





**II. EDUCATIONAL ASSOCIATION JOINT OPERATING FUND REPORT**

Beginning Fund Balance	
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**Revenue**

1500 Interest	
1900 Local Revenue	
3900 State Revenue	
4500 Federal Revenue	
5500 Other Revenue	
5200 Inter Fund Transfer	
Total Revenue	

**Expenses**

Major Functional Area	Salary 100	Benefits 200	Prch Serv 300-500	Supplies 600	Equipment 700	Other 800	Total
Total Expenditures							

Ending Fund Balance	
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#### IV. CERTIFICATION

Name (First MI Last)		
Mailing Address		
City	State	Zip + 4
Telephone Number	E-Mail Address	
Signature of JPA Lead Administrator	Signature of President, Board of Directors	

#### PURPOSE OF THIS FORM

North Dakota Century Code §15.1-07-28 establishes the criteria for school districts participating in an educational association governed by a joint powers agreement. Each educational association must maintain a joint operating fund and share various administrative functions and student services in accordance with the following time table:

1. During the first two school years in which an educational association governed by a joint powers agreement is operational, each of the participating school districts shall share in at least two administrative functions and two student services, selected by the district.
2. During the third and fourth school years in which an educational association governed by a joint powers agreement is operational, each of the participating school districts shall share in at least three administrative functions and three student services, selected by the district.
3. During the fifth school year in which an educational association governed by a joint powers agreement is operational, and each year thereafter, each participating school district shall share at least five administrative functions and five student services, selected by the district.

North Dakota Century Code §15.1-27-40 requires an annual report detailing all expenses incurred by the educational association and an allocation of expenses on a per student basis by participating school district.

NOTE: For purposes of this subsection, if an educational association governed by a joint powers agreement became operational before July 1, 2005, the 2005-06 school year must be considered the association's first year of operation.

#### INSTRUCTIONS FOR COMPLETING THIS FORM

##### Part I - I. PARTICIPATING SCHOOL DISTRICTS AND SHARED SERVICES

List each participating school district and identify the administrative functions and student services that are being shared. Qualifying administrative functions and student services are identified at NDCC §15.1-07-28.

##### Part II – EDUCATIONAL ASSOCIATION JOINT OPERATING FUND REPORT

Report the revenue and expenditure activity for the educational association for the school year. List the major function area. (For example: Instructional Services, Administrative Services, Student Services, Support Services, etc.)

##### Part III – MEMBERSHIP EXPENDITURE ALLOCATION

Allocate the total amount of expenditures reported in Part II to the member school districts based on the K-12 fall enrollment count. (Total Education Association Expenses \* District K-12 Enrollment divided by Total JPA Enrollment) Provide a copy of the report to each member school district for inclusion in educational expenditures on their annual school district financial report.

##### Part IV – Certification

Complete the report certification and return to:

Department of Public Instruction  
600 E Boulevard Ave Dept 201  
Bismarck, ND 58505-0440