accrued compensated absences	(71,761,519)
Workers' compensation claims reserve	(147,276,436)
Note payable	<u>(15,294,959)</u>

<b>Net Position of Governmental Activities</b>	<u><u>\$ 2,699,252,194</u></u>
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See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Statement of Revenues, Expenditures, and Changes in Fund Balances  
Governmental Funds

Fiscal Year Ended June 30, 2019

	<b>General</b>	<b>Federal</b>	<b>Capital Projects</b>	<b>Other</b>	<b>Total</b>
<b>Revenues:</b>					
State allotments, net	\$ 1,827,812,676	\$ -	\$ 191,702,260	\$ 6,000,000	\$ 2,025,514,936
Nonimposed employee wages and fringe benefits	778,823,926	-	-	-	778,823,926
Intergovernmental revenues	-	314,639,830	-	1,000,000	315,639,830
Other revenues	-	-	-	83,739,971	83,739,971
	<u>2,606,636,602</u>	<u>314,639,830</u>	<u>191,702,260</u>	<u>90,739,971</u>	<u>3,203,718,663</u>
<b>Expenditures:</b>					
School-related	2,478,707,522	256,185,183	-	77,070,253	2,811,962,958
State and complex area administration	78,046,235	2,470,505	-	806,292	81,323,032
Public libraries	50,127,567	1,166,701	-	980,515	52,274,783
Capital outlay	10,385,931	25,049,499	283,994,717	6,116,701	325,546,848
	<u>2,617,267,255</u>	<u>284,871,888</u>	<u>283,994,717</u>	<u>84,973,761</u>	<u>3,271,107,621</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>(10,630,653)</u>	<u>29,767,942</u>	<u>(92,292,457)</u>	<u>5,766,210</u>	<u>(67,388,958)</u>
<b>Other Financing Sources (Uses):</b>					
Proceeds from note payable	-	-	11,570,166	-	11,570,166
Transfers in	-	-	-	188,989	188,989
Transfers out	-	(185,154)	(1,133,239)	-	(1,318,393)
Total other financing sources (uses)	<u>-</u>	<u>(185,154)</u>	<u>10,436,927</u>	<u>188,989</u>	<u>10,440,762</u>
<b>Net Change in Fund Balances</b>	<u>(10,630,653)</u>	<u>29,582,788</u>	<u>(81,855,530)</u>	<u>5,955,199</u>	<u>(56,948,196)</u>
<b>Fund Balances (Deficits) at July 1, 2018</b>	<u>(13,187,866)</u>	<u>140,981,257</u>	<u>816,872,131</u>	<u>115,392,655</u>	<u>1,060,058,177</u>
<b>Fund Balances (Deficits) at June 30, 2019</b>	<u>\$ (23,818,519)</u>	<u>\$ 170,564,045</u>	<u>\$ 735,016,601</u>	<u>\$ 121,347,854</u>	<u>\$ 1,003,109,981</u>

See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances  
of Governmental Funds to Statement of Activities

Fiscal Year Ended June 30, 2019

<b>Net Change in Fund Balances - Total Governmental Funds</b>	\$ (56,948,196)
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**Amounts reported for governmental activities in the statement  
of activities are different because:**

Governmental funds report capital outlays as expenditures.  
However, in the statement of activities, the cost of capital  
assets is allocated over their estimated useful lives  
as depreciation expense.

Expenditures for capital assets	\$ 284,175,096	
Less current fiscal year depreciation	(136,411,416)	
Loss on disposal of capital assets	<u>(3,019,196)</u>	144,744,484

Some expenses reported in the statement of activities  
do not require the use of current financial resources and,  
therefore, are not reported as expenditures in the governmental  
funds:

Changes in workers' compensation claims reserve	(11,368,463)	
Changes in accrued compensated absences	<u>(3,195,894)</u>	(14,564,357)

Proceeds from note payable provide current financial resources to governmental funds; however, are reported as an increase in liabilities on the statement of net position	(11,570,166)
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Repayment of note payable is reported as an expenditure in governmental funds; however, are reported as a decrease in liabilities on the statement of net position	<u>2,294,180</u>
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<b>Change in Net Position of Governmental Activities</b>	<u><u>\$ 63,955,945</u></u>
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See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Statement of Revenues and Expenditures  
Budget and Actual (Non-GAAP Budgetary Basis) – General Fund

Fiscal Year Ended June 30, 2019

	<b>Budgeted Amounts</b>		<b>Actual on</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>	<b>Budgetary Basis</b>	<b>Positive (Negative)</b>
<b>Revenues:</b>				
State allotments	\$ 1,755,278,731	\$ 1,831,789,704	\$ 1,831,401,370	\$ (388,334)
<b>Expenditures:</b>				
School-related	1,667,406,746	1,743,072,242	1,699,841,854	43,230,388
State and complex area administration	51,708,109	51,838,906	51,497,864	341,042
Public libraries	36,163,876	36,878,556	36,850,796	27,760
	1,755,278,731	1,831,789,704	1,788,190,514	43,599,190
<b>Excess of revenues over expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,210,856</b>	<b>\$ 43,210,856</b>

See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Statement of Revenues and Expenditures  
Budget and Actual (Non-GAAP Budgetary Basis) – Federal Fund

Fiscal Year Ended June 30, 2019

	<b>Budgeted Amounts</b>		<b>Actual on</b>	<b>Variance</b>
	<b>Original</b>	<b>Final</b>	<b>Budgetary Basis</b>	<b>Positive (Negative)</b>
<b>Revenues:</b>				
Federal grants	\$ 488,494,921	\$ 459,249,783	\$ 284,599,065	\$ (174,650,718)
<b>Expenditures:</b>				
School-related	482,733,840	451,569,498	251,634,592	199,934,906
State and complex area administration	4,289,157	7,280,285	5,056,488	2,223,797
Public libraries	1,471,924	400,000	126,516	273,484
	488,494,921	459,249,783	256,817,596	202,432,187
<b>Excess of revenues over expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,781,469</b>	<b>\$ 27,781,469</b>

See accompanying notes to financial statements.



**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Statement of Fiduciary Net Position  
Agency Funds

June 30, 2019

**Assets:**

Cash and cash deposits in financial institutions	\$ 28,841,599
Total assets	<u>28,841,599</u>

**Liabilities:**

Due to student groups and others	<u>28,841,599</u>
Total liabilities	<u>28,841,599</u>

<b>Net Position</b>	<u><u>\$ -</u></u>
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See accompanying notes to financial statements.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

**(1) FINANCIAL REPORTING ENTITY**

**Introduction** - The Department of Education, State of Hawaii (the Department) administers the statewide system of public schools and public libraries. Additionally, the Department is responsible for administering state laws regarding regulation of private school operations through a program of inspection and licensing and the professional certification of all teachers for every academic and noncollege type of school. Federal grants received to support public school and public library programs are administered by the Department on a statewide basis.

These financial statements represent the combination of the Department of Education (the DOE), the Hawaii State Public Library System (the HSPLS), and the Public Charter Schools (the PCS) where the DOE prepares entries, based on information provided by the HSPLS and PCS, to combine financial data for the three units, in aggregate known as the Department. The fiscal and oversight authority for the DOE, HSPLS and PCS are managed independently. The DOE has determined that the PCS balances are significant, but not material, and relies on certain financial information which have been audited by other auditors and coordinated by the PCS.

The Department is a part of the executive branch of the State of Hawaii (the State). The financial statements of the Department are intended to present the financial position, the changes in financial position, and the budgetary comparison of only that portion of the governmental activities, each major fund, and the aggregate remaining fund information of the State that is attributable to the transactions of the Department. They do not purport to, and do not, present fairly the financial position of the State as of June 30, 2019, and the changes in its financial position and budgetary comparison for the fiscal year then ended, in accordance with accounting principles generally accepted in the United States of America (GAAP). The State Comptroller maintains the central accounts for all state funds and publishes the State's Comprehensive Annual Financial Report (CAFR), which includes the Department's financial activities.

**Reporting Entity** - The Department has considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the Department are such that exclusion would cause the Department's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board (GASB) has set forth criteria to be considered in determining financial accountability. The Department has determined, based on the GASB criteria, that it has no component units.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

**(2) SIGNIFICANT ACCOUNTING POLICIES**

The accompanying financial statements of the Department have been prepared in accordance with GAAP as prescribed by the GASB.

***Government-Wide and Fund Financial Statements*** - The government-wide financial statements report all assets, liabilities, and activities of the Department as a whole.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include charges to customers who purchase, use, or directly benefit from goods or services provided by a given function. Program revenues also include grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. State allotments are reported as general revenues. Resources that are dedicated internally are reported as general revenues rather than program revenues.

Net position is restricted when constraints placed on it are either externally imposed or imposed by constitutional provisions or enabling legislation. Internally imposed designations of resources are not presented as restricted net position. When both restricted and unrestricted resources are available for use, generally it is the Department's policy to use restricted resources first, then unrestricted resources as they are needed.

Separate financial statements are provided for governmental funds and fiduciary funds. The fiduciary funds, however, are excluded from the government-wide financial statements because the Department cannot use those assets to finance its operations. Major individual governmental funds are reported as separate columns in the fund financial statements. Nonmajor funds are summarized into a single column.

***Measurement Focus, Basis of Accounting, and Financial Statement Presentation***

***Government-Wide Financial Statements***

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

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

*Governmental Fund Financial Statements*

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Department considers revenues to be available if they are collected within 60 days of the end of the current fiscal year.

Principal revenue sources considered susceptible to accrual include federal grants. Some revenue items that are considered measurable and available to finance operations during the year from an accounting perspective are not available for expenditure due to the State's present appropriation system. These revenues have been accrued in accordance with GAAP since they have been earned and are expected to be collected within 60 days of the end of the period. Other revenues are considered to be measurable and available only when cash is received by the Department.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Modifications to the accrual basis of accounting include employees' vested vacation and workers' compensation claims, which are recorded as expenditures when utilized or paid. The amount of accumulated vacation and workers' compensation claims reserve are reported only in the government-wide financial statements.

Encumbrances are recorded obligations in the form of purchase or contracts. The State records encumbrances at the time purchase orders or contracts are awarded and executed. Encumbrances outstanding at fiscal year-end do not constitute expenditures or liabilities.

*Fiduciary Funds*

The financial statement of fiduciary funds is reported using the economic resources measurement focus and the accrual basis of accounting, similar to the government-wide statements described above. Agency funds do not have a measurement focus and report only assets and liabilities.

***Fund Accounting***

The financial transactions of the Department are recorded in individual funds that are reported in the fund financial statements and are described in the following sections. Each fund is considered a separate accounting entity. The operations of each are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. Fund accounting is designed to demonstrate the legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

The fund financial statements focus on major funds rather than reporting funds by type. Each major fund is reported in separate columns and nonmajor funds are combined in one column. Major funds are funds that have total assets, liabilities, revenues, or expenditures of the fund that are at least 10% of the same element for all funds of its fund type or at least 5% of the same element for all governmental funds combined.

*Governmental Funds*

General Fund - The general fund is the main operating fund of the Department. The annual operating budget as authorized by the State Legislature provides the basic framework within which the resources and obligations of the general fund are accounted for.

Federal Fund - The federal fund is used to account for federally funded programs for the Department's major activities. This fund is made up entirely by special revenue funds, which account for the proceeds of specific revenue sources that are for specified purposes. In this case, the expenditures are for activities authorized by the federal agency grantor.

Capital Projects Fund - The capital projects fund includes all amounts related to the Department's capital improvement program. It is used to account for financial resources used for the acquisition or construction of major capital facilities.

Other Funds - The other funds is used to account for all financial activities not required to be accounted for in another fund. It includes special revenue and trust funds, which account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

*Fund Balance*

In the fund financial statements, Governmental Funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

The Department classifies fund balances based primarily on the extent to which a government is bound to follow constraints on how resources can be spent in accordance with GASB Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*. Classifications include:

Restricted - Balances that are restricted for specific purposes by external parties such as creditors, grantors, or other governments.

Committed - Balances that can only be used for specific purposes pursuant to constraints imposed by formal action of the State Legislature.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

Assigned - Balances that are constrained by management to be used for specific purposes, but are neither restricted nor committed.

Unassigned - Residual balances that are not contained in the other classifications.

When both restricted and unrestricted resources are available for use, generally it is the Department's policy to use restricted resources first, then unrestricted resources as they are needed. When committed, assigned and unassigned resources are available for use, generally it is the Department's policy that committed amounts be reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of these unrestricted fund balance classifications could be used.

*Fiduciary Funds*

Agency Fund - The agency funds are used to account for assets held by the Department on behalf of outside parties, or on behalf of individuals. Agency funds are custodial in nature (i.e., assets equal liabilities) and do not involve measurement of results of operations.

*Cash and Cash Equivalents*

Cash and cash equivalents consist of cash in banks and amounts held in the State Treasury as discussed in Note 4. The State's investments held in the State Treasury are reported at fair value within the fair value hierarchy established by GAAP.

*Capital Assets*

Capital assets include land, improvements to land, buildings, building improvements, vehicles, furniture and equipment, and all other tangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

When capital assets are purchased, they are capitalized and depreciated in the government-wide financial statements. Capital assets are recorded as expenditures of the current period in the governmental fund financial statements.

Capital assets are valued at cost where historical records are available and at estimated historical cost where no records exist. Donated capital assets are valued at their estimated fair value on the date received.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Improvements to capital assets that materially add to the value or extend the life of the assets are capitalized. Other repairs and normal maintenance are not capitalized.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

Depreciation expense is recorded in the government-wide financial statements. The Department utilizes the straight-line method over the assets' estimated useful life. No depreciation is recorded for land. The Department has adopted the following capitalization policy:

<b>Asset Type</b>	<b>Minimum Capitalization Amount</b>	<b>Estimated Useful Life</b>
Land	All	Not applicable
Land improvements	\$100,000	15 years
Buildings and improvements	\$100,000	30 years
Furniture and equipment	\$5,000	7 years
Vehicles	\$5,000	5 years
Public library materials	All	5 years

***Compensated Absences***

Employees are credited with vacation at the rate of 96 to 168 hours per calendar year. Accumulation of such vacation credits is limited to 720 hours at calendar year-end and is convertible to pay upon termination of employment. Such accumulated vacation has been accrued and reflected in the statement of net position.

***Program Revenues***

Program revenues are derived directly from the programs of the Department or from parties outside of the Department and are categorized as charges for services, operating grants and contributions, or capital grants and contributions.

*Charges for services* - Charges for services include revenues based on exchange or exchange-like transactions. These revenues arise from charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided. Revenues in this category include fees charged for meals served, educational classes, use of facilities, transportation services, and use of library materials.

*Operating and capital grants and contributions* - Program-specific operating and capital grants and contributions include revenues arising from mandatory and voluntary nonexchange transactions with other governments, organizations, or individuals that are restricted for use in a particular program. Governmental grants and assistance awards made on the basis of entitlement periods are recorded as intergovernmental receivables and revenues when entitlement occurs. All other federal reimbursement-type grants are recorded as intergovernmental receivables and revenues when the related expenditures or expenses are incurred.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

***Intrafund and Interfund Transactions***

Significant transfers of financial resources between activities included within the same fund are offset within that fund. Transfers of revenues from funds authorized to receive them to funds authorized to expend them have been recorded as operating transfers in the basic financial statements.

***Risk Management***

The Department is exposed to various risks for losses related to torts; theft of, damage to, or destruction of assets; errors or omissions; workers compensation; and acts of terrorism. A liability for a claim for a risk of loss is established if information indicates that it is probable that a liability has been incurred as of the date of the financial statements and the amount of the loss is reasonably estimable.

***Use of Estimates***

The preparation of the financial statements in accordance with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

***Recently Issued Accounting Pronouncements***

***GASB Statement No. 84***

The GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The requirements of this statement are effective for reporting periods beginning after December 15, 2018. The Department is currently evaluating the impact that this statement will have on its financial statements.

***GASB Statement No. 87***

The GASB issued Statement No. 87, *Leases*. The objective of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the provisions of the contract. The requirements of this statement are effective for reporting periods beginning after December 15, 2019. The Department is currently evaluating the impact that this statement will have on its financial statements.



**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

**(3) BUDGETING AND BUDGETARY CONTROL**

Revenue estimates are provided to the State Legislature at the time of budget consideration, and revised and updated periodically during the fiscal year. Amounts reflected as budgeted revenues and budgeted expenditures in the budgetary comparison schedules of the general and federal funds are derived primarily from acts of the State Legislature and from other authorizations contained in other specific appropriation acts in various Session Laws of Hawaii. To the extent not expended or encumbered, general fund appropriations generally lapse at the end of the fiscal year for which the appropriations were made. The State Legislature specifies the lapse date and any other particular conditions relating to terminating the authorization for other appropriations such as those related to the federal funds.

However, Section 37-41.5 of the Hawaii Revised Statutes allows the Department to carryover up to 5% each of any appropriation at the end of the fiscal year except for appropriations to fund certain financing agreements. These carryover funds, to the extent not expended or encumbered, lapse at June 30 of the first fiscal year of the next fiscal biennium. As of June 30, 2019, general funds carried over amounted to approximately \$43,445,000, representing approximately 2.4% of appropriations.

For purposes of budgeting, the Department's budgetary fund structure and accounting principles differ from those utilized to present the fund financial statements in accordance with GAAP. The Department's annual budget is prepared on the modified accrual basis of accounting with several differences, principally related to (1) the encumbrances of purchase orders and contract obligations, (2) recognition of certain receivables, and (3) special revenue funds operating grants accruals and deferrals. These differences represent a departure from GAAP.

The following schedule reconciles the budgetary amounts to the amounts presented in accordance with GAAP for the fiscal year ended June 30, 2019:

	<u><b>General</b></u>	<u><b>Federal</b></u>
Excess of revenues over expenditures -		
actual on a budgetary basis	\$ 43,210,856	\$ 27,781,469
Reserved for encumbrances at fiscal year-end	97,558,935	28,990,167
Expenditures for liquidation of prior fiscal year		
encumbrances	(147,595,917)	(48,740,255)
Net accrued revenues and expenditures	<u>(3,804,527)</u>	<u>21,736,561</u>
Excess (deficiency) of revenues over (under) expenditures -		
GAAP basis	<u><u>\$ (10,630,653)</u></u>	<u><u>\$ 29,767,942</u></u>

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

**(4) CASH AND CASH EQUIVALENTS**

Cash and cash equivalents at June 30, 2019, consisted of cash in banks and amounts held in the State Treasury at June 30, 2019:

Cash in banks	\$ 63,862,961
Amounts held in the State Treasury	<u>1,163,843,849</u>
	<u><u>\$ 1,227,706,810</u></u>

***Amounts Held in the State Treasury***

The Director of Finance is responsible for the safekeeping of all monies paid into the State Treasury. The Director of Finance pools and invests any monies of the State, which in the Director of Finance's judgment, are in excess of the amounts necessary for meeting the specific requirements of the State. Investment earnings are allocated to the pool participants based upon their equity interest in the pooled monies. Legally authorized investments include obligations of or guaranteed by the U.S. government, obligations of the State, federally-insured savings and checking accounts, time certificates of deposit, and repurchase agreements with federally-insured financial institutions.

At June 30, 2019, amounts held in the State Treasury by the Department totaled \$1,163,843,849. The amounts held in the State Treasury reported in the accompanying financial statements reflects the Department's relative position in the State's investment pool based upon the average monthly investment balance of each participant in the investment pool.

Information relating to the cash and investments in the State Treasury is determined on a statewide basis and not for individual departments or agencies. Information regarding the carrying amount and corresponding bank balances of the investment pool, investment fair values and maturities by type of security, and the collateralization of the investment pool balances is included in the State's CAFR.

***Interest Rate Risk***

As a means of limiting its exposure to fair value losses arising from rising interest rates, the State's investment policy generally limits maturities on investments to not more than five years from the date of investment.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

*Credit Risk*

The State's general investment policy limits investments in state and U.S. treasury securities, time certificates of deposit, U.S. government or agency obligations, repurchase agreements, commercial paper, banker's acceptances, and money market funds maintaining a Triple-A rating.

*Custodial Risk*

For an investment, custodial risk is the risk that, in the event of the failure of the counterparty, the State will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The State's investments are held at broker/dealer firms, which are protected by the Securities Investor Protection Corporation (SIPC) up to a maximum amount. Excess SIPC coverage is provided by the firms' insurance policies. In addition, the State requires the institutions to set aside in safekeeping certain types of securities to collateralize repurchase agreements. The State monitors the market value of these securities and obtains additional collateral when appropriate.

*Concentration of Credit Risk*

The State's policy provides guidelines for portfolio diversification by placing limits on the amount the State may invest in any one issuer, types of investment instruments, and position limits per issue of an investment instrument.

*Foreign Currency Risk*

Foreign currency risk is the risk that changes in exchange rates will adversely impact the fair value of an investment. The State's asset allocation and investment policy allows for active and passive investments in international securities. The foreign currency risk exposure to the State arises from the international equity investment holdings, including commingled funds, common stocks, and exchange traded funds.

*Cash in Banks*

The DOE maintains cash in banks which is held separately from cash in the State Treasury. As of June 30, 2019, the carrying amount of total bank deposits was \$6,746,940 and the corresponding bank balances were approximately \$42,185,000. The PCS also held cash outside of the State Treasury totaling \$57,116,021 at June 30, 2019.

All deposits are collateralized in accordance with State statutes. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) and collateralized with securities held by the Department's agent. All securities pledged as collateral are held either by the State Treasury or by the State's fiscal agents in the name of the State.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to Financial Statements

June 30, 2019

**(5) CAPITAL ASSETS**

For the fiscal year ended June 30, 2019, capital assets activity for the Department was as follows:

	<b>Balance July 1, 2018</b>	<b>Additions</b>	<b>Deductions</b>	<b>Balance June 30, 2019</b>
Governmental activities:				
Capital assets not being depreciated:				
Land	\$ 88,238,609	\$ -	\$ -	\$ 88,238,609
Construction in progress	291,171,010	256,118,527	(217,232,755)	330,056,782
Total capital assets not being depreciated	379,409,619	256,118,527	(217,232,755)	418,295,391
Capital assets being depreciated:				
Land improvements	337,679,054	7,350,276	-	345,029,330
Buildings and improvements	2,493,575,789	206,008,975	(2,011,952)	2,697,572,812
Furniture and equipment	393,146,524	27,224,479	(8,050,191)	412,320,812
Vehicles	12,346,291	802,966	(619,396)	12,529,861
Public library materials	65,384,557	3,842,424	(3,961,064)	65,265,917
Total capital assets being depreciated	3,302,132,215	245,229,120	(14,642,603)	3,532,718,732
Less accumulated depreciation for:				
Land improvements	(178,877,355)	(17,946,866)	-	(196,824,221)
Buildings and improvements	(1,425,603,230)	(68,728,468)	294,847	(1,494,036,851)
Furniture and equipment	(225,861,171)	(44,857,838)	6,894,659	(263,824,350)
Vehicles	(10,953,283)	(637,813)	533,041	(11,058,055)
Public library materials	(54,516,152)	(4,240,431)	3,961,064	(54,795,519)
Total accumulated depreciation	(1,895,811,191)	(136,411,416)	11,683,611	(2,020,538,996)
Governmental activities, net	<u>\$ 1,785,730,643</u>	<u>\$ 364,936,231</u>	<u>\$ (220,191,747)</u>	<u>\$ 1,930,475,127</u>

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Depreciation expense was charged to functions as follows:

	<b>Governmental Activities</b>
School-related	\$ 127,449,655
State and complex area administration	1,422,974
Public libraries	7,538,787
Total additions to accumulated depreciation	<u><u>\$ 136,411,416</u></u>

**(6) LONG-TERM LIABILITIES**

The change in long-term liabilities during the fiscal year ended June 30, 2019, was as follows:

	<b>Accrued Compensated Absences</b>	<b>Workers' Compensation Claims Reserve</b>	<b>Note Payable</b>
Balance at July 1, 2018	\$ 68,565,625	\$ 135,907,973	\$ 6,018,973
Additions	30,836,640	27,414,098	11,570,166
Reductions	<u>(27,640,746)</u>	<u>(16,045,635)</u>	<u>(2,294,180)</u>
Balance at June 30, 2019	71,761,519	147,276,436	15,294,959
Less current portion	<u>(22,650,682)</u>	<u>(19,145,937)</u>	<u>(2,294,180)</u>
	<u><u>\$ 49,110,837</u></u>	<u><u>\$ 128,130,499</u></u>	<u><u>\$ 13,000,779</u></u>

The compensated absences and workers' compensation liabilities have been paid primarily by the general fund in the past. The carrying amount of liabilities for unpaid workers' compensation claims of approximately \$158.4 million is reported at present value using a discount rate of 2%.

In July 2017, the Department entered into an interest-free term loan agreement with the State's Hawaii Green Infrastructure Authority (HGIA). The total loan amount allowed to be drawn down was finalized as of June 30, 2019, at \$45,883,600. The final loan maturity date is June 30, 2037. The loan is unsecured and requires semi-annual payments of \$1,147,090 starting December 31, 2018, and each June 30, and December 31 thereafter to and including the final maturity date. The principal outstanding at June 30, 2019 is \$15,294,959.

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Principal maturities of the note payable are as follows:

**Fiscal Year Ending June 30:**

2020	\$ 2,294,180
2021	2,294,180
2022	2,294,180
2023	2,294,180
2024	2,294,180
2025-2029	3,824,059
	<hr/>
	\$ 15,294,959

**(7) FOOD DISTRIBUTION PROGRAM**

The U.S. Department of Agriculture (USDA), Food and Nutrition Service (FNS), has delegated to the Hawaii Child Nutrition Programs office (HCNP) the administrative responsibility of the Food Distribution Program. HCNP is the State Agency that distributes USDA Foods to schools (public, private, and charter), institutions and organizations that participate in the National School Lunch Program (NSLP) and Summer Food Service Program (SFSP). Hawaii's entitlement is determined in part by the number of lunches reimbursed under the NSLP and SFSP of the previous school year. FNS estimates the cost to purchase the USDA Foods. The amount charged to the entitlement is based upon the net dollar values of the purchased USDA Foods. Bonus commodities are USDA Foods that are additional to Hawaii's entitlement. A portion of the entitlement is allocated for the purchase of fresh produce.

The Department received approximately \$6,074,000 of commodities for the fiscal year ended June 30, 2019. No bonus commodities were received for the fiscal year ended June 30, 2019.

**(8) NONIMPOSED EMPLOYEE WAGES AND FRINGE BENEFITS**

Payroll fringe benefit costs that are funded by state appropriations are assumed by the State and are not charged to the Department's operating funds. These costs, totaling approximately \$778,824,000 for the fiscal year ended June 30, 2019, have been reported as revenues and expenditures in the general fund of the Department.

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**(9) LEASE COMMITMENTS**

The Department leases equipment from third-party lessors under various operating leases expiring through 2028. Future minimum lease rentals under noncancelable operating leases with terms of one year or more at June 30, 2019, were as follows:

<b>Fiscal Year Ending June 30:</b>	
2020	\$ 4,638,000
2021	3,679,000
2022	2,568,000
2023	1,416,000
2024	493,000
2025	68,000
	<hr/>
	\$ 12,862,000

Total rent expense related to the above leases for the fiscal year ended June 30, 2019, amounted to approximately \$4,644,000.

**(10) RETIREMENT BENEFITS**

***Pension Plan***

***Plan Description***

Generally, all full-time employees of the State and counties, which includes the Department, are required to be members of the Employees' Retirement System of the State of Hawaii (the ERS), a cost-sharing multiple-employer defined benefit pension plan that administers the State's pension benefits program. Benefits, eligibility, and contribution requirements are governed by HRS Chapter 88 and can be amended through legislation. The ERS issues publicly available annual financial reports that can be obtained at the ERS website: <http://ers.ehawaii.gov/resources/financials>.

***Benefits Provided***

The ERS Pension Trust is comprised of three pension classes for membership purposes and considered to be a single plan for accounting purposes since all assets of the ERS may legally be used to pay the benefits of any of the ERS members or beneficiaries. The ERS provides retirement, disability, and death benefits with three membership classes known as the noncontributory, contributory, and hybrid retirement classes. The three classes provide a monthly retirement allowance equal to the benefit multiplier (generally 1.25% or 2.25%) multiplied by the average final compensation multiplied by years of credited service. Average final compensation for

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members hired prior to July 1, 2012 is an average of the highest salaries during any three years of credited service, excluding any salary paid in lieu of vacation for members hired January 1, 1971 or later and the average of the highest salaries during any five years of credited service including any salary paid in lieu of vacation for members hired prior to January 1, 1971. For members hired after June 30, 2012, average final compensation is an average of the highest salaries during any five years of credited service excluding any salary paid in lieu of vacation.

Each retiree's original retirement allowance is increased on each July 1 beginning the calendar year after retirement. Retirees first hired as members prior to July 1, 2012 receive a 2.5% increase each year of their original retirement allowance without a ceiling. Retirees first hired as members after June 30, 2012 receive a 1.5% increase each year of their original retirement allowance without a ceiling. The annual increase is not compounded.

The following summarizes the provisions relevant to the largest employee groups of the respective membership class.

***Noncontributory Class***

***Retirement Benefits***

General employees' retirement benefits are determined as 1.25% of average final compensation multiplied by the years of credited service. Employees with ten years of credited service are eligible to retire at age 62. Employees with 30 years of credited service are eligible to retire at age 55.

***Disability Benefits***

Members are eligible for service-related disability benefits regardless of length of service and receive a lifetime pension of 35% of their average final compensation. Ten years of credited service is required for ordinary disability. Ordinary disability benefits are determined in the same manner as retirement benefits but are payable immediately, without an actuarial reduction, and at a minimum of 12.5% of average final compensation.

***Death Benefits***

For service-connected deaths, the surviving spouse/reciprocal beneficiary receives a monthly benefit of 30% of the average final compensation until remarriage or re-entry into a new reciprocal beneficiary relationship. Additional benefits are payable to surviving dependent children up to age 18. If there is no spouse/reciprocal beneficiary or surviving dependent children, no benefit is payable.

Ordinary death benefits are available to employees who were active at the time of death with at least ten years of credited service. The surviving spouse/reciprocal beneficiary (until



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remarriage/reentry into a new reciprocal beneficiary relationship) and surviving dependent children (up to age 18) receive a benefit equal to a percentage of member's accrued maximum allowance unreduced for age or, if the member was eligible for retirement at the time of death, the surviving spouse/reciprocal beneficiary receives 100% joint and survivor lifetime pension and the surviving dependent children receive a percentage of the member's accrued maximum allowance unreduced for age.

***Contributory Class for Members Hired Prior to July 1, 2012***

***Retirement Benefits***

General employees' retirement benefits are determined as 2% of average final compensation multiplied by the years of credited service. General employees with five years of credited service are eligible to retire at age 55.

***Disability Benefits***

Members are eligible for service-related disability benefits regardless of length of service and receive a one-time payment of the member's contributions and accrued interest plus a lifetime pension of 50% of their average final compensation. Ten years of credited service is required for ordinary disability. Ordinary disability benefits are determined as 1.75% of average final compensation multiplied by the years of credited service but are payable immediately, without an actuarial reduction, and at a minimum of 30% of average final compensation.

***Death Benefits***

For service-connected deaths, the surviving spouse/reciprocal beneficiary receives a lump sum payment of the member's contributions and accrued interest plus a monthly benefit of 50% of the average final compensation until remarriage or re-entry into a new reciprocal beneficiary relationship. If there is no surviving spouse/reciprocal beneficiary, surviving dependent children (up to age 18) or dependent parents are eligible for the monthly benefit. If there is no spouse/reciprocal beneficiary or surviving dependent children/parents, the ordinary death benefit is payable to the designated beneficiary.

Ordinary death benefits are available to employees who were active at time of death with at least one year of service. Ordinary death benefits consist of a lump sum payment of the member's contributions and accrued interest plus a percentage of the salary earned in the 12 months preceding death, or 50% joint and survivor lifetime pension if the member was not eligible for retirement at the time of death but was credited with at least ten years of service and designated one beneficiary, or 100% joint and survivor lifetime pension if the member was eligible for retirement at the time of death and designated one beneficiary.

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***Contributory Class for Members Hired After June 30, 2012***

***Retirement Benefits***

General employees' retirement benefits are determined as 1.75% of average final compensation multiplied by the years of credited service. General employees with ten years of credited service are eligible to retire at age 60.

***Disability and Death Benefits***

Members are eligible for service-related disability benefits regardless of length of service and receive a lifetime pension of 50% of their average final compensation plus refund of contributions and accrued interest. Ten years of credited service is required for ordinary disability.

Death benefits for contributory members hired after June 30, 2012 are generally the same as those for contributory members hired June 30, 2012 and prior.

***Hybrid Class for Members Hired Prior to July 1, 2012***

***Retirement Benefits***

General employees' retirement benefits are determined as 2% of average final compensation multiplied by the years of credited service. General employees with five years of credited service are eligible to retire at age 62. General employees with 30 years of credited service are eligible to retire at age 55.

***Disability Benefits***

Members are eligible for service-related disability benefits regardless of length of service and receive a lifetime pension of 35% of their average final compensation plus refund of their contributions and accrued interest. Ten years of credited service is required for ordinary disability. Ordinary disability benefits are determined in the same manner as retirement benefits but are payable immediately, without an actuarial reduction, and at a minimum of 25% of average final compensation.

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*Death Benefits*

For service-connected deaths, the designated surviving spouse/reciprocal beneficiary receives a lump sum payment of the member's contributions and accrued interest plus a monthly benefit of 50% of the average final compensation until remarriage or re-entry into a new reciprocal beneficiary relationship. If there is no surviving spouse/reciprocal beneficiary, surviving dependent children (up to age 18) or dependent parents are eligible for the monthly benefit. If there is no spouse/reciprocal beneficiary or surviving dependent children/parents, the ordinary death benefit is payable to the designated beneficiary.

Ordinary death benefits are available to employees who were active at time of death with at least five years of service. Ordinary death benefits consist of a lump sum payment of the member's contributions and accrued interest plus a percentage multiplied by 150%, or 50% joint and survivor lifetime pension if the member was not eligible for retirement at the time of death but was credited with at least ten years of service and designated one beneficiary, or 100% joint and survivor lifetime pension if the member was eligible for retirement at the time of death and designated one beneficiary.

*Hybrid Class for Members Hired After June 30, 2012*

*Retirement Benefits*

General employees' retirement benefits are determined as 1.75% of average final compensation multiplied by the years of credited service. General employees with ten years of credited service are eligible to retire at age 65. Employees with 30 years of credited service are eligible to retire at age 60. Sewer workers, water safety officers, and emergency medical technicians may retire with 25 years of credited service at age 55.

*Disability and Death Benefits*

Provisions for disability and death benefits generally remain the same except for ordinary death benefits. Ordinary death benefits are available to employees who were active at time of death with at least ten years of service. Ordinary death benefits consist of a lump sum payment of the member's contributions and accrued interest, or 50% joint and survivor lifetime pension if the member was not eligible for retirement at the time of death but was credited with at least ten years of service and designated one beneficiary, or 100% joint and survivor lifetime pension if the member was eligible for retirement at the time of death and designated one beneficiary.

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***Contributions***

Contributions are established by HRS Chapter 88 and may be amended through legislation. The employer rate is set by statute based on the recommendations of the ERS actuary resulting from an experience study conducted every five years. Since July 1, 2005, the employer contribution rate is a fixed percentage of compensation, including the normal cost plus amounts required to pay for the unfunded actuarial accrued liabilities. The contribution rate for fiscal year 2019 was 19.0% for general employees. Contributions to the pension plan from the Department were approximately \$271,048,000 for the fiscal year ended June 30, 2019.

Pursuant to Act 17 SLH 2017, employer contributions from the State and counties are expected to increase over four years beginning July 1, 2017. The rate for general employees increases to 19.0% on July 1, 2018; 22.0% on July 1, 2019; and 24.0% on July 1, 2020.

The employer is required to make all contributions for noncontributory members. Contributory members hired prior to July 1, 2012 are required to contribute 7.8% of their salary. Contributory members hired after June 30, 2012 are required to contribute 9.8% of their salary. Hybrid members hired prior to July 1, 2012 are required to contribute 6.0% of their salary. Hybrid members hired after June 30, 2012 are required to contribute 8.0% of their salary.

***Pension Liability, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension***

Measurement of the actuarial valuation of the pension liability, pension expense, and deferred outflows of resources and deferred inflows of resources related to pension is made for the State as a whole and is not separately computed for the individual state departments and agencies such as the Department. The State allocates the pension liability, pension expense, and deferred outflows of resources and deferred inflows of resources related to pension only to component units and proprietary funds that are reported separately in stand-alone financial statements or in the State's CAFR. Accordingly, the Department's proportionate share of the State's pension liability, pension expense, and deferred outflows of resources and deferred inflows of resources related to pension is not reported in the accompanying financial statements.

Additional disclosures and required supplementary information pertaining to the State's net pension liability, pension expense, and deferred outflows of resources and deferred inflows of resources related to pension can be found in the State's CAFR. The State's CAFR can be obtained at the Department of Accounting and General Services' website: <http://hawaii.gov/dags/rpts>.

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Notes to Financial Statements

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***Postemployment Health Care and Life Insurance Benefits***

***Plan Description***

The State provides certain health care and life insurance benefits to all qualified employees. Pursuant to Act 88, SLH 2001, the State contributes to the Hawaii Employer-Union Health Benefits Trust Fund (the EUTF), an agent multiple-employer defined benefit plan that replaced the Hawaii Public Employees Health Fund effective July 1, 2003. The EUTF was established to provide a single delivery system of health benefits for state and county workers, retirees, and their dependents. The EUTF issues an annual financial report that is available to the public. The report may be obtained by writing to the EUTF at P.O. Box 2121, Honolulu, Hawaii 96805-2121.

For employees hired before July 1, 1996, the State pays the entire base monthly contribution for employees retiring with ten or more years of credited service, and 50% of the base monthly contribution for employees retiring with fewer than ten years of credited service. A retiree can elect a family plan to cover dependents.

For employees hired after June 30, 1996, but before July 1, 2001, and who retire with fewer than ten years of service, the State makes no contributions. For those retiring with at least ten years but fewer than 15 years of service, the State pays 50% of the base monthly contribution. For those retiring with at least 15 years but fewer than 25 years of service, the State pays 75% of the base monthly contribution. For those employees retiring with at least 25 years of service, the State pays 100% of the base monthly contribution. Retirees in this category can elect a family plan to cover dependents.

For employees hired on or after July 1, 2001, and who retire with fewer than ten years of service, the State makes no contributions. For those retiring with at least ten years but fewer than 15 years of service, the State pays 50% of the base monthly contribution. For those retiring with at least 15 years but fewer than 25 years of service, the State pays 75% of the base monthly contribution. For employees retiring with at least 25 years of service, the State pays 100% of the base monthly contribution. Only single plan coverage is provided for retirees in this category. Retirees can elect family coverage, but must pay the difference.

***Contributions***

Contributions are governed by HRS Chapter 87A and may be amended through legislation. Contributions to the EUTF paid by the Department was approximately \$143,796,000 for the fiscal year ended June 30, 2019. The employer is required to make all contributions for members.

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***OPEB Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB***

Measurement of the actuarial valuation of the OPEB liability, OPEB expense, and deferred outflows of resources and deferred inflows of resources related to OPEB is made for the State as a whole and is not separately computed for the individual state departments and agencies such as the Department. The State allocates the OPEB liability, OPEB expense, and deferred outflows of resources and deferred inflows of resources related to OPEB only to component units and proprietary funds that are reported separately in stand-alone financial statements or in the State's CAFR. Accordingly, the Department's proportionate share of the State's OPEB liability, OPEB expense, and deferred outflows of resources and deferred inflows of resources related to OPEB are not reported in the accompanying financial statements.

Additional disclosures and required supplementary information pertaining to the State's net OPEB liability, OPEB expense, and deferred outflows of resources and deferred inflows of resources related to OPEB can be found in the State's CAFR.

***Deferred Compensation Plan***

The State offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all State employees, permits employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or an unforeseeable emergency.

All plan assets are held in a trust fund to protect them from claims of general creditors. The State has no responsibility for loss due to the investment or failure of investment of funds and assets in the plan, but has the duty of due care that would be required of an ordinary prudent investor. Accordingly, the assets and liabilities of the State's deferred compensation plan are not reported in the accompanying financial statements.

**(11) RISK MANAGEMENT**

The State is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; and workers' compensation. The State generally retains the first \$1,000,000 per occurrence of property losses such as fires and 3% of a property's replacement cost value for catastrophic losses such as hurricanes, earthquakes, and floods, the first \$4,000,000 with respect to general liability claims, and the first \$500,000 of losses due to crime and cyber liability. Losses in excess of those retention amounts are insured with commercial insurance carriers. The limit per occurrence of property losses is \$200,000,000, except for terrorism, which is \$100,000,000 per occurrence. The annual aggregate limit for general liability losses is \$9,000,000 per occurrence, \$50,000,000 for cyber liability losses and, for crime losses, the limit per occurrence is \$10,000,000 with no aggregate limit. The State also has an insurance policy to cover medical

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malpractice risk in the amount of \$35,000,000 per occurrence and \$39,000,000 in the aggregate. The State is generally self-insured for workers' compensation and automobile claims. The Department administers its workers' compensation losses. A liability for workers' compensation is established if information indicates that a loss has been incurred as of June 30, 2019, and the amount of the loss can be reasonably estimated. The liability also includes an estimate for amounts incurred but not reported and loss adjustment expenses. The amount of the estimated loss is recorded in the accompanying statement of net position, as those losses will be liquidated with future expendable resources.

**(12) COMMITMENTS AND CONTINGENCIES**

***Encumbrances*** - The Department is committed under contracts awarded and orders placed for construction, repairs and maintenance, expenses, supplies, etc. These commitments as of June 30, 2019, were as follows:

General Fund	\$ 106,123,603
Federal Fund	49,015,093
Capital Projects Fund	457,736,264
Other Fund	<u>12,410,516</u>
	<u><u>\$ 625,285,476</u></u>

***Litigation*** - The Department has been named as defendant in a number of lawsuits and claims arising in the normal course of operations. A number of claims may possibly result in adverse judgments against the Department. However, such claim amounts cannot be reasonably estimated at this time. Although the Department and its counsel are unable to express opinions as to the outcome of on-going litigation, it is their opinion that any potential liability arising therefrom will not have a material adverse effect on the financial position of the Department because any judgments against the Department are judgments against the State and would be funded by the legislative appropriation of the State General Fund.

**(13) SUBSEQUENT EVENTS**

The Department has evaluated subsequent events through March 25, 2020, the date the financial statements were available to be issued, and determined that there are no other matters to disclose.

## **SUPPLEMENTARY INFORMATION**



**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Expenditures of Federal Awards

Fiscal Year Ended June 30, 2019

<b>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</b>	<b>Federal CFDA Number<sup>1</sup></b>	<b>Pass-through Entity Identifying Number</b>	<b>Provided to Subrecipients</b>	<b>Total Federal Expenditures</b>
<b>U.S. Department of Agriculture</b>				
Child Nutrition Cluster:				
National School Lunch Program:	10.555			
Cash assistance			\$ 8,700,819	\$ 71,398,936
Cash assistance (commodities)			-	6,074,086
Subtotal - National School Lunch Program			8,700,819	77,473,022
Summer Food Service Program for Children:	10.559			
State administrative expense			-	47,427
Total - Child Nutrition Cluster			8,700,819	77,520,449
CACFP Meal Service Training	10.534		-	7,011
Child and Adult Care Food Program	10.558		729,637	812,338
State Administrative Expense for Child Nutrition	10.560		-	1,201,240
Child Nutrition Discretionary Grants Limited Availability	10.579		27,052	32,398
Fresh Fruit and Vegetable Program	10.582		90,919	1,563,183
<b>Total - U.S. Department of Agriculture</b>			9,548,427	81,136,619
<b>U.S. Department of Defense</b>				
Competitive Grants: Promoting K-12 Student Achievement at Military-Connected Schools:	12.556			
Comprehensive Stem			-	74,306
Readying Radford Complex			-	342,671
Visible Learning			-	111,164
Stem Leilehua Complex			-	305,383
MCASP Kailua Inter FY18			-	37,746
CA Campbell-Kapolei Ala Hele FY19			-	35,272
Total - Competitive Grants Promoting K-12 Student Achievement at Military-Connected Schools			-	906,542
Invitational Grants for Military-Connected Schools	12.557		-	211,466
Department of Defense Impact Aid	12.558		-	2,265,841
Community Investment	12.600		-	32,285,627
Troops to Teachers Grant Program	12.620		-	62,964
<b>Total - U.S. Department of Defense</b>			-	35,732,440
<b>Institute of Museum and Library Services</b>				
Grants to States	45.310		-	1,166,701
<b>Total - Institute of Museum and Library Services</b>			-	1,166,701
<b>U.S. Department of Interior</b>				
Hawaii Department of Education Compact Impact	15.875		-	461,670
<b>Total - U.S. Department of Interior</b>			-	461,670
<b>U.S. Environmental Protection Agency</b>				
Environmental Education Grants	66.951		-	3,040
<b>Total - U.S. Environmental Protection Agency</b>			-	3,040

<sup>1</sup> Other identifying number used if no CFDA number available.

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Schedule of Expenditures of Federal Awards (Continued)

Fiscal Year Ended June 30, 2019

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number <sup>1</sup>	Pass-through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
<b>U.S. Department of Education</b>				
Adult Education - Basic Grants to States	84.002		\$ -	\$ 2,148,844
Title I - Grants to Local Educational Agencies	84.010		-	45,577,907
Migrant Education - State Grant Program	84.011		-	1,054,442
Title I - State Agency Program for Neglected and Delinquent Children and Youth	84.013		-	106,224
Special Education Cluster (IDEA):				
Special Education - Grants to States (IDEA Part B)	84.027		-	41,868,207
Special Education - Preschool Grants (IDEA Preschool)	84.173		-	881,201
Total - Special Education Cluster			-	42,749,408
Impact Aid	84.041		-	36,566,878
Migrant Education Coordination Program	84.144		-	183,584
Safe and Drug-free Schools and Communities National Programs	84.184		-	504,531
Education for Homeless Children and Youth	84.196		-	185,032
Twenty-First Century Community Learning Centers	84.287		3,846,003	9,635,737
English Language Acquisition State Grants	84.365		-	4,429,687
Mathematics and Science Partnerships	84.366		-	155,113
Supporting Effective Instruction State Grant	84.367		-	10,733,455
Grants for State Assessments and Related Activities	84.369		-	4,168,542
Statewide Longitudinal Data Systems	84.372		-	1,402,364
School Improvement Grants	84.377		-	145,229
Preschool Development Grants	84.419		-	2,307,771
Student Support and Academic Enrichment Program	84.424		-	2,142,853
Common Core of Data Survey Project	84.ED-08-CO-0029		-	5,926
NAEP State Coordinator	84.ED-08-CO-0029		-	232,574
Passed-through State Department of Human Services:				
Rehabilitation Services - Vocational Rehabilitation Grants to States	84.126	H126A190015-200015	-	120,772
Passed-through Alu Like, Inc.:				
Native Hawaiian Career and Technical Education	84.259	V259A180007	-	256,957
Passed-through Office of the State Director for Career and Technical Education:				
Career and Technical Education - Basic Grants to States	84.048	V048A16-V048A18	-	2,458,725
Passed-through University of Hawaii:				
Gaining Early Awareness and Readiness for Undergraduate Programs	84.334	P334S110026	-	57,580
Gaining Early Awareness and Readiness for Undergraduate Programs	84.334A	PA110247, PA170131	-	27,979
Native Hawaiian Education	84.362A	S362A17,S362A18	-	613,293
Total - Passed-through University of Hawaii			-	698,852
Passed-through Ho'okako'o Corporation:				
Native Hawaiian Education	84.362A	S362A150026	-	45,983
<b>Total - U.S. Department of Education</b>			3,846,003	168,017,390

<sup>1</sup> Other identifying number used if no CFDA number available.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Expenditures of Federal Awards (Continued)

Fiscal Year Ended June 30, 2019

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number <sup>1</sup>	Pass-through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
<b>U.S. Department of Health and Human Services</b>				
Substance Abuse and Mental Health Services-Projects of Regional and National Significance	93.243		\$ -	\$ 2,212,033
Passed-through State Department of Human Services:				
Every Student Succeeds Act/Preschool Development	93.434	90TP0043-01-00	-	80,461
TANF Cluster - Temporary Assistance for Needy Families	93.558	DHS-14-ETPO, 19-ETPO	-	2,862,680
CCDF Cluster - Child Care and Development Block Grant	93.575	DHS-15-CCPO,17-CCPO	-	(2,782)
Promote the Survival and Continuing Vitality of Native American Languages	93.587	90NL0621-01-00	-	28,438
Total - Passed-through State Department of Human Services			-	2,968,797
Head Start	93.600		-	120,303
Cooperative Agreements to Support Comprehensive School Health Programs to Prevent the Spread of HIV and Other Important Health Problems	93.938		-	82,830
<b>Total - U.S. Department of Health and Human Services</b>			-	5,383,963
<b>Total Expenditures of Federal Awards</b>			<u>\$ 13,394,430</u>	<u>\$ 291,901,823</u>

<sup>1</sup> Other identifying number used if no CFDA number available.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Notes to the Schedule of Expenditures of Federal Awards

Fiscal Year Ended June 30, 2019

**(1) BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the Schedule) for the fiscal year ended June 30, 2019 includes the federal award activity of the Department of Education (the DOE), the Hawaii State Public Library System (the HSPLS), and certain Public Charter Schools (the PCS) where the DOE prepares the Schedule, based on information provided by the HSPLS and the PCS, to combine federal financial data for the three departments, in aggregate known as the Department.

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 Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Department, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Department.

The following is a summary of the PCS entities that obtained separate audits performed in accordance with the Uniform Guidance, including separate Uniform Guidance submissions to the Federal Audit Clearinghouse:

- State Public Charter School Commission
- Ka 'Umeke Kā'eo Hawaiian Immersion Public Charter School
- Kamaile Academy
- Ke Kula 'O Nāwahīokalani'ōpu'u Iki LPCS
- Laupahoehoe Community Public Charter School
- Kua o ka Lā New Century Public Charter School
- Hawaii Technology Academy Public Charter School

Awards listed in these separately issued Uniform Guidance submissions, with federal expenditures aggregating to \$5,465,354 for the fiscal year ended June 30, 2019, are not included in the accompanying Schedule.

**(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the Schedule are reported on the cash basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, where in certain types of expenditures are not allowable 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.

**(3) INDIRECT COST RATE**

The Department has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

## **PART III**

# **INTERNAL CONTROL OVER FINANCIAL REPORTING AND COMPLIANCE**

**Independent Auditors' 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***

The Auditor  
State of Hawaii

Board of Education  
Department of Education  
State of Hawaii:

We have audited, in accordance with the 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 aggregate remaining fund information of the Department of Education, State of Hawaii (the Department), as of and for the fiscal year ended June 30, 2019, and the related notes to financial statements, which collectively comprise the Department's basic financial statements, and have issued our report thereon dated March 25, 2020. Our report includes a reference to other auditors who audited the financial statements of certain public charter schools, as described in our report on the Department's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

**Internal Control Over Financial Reporting**

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies, and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as Finding No. 2019-001, that we consider to be a significant deficiency.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Department'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*.

### **Department's Response to Finding**

The Department's response to the finding identified in our audit is described in Part V, Corrective Action Plan. The Department's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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

**KKDLV LLC**

Honolulu, Hawaii  
March 25, 2020

## **PART IV**

# **COMPLIANCE AND INTERNAL CONTROL OVER FEDERAL AWARDS**



**Independent Auditors' Report on Compliance for Each Major Federal Program and  
Report on Internal Control Over Compliance Required by the Uniform Guidance**

The Auditor  
State of Hawaii

Board of Education  
Department of Education  
State of Hawaii:

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

We have audited the Department of Education, State of Hawaii's (the Department) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Department's major federal programs for the fiscal year ended June 30, 2019. The Department's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

The Department's financial statements include the State Public Charter School Commission, the Ka 'Umeke Kā'eo Hawaiian Immersion Public Charter School, the Kamaile Academy, the Ke Kula 'O Nāwahīokalani'ōpu'u Iki LPCS, the Laupahoehoe Community Public Charter School, the Kua o ka Lā New Century Public Charter School, and the Hawaii Technology Academy Public Charter School. These entities expended \$5,465,354 in federal awards, which are not included in the accompanying schedule of expenditures of federal awards for the fiscal year ended June 30, 2019. Our audit, described below, did not include the operations of the State Public Charter School Commission, the Ka 'Umeke Kā'eo Hawaiian Immersion Public Charter School, the Kamaile Academy, the Ke Kula 'O Nāwahīokalani'ōpu'u Iki LPCS, the Laupahoehoe Community Public Charter School, the Kua o ka Lā New Century Public Charter School, and the Hawaii Technology Academy Public Charter School because these entities separately engaged auditors to perform audits in accordance with Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the Uniform Guidance), including separate Uniform Guidance submissions to the Federal Audit Clearinghouse.

***Management's Responsibility***

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

### ***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for each of the Department'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 the Uniform Guidance.

Those standards and the 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 Department'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 Department's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, the Department 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 fiscal year ended June 30, 2019.

### ***Other Matters***

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as Finding No. 2019-002. Our opinion on each major federal program is not modified with respect to these matters.

The Department's responses to the noncompliance findings identified in our audit is described in Part V, Corrective Action Plan. The Department's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

### **Report on Internal Control Over Compliance**

Management of the Department 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 the Department'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 the 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 the Department'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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify a deficiency in internal control over compliance, described in the accompanying schedule of findings and questioned costs as Finding No. 2019-002 that we considered to be a significant deficiency.

The Department's responses to the internal control over compliance findings identified in our audit is described in Part V, Corrective Action Plan. The Department's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

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 the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*KKDL Y LLC*

Honolulu, Hawaii  
March 25, 2020

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Findings and Questioned Costs

Fiscal Year Ended June 30, 2019

**SECTION I – SUMMARY OF AUDITORS' RESULTS**

***Financial Statements***

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:

**Unmodified**

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☒ Yes ☐ None reported
- Noncompliance material to financial statements noted? ☐ Yes ☒ No

***Federal Awards***

Internal control over major federal programs:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☒ Yes ☐ None reported

Type of auditors' report issued on compliance for major federal programs:

**Unmodified**

Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a)?

☒ Yes ☐ No

Identification of major federal programs:

**CFDA Number**

**Name of Federal Program or Cluster**

10.555/10.559	U.S. Department of Agriculture - Child Nutrition Cluster
84.041	U.S. Department of Education - Impact Aid
84.369	U.S. Department of Education - Grants for State Assessments and Related Activities

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

**\$3,000,000**

Auditee qualified as low-risk auditee?

☒ Yes ☐ No

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Findings and Questioned Costs

Fiscal Year Ended June 30, 2019

**SECTION II – FINANCIAL STATEMENT FINDINGS**

**Finding No. 2019-001  
Accounting for Capital Assets**

*Condition*

Capital assets represent a significant portion of total assets reported in the Department's financial statements. The accounting and reporting for capital assets is a major undertaking each year due to the number of ongoing capital improvement projects and repair and maintenance activities. The timely accounting and reporting of capital assets is critical to meeting the State's and the Department's financial reporting deadlines.

The Office of School Facilities and Support Services (OSFSS) is responsible for planning and directing capital projects, repairs and maintenance activities, and the related funds released for such projects. The Office of Fiscal Services, Accounting Services Branch (Accounting) relies on information provided by the OSFSS to properly account for capital assets and repairs and maintenance expenses reported in the Department's financial statements.

During our audit of capital assets, we noted the following conditions:

1. The Department uses the Financial Management System (FMS) to track machinery and equipment purchases and inventory. As in the previous year, there continues to be a number of machinery and equipment purchases reported in FMS which were overstated due to incorrect item costs caused by system input and recalculation errors. The Department conducted time-consuming research after the fiscal year to identify those machinery and equipment purchases requiring adjustment, and determined that capital assets and accumulated depreciation were overstated by approximately \$2.5 million and \$1.8 million, respectively, as of June 30, 2019. The Department properly adjusted its financial statements for these system input and recalculation errors.
2. The Department regularly utilizes contractors to provide construction management services for the Department's various capital asset and repair and maintenance projects. Project costs are tracked by individual contractors rather than by projects. As a result, the Department must perform a laborious review after the fiscal year to determine whether project costs should be recorded as capital assets or repair and maintenance expenses. For the fiscal year ended June 30, 2019, the Department reviewed contractors with project costs aggregating to \$13.2 million (of which \$6.7 million was incurred and reviewed in the previous year), and determined that approximately \$11.1 million should be recorded as capital assets and approximately \$2.1 million should be recorded as repairs and maintenance expenses. The Department properly adjusted its financial statements to reflect these project costs.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Findings and Questioned Costs

Fiscal Year Ended June 30, 2019

3. Various other adjustments were required to properly classify repairs and maintenance expenses and capital assets as of and for the fiscal year ended June 30, 2019. The Department properly adjusted its financial statements to classify repairs and maintenance and capital assets.

*Criteria*

Internal controls over financial reporting for capital assets should allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements of capital assets on a timely basis.

*Cause*

The above discrepancies occurred due to the following:

1. System input and recalculation errors continue to occur in FMS when recording certain machinery and equipment purchases, which were not detected in the initial review process.
2. For contractors performing construction management services for multiple projects, the Department tracked project costs at the individual contractor level instead of at the project level.
3. Certain capital asset costs and repairs and maintenance expenses were not properly classified.

*Effect*

The Department was required to expend significant resources after the fiscal year to perform time-consuming research and analysis to properly account for capital assets and repairs and maintenance expenses. The Department recorded a number of audit adjustments to properly state capital assets, and related depreciation expense, and repairs and maintenance expenses as of and for the fiscal year ended June 30, 2019, including the discrepancies described above.

*Identification as a Repeat Finding, if applicable*

See Finding 2018-001 included in the Summary Schedule of Prior Audit Findings.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Findings and Questioned Costs

Fiscal Year Ended June 30, 2019

*Recommendation*

We recommend that the Department exercise greater care in accounting for capital assets and repairs and maintenance expenses for financial reporting purposes. Specifically, we recommend that:

1. Capital asset purchases inputted into FMS be reviewed for accuracy in a timely fashion to reduce the time-consuming efforts required at the end of the fiscal year, including the identification and accumulation of system input and recalculation errors. The Department should continue to address this matter during the implementation process for the new FMS.
2. For contractors performing construction management services for multiple projects, the OSFSS track project costs at the project level, in addition to tracking project costs at the individual contractor level. This will enable the Department to streamline the current laborious process to properly classify such project costs as capital assets or repairs and maintenance expenses at the end of the fiscal year.
3. The classification of capital assets and repairs and maintenance expenses be reviewed and adjusted to the appropriate balances on a timely basis.

*Views of Responsible Official(s) and Planned Corrective Action*

Management agrees with the finding and recommendation. See Corrective Action Plan on page 59.

**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Findings and Questioned Costs

Fiscal Year Ended June 30, 2019

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**Finding No. 2019-002**

**Activities Allowed or Unallowed and Allowable Costs/Cost Principles**

**Child Nutrition Cluster**

**U.S. Department of Agriculture**

**CFDA No. 10.555, 10.559**

*Condition*

For employees working solely on a single federal funded program, the Department requires that a payroll certification be completed and signed by the employee or supervisor twice a year. Certifications shall be signed and dated within 30 days after the end of the reporting period and for the six months ending December 31<sup>st</sup> and June 30<sup>th</sup> of each year.

For employees working on multiple programs with separate funding sources, the Department requires that a payroll certification be completed and signed by the employee and the supervisor on a monthly basis. Certifications shall be signed and dated within 30 days after the end of the reporting period and report at the end of every month the actual amount of time the employee was engaged in program activities.

The Department requires that payroll certifications shall be filed and maintained with all other documentation of fiscal transactions at the organizational level executing the authority to expend federal funds.

During our testing, we noted that out of a sample of 40 payroll transactions, 3 payroll transactions did not have a supporting payroll certification form. Additionally, we noted that 3 payroll transactions in our sample did have a supporting payroll certification form, however, the forms were signed and completed prior to the end of the certification period.

*Criteria*

In accordance with 2 CFR § 200.430, charges to Federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must support the distribution of the employee's salary or wages among specific activities or cost objectives.

In accordance with 2 CFR § 200.303, the non-Federal entity must establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award.



**DEPARTMENT OF EDUCATION  
STATE OF HAWAII**

Schedule of Findings and Questioned Costs

Fiscal Year Ended June 30, 2019

*Cause*

The Department did not adhere to established policies and procedures for payroll certifications.

*Effect*

The Department has not consistently complied with established policies and procedures. Lack of required supporting and accurate documentation could lead to unallowable activities and costs to be charged to the Federal program.

*Questioned Costs*

No questioned or known costs were identified as a result of our procedures.

*Identification as a Repeat Finding, if applicable*

Not applicable.

*Recommendation*

We recommend that the Department adhere to established policies and procedures over the payroll certification process, including the retention of supporting documentation and supervisory reviews to ensure that payroll certifications are complete and accurate.

*Views of Responsible Official(s) and Planned Corrective Action*

Management agrees with the finding and recommendation. See Corrective Action Plan on page 60.

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## **PART V**

### **CORRECTIVE ACTION PLAN**

**(Provided by the Department of Education, State of Hawaii)**



STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

March 25, 2020

KKDLY LLC  
Topa Financial Center  
745 Fort Street, Suite 2100  
Honolulu, HI 96813

Ladies and Gentlemen:

The Single Audit of the State of Hawaii Department of Education (HIDOE) for the fiscal year ended June 30, 2019 was completed before the original March 31, 2020 Federal deadline. We are pleased that the HIDOE received an unmodified opinion on its financial statements.

We have reviewed your audit findings and recommendations and corrective action plans have been prepared. In accordance with 2 CFR 200.508, the following pages contain the **Corrective Action Plan** for the year ended June 30, 2019 and the **Summary Schedule of Prior Audit Findings** for the year ended June 30, 2018.

Sincerely,

A handwritten signature in blue ink, appearing to be "CK", with a light blue circular stamp or watermark behind it.

Dr. Christina M. Kishimoto  
Superintendent

CMK:dy  
Attachments

c: Internal Audit Office

**STATE OF HAWAII DEPARTMENT OF EDUCATION  
CORRECTIVE ACTION PLAN  
Fiscal Year Ended June 30, 2019**

**FINANCIAL STATEMENT FINDING**

**2019-001 Accounting for Capital Assets (Page 53)**

**View of Responsible Officials**

*Management agrees with the finding and recommendation.*

**Corrective Action Plan**

*The Department's accounting system, the Financial Management System (FMS), was implemented in the early 1990s. Due to the age of FMS, there is significant risk in making any changes to the system. The Office of Fiscal Services and the Office of Facilities and Operations perform extensive documentation and analysis outside of FMS for project accounting and project management, as well as the management and review of certain fixed assets records. This is a very manual and time-consuming process.*

*As a response to condition 1, the Department has included a fixed asset accounting module as part of the Phase I work plan in the FMS modernization project. In addition, as a response to conditions 2 and 3, the Department has included a project accounting and management module as part of the Phase II work plan in the FMS modernization project.*

*Contact Persons: Trisha Kaneshiro, Fiscal Specialist  
Accounting Services Branch - Accounting Section  
Office of Fiscal Services*

*Riki Fujitani, Auxiliary Services Director  
Auxiliary Services Branch  
Office of Facilities and Operations*

*Anticipated Completion Date: Fiscal year ending June 30, 2021 - Fiscal year ending  
June 30, 2022*

**STATE OF HAWAII DEPARTMENT OF EDUCATION  
CORRECTIVE ACTION PLAN  
Fiscal Year Ended June 30, 2019**

**FEDERAL AWARD FINDING AND QUESTIONED COSTS**

**2019-002 Activities Allowed or Unallowed and Allowable Costs/Cost Principles** (Page 56)

**View of Responsible Officials**

*Management agrees with the finding and recommendation.*

**Corrective Action Plan**

*The Monitoring and Compliance Branch (MAC) obtained the list of school staff members who have some form of incomplete or inaccurate documentation regarding payroll certification. Federal grants may be used to support salaries and wages for employees, but must have consistent records as related to 2 CFR 200.430: “Charges to Federal awards for salaries and wages must be based on records that **accurately reflect** the work performed.”*

*In an effort to ensure the continued allocation of Federal funds to the Hawai‘i Department of Education (HIDOE) in fulfilling its goals for successful student outcomes, the required corrective actions listed below will support the continuity of these funds to help our students become educated, healthy, and joyful lifelong learners who contribute positively to our community and global society.*

*Due to several position cuts within MAC, an internal reorganization took place that included a new lead staff member for the Payroll Certification project. As such, with a change in personnel, MAC will review policies and procedures and create opportunities for collaboration. Thus, MAC is currently working on strengthening the Payroll Certification project by including the following:*

- Review and update payroll certification policies and procedures;*
- Create a payroll certification guidance document for School Year (SY) 2020-2021 to be completed prior to the end of SY 2019-2020;*
- Produce a one-page reminder of payroll certification guidance for the Deputy Superintendent to share with Complex Area Superintendents;*
- Conduct payroll certification trainings to help with ease of understanding and application of guidance for SY 2020-2021;*
- Update and revise the current internal MAC webpage via the HIDOE Intranet to include helpful resources, important dates, and downloadable documents;*

## **2019-002 Activities Allowed or Unallowed and Allowable Costs/Cost Principles (Continued)**

- *Create clear and easy to follow messaging via memos and emails regarding payroll certification updates and guidance;*
- *Provide clear and timely responses to payroll certification questions;*
- *Remind staff members to check the HDOE Financial Reporting System (FRS) to obtain a list of employees paid with Federal funds; and*
- *Collaborate with Charter School staff members to ensure they receive necessary supports.*

*MAC has reached out for technical assistance from Brustein & Manasevit, a Washington D.C. based law firm that specializes in education, workforce, and grants management. Brustein & Manasevit is recognized for its education regulatory and legislative practice. The firm provides legal advice regarding federal education programs included in the Elementary and Secondary Education Act (ESEA), reauthorized as Every Student Succeeds Act (ESSA) and the Individuals with Disabilities Education Improvement Act of 2004 (IDEA). The firm regularly counsels clients about federal grants management requirements, which includes the Education Department General Administrative Regulations (EDGAR), the Office of Management and Budget (OMB) Uniform Grants Guidance, and the General Education Provisions Act (GEPA). Brustein & Manasevit staff attorneys are working closely with MAC to provide assistance in reviewing and updating current policies and procedures as related to federal grants compliance.*

### ***Finding 1 (Did not Complete Payroll Certification)***

*For the two staff members at two different elementary schools and one staff member at a middle school, the finding is that each of the three staff members did not complete supporting payroll certification forms. Therefore, each school **must** submit one copy of the completed payroll certification form for each employee to MAC. The original payroll certification form for each employee must be maintained in the school office files in the event of an audit or monitoring visit.*

### ***Finding 2 (Incorrect Date for Certification Period)***

*For the three staff members at three different high schools, although each staff member had supporting payroll certification forms completed, the finding is that the forms were signed and dated prior to the end of the certification period. Therefore, each school **must** resubmit one copy of the payroll certification form for each employee with the correct dates and appropriate signatures to MAC. The dates and signatures should coincide with the correct certification period. The original resubmitted payroll certification form for each employee must be maintained in the school office files in the event of an audit or monitoring visit.*

*Contact Person: Cara Tanimura, Acting Director  
Monitoring and Compliance Branch  
Office of the Deputy Superintendent*

*Anticipated Completion Date: March 31, 2020*

## **PART VI**

### **SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS** **(Provided by the Department of Education, State of Hawaii)**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
**Prior Fiscal Year Ended June 30, 2018**

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**SECTION II – FINANCIAL STATEMENT FINDINGS**

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**2018-001 Tracking and Accounting for Capital Assets**

*(Page 54 to 55 of the Prior Year June 30, 2018 Report)*

**Status** -- *Corrective action and monitoring is in progress. Please refer to the current year response in the Financial Statement Finding No. 2019-001.*

**2018-002 Procurement and Suspension and Debarment**

*(Page 56 to 57 of the Prior Year June 30, 2018 Report)*

**Status** -- *The Procurement and Contracts Branch (PCB) worked with the Complex Areas to address the Title I School Principals being current 3 years with completing their Procurement Training Module course in PDE3. Two Complex Areas conducted in-person group training to complete the PDE3 course and PCB conducted three separate WebEx sessions so Principals could complete the PDE3 course. As of November 29, 2019, all Title I School Principals had completed their Procurement and Contracts Training Session to be current within 3 years. The verification sheet for Procurement in the SY 2019-2020 Title I Handbook is due on March 13, 2020, and the School Transformation Branch will monitor schools to ensure that the requirement is met by all schools by that date.*

**2018-003 Procurement and Suspension and Debarment**

*(Page 58 to 59 of the Prior Year June 30, 2018 Report)*

**Status** -- *The Procurement and Contracts Branch (PCB) worked with the Complex Areas to address the Title I School Principals being current 3 years with completing their Procurement Training Module course in PDE3. Two Complex Areas conducted in-person group training to complete the PDE3 course and PCB conducted three separate WebEx sessions so Principals could complete the PDE3 course. As of November 29, 2019, all Title I School Principals had completed their Procurement and Contracts Training Session to be current within 3 years.*

*The verification sheet for Procurement in the SY 2019-2020 Title I Handbook is due on March 13, 2020, and the School Transformation Branch will monitor schools to ensure that the requirement is met by all schools by that date.*