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UNITED STATES
SECURITIES AND EXCHANGE COMMISSION WASHINGTON, D.C. 20549

FORM 10-Q
[X] QUARTERLY REPORT UNDER SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934

For the quarterly period ended June 29, 1997
OR
[ ] TRANSITION REPORT PURSUANT TO SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934

Commission File Number 0-1088

KELLY SERVICES, INC.
(Exact name of Registrant as specified in its charter)

DELAWARE
(State or other jurisdiction
of incorporation or organization)

38-1510762
(I.R.S. Employer Identification No.)

999 WEST BIG BEAVER ROAD, TROY, MICHIGAN 48084
(Address of principal executive offices)
(Zip Code)
(248) 362-4444
(Registrant's telephone number, including area code)
No Change
(Former name, former address and former fiscal year,
if changed since last report.) if changed since last report.)

Indicate by check mark whether the Registrant (1) has filed all reports required to be filed by Section 13 or 15(d) of the Securities Exchange Act of 1934 during the preceding 12 months (or for such shorter period that the Registrant was required to file such reports), and (2) has been subject to such filing requirements for the past 90 days. Yes $X$ No

At August 1, 1997, 34,526,630 shares of Class A and $3,573,052$ shares of Class $B$ common stock of the Registrant were outstanding.

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KELLY SERVICES, INC. AND SUBSIDIARIES
STATEMENTS OF EARNINGS
(UNAUDITED)
(In thousands of dollars except per share items)

|  | 13 Weeks Ended |  | 26 Weeks Ended |  |
| :---: | :---: | :---: | :---: | :---: |
|  | June 29, 1997 | June 30, 1996 | June 29, 1997 | June 30, 1996 |
| Sales of services | \$959,726 | \$804, 262 | \$1,840,572 | \$1,538,193 |
| Cost of services | 789,618 | 652,007 | 1,514,126 | 1,248,252 |
| Gross profit | 170,108 | 152,255 | 326,446 | 289,941 |
| Selling, general and administrative expenses | 137,636 | 123,778 | 269,855 | 241,080 |
| Earnings from operations | 32,472 | 28,477 | 56,591 | 48,861 |
| Interest income, net | 486 | 661 | 490 | 1,770 |
| Earnings before income taxes | 32,958 | 29,138 | 57,081 | 50,631 |
| Income taxes: |  |  |  |  |
| Federal | 11,095 | 9,270 | 19,230 | 16,055 |
| State and other | 2,420 | 2,420 | 4,180 | 4,225 |
| Total income taxes | 13,515 | 11,690 | 23,410 | 20,280 |
| Net earnings | $\begin{aligned} & \$ 19,443 \\ & ========= \end{aligned}$ | \$ 17, 448 | $\$ \quad 33,671$ | $\$ \quad 30,351$ |
| Earnings per share | \$. 51 | \$. 46 | \$. 88 | \$. 80 |
| Dividends per share | \$. 22 | \$. 21 | \$. 43 | \$. 41 |
| Average shares outstanding (thousands) | 38,078 | 38,041 | 38,069 | 38,029 |

KELLY SERVICES, INC. AND SUBSIDIARIES

BALANCE SHEETS AS OF JUNE 29, 1997 AND DECEMBER 29, 1996
(UNAUDITED)
(In thousands of dollars)

| ASSETS | 1997 | 1996 |
| :---: | :---: | :---: |
| - |  |  |
| CURRENT ASSETS: |  |  |
| Cash and equivalents | \$ 66,002 | \$ 33,408 |
| Short-term investments | 38,442 | 28, 035 |
| Accounts receivable, less |  |  |
| \$8,320, respectively | 578, 042 | 554, 025 |
| Prepaid expenses and other |  |  |
| current assets | 45, 074 | 43,118 |
| Total current assets | 727,560 | 658,586 |
| PROPERTY AND EQUIPMENT: |  |  |
| Land and buildings | 44, 068 | 43,748 |
| Equipment, furniture and leasehold improvements | 132,943 | 118,737 |
| Accumulated depreciation | $(73,645)$ | (64, 763 ) |
| Total property and equipment | 103,366 | 97,722 |
| INTANGIBLES AND OTHER ASSETS | 80, 091 | 82,571 |
| TOTAL ASSETS | \$911, 017 | \$838, 879 |
| LIABILITIES \& STOCKHOLDERS' EQUITY |  |  |
| CURRENT LIABILITIES: |  |  |
| Short-term borrowings | \$ 46,260 | \$ 41, 616 |
| Accounts payable | 58,415 | 48,111 |
| Payroll and related taxes | 195,697 | 151, 769 |
| Accrued insurance | 59, 046 | 53,119 |
| Income and other taxes | 22,763 | 27,365 |
| Total current liabilities | 382,181 | 321,980 |
| STOCKHOLDERS' EQUITY: |  |  |
| Capital stock, \$1 par value | 40,116 | 40,116 |
| Treasury stock, 2,019 shares in |  |  |
| respectively, at cost | $(6,104)$ | $(6,197)$ |
| Paid-in capital | 9,080 | 8,265 |
| Earnings invested in the business | 485, 744 | 474,715 |
| Total stockholders' equity | 528,836 | 516,899 |
| TOTAL LIABILITIES \& |  |  |
| STOCKHOLDERS' EQUITY | \$911, 017 | \$838, 879 |


Capital Stock
Class A common stock
Balance at beginning of period
Conversions from Class B
Balance at end of period
Class B common stock
Balance at beginning of period
Conversions to Class A
Balance at end of period
Treasury Stock
Balance at beginning of period
Exercise of stock options
Restricted stock awards
Balance at end of period
Paid-in Capital
Balance at beginning of period
Exercise of stock options
Restricted stock awards
Balance at end of period
Earnings Invested in the Business
Balance at beginning of period
Net earnings
Cash dividends
Equity adjustment for foreign
currency translation (cumulative
charges of $\$ 5,964$ and $\$ 505$ in
1997 and 1996, respectively)

Balance at end of period

Stockholders' Equity at end of period

| $\text { \$ } 36,531$ | $\begin{array}{r} \$ 36,512 \\ 15 \end{array}$ | $\begin{array}{r} \$ 36,527 \\ 10 \end{array}$ | $\begin{array}{r} \$ 36,512 \\ 15 \end{array}$ |
| :---: | :---: | :---: | :---: |
| 36,537 | 36,527 | 36,537 | 36,527 |
| $\begin{array}{r} 3,585 \\ (6) \end{array}$ | $\begin{array}{r} 3,604 \\ (15) \end{array}$ | $\begin{array}{r} 3,589 \\ (10) \end{array}$ | $\begin{array}{r} 3,604 \\ (15) \end{array}$ |
| 3,579 | 3,589 | 3,579 | 3,589 |
| $\begin{gathered} (6,204) \\ 41 \\ 59 \end{gathered}$ | $\begin{array}{r} (6,314) \\ 50 \\ 59 \end{array}$ | $(6,197)$ 32 61 | $(6,327)$ 59 63 |
| $(6,104)$ | $(6,205)$ | $(6,104)$ | $(6,205)$ |
| $\begin{array}{r} 8,365 \\ 322 \\ 393 \end{array}$ | $\begin{array}{r} 7,324 \\ 390 \\ 480 \end{array}$ | $8,265$ <br> 406 <br> 409 | 7,215 462 517 |
| 9,080 | 8,194 | 9,080 | 8,194 |
| $\begin{gathered} 475,818 \\ 19,443 \\ (8,379) \end{gathered}$ | $\begin{gathered} 439,103 \\ 17,448 \\ (7,991) \end{gathered}$ | $\begin{gathered} 474,715 \\ 33,671 \\ (16,372) \end{gathered}$ | $\begin{gathered} 435,100 \\ 30,351 \\ (15,594) \end{gathered}$ |
| $(1,138)$ | $(1,329)$ | $(6,270)$ | $(2,626)$ |
| 485, 744 | 447, 231 | 485, 744 | 447, 231 |
| \$528, 836 | \$489, 336 | \$528, 836 | \$489, 336 |

STATEMENTS OF CASH FLOWS
(UNAUDITED)
FOR THE 26 WEEKS ENDED JUNE 29, 1997 AND JUNE 30, 1996
(In thousands of dollars)
=========

1997

-     -         -             -                 -                     -                         -                             - 

| \$ 33, 671 | \$ 30,351 |
| :---: | :---: |
| 12,849 | 12,911 |
| 26,516 | $(77,886)$ |
| 73,036 | $(34,624)$ |

Cash flows from investing activities: Capital expenditures
Proceeds from sales and maturities of short-term investments
Purchases of short-term investments Increase in intangibles and other assets

Net cash from investing activities

Cash flows from financing activities:
Increase in short-term borrowings Dividend payments
4,644
$(16,372)$

908
.------2
$(10,820)$

32,594

33,408

- $\mathbf{-} 66,002$

1996
-------- -
\$ 30, 351
12,911
$(77,886)$
$(34,624)$
$(17,903)$
$(10,053)$
967, 617
561, 375
$(549,093)$
$(6,310)$
$(4,081)$
--------

Exercise of stock options and restricted stock awards

Net cash from financing activities

Net change in cash and equivalents
Cash and equivalents at beginning of period

Cash and equivalents at end of period
$(36,533)$
52, 811
16, 665
$(15,594)$
1,101
2,172
------. -
\$ 16, 278

MANAGEMENT'S DISCUSSION AND
ANALYSIS OF RESULTS OF OPERATIONS
AND FINANCIAL CONDITION
Results of Operations:
Second Quarter
Sales of services in the second quarter of 1997 were $\$ 959,726,000$, an increase of $19.3 \%$ from the same period in 1996. Sales growth was generally strong in both domestic and foreign operations.

Cost of services, consisting of payroll and related tax and benefit costs of employees assigned to customers, increased $21.1 \%$ in the second quarter as compared to the same period in 1996. Direct wage costs have increased from 1996 at a rate somewhat higher than the general inflation rate, due to strong worldwide demand for labor.

Gross profit of $\$ 170,108,000$ was $11.7 \%$ higher than the second quarter of 1996, and gross profit as a percentage of sales declined from $18.9 \%$ in 1996 to $17.7 \%$ in 1997. The growth of sales with our largest customers where contracts require special pricing and additional implementation costs, the upward pressure on wage costs noted above and growth in the staff leasing business with its inherently lower margins all had the effect of reducing the consolidated gross profit rate.

Selling, general and administrative expenses were $\$ 137,636,000$ in the second quarter, an increase of $11.2 \%$ over the same period in 1996. Expenses averaged $14.3 \%$ of sales as compared to $15.4 \%$ in last year's second quarter. The rate of growth of these expenses in relationship to the sales increases reflects the Company's emphasis on expense control.

Earnings from operations of $\$ 32,472,000$ were $14.0 \%$ greater than the second quarter of 1996. Earnings before income taxes were $\$ 32,958,000$, an increase of $13.1 \%$, compared to pretax earnings of $\$ 29,138,000$ for the same period in 1996. The pretax margin was 3.4\%, a .2 percentage point decrease from the second quarter of 1996. The decrease was due to the lower gross profit and expense ratios and, to a lesser extent, lower net interest income.

Income taxes were $41.0 \%$ of pretax income. This was .9 percentage point over the applicable tax rate for the second quarter of 1996 due to reduced tax-exempt income and earnings growth in our foreign operating units where tax rates are higher. (The income tax rate for the year 1996 averaged 40.6\%.)

Net earnings were $\$ 19,443,000$ in the second quarter of 1997 , an increase of $11.4 \%$ over the second quarter of 1996. Earnings per share were $\$ .51$ compared to $\$ .46$ in the same period last year. Statement of Financial Accounting Standards No. 128 ("SFAS 128"), "Earnings per Share," was issued in February 1997. Adoption of SFAS 128, effective for periods ending after December 15, 1997, is not expected to have a material effect on reported earnings per share.

Year-to-Date

Sales of services totaled $\$ 1,840,572,000$ during the first six months of 1997, an increase of $19.7 \%$ over 1996. This increase reflects continued growth in the volume of domestic and international sales.

Cost of services of $\$ 1,514,126,000$ was $21.3 \%$ higher than last year, reflecting domestic and international volume growth and increases in payroll costs due to strong demand for labor worldwide.

Gross profit increased $12.6 \%$ in 1997 due to increased sales, but at lower gross profit rates. The gross profit rate was $17.7 \%$ for the first six months of 1997 compared to $18.8 \%$ for 1996 . This decline reflects growth with our very large customers and in the staff leasing business.

Selling, general and administrative expenses of $\$ 269,855,000$ were $11.9 \%$ higher than last year. The spending rate was $14.7 \%$ of sales, 1.0 percentage point below last year's rate. Expenses continue to be closely monitored in both U.S. and overseas markets.

Earnings before taxes were \$57,081,000, an increase of 12.7\% over 1996. These earnings averaged a pretax margin of $3.1 \%$, or . 2 percentage point decrease from 1996. The decrease was due to lower gross profit and expense ratios and lower net interest income. Income taxes were $41.0 \%$ of pretax earnings and were .9 percentage point higher than last year's first half income tax rate. Reduced tax-exempt income and earnings growth in our foreign operations where tax rates are higher account for this change.

Net earnings were $\$ 33,671,000$, or $10.9 \%$ higher than the first six months of 1996. Earnings per share were $\$ .88$ compared to $\$ .80$ last year.

Assets totaled \$911, 017,000 at June 29, 1997, an increase of $8.6 \%$ over the $\$ 838,879,000$ at December 29, 1996. Working capital increased $\$ 8,773,000$ during the six-month period. The current ratio was 1.9 at June 29, 1997, a decline of . 1 percentage point since December 29, 1996.

During the first half of 1997, the Company generated cash from operating activities totaling $\$ 73,036,000$ compared to a decline in cash from operating activities of $\$ 34,624,000$ in the first half of 1996. In 1997, increased net earnings and increases in current liability balances, offset by moderate growth in accounts receivable, contributed to the increase in cash. In 1996, an increase in accounts receivable was a principal component in the decline in cash from operating activities. Capital expenditures were principally for expanding and improving the worldwide branch network.

The quarterly dividend rate applicable to Class $A$ and Class $B$ shares utstanding was $\$ .22$ per share in the second quarter of 1997 . This compares to a dividend rate of $\$ .21$ per share in the second quarter of 1996.

The Company's financial position continues to be strong. This strength will allow it to continue to aggressively pursue growth opportunities, while supporting current operations.

Companies for which this report is filed are: Kelly Services, Inc. and its subsidiaries, Kelly Assisted Living Services, Inc., Kelly Properties, Inc., Kelly Professional and Technical Services, Inc., Kelly Services (Canada), Ltd., Les Services Kelly (Quebec) Inc., Societe Services Kelly, Kelly Professional Services (France), Inc., Kelly Services (UK), Ltd., Kelly Services (Ireland), Ltd., Kelly Services (Australia), Ltd., Kelly Services (New Zealand), Ltd., Kelly Services (Nederland), B.V., Kelly Services of Denmark, Inc., OK Personnel Service Holding SA, Kelly de Mexico, S.A. de C.V., Kelly Services Norge A.S., KSI Acquisition Corp., Kelly Staff Leasing, Inc. The Wallace Law Registry, Inc., Kelly Services France S.A., Bourse Du Travail Temporaire 2000, Kelly Formation S.A.R.L., Kelly Services Luxembourg S.A.R.L., Kelly Services Italia S.R.L., Kelly Services Iberia Holding Company, S.L., Kelly Services Empleo E.T.T., S.L., Kelly Services Seleccion y Formacion, S.L. and Kelly Services CIS, Inc.

The information furnished reflects all adjustments which are, in the opinion of management, necessary for a fair presentation of the results of operations for the period in this filing.

PART II. OTHER INFORMATION

Item 4. Submission of Matters to a Vote of Security Holders.
(a) The annual meeting of stockholders of registrant was held May 20, 1997.
(b) The nominees for director, as listed in the Company's proxy statement dated April 25, 1997, were elected. The directors whose terms of office continued after the meeting are also listed in the proxy statement.
(c) A brief description and the results of the matters voted upon at the meeting follow.
(1) Election of the following directors:
Shares Voted Shares Voted
"For"

| M. A. Fay | $3,501,098$ | 2,585 |
| :--- | :--- | :--- |
| C. V. Fricke | $3,501,129$ | 2,554 |
| V. G. Istock | $3,501,129$ | 2,554 |

(2) Ratification of the selection of Price Waterhouse LLP as the Company's independent auditors:

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Shares voted "For"
3,502,434
Shares voted "Withhold"
1,249
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Item 6
Exhibits and Reports on Form 8-K.
(a) See Index to Exhibits required by Item 601, Regulation S-K, set forth on page 12 of this filing.
(b) No reports on Form $8-\mathrm{K}$ were filed during the quarter for which this report is filed.

Pursuant to the requirements of the Securities Exchange Act of 1934, the registrant has duly caused this report to be signed on its behalf by the undersigned, thereunto duly authorized.

KELLY SERVICES, INC.
Date: August 12, 1997
/s/ P. K. Geiger
P. K. Geiger

Senior Vice President and
Chief Financial Officer
(Principal Financial Officer and Principal Accounting Officer)

INDEX TO EXHIBITS REQUIRED BY ITEM 601, REGULATION S-K

Exhibit No.
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4
Rights of security holders are defined in Articles Fourth, Fifth, Seventh, Eighth, Ninth, Tenth, Eleventh, Twelfth, Thirteenth, Fourteenth and Fifteenth of the Certificate of Incorporation. (Reference is made to Exhibit 3.2 to the Form $10-\mathrm{Q}$ for the quarterly period ended June 30, 1996, filed with the Commission in August, 1996, which is incorporated herein by reference.)

## Document

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THIS SCHEDULE CONTAINS SUMMARY FINANCIAL INFORMATION EXTRACTED FROM THE BALANCE SHEET AND STATEMENT OF EARNINGS AND IS QUALIFIED IN ITS ENTIRETY bY REFERENCE TO SUCH FINANCIAL STATEMENTS.

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## 6-MOS

DEC-28-1997
JUN-29-1997
66,002
38,442
589, 922
11, 880
727,560 0

7, 177,011
73,645
911, 017
382,181

0

911, 017
0
1,840,572
$1,514,126$
0
0
0
57, 081
23, 410
33, 671
$0^{0}$
0

33,671
.88
0

