

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES

FINANCIAL REPORT

JUNE 30, 2008

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
TABLE OF CONTENTS
JUNE 30, 2008

	<u>Page</u>
Management's Discussion and Analysis	1-11
Independent Auditor's Report	12-13
Government-wide Financial Statements:	
Statement of Net Assets	14
Statement of Activities and Changes in Net Assets	15
Governmental Fund Financial Statements:	
Combined Balance Sheet - Governmental Funds	16
Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	17
Fiduciary Fund Financial Statements:	
Statement of Fiduciary Net Assets and Changes in Fiduciary Net Assets	18
Notes to Financial Statements	19-30
Supplementary Information:	
<u>Supplementary Schedule</u> <u>Number</u>	
1 Analysis of Account A431-School Districts and Other BOCES	31
2 Schedule of General Fund Revenues and Expenditures - Budget and Actual	32

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2008

The following is a discussion and analysis of the Board of Cooperative Educational Services (hereinafter referred to as "Questar III") financial performance for the fiscal year ended June 30, 2008. The section is a summary of Questar III's financial activities based on currently known facts, decisions, or conditions. It is also based on both the government-wide and fund-based financial statements. The results of the current year are discussed in comparison with the prior year, with an emphasis placed on the current year. This section is only an introduction and should be read in conjunction with Questar III's financial statements, which immediately follow this section.

FINANCIAL HIGHLIGHTS

- Net assets on an entity wide basis increased by approximately \$1,819,000 over the prior year. The increase was largely due to the change in accounting principle (note 10 of financial statements) for the results of operations of the Special Aid fund which increased the Special Aid fund balance by \$1,076,000. Net assets also increased by \$334,000 as a result of revenues in excess of expenses.
- Governmental revenues under the modified accrual basis of accounting increased by 8.97% due to increase demand for services. This growth is due to strong demand for staff development, equipment purchases and cross contracts with other BOCES as well as changes in billing methodology. The following is a five year revenue comparison:

	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
Administration (001-002)	\$ 5.4	\$ 5.0	\$ 4.5	\$ 4.3	\$ 4.1
Occupational Instruction (100-199)	7.1	6.2	6.2	5.7	5.1
Instruction for Handicapped (200-299)	18.3	17.3	16.3	16.1	13.9
Itinerant Service (300-399)	1.5	1.2	1.3	1.0	0.9
General Instruction (400-499)	5.3	5.8	5.2	3.1	3.1
Instructional Support (500-599)	5.0	2.8	2.7	2.4	1.8
Other Services (600-699)	6.8	5.6	5.1	4.5	4.9
Special Aid Fund (800-999)	<u>8.9</u>	<u>9.6</u>	<u>8.3</u>	<u>7.1</u>	<u>6.2</u>
Total Revenue	<u>\$ 58.3</u>	<u>\$ 53.5</u>	<u>\$ 49.6</u>	<u>\$ 44.2</u>	<u>\$ 40.0</u>
% Increase	<u>8.97%</u>	<u>7.86%</u>	<u>12.22%</u>	<u>10.50%</u>	<u>3.90%</u>

Expenditures increased by 11.9% over the prior year. While salaries, wages and fringe benefits decreased as a percentage of total expenses, Questar III experienced an increase of \$1,135,000 or 18.6%, in services contracted with other BOCES. Component districts also increased the amount of equipment purchased and leased by \$1,475,000 or 140.0% over prior year amounts.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2008

FINANCIAL HIGHLIGHTS (CONTINUED)

	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
Salaries & Wages	\$ 24.2	\$ 23.5	\$ 22.3	\$ 20.6	\$ 18.7
Salaries & Wages as % of Total Expenditures	42.83%	46.53%	46.95%	47.36%	47.58%
Fringe Benefits	\$ 11.6	\$ 10.7	\$ 9.8	\$ 9.2	\$ 7.7
Fringe Benefits as % of Total Expenditures	20.53%	21.19%	20.63%	21.15%	19.59%
Health Insurance	\$ 5.7	\$ 5.1	\$ 5.5	\$ 5.4	\$ 4.3
Health Insurance as % of Total Expenditures	10.1%	10.1%	11.58%	12.41%	10.94%
Total Expenditures	\$ 56.5	\$ 50.5	\$ 47.5	\$ 43.5	\$ 39.3

- Questar III offers approximately 280 educational and district support services, while operating on a fiscally sound basis. Demand for Questar III educational programs is strong and we expect the trend to continue.

OVERVIEW OF THE FINANCIAL STATEMENTS

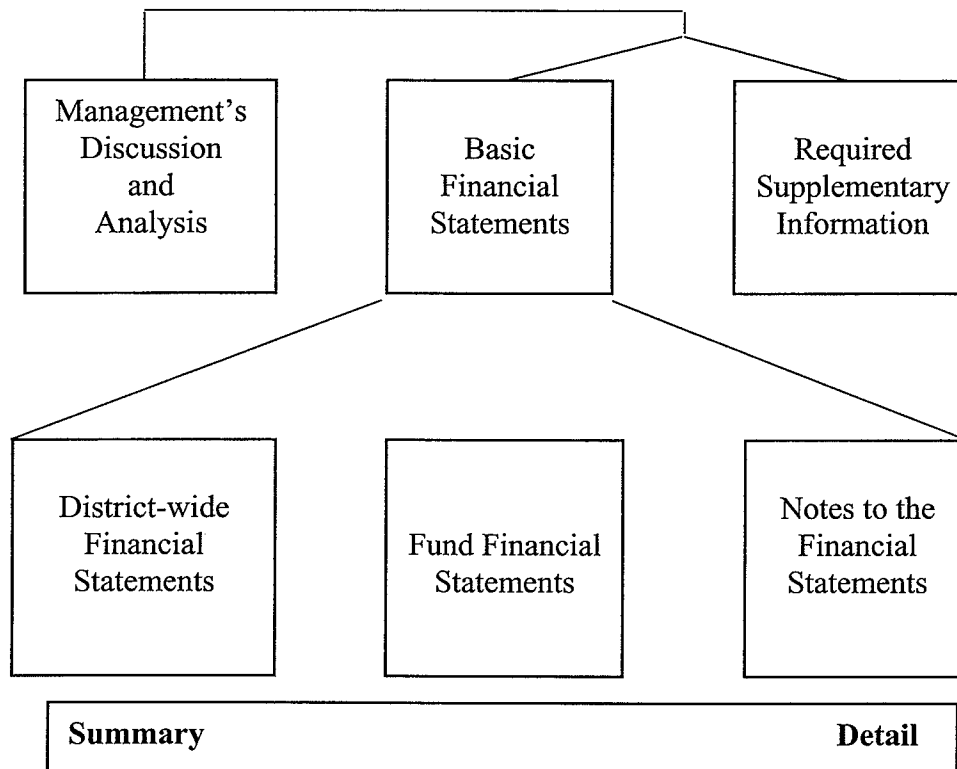
This annual report consists of three parts: MD&A (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of Questar III:

- The first two statements are **government-wide financial statements** that provide both *short-term* and *long-term* information about Questar III's *overall* financial status.
- The remaining statements are **fund financial statements** that focus on *individual parts* of Questar III, reporting the operations in *more detail* than the entity-wide statements.
- The **governmental fund statements** tell how basic services such as instruction and support functions were financed in the *short-term* as well as what remains for future spending.
- The **Fiduciary funds statements** provide information about the financial relationships in which Questar III acts solely as a *trustee* or *agent* for the benefit of others.

The financial statements also include notes that provide additional information about the financial statements and the balances reported. The statements are followed by a section of required supplementary information that further explains and supports the financial statements with a comparison of Questar III's budget for the year and details as to amounts due from school districts and other BOCES. Table A-1 shows how the various parts of this annual report are arranged and related to one another.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

Table A-1: Organization of Questar III's Annual Financial Report



QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

Table A-2 Summarizes the major features of Questar III's financial statements, including the portion of Questar III's activities that they cover and the types of information that they contain. The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

Table A-2: Major Features of the Entity-wide and Fund Financial Statements

	Entity-wide Statements	Fund Financial Statements	
		<u>Governmental</u>	<u>Fiduciary</u>
1. Scope	Entire governmental entity (except fiduciary funds)	The day-to-day operating activities of Questar III, such as education and district support services	Instances in which Questar III administers resources on behalf of others, such as scholarships
2. Required financial statements	<ul style="list-style-type: none"> • Statement of Net Assets • Statement of Activities and Changes in Net Assets 	<ul style="list-style-type: none"> • Balance Sheet • Statement of Revenues, Expenditures and Changes in Fund Balances 	<ul style="list-style-type: none"> • Statement of Fiduciary Net Assets • Statement of Changes in Fiduciary Net Assets
3. Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual and current financial resources measurement focus	Accrual accounting and economic resources focus
4. Type of asset and liability information	All assets and liabilities, both financial and capital, short-term and long-term	Current assets and liabilities that come due during the year or soon thereafter; no capital assets or long-term liabilities included	All assets and liabilities, both financial and capital, short-term and long-term
5. Type of inflow and outflow information	All revenues and expenses during year; regardless of when cash is received or paid	Revenues for which cash is received during the year or soon thereafter; expenditures when goods or services have been received and the related liability is due and payable	All additions and deductions during the year, regardless of when cash is received or paid

GOVERNMENT-WIDE STATEMENTS

The government-wide statements report information about Questar III as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Assets includes all of Questar III's assets and liabilities. All of the current year's revenues and expenses are accounted for in the Statement of Activities and Changes in Net Assets regardless of when cash is received or paid.

The two district-wide statements report Questar III's *net assets* and how they are changed. Net assets, the difference between the assets and liabilities, is one way to measure the financial health or position of Questar III.

- Over time, increases and decreases in net assets is an indicator of whether the financial position is improving or deteriorating, respectively.
- For assessment of the overall health of Questar III, additional non-financial factors such as changes in Questar III's component and non-component district's health and the condition of buildings and other facilities should be considered.

In the government-wide financial statements, Questar III's activities are shown as *Governmental Activities*: Most of Questar's basic services are included here, such as special education administration and substantially all these activities are financed through user charges.

FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about Questar III's funds. Funds are accounting devices that Questar III uses to account for specific revenue sources and spending on particular programs. The funds have been established by the laws of the State of New York.

Questar III has two kinds of funds:

- ***Governmental funds***: Most of the basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow and (2) the balances left at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the programs of Questar III. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information at the bottom of the governmental funds statements explains the relationship (or differences) between them. In summary, the governmental fund statements focus primarily on the sources, uses, and balances of current financial resources and often has a budgetary orientation. Included are the general fund, special revenue funds and capital project funds. Required statements are the Balance Sheet and the Statement of Revenues, Expenditures and Changes in Fund Balances.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

FUND FINANCIAL STATEMENTS (CONTINUED)

- **Fiduciary funds:** Questar III is the trustee or fiduciary for assets that belong to others, such as scholarship funds, student activities funds, and post-retirement health insurance funds. Questar III is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. Questar III excludes these activities from the entity-wide financial statements because it cannot use these assets to finance its operations. Fiduciary fund reporting focuses on net assets and changes in net assets.

FINANCIAL ANALYSIS OF QUESTAR III AS A WHOLE

Questar III's net assets increased approximately \$1.8 million to \$8.0 million as detailed in Tables A-3 and A-4.

Table A-3: Condensed Statement of Net Assets
(in millions)

	Fiscal Year <u>2008</u>	Fiscal Year <u>2007</u>
Current and other assets	\$ 14.3	\$ 9.4
Capital assets, net of depreciation	<u>5.3</u>	<u>5.2</u>
Total Assets	<u>19.6</u>	<u>14.6</u>
 Current liabilities	 <u>11.6</u>	 <u>8.4</u>
 Net assets		
Investment in capital assets, net of related debt	5.3	5.2
Unrestricted	<u>2.7</u>	<u>1.0</u>
Total Net Assets	<u><u>\$ 8.00</u></u>	<u><u>\$ 6.2</u></u>

CHANGES IN NET ASSETS

Questar III's total fiscal year 2008 revenues approximate \$57.3 million. (See Table A-4) Charges to components, non-components and others accounted for 81.7% (83.5% in 2007) of Questar III's revenue. Operating grants accounted for 15.5% (14.4% in 2007).

Questar III's total fiscal year 2007 expenses approximate \$55.4 million. (See Table A-4) Of these expenses 90.7% related to instruction and instructional support (91.6% in 2007) and 9.3% related to administrative and business activities (8.4% in 2007).

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

Table A-4: Changes in Net Assets from Operating Results
(in millions)

	Fiscal Year 2008	Fiscal Year 2007
Revenues		
Program Revenues		
Charges for Services	\$ 46.8	\$ 44.1
Operating Grants	8.9	7.6
Other Revenues	<u>1.6</u>	<u>1.1</u>
Total Revenues	<u>57.3</u>	<u>52.8</u>
Expenses		
Administration	5.2	4.2
Occupational Instruction	8.7	8.1
Instruction of Handicapped	18.5	17.6
Itinerant Services	1.4	1.7
General Instruction	6.8	9.1
Instructional Support	8.7	4.4
Other Services	<u>6.1</u>	<u>4.7</u>
	<u>55.4</u>	<u>49.8</u>
Revenues in Excess of Expenses before Return of Surplus	1.9	3.0
Return of Surplus	<u>(1.6)</u>	<u>(2.8)</u>
Change in Net Assets	<u>\$.3</u>	<u>\$.2</u>

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

FINANCIAL ANALYSIS OF QUESTAR III'S FUNDS

Variances between years for the governmental fund financial statements are not the same as variances between years for the district-wide financial statements. Questar III's governmental funds are presented on the **modified accrual basis of accounting**, which has a current financial resources measurement focus. Based on this presentation, governmental funds do not include long-term debt liabilities for the funds' projects and capital assets purchased by the funds. Governmental funds will include the current payments for capital assets, and the current payments for capital leases.

BUDGETARY HIGHLIGHTS

Over the course of the year, Questar III revised its budget several times. These budget amendments fall into two categories:

- Amendments and supplemental appropriations approved shortly after the beginning of the year to reflect the actual beginning account balances and encumbrances carried-over from the prior year.
- Changes made to account for projected increases or decreases in purchased services from component, noncomponent and other BOCES.

Questar III had a number of significant budget amendments during the year ended June 30, 2008 primarily to provide additional services as requested by components and others. The larger increases related to instruction for handicapped students, instructional support as well as support services.

Questar III occupational instruction programs experienced a deficit of approximately \$204,000 due to lower alternative education student enrollment. The occupational instructional program also invested in classroom renovations at the Columbia-Greene education center to prepare the facility for the new Mechanical Technology program.

The majority of the Questar III's general instruction program deficit was due to the Alternative Learning Program ("ALP"). The approximate ALP deficit was \$620,000 and it was due to a significant reduction in student enrollment. In addition, Questar III continued to invest in the redesign of the program curriculum.

	<u>Initial Budget</u>	<u>Adjustments</u>	<u>Current Budget</u>	<u>Year-to-Date Expenditures</u>	<u>Encumbrances Outstanding</u>	<u>Unencumbered Balance</u>
Administration (001-002)	\$ 5,136,244	\$ 39,979	\$ 5,176,223	\$ 4,787,680	\$ 43,732	\$ 344,811
Occupational Instruction (100-199)	6,889,800	293,001	7,182,801	7,284,417	101,980	(203,596)
Instruction for Handicapped (200-299)	17,564,019	936,912	18,500,931	17,270,100	164,574	1,066,257
Itinerant Service (300-399)	1,801,373	(340,143)	1,461,230	1,438,410	1,805	21,015
General Instruction (400-499)	4,567,678	774,008	5,341,686	5,987,277	18,432	(664,023)
Instructional Support (500-599)	3,793,943	1,320,316	5,114,259	4,574,884	261,724	277,651
Other Services (600-699)	5,981,093	807,347	6,788,440	6,503,458	27,927	257,055
	<u>\$ 45,734,150</u>	<u>\$ 3,831,420</u>	<u>\$ 49,565,570</u>	<u>\$ 47,846,226</u>	<u>\$ 620,174</u>	<u>\$ 1,099,170</u>

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The following table reflects the total cumulative cost of various building renovations and additions, technology and equipment expenditures through the end of fiscal year 2008:

Table A-5: Capital Assets

<u>Category</u>	<u>2008</u>	<u>2007</u>
Land	\$ 463,533	\$ 463,533
Buildings	6,919,408	6,671,633
Machinery and Equipment	1,531,570	1,495,071
Vehicles	537,764	818,627
Work in Progress	<u>40,676</u>	<u>71,795</u>
Total	<u>\$ 9,492,951</u>	<u>\$ 9,520,659</u>

Long-Term Debt

At year-end Questar III had \$825,920 in installment purchase debt outstanding. More detailed information about Questar III's long-term liabilities is presented in Note 6 to the Financial Statement.

FACTORS BEARING ON QUESTAR III'S FUTURE

At the time these financial statements were prepared and audited, Questar III was aware of the following existing circumstances that could significantly affect its financial health in the future:

Currently, one of Questar III's union contracts has expired. The Support Services contract expired June 30, 2008, and represents the majority of support staff. Management is in negotiations with the unit leadership and a new contract is anticipated in the near future. As of the date of the audit report, Questar III's Teacher Assistant bargaining unit membership has approved a contract for the term July 1, 2006 through June 30, 2010. The results of negotiations will be reflected in the cost of Questar III services.

At this time, demand for Questar III services remains stable with most service areas meeting revenue projections for 2008/09. However, the current financial crisis and the projected budget deficit for New York State will likely have an adverse impact on component district revenues. Questar III is proactively employing cost containment measures in anticipation of school district cutbacks.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

FACTORS BEARING ON QUESTAR III'S FUTURE (CONTINUED)

Career and Technical Education-CTE: The Career and Technical Education services have experienced deficits in the past two years and the priority for 2008/09 is to bridge the gap between revenues and expenditures. The revenue structure is a fixed priced methodology regardless of the number of students attending the program. There are no new curriculums planned for the near future which would dictate significant investments in equipment or facility redesign.

Instruction of Students with Disabilities: Revenues for our Special Education programs are expected to remain strong. Enrollment has stabilized and we have occupied new special education classroom space specifically designed for our disabled student population. This has tremendously improved the delivery and quality of our programs.

Intinerant Service: This service has been stable even though there is a significant increase in the cost of delivering the services due to employee travel costs.

General Instruction: The Alternative Education Program is in the second year of a three year planned redesign. Enrollment is at projected levels and Questar staff continue to market the enhanced program to our component districts. Tech Valley High School enrollment continues to grow. This program is a joint venture with the Capital Region BOCES.

School District Support Services: The demand for curriculum and data analysis support remains strong. It is anticipated that component districts will decrease their investment in equipment purchases and leases due to the fiscal crisis.

Other Services: District participation in State Aid Planning, Fixed Asset Management and GASB 45 Planning and Valuation has remained strong and continues to be a growth area as districts strive to meet fiscal compliance requirements. The GASB 45 service is estimated to generate over \$750,000 in revenue in 2008/2009.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (CONTINUED)
JUNE 30, 2008

CONTACTING QUESTAR III'S FINANCIAL MANAGEMENT

This financial report is designed to provide citizens, taxpayers, customers, investors and creditors with a general overview of the finances of Questar III and to demonstrate our accountability with the money we receive. If you have any questions about this report or need additional financial information, contact:

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INDEPENDENT AUDITOR'S REPORT

Questar III
Board of Cooperative Educational Services
Rensselaer-Columbia-Greene Counties

We have audited the accompanying financial statements of Questar III-Board of Cooperative Educational Services of Rensselaer-Columbia-Greene Counties ("Questar III"), as of and for the year ended June 30, 2008, as listed in the table of contents. These financial statements are the responsibility of Questar III's management. Our responsibility is to express an opinion on these financial statements based on our audit.

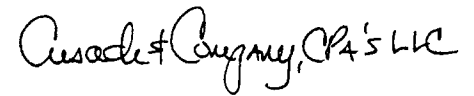
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Questar III at June 30, 2008, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Management's Discussion and Analysis listed in the foregoing table of contents is not a required part of the basic financial statements but is supplementary information required by the Government Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with *Government Auditing Standards*, we have also issued a report dated September 30, 2008 on our consideration of Questar III's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information presented on pages 31 and 32, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly presented in all material respects in relation to the basic financial statements taken as a whole.

A handwritten signature in cursive script that reads "Cusack & Company, CPAs LLC".

CUSACK & COMPANY, CPA'S LLC

Latham, New York
September 30, 2008

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
STATEMENT OF NET ASSETS
JUNE 30, 2008

ASSETS

Cash	\$ 3,056,570
State and Federal Aid Receivable	2,236,702
Due from School Districts	8,402,921
Other Receivables	400,926
Prepaid Expenses	220,805
Capital Assets, Net	<u>5,294,240</u>

Total Assets	<u><u>\$ 19,612,164</u></u>
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LIABILITIES

Accounts Payable	\$ 3,611,695
Accrued Expenses	1,047,570
Deferred Revenues	546,234
Capital Leases Payable	825,920
Due to Retirement Systems	1,849,117
Due to Agency Fund	<u>3,760,065</u>
Total Liabilities	<u>11,640,601</u>

NET ASSETS

Invested in Capital Assets	5,294,240
Unrestricted Reserve for Encumbrances	684,058
Unrestricted Reserve for Prepaid Expenses	220,805
Unrestricted	<u>1,772,460</u>
Total Net Assets	<u>7,971,563</u>

Total Liabilities and Net Assets	<u><u>\$ 19,612,164</u></u>
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QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2008

		<u>Program Revenues</u>		
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Net (Expense) Revenues and Changes in Net Assets</u>
Functions/Programs:				
Administration	\$ 5,164,403	\$ 4,412,197	\$ 998,151	\$ 245,945
Occupational Instruction	8,722,484	7,446,322	1,407,504	131,342
Instruction of Handicapped	18,451,472	17,653,948	1,055,458	257,934
Itinerant Services	1,449,682	1,470,380	-	20,698
General Instruction	6,763,679	6,120,351	732,057	88,729
Instructional Support	8,748,499	4,676,566	4,684,679	612,746
Other Services	<u>6,070,681</u>	<u>6,648,005</u>	<u>-</u>	<u>577,324</u>
Total Functions/Programs	<u>\$ 55,370,900</u>	<u>\$ 48,427,769</u>	<u>\$ 8,877,849</u>	1,934,718
Return of Surplus				<u>1,601,069</u>
Change in Net Assets				333,649
Encumbrances, Beginning of Year				(374,664)
Encumbrances, End of Year				620,174
Increase in Reserve for Prepaid Expenses				163,408
Cumulative Effect of Change in Accounting Principle				1,076,494
Net Assets, Beginning of Year				<u>6,152,502</u>
Net Assets, End of Year				<u>\$ 7,971,563</u>

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
 COMBINED BALANCE SHEET
 GOVERNMENTAL FUNDS
 JUNE 30, 2008

	<u>General</u>	<u>Special Aid</u>	<u>Capital Projects</u>	<u>Total Governmental Funds</u>
ASSETS				
Assets:				
Cash	\$ 329,703	\$ 2,046,160	\$ 680,707	\$ 3,056,570
State and Federal Aid Receivable	-	2,236,702	-	2,236,702
Due from School Districts	7,577,001	-	-	7,577,001
Other Receivables, Net	45,603	355,323	-	400,926
Due from Other Funds	2,963,345	985	62,956	3,027,286
Prepaid Expenses	<u>220,805</u>	<u>-</u>	<u>-</u>	<u>220,805</u>
Total Assets	<u>\$ 11,136,457</u>	<u>\$ 4,639,170</u>	<u>\$ 743,663</u>	<u>\$ 16,519,290</u>
LIABILITIES				
Liabilities:				
Accounts Payable	\$ 3,331,693	\$ 260,339	\$ 19,663	\$ 3,611,695
Accrued Expenses	996,145	51,425	-	1,047,570
Due to Other Funds	3,923,864	2,863,487	-	6,787,351
Deferred Revenues	194,659	351,575	-	546,234
Due to Retirement System	<u>1,849,117</u>	<u>-</u>	<u>-</u>	<u>1,849,117</u>
Total Liabilities	<u>10,295,478</u>	<u>3,526,826</u>	<u>19,663</u>	<u>13,841,967</u>
FUND BALANCES				
Fund Balance:				
Unrestricted Reserve for Encumbrances	620,174	55,784	8,100	684,058
Unrestricted Reserve for Prepaid Expenses	220,805	-	-	220,805
Unrestricted	<u>-</u>	<u>1,056,560</u>	<u>715,900</u>	<u>1,772,460</u>
Total Fund Balance	<u>840,979</u>	<u>1,112,344</u>	<u>724,000</u>	<u>2,677,323</u>
Total Liabilities and Fund Balance	<u>\$ 11,136,457</u>	<u>\$ 4,639,170</u>	<u>\$ 743,663</u>	<u>\$ 16,519,290</u>
Reconciliation of Total Fund Balance to Total Net Assets:				
Total Fund Balance				\$ 2,677,323
Capital Assets				5,294,240
Installment Debt Receivables				825,920
Installment Debt Payable				<u>(825,920)</u>
Total Net Assets				<u>\$ 7,971,563</u>

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2008

	General	Special Aid	Capital Projects	Total Governmental Funds
REVENUES:				
Charges to Components	\$ 43,996,144	\$ -	\$ -	\$ 43,996,144
Charges to Non-Components	3,563,393	-	-	3,563,393
Charges for Services	24,100	2,881,496	-	2,905,596
Interest and Earnings	455,190	-	14,388	469,578
Miscellaneous	922,405	-	-	922,405
Sales	219,289	-	-	219,289
Interfund Revenues	266,774	100,000	-	366,774
State and Local Sources	-	3,217,538	-	3,217,538
Federal Sources	-	2,678,815	-	2,678,815
Total Revenues	<u>49,447,295</u>	<u>8,877,849</u>	<u>14,388</u>	<u>58,339,532</u>
EXPENDITURES:				
Administration	4,414,089	998,151	-	5,412,240
Occupational Instruction	7,284,417	1,388,554	-	8,672,971
Instruction for Handicapped	17,270,100	1,067,458	-	18,337,558
Itinerant Services	1,438,410	-	-	1,438,410
General Instruction	5,987,277	732,057	-	6,719,334
Instructional Support	4,574,884	4,655,779	-	9,230,663
Other Services	6,503,458	-	216,656	6,720,114
Total Expenditures	<u>47,472,635</u>	<u>8,841,999</u>	<u>216,656</u>	<u>56,531,290</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES:	<u>1,974,660</u>	<u>35,850</u>	<u>(202,268)</u>	<u>1,808,242</u>
OTHER SOURCES AND (USES):				
Return of Surplus	(1,601,069)	-	-	(1,601,069)
Transfer to Capital Projects	(373,591)	-	-	(373,591)
Transfer from General Fund	-	-	373,591	373,591
Total Other Sources (Uses)	<u>(1,974,660)</u>	<u>-</u>	<u>373,591</u>	<u>(1,601,069)</u>
Change in Fund Equity	-	35,850	171,323	207,173
Encumbrances, Beginning of Year	(374,664)	-	-	(374,664)
Encumbrances, End of Year	620,174	-	-	620,174
Increase Reserve for Prepaids	163,408	-	-	163,408
Fund Equity, Beginning of Year (as restated)	<u>432,061</u>	<u>1,076,494</u>	<u>552,677</u>	<u>2,061,232</u>
Fund Equity, End of Year	<u>\$ 840,979</u>	<u>\$ 1,112,344</u>	<u>\$ 724,000</u>	<u>\$ 2,677,323</u>
RECONCILIATION OF CHANGE IN FUND EQUITY TO CHANGE IN NET ASSETS:				
Change in Fund Equity				\$ 207,173
Capital Assets Acquired				453,503
Depreciation				(316,910)
Loss on Disposal of Assets				(10,117)
Change in Net Assets				<u>\$ 333,649</u>

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
STATEMENT OF FIDUCIARY NET ASSETS AND CHANGES IN FIDUCIARY NET ASSETS
JUNE 30, 2008

Statement of Fiduciary Net Assets

	<u>Private-purpose Trusts</u>	<u>Agency Funds</u>
ASSETS		
Cash and Cash Equivalents	\$ 124,907	\$ 9,090,682
Accounts Receivables	-	10,941
Due From Other Funds	-	3,760,065
Total Assets	<u>\$ 124,907</u>	<u>\$ 12,861,688</u>
LIABILITIES		
Accrued Expenses	\$ -	\$ 780
Post-Retirement Benefits Payable	-	12,860,908
Total Liabilities	<u>-</u>	<u>\$ 12,861,688</u>
NET ASSETS		
Reserved for Scholarships	<u>124,907</u>	
Total Net Assets	<u>124,907</u>	
Total Liabilities and Net Assets	<u>\$ 124,907</u>	

Statement of Changes in Fiduciary Net Assets

Contributions	\$ 31,132
Investment Income	<u>2,974</u>
Total Income	<u>34,106</u>
Scholarships	60,464
Other Expenses	<u>332</u>
Total Expenses	<u>60,796</u>
Decrease in Net Assets	(26,690)
Net Assets, Beginning of Year	<u>151,597</u>
Net Assets, End of Year	<u>\$ 124,907</u>

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties ("Questar III") have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of Questar III's accounting policies are described below.

Reporting Entity

Questar III is governed by the Education Law and other laws of the State of New York. The governing body is the Board of Cooperative Educational Services. The scope of activities included within the accompanying financial statements are those transactions which comprise Questar III operations, and are governed by, or significantly influenced by, this Board.

Boards of Cooperative Educational Services (BOCES) were established by New York State legislation in 1948 to enable school districts to offer more breadth in their educational programs to provide vocational and special education. BOCES is a voluntary, cooperative association for school districts in a geographic area that share planning, services and programs to provide educational and support activities more economically, efficiently and equitably than could be provided locally. Questar III provides instructional and support programs and services to the following 23 school districts in New York's Rensselaer, Columbia and Greene counties:

Averill Park	Hoosic Valley
Berkshire Union Free	Hoosick Falls
Berlin	Hudson City
Brittenkill/Brunswick	Ichabod Crane/Kinderhook
Cairo-Durham	Lansingburgh
Catskill	New Lebanon
Chatham	North Greenbush Common
Copake-Taconic Hills	Rensselaer City
Coxsackie-Athens	Schodack
East Greenbush	Troy City
Germantown	Wynantskill Union Free
Greenville	

Questar III's programs and services include career technical education, instruction of students with disabilities, academic and alternative programs, summer school, staff development, itinerant and school district support services.

The financial reporting entity consists of the following, as defined by GASB Statement 14, "*The Financial Reporting Entity*:"

1. The primary government which is Questar III;
2. Organizations for which the primary government is financially accountable, and

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Reporting Entity (continued)

3. Other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The decision to include a potential component unit in the reporting entity is based on the criteria set forth in GASB Statement 14, including legal standing, fiscal dependency, and financial accountability. Based on the application of these criteria, the following activity is included in the reporting entity:

The Extraclassroom Activity Funds

The extraclassroom activity funds of Questar III represents funds of the students of Questar III. The Board exercises general oversight of these funds. The extraclassroom activity funds are independent of Questar III with respect to its financial transactions, and the designation of student management and the cash balances are reported in the agency fund of Questar III. Separate audited financial statements (cash basis) of the extraclassroom activity funds are located at the Questar III business office.

The Questar III Education Foundation

The Questar III Education Foundation was formed primarily to solicit contributions and bequests to support scholarship's for students of Questar III or its component school districts. The Foundation's activities are independent of Questar III with respect to its financial transactions and separate Board of Directors and the cash balances are reported in the agency fund of Questar III.

Basis of Presentation

Questar III's financial statements are presented on a government-wide, governmental fund and fiduciary fund basis in accordance with GASB Statement 34 - Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments. As a result, these financial statements include a management discussion and analysis of Questar III's overall financial position and results of operations and financial statements prepared using full accrual accounting for all of Questar III's activities.

Government-wide Financial Statements

The government-wide financial statements present aggregated information for the overall government, excluding activities reported in fiduciary funds, on a full accrual, economic resources basis. This government-wide focus is more on the sustainability of Questar III as an entity and the change in Questar's net assets resulting from the current year's activities. Internal fund transactions, including, but not limited to, operating transfers, receivables and payables have been eliminated. Government-wide financial statements include a statement of net assets and a statement of activities.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Government-wide Financial Statements (Continued)

The statement of net assets recognizes all current and non-current assets including capital assets as well as long-term debt and obligations. Questar III's net assets are reported in three parts-invested in capital assets, net of related debt and accumulated depreciation; restricted net assets due to legal limitations imposed on their use by legislation or external restrictions by other governments; and unrestricted net assets.

The statement of activities presents a comparison between direct expenses (including depreciation) and related program revenues for each function of Questar III's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and are therefore clearly identifiable to a particular function. Indirect expenses for centralized services are allocated among the programs and functions using appropriate allocation methods such as payroll costs and square footage. Program revenues include charges paid by the recipient for the goods or services offered by the programs and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Questar III's primary program revenues are fees charged for services.

Basic Financial Statements - Fund Financial Statements

The fund financial statements provide information about Questar III's funds. The operations of each fund are accounted for within a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. The focus of governmental fund financial statements is on major funds rather than reporting funds by type with each major fund presented in a separate column. The following funds are used by Questar III.

- a. General - is the general operating fund and is used to account for all financial transactions except those required to be accounted for in another fund.
- b. Special Aid - is used to account for the proceeds of specific revenue sources such as Federal and State grants, that are legally restricted to expenditures for specified purposes and other activities whose funds are restricted as to use, other than expendable trusts or major capital projects. These legal restrictions may be imposed by either governments that provide the funds or outside parties.
- c. Capital Projects - is used to account for all capital projects.

Fiduciary Fund Financial Statements

The fiduciary fund financial statements include a statement of fiduciary net assets and a statement of changes in fiduciary net assets. Fiduciary funds are used to report assets held in a trustee or agency capacity for others and, therefore, are not available to support Questar III's programs. Questar III has the following fiduciary funds:

Private-purpose trusts - established to account primarily for the assets of scholarship programs.

Agency - established to account for assets held in trust by Questar III.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting/Measurement Focus

1. Government-wide and Fiduciary Fund Financial Statements

The government-wide and fiduciary fund financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred regardless of when the related cash flows take place. This approach differs from the manner in which governmental fund financial statements are prepared. The governmental fund financial statements are reconciled to the government-wide financial statements on the combined balance sheet and on the combined statement of revenues, expenditures and changes in funds balances for governmental funds.

2. Governmental Fund Financial Statements

The basis of accounting determines when revenues and expenditures are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. Measurement focus is the determination of what is measured. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets, current liabilities and interfund balances are included in the fund types on the balance sheet. Operating statements of these fund types present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in fund equity.

Modified Accrual Basis - Generally accepted accounting principles and the New York State Uniform System of Accounts for Questar III require that Questar III use the modified accrual basis of accounting for recording transactions in its governmental fund types and expendable trust and agency funds as applicable. Under this basis of accounting, revenues are recorded when measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. A one-year availability period is used for recognition for governmental fund revenues. Material revenues that are susceptible to accrual include charges for services, intergovernmental revenues and operating transfers. If expenditures are the prime factor for determining eligibility, revenues from Federal and State grants are accrued when the expenditure is made. Expenditures are recorded when the fund liability is incurred except that:

- a. Expenditures for prepaid items are recognized at the time of disbursement when Questar III is liable for payment.
- b. Principal and interest on long-term debt is recognized as an expenditure when due.
- c. Unfunded compensated absences for vacation leave and other compensated absences with similar characteristics and additional salary-related payments are recognized as a liability as the benefits are earned by the employees, based on the rendering of past service and the probability that the employees will be compensated for the benefits through paid time off or some other means. This includes vacation leave and other compensated absences with similar characteristics that were earned but not used during the current or prior periods and for which employees can receive compensation in a future period. Amounts do not include leave expected to lapse and leave that new employees will eventually qualify for.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting/Measurement Focus (Continued)

2. Governmental Fund Financial Statements (Continued)

Capital Assets and Depreciation

Capital assets are reported at actual or estimated historical cost. Contributed assets are reported at estimated fair market values at the time received.

Capital assets with a minimum depreciable base of \$5,000 are depreciated in the government-wide financial statements using the straight-line method with capital assets below this threshold being expensed in the year acquired. Estimated useful lives of the various classes of depreciable assets are as follows: buildings - 15 to 50 years, machinery and equipment - 7 to 15 years and vehicles - 8 years.

Long-Term Debt

Long-term debt includes Questar III's installment purchase debt.

Compensated Absences

Vacation leave is recorded as an expenditure when earned and the estimated liability is reported. Employees accrue vacation leave based on years of service.

Deferred Revenue

Deferred revenues arise when potential revenues do not meet both the measurable and available criteria for recognition in the current period. Deferred revenues also arise when resources are received by Questar III before it has a legal claim to them, as when grants are received prior to the incidence of qualifying expenditures. In subsequent periods, when both recognition criteria are met, or when Questar III has legal claim to the resources, the liability for deferred revenues is removed and revenues are recognized.

Post Retirement Benefits

In addition to providing pension benefits, Questar III provides health insurance coverage for retired employees and their survivors. Substantially all of Questar III's employees may become eligible for these benefits if they reach normal retirement age while working for Questar III. Health care benefits are provided through plans whose premiums are based on the benefits paid during the year. The cost of providing post-retirement benefits is primarily borne by Questar III.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting/Measurement Focus (Continued)

2. Governmental Fund Financial Statements (Continued)

Fund Balance-Reservations and Designations

Reservations of fund balances are created to either satisfy legal restrictions or to plan for future expenditures. A designation of unreserved fund balances in governmental funds indicates the use of these resources in the subsequent year's budget. The following is a description of the reserves utilized by Questar III.

Encumbrance Reserve

The balance of the account represents the amount of outstanding encumbrances at the end of the fiscal year.

Budgetary Procedures and Budgetary Accounting

1. Budget Policies

The budget policies are as follows:

- a. Section 1950 §4(b) of the Education Law requires adoption of a final budget by no later than May 15, for the ensuing year.
- b. Questar III administration prepares a proposed administrative, capital and program budget, as applicable, for approval by members of Questar III board for the general fund.
- c. Appropriations for educational services are adopted at the program level and lapse at the end of each fiscal year.
- d. A tentative administrative budget is provided to the component districts for adoption by resolution. Approval of the tentative administrative budget requires the approval of a majority of the component school boards actually voting. During the current year, the administrative budget was approved by a majority of its voting component school boards.

2. Budget Basis of Accounting

Budgets are adopted annually on a basis consistent with accounting principles generally accepted in the United States of America. Appropriations authorized for the current year are increased by the amount of encumbrances carried forward from the prior year.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Budgetary Procedures and Budgetary Accounting (Continued)

2. Budget Basis of Accounting (Continued)

Questar III's Board can approve budget revisions based upon a request for additional services and surplus revenues.

2. CASH AND INVESTMENTS

Questar III's investment policies are governed by state statutes. In addition, Questar III has its own written investment policy. Questar III monies must be deposited in FDIC-insured commercial banks or trust companies located within the state. The Assistant Superintendent for Business and Financial Services and Treasurer are authorized to use demand accounts and certificates of deposit. Permissible investments include obligations of the U.S. Treasury and U.S. Agencies, obligations of New York State or its localities, obligations of states other than New York rated in the three highest ranking categories and zero coupon obligations or the U.S. Treasury.

Collateral is required for demand deposits and certificates of deposit not covered by Federal Deposit Insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of New York State or its localities.

Total financial institution (bank) balances at June 30, 2008 per the bank were \$13,088,987 with a carrying value of \$12,272,159. These deposits were entirely covered by Federal Deposit Insurance or by collateral held by a bank in Questar III's name.

Questar III maintains a pooled cash account in which cash is deposited into one bank account and accounting records are maintained to show the portion of the balance attributable to each fund. At June 30, 2008 Questar III's book balances in the pooled bank accounts were \$329,503 in the General Fund and \$9,000,000 in the Agency Fund.

3. OTHER RECEIVABLES

Other receivables at June 30, 2008 consisted of the following, which are stated at net realizable value:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
General	Fee for Service	\$ 45,603
Special Aid	Due from Districts	\$ 355,323
Trust and Agency	Due from Terminated Employees	\$ 10,941

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
 NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 FOR THE YEAR ENDED JUNE 30, 2008

4. INTERFUND TRANSACTIONS

Interfund balances at June 30, 2008 are as follows:

	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$ 2,963,345	\$ 3,923,864
Special Revenue Fund	985	2,863,487
Capital Projects Fund	62,956	-
Trust and Agency Fund	<u>3,761,050</u>	<u>985</u>
	<u>\$ 6,788,336</u>	<u>\$ 6,788,336</u>

5. CAPITAL ASSETS

A summary of capital assets for the year ended June 30, 2008 is as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Land	\$ 463,533	\$ -	\$ -	\$ 463,533
Buildings	6,671,633	247,775	-	6,919,408
Machinery and Equipment	1,495,071	155,984	119,485	1,531,570
Vehicles	818,627	97,977	378,840	537,764
Work in Progress	<u>71,795</u>	<u>40,676</u>	<u>71,795</u>	<u>40,676</u>
	<u>9,520,659</u>	<u>542,412</u>	<u>570,120</u>	<u>9,492,951</u>
Less Accumulated Depreciation:				
Buildings	2,616,949	149,895	-	2,766,844
Machinery and Equipment	1,117,394	131,140	109,368	1,139,166
Vehicles	<u>618,552</u>	<u>52,989</u>	<u>378,840</u>	<u>292,701</u>
	<u>4,352,895</u>	<u>334,024</u>	<u>488,208</u>	<u>4,198,711</u>
Capital Assets, Net	<u>\$ 5,167,764</u>	<u>\$ 208,388</u>	<u>\$ 81,912</u>	<u>\$ 5,294,240</u>

Depreciation expense was \$334,024 for the year ended June 30, 2008.

6. INSTALLMENT PURCHASE DEBT

Installment purchase debt consists of various leases incurred for the purchase of equipment which is then leased by Questar III under similar terms to its component districts. The contracts will generally mature in one to two years.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

6. INSTALLMENT PURCHASE DEBT (CONTINUED)

Installment purchase debt activity for the year ended June 30, 2008 is as follows:

Installment Purchase Debt, Beginning Balance	\$ 517,194
New Leases	944,339
Repayments	<u>(635,613)</u>
Installment Purchase Debt, Ending Balance	<u>\$ 825,290</u>

7. PENSION PLANS

General Information

Questar III participates in the New York State and Local Employees' Retirement System (ERS), and the New York State Teachers' Retirement System (TRS). These Systems are cost sharing multiple employer, public employee retirement systems. The Systems offer a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

Plan Descriptions

Teachers' Retirement System. The TRS is administered by the New York State Teachers' Retirement Board. The System provides benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. The New York State TRS issues a publicly available financial report that contains financial statements and required supplementary information for the System. The report may be obtained by writing the New York State Teachers' Retirement System, 10 Corporate Woods Drive, Albany, NY 12211-2395.

Employees' Retirement System. The New York State and Local Employees' Retirement System provides retirement benefits as well as death and disability benefits. Obligations of employers and employees to contribute and benefits to employees are governed by the New York State Retirement and Social Security Law (NYSRSSL). As set forth in the NYSRSSL, the Comptroller of the State of New York (Comptroller) serves as sole trustee and administrative head of the System. The Comptroller shall adopt and may amend rules and regulations for the administration and transaction of the business of the System and for the custody and control of its funds. The System issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the New York State and Local Retirement System, 110 State Street, Albany, NY 12244.

Funding Policies

The Systems are noncontributory except for the employees who joined the Systems after July 27, 1979 who contribute 3% of their salary, for first ten years of membership. For the New York State and Local Employees' Retirement System, the Comptroller shall certify annually the rates expressed as proportions of payroll of members, which shall be used in computing the contributions required to be made by employers to the pension accumulation fund. Pursuant to Article 11 of the Education Law, rates are established annually for TRS by the New York State Teachers' Retirement Board.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

7. PENSION PLANS (CONTINUED)

Questar III is required to contribute at an actuarially determined rate. The required contributions and applicable rates for the current year and two preceding years were:

	<u>ERS</u>		<u>TRS</u>	
	Amount	Rate	Amount	Rate
2008	\$ 496,594	8.60%	\$ 1,490,723	8.73%
2007	\$ 517,825	9.08%	\$ 1,452,352	8.60%
2006	\$ 519,836	10.04%	\$ 1,264,588	7.97%

Questar III's contributions made to the Systems were equal to 100 percent of the contributions required for each year.

8. POST RETIREMENT BENEFITS

Questar III provides post retirement health insurance coverage to its retired employees and their spouses. Substantially all of Questar III's employees may become eligible for these benefits if they reach normal retirement age while working for Questar III. Currently, 265 retirees and spouses meet those eligibility requirements. Questar III pays the costs of premiums to an insurance company which provided health care insurance. During 2001, Questar III engaged an actuary who estimated that the future cost of providing post retirement health insurance for current retirees and active employees approximated \$9.7 million and \$29 million, respectively, assuming a 5% rate of return on invested funds and a 7.5% inflation rate for the cost of health insurance premiums. In accordance with an informal plan to recognize the liability for post retirement health insurance over a period of years, Questar III has recognized a portion of the estimated cost of providing future post retirement health benefits to its retirees at \$12,860,908 which has been recorded as a liability in the agency fund. GASB 45 "Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions" will generally require the cost of benefits to be recognized in periods when the related services are received by the employer will be required to be implemented by June 30, 2009, although earlier implementation is encouraged. The actual cost of health insurance premiums paid for during the year ended June 30, 2008 for Questar III's 265 retirees and spouses was approximately \$1.61 million.

9. CONTINGENCIES AND COMMITMENTS

Other Contingencies

Questar III has received grants which are subject to audit by agencies of the state and federal governments. Such audits may result in disallowances and a request for a return of funds to the federal and state governments. Questar III believes disallowances, if any, will be immaterial.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

9. CONTINGENCIES AND COMMITMENTS (CONTINUED)

Leases

Questar III was committed to various operating lease arrangements at June 30, 2008.

The following table summarizes Questar III future payment requirements as of June 30, 2008 under noncancellable operating leases:

Year Ending	
2009	\$ 874,674
2010	629,639
2011	613,767
2012	229,091
2013	198,400
Thereafter	<u>615,400</u>
	<u>\$ 3,160,971</u>

Worker's Compensation Self-Insurance

Questar III participates in a self-insurance plan for worker's compensation called The Rensselaer Columbia-Greene (RCG) Counties Worker's Compensation Consortium ("Consortium"). The Plan is a claims-servicing public entity risk pool which began operations in July, 1985. The Consortium was formed by participating school districts and Questar III. The purpose of the Consortium is to operate a plan to provide the employees of the participants with worker's compensation benefits and the participants with centralized administration and insurance covering job-connected disabilities and including the cost of medical treatment. The Consortium was accepted as a self-insurer by the State of New York Worker's Compensation Board effective July 1, 1985. The Consortium is governed by a Plan Agreement administered by a Board of Directors, consisting of one Director for each member. As of June 30, 2008 there were 16 participating members from Rensselaer, Columbia and Greene Counties in New York State. An estimated actuarial calculated liability to the Consortium of \$389,211 has been recorded in the accrued expenses in the general fund. Payments made to the Consortium during the year ended June 30, 2008 were \$270,586.

Dental Self-Insurance

Questar III is self-insured for dental insurance. Dental claims expense for the year ended June 30, 2008 was \$176,156.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
RENSSELAER-COLUMBIA-GREENE COUNTIES
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2008

9. CONTINGENCIES AND COMMITMENTS (CONTINUED)

Union Contracts

Questar III employees are represented by collective bargaining agents. Those agents which represent them and the dates of expiration of their agreements are as follows:

<u>Bargaining Unit</u>	<u>Contract Expiration Date</u>
Teachers' Association	June 30, 2010
Assistant Unit	June 30, 2010
Support Services	June 30, 2008

10. CHANGE IN ACCOUNTING PRINCIPLE

Prior to the year ended June 30, 2008, revenues in the special aid fund were recognized to the extent of costs incurred. Revenues in excess of costs incurred were treated as deferred revenue to be utilized in future years should costs exceed revenues. During 2008 management determined that a more accurate measurement of financial position and results of operations would result if revenues were recognized to the extent earned. The total cumulative effect of this accounting change was to increase special aid fund unrestricted net assets at July 1, 2007 from \$0 to \$1,076,494.

SUPPLEMENTARY INFORMATION

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
ANALYSIS OF ACCOUNT A431-SCHOOL DISTRICTS AND OTHER BOCES
FOR THE YEAR ENDED JUNE 30, 2008

SUPPLEMENTAL SCHEDULE #1

July 1 - Debit Balance	<u>\$ 4,308,802</u>
Debits:	
Billings to School Districts and Other BOCES	47,559,537
Surplus Refund to School Districts	2,782,500
Encumbrances - End of Year	<u>620,174</u>
Total Debits	<u>50,962,211</u>
Total	<u>55,271,013</u>
Credits:	
Collections from School Districts and Other BOCES	45,718,279
Adjustments - Credits to School BOCES - Revenues in Excess of Expenditures	
Encumbrances - Beginning of Year	<u>374,664</u>
Total Credits	<u>46,092,943</u>
June 30 - Debit Balance	<u><u>\$ 9,178,070</u></u>

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE COUNTIES
SCHEDULE OF GENERAL FUND REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2008

SUPPLEMENTAL SCHEDULE #2

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Over (Under) Amended Budget</u>	
REVENUES					
Administration (001-002)	\$ 5,136,244	\$ 5,176,223	\$ 5,392,633	\$ 216,410	
Occupational Instruction (100-199)	6,889,800	7,182,801	7,138,664	(44,137)	
Instruction for Handicapped (200-299)	17,564,019	18,500,931	18,355,566	(145,365)	
Itinerant (300-399)	1,801,373	1,461,230	1,460,528	(702)	
General Instruction (400-499)	4,567,678	5,341,686	5,317,541	(24,145)	
Instructional Support (500-599)	3,793,943	5,114,259	5,016,147	(98,112)	
Other (600-699)	<u>5,981,093</u>	<u>6,788,440</u>	<u>6,766,216</u>	<u>(22,224)</u>	
Total	<u>\$ 45,734,150</u>	<u>\$ 49,565,570</u>	<u>\$ 49,447,295</u>	<u>\$ (118,275)</u>	
	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Encumbrances</u>	<u>Unencumbered (Overexpended) Balance</u>
EXPENDITURES					
Administration (001-002)	\$ 5,136,244	\$ 5,176,223	\$ 4,787,680	\$ 43,732	\$ 344,811
Occupational Instruction (100-199)	6,889,800	7,182,801	7,284,417	101,980	(203,596)
Instruction for Handicapped (200-299)	17,564,019	18,500,931	17,270,100	164,574	1,066,257
Itinerant (300-399)	1,801,373	1,461,230	1,438,410	1,805	21,015
General Instruction (400-499)	4,567,678	5,341,686	5,987,277	18,432	(664,023)
Instructional Support (500-599)	3,793,943	5,114,259	4,574,884	261,724	277,651
Other (600-699)	<u>5,981,093</u>	<u>6,788,440</u>	<u>6,503,458</u>	<u>27,927</u>	<u>257,055</u>
Total	<u>\$ 45,734,150</u>	<u>\$ 49,565,570</u>	<u>\$ 47,846,226</u>	<u>\$ 620,174</u>	<u>\$ 1,099,170</u>

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Questar III
Board of Cooperative Educational Services
Rensselaer-Columbia-Greene Counties

In planning and performing our audit of the financial statements of Questar III, Board of Cooperative Educational Services Rensselaer-Columbia-Greene Counties for the year ended June 30, 2008, we considered the Organization's internal control in order to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on internal control.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated September 30, 2008, on the financial statements of Questar III.

We will discuss the status of these comments during our next audit engagement. We have already discussed these comments and suggestions with various Organization personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.



CUSACK & COMPANY, CPA'S LLC

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE
MANAGEMENT COMMENTS
JUNE 30, 2008

CURRENT YEAR RECOMMENDATIONS

1. Back-Dated Checks

During our audit we noted several checks originally written in August 2008 were back-dated to reflect payment recorded as of June 30, 2008. Management informed us that computer system limitations made the back-dating of checks the most cost effective manner in which to generate accurate reports.

Recommendation: We recommend management consider alternative policies which would not require back-dating checks to prior periods.

Management's Response: The Business Office had to resolve an issue that impacted prior year end BOCES surplus. In working with WinCap staff to resolve this issue, we were informed that the only solution to correct the problem involved backdating checks, and this was an isolated incident. The business office has established a schedule of monthly closings that will ensure, that in the future, all corrections are done on a timely basis.

2. Accounts Payable

During our audit we noted a significant increase in accounts payable due to untimely payments on cross-contracts with other BOCES, which appears to be at least partially due to the methods under which these contracts are processed.

Recommendation: We recommend management develop and implement a system to approve and pay cross-contracts with other BOCES in a more current manner.

Management's Response: There were significant year end transactions from other BOCES billed to Questar III for the benefit of component districts which lacked the appropriate documentation to indicate that the component districts had entered into commitments for the services. The Questar III Treasurer will work with the business office employee that processes cross contracts to redesign and improve the Questar III cross contract process.

3. Cash Receipts

During our audit, on all the sixty items tested, we noted no Treasurer signature on the deposit/receipt package. We also viewed no copies of checks or other back-up support documentation on five instances of items tested. We also noted one instance of an incorrect account distribution.

Recommendation: We recommend that systems be developed and implemented so that all deposit/receipt packages are reviewed by the Treasurer and that the Treasurer sign each deposit/receipt package to document that review.

QUESTAR III
BOARD OF COOPERATIVE EDUCATIONAL SERVICE
RENSSELAER-COLUMBIA-GREENE
MANAGEMENT COMMENTS (CONTINUED)
JUNE 30, 2008

Management's Response: The WinCap accounting system recently enhanced internal control features for monitoring and approving cash receipt transactions by including an online approval of each cash receipt transaction. Questar III implemented the online approvals effective July 1, 2008. The Treasurer now reviews and approves each transaction that is posted.

PRIOR YEAR RECOMMENDATIONS

1. Grant Deficits

For several years the Adult Education Program has generated significant deficits.

Recommendation: We recommend that management develop and implement procedures to specifically address programs generating deficits and that those programs be evaluated as to the fiscal viability for continuing.

Status: Resolution Proceeding. During 2008, the business office implemented a change in accounting principle for the Special Aid Fund which more clearly reports the operating results of the various special aid programs, including the Adult Education Program. The 2008 results indicate that the deficits had been generally eliminated. Additionally, in May 2008 a committee was established to continue the fiscal evaluation of Adult Education Programs.

2. Extraclassroom Cash Disbursements

During our testing we noted the check number was not physically indicated on the supporting documents.

Recommendation: We recommend that the check number be indicated on all support documentation to improve the voucher cancellation procedure and audit trail.

Status: Resolved

3. Credit Cards/Travel Reimbursement

During our testing we noted there were no formal written administrative procedures regarding gas credit cards. Additionally, we noted that staff travel reimbursements many times extended for several months while the policy requires 30 days.

Recommendation: We recommend that management consider development and implementation of a gas credit card policy and procedure and that management evaluate its current policy for staff travel reimbursements.

Status: Resolved.