Index to Exhibits on page 11

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 March 30, 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)
(810) 362-4444
(Registrant's telephone number, including area code)
No Change
(Former name, former address and former fiscal year, 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
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At May 2, $1997,34,485,515$ shares of Class $A$ and $3,579,524$ shares of Class $B$ common stock of the Registrant were outstanding.

## PART I. FINANCIAL INFORMATION

Statements of Earnings 3
Balance Sheets 4
Statements of Stockholders' Equity 5
Statements of Cash Flows 6
Management's Discussion and
Analysis of Results of
Operations and Financial
Condition
7
PART II. OTHER INFORMATION ..... 9
Signature ..... 10
Index to Exhibits Required by Item 601, Regulation S-K ..... 11

KELLY SERVICES, INC. AND SUBSIDIARIES

STATEMENTS OF EARNINGS
(UNAUDITED)
(In thousands of dollars except per share items)

## 13 Weeks Ended

|  | March 30, 1997 | March 31, 1996 |
| :---: | :---: | :---: |
| Sales of services | \$880, 846 | \$733, 931 |
| Cost of services | 724,508 | 596,245 |
| Gross profit | 156,338 | 137,686 |
| Selling, general and administrative expenses | 132,219 | 117,302 |
| Earnings from operations | 24,119 | 20,384 |
| Interest income, net | 4 | 1,109 |
| Earnings before income taxes | 24,123 | 21,493 |
| Income taxes: |  |  |
| Federal | 8,135 | 6,785 |
| State and other | 1,760 | 1,805 |
| Total income taxes | 9,895 | 8,590 |
| Net earnings | \$ 14,228 | $\begin{aligned} & \$ 12,903 \\ & ======== \end{aligned}$ |
| Earnings per share | \$. 37 | \$. 34 |
| Dividends per share | \$. 21 | \$. 20 |
| Average shares outstanding (thousands) | 38, 061 | 38,016 |

KELLY SERVICES, INC. AND SUBSIDIARIES
BALANCE SHEETS AS OF MARCH 30, 1997 AND DECEMBER 29, 1996
(UNAUDITED)
(In thousands of dollars)

| ASSETS | 1997 | 1996 |
| :---: | :---: | :---: |
| - ------ |  |  |
| CURRENT ASSETS: |  |  |
| Cash and equivalents | \$ 70, 897 | \$ 33,408 |
| Short-term investments | 21,413 | 28,035 |
| Accounts receivable, less allowances of \$9,900 and |  |  |
| \$8,320, respectively | 557,995 | 554, 025 |
| Prepaid expenses and other current assets | 43,336 | 43,118 |
| Total current assets | 693,641 | 658,586 |
| PROPERTY AND EQUIPMENT: |  |  |
| Land and buildings | 43,746 | 43,748 |
| Equipment, furniture and leasehold improvements | 122,167 | 118,737 |
| Accumulated depreciation | $(68,516)$ | $(64,763)$ |
| Total property and equipment | 97,397 | 97,722 |
| INTANGIBLES AND OTHER ASSETS | 78,667 | 82,571 |
| TOTAL ASSETS | \$869, 705 | \$838, 879 |

## LIABILITIES \& STOCKHOLDERS' EQUITY

CURRENT LIABILITIES:
Short-term borrowings
Accounts payable
Payroll and related taxes
Accrued insurance
Income and other taxes
Total current liabilities
STOCKHOLDERS' EQUITY:
Capital stock, \$1 par value
asury stock, 2,053 shares in 1997 and 2,057 shares in 1996, respectively, at cost
Paid-in capital
Earnings invested in the business
Total stockholders' equity
TOTAL LIABILITIES \&
STOCKHOLDERS' EQUITY
\$ 42, 238
58,091
166, 263
56, 071
28,947
------
351, 610
--------
40,116

> | $\$ 41,616$ |
| ---: |
| 48,111 |
| 151,769 |
| 53,119 |
| 27,365 |
| $-\ldots-\ldots$ |
| 321,980 |

40,116
$(6,204) \quad(6,197)$
8,365 8,265
475,818 474,715
518, 095 516, 899
516, 899
\$838, 879

# STATEMENTS OF STOCKHOLDERS' EQUITY <br> (UNAUDITED) 

(In thousands of dollars)


| Capital Stock |  |  |
| :---: | :---: | :---: |
| Class A common stock |  |  |
| Balance at beginning of period | \$ 36,527 | \$ 36,512 |
| Conversions from Class B | 4 | - - |
| Balance at end of period | 36,531 | 36,512 |
| Class B common stock |  |  |
| Balance at beginning of period | 3,589 | 3,604 |
| Conversions to Class A | (4) | - - |
| Balance at end of period | 3,585 | 3,604 |
| Treasury Stock |  |  |
| Balance at beginning of period | $(6,197)$ | $(6,327)$ |
| Exercise of stock options | (9) | 9 |
| Restricted stock awards | 2 | 4 |
| Balance at end of period | $(6,204)$ | $(6,314)$ |
| Paid-in Capital |  |  |
| Balance at beginning of period | 8,265 | 7,215 |
| Exercise of stock options | 84 | 72 |
| Restricted stock awards | 16 | 37 |
| Balance at end of period | 8,365 | 7,324 |
| Earnings Invested in the Business |  |  |
| Balance at beginning of period | 474,715 | 435,100 |
| Net earnings | 14,228 | 12,903 |
| Cash dividends | $(7,993)$ | $(7,603)$ |
| Equity adjustment for foreign currency translation (cumulative charge of \$4,826 in 1997 and |  |  |
| credit of \$824 in 1996) | $(5,132)$ | $(1,297)$ |
| Balance at end of period | 475,818 | 439, 103 |
| Stockholders' Equity at end of period | \$518, 095 | \$480, 229 |

KELLY SERVICES, INC. AND SUBSIDIARIES
STATEMENTS OF CASH FLOWS
(UNAUDITED)
FOR THE 13 WEEKS ENDED MARCH 30, 1997 AND MARCH 31, 1996
(In thousands of dollars)

|  | 1997 | 1996 |
| :---: | :---: | :---: |
| Cash flows from operating activities: |  |  |
| Net earnings | \$14, 228 | \$12,903 |
| Noncash adjustments: |  |  |
| Depreciation and amortization | 6,439 | 6,440 |
| Changes in certain working capital components | 22,254 | 6,479 |
| Cash from operating activities | 42,921 | 25,822 |
| Cash flows from investing activities: |  |  |
| Capital expenditures | $(6,131)$ | $(4,888)$ |
| Proceeds from sales and maturities of short-term investments | 518, 006 | 333, 018 |
| Purchases of short-term investments | (511, 384 ) | $(334,572)$ |
| (Increase) decrease in intangibles and other assets | 1,355 | $(1,642)$ |
| Net cash from investing activities | 1,846 | $(8,084)$ |
| Cash flows from financing activities: |  |  |
| Increase (decrease) in short-term borrowings | 622 | (727) |
| Dividend payments | $(7,993)$ | $(7,603)$ |
| Exercise of stock options and restricted stock awards | 93 | 122 |
| Net cash from financing activities | $(7,278)$ | $(8,208)$ |
| Net change in cash and equivalents | 37,489 | 9,530 |
| Cash and equivalents at beginning of period | 33,408 | 52,811 |
| Cash and equivalents at end of period | \$70, 897 | \$62, 341 |

## MANAGEMENT'S DISCUSSION AND

ANALYSIS OF RESULTS OF OPERATIONS

AND FINANCIAL CONDITION

Results of Operations:

First Quarter

Sales of services in the first quarter of 1997 were \$880,846,000, an increase of $20 \%$ 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 $21.5 \%$ in the first quarter as compared to the same period in 1996. Average hourly wage rates and related costs from U.S. operations have increased from 1996 at a rate somewhat higher than the general inflation rate, due to a tightening labor market.

Gross profit of $\$ 156,338,000$ was $13.5 \%$ higher than the first quarter of 1996, and gross profit as a percentage of sales declined from $18.8 \%$ 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 rates 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 $\$ 132,219,000$ in the first quarter, an increase of $12.7 \%$ over the same period in 1996. As a percent of sales, the spending rate averaged $15.0 \%$, compared to $16.0 \%$ in last year's first 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 $\$ 24,119,000$ were $18.3 \%$ greater than the first quarter of 1996. Earnings before income taxes were $\$ 24,123,000$, an increase of $12.2 \%$, compared to pretax earnings of $\$ 21,493,000$ for the same period in 1996. The pretax margin was $2.7 \%$, a . 2 percentage point decrease from the first quarter of 1996. This was due to lower interest income, net and the lower gross profit and expense ratios.

Income taxes were $41.0 \%$ of pretax income. This was 1.0 percentage point over the applicable tax rate for the first quarter of 1996 due to reduced tax-exempt income and higher foreign tax rates. (The income tax rate for the year 1996 averaged $40.6 \%$.

Net earnings were $\$ 14,228,000$ in the first quarter of 1997 , an increase of $10.3 \%$ over the first quarter of 1996. Earnings per share were $\$ .37$ compared to $\$ .34$ 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.

Financial Condition

Assets totaled \$869,705,000 at March 30, 1997, an increase of $3.7 \%$ over the $\$ 838,879,000$ at December 29, 1996. Working capital increased $\$ 5,425,000$ during the three-month period. The current ratio was 2.0 at March 30, 1997 and December 29, 1996.

During the first quarter of 1997, the Company generated cash flows from operating activities totaling $\$ 42,921,000$, an increase of $66 \%$ over the comparable period in 1996. This increase resulted principally from increases in net earnings and liability balances. Capital expenditures were principally for expanding and improving the worldwide branch network.

The quarterly dividend rate applicable to Class $A$ and Class $B$ shares outstanding was $\$ .21$ per share in the first quarter of 1997 . This compares to a dividend rate of $\$ .20$ per share in the first 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. (formerly Your Staff, 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 6. Exhibits and Reports on Form 8-K.
(a) See Index to Exhibits required by Item 601, Regulation S-K, set forth on page 11 of this filing.
(b) No reports on Form 8-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: May 13, 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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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.)
Financial Data Schedule
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Document
------- BY REFERENCE TO SUCH FINANCIAL STATEMENTS.

1,000

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3-MOS
            DEC-28-1997
                MAR-30-1997
                    70,897
                    21,413
            567,895
                9,900
                    0
            693,641
                                    165,913
            68,516
            869,705
    351,610
        0
                    0
                40,116
            477,979
869,705
                                    0
            880,846
                    724,508
                        0
                    0
                    0
            24,123
                        9,895
                14,228
                0
                        0
                    0
            14,228
            . }3
                37
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