

PALM HARBOR ACADEMY, INC.

A Charter School and Component Unit of the
District School Board of Flagler County, Florida

INDEPENDENT AUDITOR'S REPORT

for the fiscal year ended JUNE 30, 2017

King & Walker, CPAs, PL

Certified Public Accountants

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PALM HARBOR ACADEMY, INC.

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Independent Auditor's Report

To the Board of Directors of Palm Harbor Academy, Inc.,
a Charter School and Component Unit of the District
School Board of Flagler County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Palm Harbor Academy, Inc. ("School"), a charter school and component unit of the District School Board of Flagler County, Florida, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions 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 *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Palm Harbor Academy, Inc., as of June 30, 2017, and the respective changes in financial position thereof for the year ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Budgetary Comparison Schedule, and Note to Required Supplementary Information, as shown in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 7, 2017 on our consideration of Palm Harbor Academy, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Palm Harbor Academy, Inc.'s internal control over financial reporting and compliance.

Respectfully submitted,

A handwritten signature in black ink that reads "King & Walker, CPAs". The signature is written in a cursive, flowing style.

September 7, 2017
Tampa, Florida

PALM HARBOR ACADEMY, INC.

A Charter School and Component Unit of the District School Board of Flagler County, Florida

MANAGEMENT'S DISCUSSION AND ANALYSIS - (Unaudited)

The Management's Discussion and Analysis (MD&A) section of the annual financial report of Palm Harbor Academy, Inc. ("School") provides an overview of the School's activities for the fiscal year ended June 30, 2017.

Because the information contained in the MD&A is intended to highlight significant transactions, events, and conditions, it should be considered in conjunction with the School's financial statements and notes to financial statements, as listed in the table of contents.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended June 30, 2017, the School's revenues exceeded expenses as shown on the School's statement of activities by \$12,111.
- Total assets were \$214,156 and total liabilities were \$63,846, resulting in a net position balance of \$150,310 as of June 30, 2017.

OVERVIEW OF THE FINANCIAL STATEMENTS

The basic financial statements consist of three components:

- ✓ Government-wide financial statements
- ✓ Fund financial statements
- ✓ Notes to financial statements

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of Net Position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the School presented on the accrual basis of accounting. The statement of Net Position provides information about the government's financial position, its assets and liabilities, using an economic resources measurement focus. The difference between the assets and liabilities, the Net Position, is a measure of the financial health of the School. The statement of activities presents information about the change in the School's Net Position and the results of operations, during the fiscal year. An increase or decrease in Net Position is an indication of whether the School's financial health is improving or deteriorating. To assess the overall financial position of the School, one needs to consider additional non-financial factors such as changes in the School student base funding level.

Fund Financial Statements

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund financial statements provide more detailed information about the School's financial activities, focusing on its most significant funds rather than fund types. This is in contrast to the entity-wide perspective contained in the government-wide statements.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds utilize a spendable financial resources measurement focus rather than the economic resources measurement focus found in the government-wide financial statements. The financial resources measurement focus allows the governmental fund statements to provide information on near-term inflows and outflows of spendable resources as well as balances of spendable resources available at the end of the fiscal year.

The governmental fund statements provide a detailed short-term view that may be used to evaluate the School's near-term financing requirements. This short-term view is useful when compared to the long-term view presented as governmental activities in the government-wide financial statements. To facilitate this comparison, both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation of governmental fund to governmental activities.

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the School's most significant funds. The School operates two funds; a General Fund and a Special Revenue Fund. For reporting purposes, the General Fund and Special Revenue Fund are considered as major funds.

The School adopts an annual budget for its governmental funds. A budgetary comparison schedule, as required, has been provided for the General Fund and Major Special Revenue Fund to demonstrate compliance with the budget.

Notes to Financial Statements

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

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Position may serve over time as a useful indicator of a government's financial position. The following is a summary of the School's Net Position as of June 30, 2016 and June 30, 2017:

	Net Position, End of Year		
	Governmental Activities		
	6-30-16	6-30-17	Increase (Decrease)
ASSETS			
Current and Other Assets	\$ 95,220	\$ 127,832	\$ 32,612
Capital Assets, net	92,824	86,324	(6,500)
Total Assets	<u>188,044</u>	<u>214,156</u>	<u>26,112</u>
LIABILITIES			
Current Liabilities	22,322	16,048	(6,274)
Long-term Liabilities	27,523	47,798	20,275
Total Liabilities	<u>49,845</u>	<u>63,846</u>	<u>14,001</u>
NET POSITION			
Net Investment in Capital Assets	65,301	38,526	(26,775)
Unrestricted	72,898	111,784	38,886
Total Net Position	<u>\$ 138,199</u>	<u>\$ 150,310</u>	<u>\$ 12,111</u>

Assets consist of current assets, which are primarily of cash and cash equivalents, amounts due from other agencies, and the School's investment in capital assets. Liabilities are comprised primarily of salaries and benefits payable and long-term notes payable. The total net position balance amounts to \$150,310.

The key elements of the changes in the School's Net Position for the fiscal years ended June 30, 2016 and June 30, 2017, are as follows:

	Operating Results for the Year		
	<u>Governmental Activities</u>		
	<u>6-30-16</u>	<u>6-30-17</u>	<u>Increase (Decrease)</u>
Revenues:			
Federal Through Local	\$ 216,444	\$ 163,158	\$ (53,286)
State Sources	727,690	710,142	(17,548)
Local and Other	210,194	248,467	38,273
Total Revenues	1,154,328	1,121,767	(32,561)
Expenses:			
Instruction	326,244	337,311	11,067
Instructional Related Technology	1,800	-	(1,800)
Board of Education	33,362	33,040	(322)
School Administration	119,539	148,405	28,866
Facilities Acquisition and Construction	601	-	(601)
Fiscal Services	74,160	24,059	(50,101)
Food Services	114,099	140,308	26,209
Pupil Transportation	84,051	107,279	23,228
Operation of Plant	295,629	297,364	1,735
Maintenance of Plant	3,548	-	(3,548)
Technology Services	7,133	14,001	6,868
Community Services	10,161	4,660	(5,501)
Debt Service-Interest	2,897	3,229	332
Total Expenses	1,073,224	1,109,656	36,432
Increase/(Decrease) in Net Position	\$ 81,104	\$ 12,111	\$ (68,993)

The largest revenue source for the School is the State of Florida (64%). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP formula utilizes student enrollment data to determine the funds available for the School.

The largest concentration of expenses is in Instruction, which accounted for 31% of total expenses, and consists primarily of teachers' salaries, and Operation of Plant which accounted for 27% of total expenses, and consists primarily of facility rent.

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

Governmental Funds

As the School completed the year, its governmental funds reported a combined fund balance of \$111,784.

BUDGETARY HIGHLIGHTS

The General Fund budget and Special Revenue Fund budget for the fiscal year ended June 30, 2017, were developed based on the School's anticipated revenues and expenditures and the expected student population for the school year. Over the course of the year, the school revised its General Fund budget and Special Revenue Fund budget several times. For the fiscal year ended June 30, 2017, the actual expenditures were equal to the final budget. Refer to the Budgetary Comparison Schedule for additional information.

CAPITAL ASSETS

The School's investment in capital assets for its governmental activities as of June 30, 2016, amounts to \$86,324 (net of accumulated depreciation). This investment in capital assets includes leasehold improvements, furniture, fixtures and equipment, motor vehicles, and audio-visual equipment. Additional information regarding the School's capital assets can be found in the notes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to School's management, 95 Old Kings N, Palm Coast, FL 32137.

PALM HARBOR ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF FLAGLER COUNTY, FLORIDA

STATEMENT OF NET POSITION
June 30, 2017

ASSETS	<u>Governmental Activities</u>
Cash & Cash Equivalents	\$ 37,794
Due From Other Agencies	15,038
Pledges Receivable	75,000
Capital Assets:	
Leasehold Improvements, Net	20,391
Furniture, Fixtures, and Equipment, Net	51,172
Motor Vehicles, Net	14,761
Total Capital Assets, Net	<u>86,324</u>
TOTAL ASSETS	<u>214,156</u>
LIABILITIES	
Salaries & Benefits Payable	10,870
Accounts Payable	5,178
Long Term Liabilities:	
Notes Payable - Due within one year	17,908
Notes Payable - Due after one year	29,890
TOTAL LIABILITIES	<u>63,846</u>
NET POSITION	
Net Investment in Capital Assets	38,526
Unrestricted	111,784
TOTAL NET POSITION	<u><u>\$ 150,310</u></u>

The accompanying notes to the financial statements are an integral part of this statement.

PALM HARBOR ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF FLAGLER COUNTY, FLORIDA

STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2017

	Expenses	Program Revenues			Net (Expenses) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities:					
Instruction	\$ 337,311	\$ -	\$ 37,878	\$ -	\$ (299,433)
Board of Education	33,040				(33,040)
School Administration	148,405				(148,405)
Fiscal Services	24,059				(24,059)
Food Services	140,308		125,280		(15,028)
Pupil Transportation	107,279				(107,279)
Operation of Plant	297,364				(297,364)
Technology Services	14,001				(14,001)
Community Services	4,660				(4,660)
Debt Service-Interest	3,229				(3,229)
Total Governmental Activities	\$ 1,109,656	\$ -	\$ 163,158	\$ -	(946,498)
General Revenues:					
State Sources					710,142
Local and Other Revenue					248,467
Total General Revenues					958,609
Change in Net Position					12,111
Net Position - July 1, 2016					138,199
Net Position - June 30, 2017					\$ 150,310

The accompanying notes to the financial statements are an integral part of this statement.

PALM HARBOR ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF FLAGLER COUNTY, FLORIDA

BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2017

	General Fund	Special Revenue Fund	Total Governmental Funds
ASSETS			
Cash & Cash Equivalents	\$ 37,794	\$ -	\$ 37,794
Due From Other Agencies		15,038	15,038
Due From Other Funds	15,038		15,038
Pledges Receivable	75,000		75,000
Total Assets	\$ 127,832	\$ 15,038	\$ 142,870
LIABILITIES			
Salaries and Benefits Payable	\$ 10,870	\$ -	\$ 10,870
Accounts Payable	5,178		5,178
Due to Other Funds		15,038	15,038
Total Liabilities	16,048	15,038	31,086
FUND BALANCE			
Unassigned	111,784	-	111,784
Total Fund Balances	111,784	-	111,784
Total Liabilities and Fund Balances	\$ 127,832	\$ 15,038	\$ 142,870

The accompanying notes to the financial statements are an integral part of this statement.

PALM HARBOR ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF FLAGLER COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION

June 30, 2017

Total Fund Balances - Governmental Funds	\$ 111,784
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and therefore, are not reported as assets in governmental funds.	86,324
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Long-term liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in the governmental funds.	<u>(47,798)</u>
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Total Net Position - Governmental Activities	<u><u>\$ 150,310</u></u>
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The accompanying notes to financial statements are an integral part of this statement.

PALM HARBOR ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF FLAGLER COUNTY, FLORIDA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS

For the Fiscal Year Ended June 30, 2017

	General Fund	Special Revenue Fund	Total Governmental Funds
Revenues			
Intergovernmental:			
Federal Through Local	\$ -	\$ 163,158	\$ 163,158
State Sources	710,142		710,142
Local and Other	248,467		248,467
Total Revenues	958,609	163,158	1,121,767
Expenditures			
Current - Education:			
Instruction	295,905	37,878	333,783
Board of Education	33,040		33,040
School Administration	148,405		148,405
Fiscal Services	24,059		24,059
Food Services	2,593	125,280	127,873
Pupil Transportation	99,092		99,092
Operation of Plant	297,364		297,364
Technology Services	14,001		14,001
Community Services	4,660		4,660
Fixed Capital Outlay:			
Other Capital Outlay	17,650		17,650
Debt Service:			
Principal	16,186		16,186
Interest	3,229		3,229
Total Expenditures	956,184	163,158	1,119,342
Excess/(Deficiency) of Revenues			
Over/Under Expenditures	2,425	-	2,425
Other Financing Sources:			
Proceeds from Long Term Debt	36,461	-	36,461
Total Other Financing Sources	36,461	-	36,461
Net Change in Fund Balances	38,886	-	38,886
Fund Balances, July 1, 2016	72,898	-	72,898
Fund Balances, June 30, 2017	\$ 111,784	\$ -	\$ 111,784

The accompanying notes to financial statements are an integral part of this statement.

PALM HARBOR ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF FLAGLER COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
TO THE STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2017

Net Change in Fund Balances - Governmental Funds	\$	38,886
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Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of depreciation expense (\$24,150) in excess of capital outlays (\$17,650) in the current period.		(6,500)
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Net proceeds from loans payable provide current financial resources in the governmental funds, but increase long-term liabilities in the statement of net assets.		(36,461)
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Principal payments on long-term debt are expenditures in the governmental funds, but the repayments reduce long-term liabilities in the statement of net position.		<u>16,186</u>
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Change in Net Position - Governmental Activities	\$	<u>12,111</u>
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The accompanying notes to the financial statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS
June 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

➤ **Reporting Entity**

Palm Harbor Academy, Inc. (“School”) is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act. The governing body of the School is the not-for-profit corporation Board of Directors, which is comprised of not less than three members.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the District School Board of Flagler County, Florida, (“District”). The original charter was effective until June 30, 2014, and was renewed by the District for an additional three year term until June 30, 2017. The District has granted the School a six month temporary extension until an extension of the contract is finalized. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter. In this case, the District is required to notify the school in writing at least 90 days prior to the charter’s expiration. During the term of the charter, the District may also terminate the charter if good cause is shown. In the event of termination of the charter, any property purchased by the School with public funds and any unencumbered public funds, except capital outlay funds, revert back to the District. Any unencumbered capital outlay funds revert back to the Florida Department of Education to be redistributed among eligible charter schools. The School is considered a component unit of the District; therefore, for financial reporting purposes, the School is required to follow generally accepted accounting principles applicable to state and local governmental units.

Criteria for determining if other entities are potential component units which should be reported within the School's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School's basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included within the reporting entity of the School.

➤ **Basis of Presentation**

Government-wide Financial Statements - Government-wide financial statements, including the statement of Net Position and the statement of activities, present information about the School as a whole.

Government-wide financial statements are prepared using the economic resources measurement focus. The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the School’s governmental activities. Direct expenses are those that are specifically

NOTES TO FINANCIAL STATEMENTS
June 30, 2017

associated with a service, program, or department and are thereby clearly identifiable to a particular function.

Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School.

Fund Financial Statements - Fund financial statements report detailed information about the School in the governmental funds. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is reported in a separate column. Because the focus of governmental fund financial statements differs from the focus of government-wide financial statements, a reconciliation is presented with each of the governmental fund financial statements.

The School's major governmental funds are as follows:

General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.

Special Revenue Fund – to account for certain Federal grant program resources.

➤ **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are prepared using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are prepared using the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The School considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources,

PALM HARBOR ACADEMY, INC.

A Charter School and Component Unit of the District School Board of Flagler County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

revenue is recognized at the time the expenditure is made. Under the modified accrual basis of accounting, expenditures are generally recognized when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due. Allocations of cost, such as depreciation, are not recognized in governmental funds.

➤ **Cash and Cash Equivalents**

Cash deposits consist of demand deposits with a financial institution. Deposits on hand at financial institutions are insured by the Federal Deposit Insurance Company up to \$250,000.

➤ **Capital Assets**

Expenditures for capital assets acquired or constructed for general School purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of Net Position but are not reported in the governmental fund financial statements. Capital assets are defined by the School as those costing more than \$750. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at fair value at the date of donation.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Leasehold Improvements	20 years
Furniture, Fixtures and Equipment	5 years
Vehicles	5 years
Audio-Visual Equipment	5 years

➤ **Long-term Debt**

Long-term obligations that will be financed by resources to be received in the future by the general fund are reported in the government-wide financial statements, not in the general fund. Current-year information relative to changes in long-term debt is described in subsequent notes.

➤ **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The School does not have any items that qualify for reporting in this category.

PALM HARBOR ACADEMY, INC.

A Charter School and Component Unit of the District School Board of Flagler County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until then. The School does not have any items that qualify for reporting in this category.

➤ **Net Position and Fund Balance Classification**

Government-wide Financial Statements

Net Position are classified and reported in three components:

- Net Investment in Capital Assets – consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowings that are attributed to the acquisition or improvement of those assets.
- Restricted Net Position – consists of net position with constraints placed on their use either by external groups such as creditors, contributors, or laws or regulations of other governments.
- Unrestricted Net Position – all other net position that does not meet the definition of “restricted” or “net investment in capital assets.”

Fund Financial Statements

GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions*, defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be reported within one of the following fund balance categories:

- Nonspendable – fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned). All nonspendable fund balances at year end relate to assets that are in nonspendable form.
- Restricted – fund balance that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.
- Committed – fund balance that can be used only for the specific purposes determined by a formal action of the School’s Board of Governance.
- Assigned – fund balance that is intended to be used by the School’s management for specific purposes but does not meet the criteria to be classified as restricted or committed.
- Unassigned – fund balance that is the residual amount for the School’s general fund and includes all spendable amounts not contained in the other classifications.

NOTES TO FINANCIAL STATEMENTS
June 30, 2017

➤ **Order of Fund Balance Spending Policy**

The School's policy is to apply expenditures against nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, nonspendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including nonspendable amounts). Any remaining fund balance amounts for the non-general funds are to be classified as restricted fund balance. It is possible for the non-general funds to be classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the amount of restricted fund balances for specific purposes exceed the positive fund balance for non-general fund.

➤ **Revenue Sources**

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33(17), Florida Statutes, the School reports the number of full-time equivalent students and related data to the District.

Under provisions of Section 1011.62, Florida Statutes, the District reports the number of full-time equivalent students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (FEFP). Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent (FTE) students reported by the School during designated full-time equivalent student survey periods. The Department may also adjust subsequent fiscal period allocations based upon an audit of the School's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the year when the adjustments are made. For the fiscal year ended June 30, 2017, the School reported 98.17 unweighted FTE and 104.7743 weighted FTE.

The basic amount of funding through the FEFP under Section 1011.62 is the product of the (1) unweighted FTE, multiplied by (2) the cost factor for each program, multiplied by (3) the base student allocation established by the legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes.

FEFP funding may also be adjusted as a result of subsequent FTE audits conducted by the Florida Auditor General pursuant to Section 1010.305, Florida Statutes, and Rule 6A-1.0453, Florida Administrative Code (FAC). Schools are required to maintain the following documentation for three years or until the completion of an FTE audit:

- Attendance and membership documentation (Rule 6A-1.044, FAC).

NOTES TO FINANCIAL STATEMENTS
June 30, 2017

- Teacher certificates and other certification documentation (Rule 6A-1.0503, FAC).
- Documentation for instructors teaching out-of-field (Rule 6A-1.0503, FAC).
- Procedural safeguards for weighted programs (Rule 6A-6.03411, FAC).
- Evaluation and planning documents for weighted programs (Section 1010.305, Florida Statutes, and Rule 6A-6.03411, FAC).

The School may receive federal or state awards for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by various granting agencies. For federal or state awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred.

The School is also eligible for charter school capital outlay funding pursuant to Section 1013.62, Florida Statutes. The amounts received under this program are based on the School's actual and projected student enrollment during the fiscal year. Funds received under this program may only be used for lawful capital outlay expenditures and, as such, are reflected as restricted Net Position and reserved fund balance in the accompanying statement of Net Position and balance sheet – governmental fund, respectively, to the extent that they remain unexpended.

The School follows the policy of applying restricted resources prior to applying unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted assets are available.

➤ **Income Taxes**

The School is exempt from Federal tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been included in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related notes to financial statements. The School's income tax returns for the past three years are subject to examination by tax authorities and may change upon examination.

➤ **Use of Estimates**

In preparing the financial statements in conformity with generally accepted accounting principles in the United States (GAAP) management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the statement of net position and affect revenues and expenditures for the period presented. Actual results could differ from those estimates.

PALM HARBOR ACADEMY, INC.
A Charter School and Component Unit of the District School Board of Flagler County, Florida

NOTES TO FINANCIAL STATEMENTS
June 30, 2017

➤ **Subsequent Events**

Management has evaluated all events subsequent to the balance sheet date and through the report date, which is the date these financial statements were available to be issued. Management determined there are no subsequent events which require disclosure.

2. CASH DEPOSITS

Custodial Credit Risk – Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the School’s deposits may not be returned to the School. The School does not have a custodial credit risk policy. Deposits on hand at financial institutions are insured by the Federal Deposit Insurance Company (FDIC) up to \$250,000. As of June 30, 2016, the School was not exposed to custodial credit risk.

3. DUE FROM OTHER AGENCIES

Amounts due from other agencies included in the accompanying statement of net position and balance sheet – governmental funds consists of amounts due from the Florida Department of Education for the National School Lunch Program and the Flagler County District School Board for the Title I program. These receivables are considered fully collectable.

4. CHANGES IN CAPITAL ASSETS

Changes in capital assets are presented in the table below.

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<u>Governmental Activities:</u>				
Leasehold Improvements	\$ 32,306	\$ -	\$ -	\$ 32,306
Furniture, Fixtures, and Equipment	106,258	7,650		113,908
Vehicles	35,933	10,000	-	45,933
Total Capital Assets Being Depreciated	<u>174,497</u>	<u>17,650</u>	<u>-</u>	<u>192,147</u>
Less Accumulated Depreciation for:				
Leasehold Improvements	(8,387)	(3,528)		(11,915)
Furniture, Fixtures, and Equipment	(50,301)	(12,435)	-	(62,736)
Vehicles	(22,985)	(8,187)		(31,172)
Total Accumulated Depreciation	<u>(81,673)</u>	<u>(24,150)</u>	<u>-</u>	<u>(105,823)</u>
Governmental Activities Capital Assets, net	<u>\$ 92,824</u>	<u>\$ (6,500)</u>	<u>\$ -</u>	<u>\$ 86,324</u>

Depreciation expense was charged to functions as follows:

<u>Governmental Activities:</u>	<u>Amount</u>
Instruction	\$ 3,528
Food Service	12,435
Pupil Transportation	8,187
Total governmental activities depreciation expense	<u>\$ 24,150</u>

PALM HARBOR ACADEMY, INC.
A Charter School and Component Unit of the District School Board of Flagler County, Florida

NOTES TO FINANCIAL STATEMENTS
June 30, 2017

5. NOTES PAYABLE

All long-term debt represents amounts to be repaid from governmental activities. As of June 30, 2017, the Schools long-term debt consisted of the following notes payable:

Note Payable:	Balance at 6-30-17
<u>Intercoastal Bank</u>	
\$19,687, Borrowed 2/6/2014, for acquisition of school buses. Interest Rate of 6%. Payments are to be made in equal monthly installments of \$471.53 to 2/11/18.	\$ 3,689
<u>Intercoastal Bank</u>	
\$7,500, Borrowed 10/1/2014, for acquisition of a bus, additional loan amount borrowed of \$16,350 on 1/27/16. Interest Rate of 6%. Payments are to be made in equal monthly installments of \$385.45 to 10/1/2018.	5,913
<u>Intercoastal Bank</u>	
\$10,000, Borrowed 8/27/15, for acquisition of playground equipment. Interest Rate of 5.675%. Payments are to be made in equal monthly installments of \$191.82 to 8/27/20.	6,657
<u>Intercoastal Bank</u>	
\$9,500, Borrowed 1/4/17, for acquisition of new instructional curriculum and educational software. Interest Rate of 5.75%. Payments are to be made in equal monthly installments of \$222.02 to 1/4/21.	8,609
<u>Intercoastal Bank</u>	
\$11,500, Borrowed 10/05/16, for acquisition of a bus and new tires. Interest Rate of 5.75%. Payments are to be made in equal monthly installments of \$268.76 to 10/5/20.	9,761
<u>Intercoastal Bank</u>	
\$15,461, Borrowed 8/17/16, for acquisition of computer equipment and supporting software. Interest Rate of 5.50%. Payments are to be made in equal monthly installments of \$295.32 to 8/17/21.	13,169
Total Notes Payable	\$ 47,798

PALM HARBOR ACADEMY, INC.
A Charter School and Component Unit of the District School Board of Flagler County, Florida

NOTES TO FINANCIAL STATEMENTS
June 30, 2017

Scheduled payments for the note payable follows:

Fiscal Year Ending June 30	Total	Principal	Interest
2018	\$ 20,133	\$ 17,908	\$ 2,225
2019	13,277	11,923	1,354
2020	11,735	11,004	731
2021	6,556	6,377	179
2022	590	586	4
Total	<u>\$ 52,291</u>	<u>\$ 47,798</u>	<u>\$ 4,493</u>

6. CHANGES IN LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities:

	Beginning Balance	Additions	Deductions	Ending Balance	Due in One Year
GOVERNMENTAL ACTIVITIES:					
Note Payable	\$ 27,523	\$ 36,461	\$ (16,186)	\$ 47,798	\$ 17,908
Total Governmental Activities	<u>\$ 27,523</u>	<u>\$ 36,461</u>	<u>\$ (16,186)</u>	<u>\$ 47,798</u>	<u>\$ 17,908</u>

7. SCHEDULE OF STATE REVENUE SOURCES

The following is a schedule of the School's State revenue:

Source	Amount
Florida Education Finance Program	\$ 415,306
Class Size Reduction	118,191
Discretionary Local Effort	46,981
Voluntary Pre-K Program	45,362
Transportation	28,161
Supplementary Academic Instruction	21,024
ESE Guaranteed Allocation	9,892
Instructional Materials	7,328
Digital Classroom Allocation	5,366
Reading Allocation	4,879
Teachers' Classroom Supply Program	2,371
Safe Schools	2,116
Miscellaneous State	1,601
Discretionary Lottery	1,564
Total State Revenue	<u>\$ 710,142</u>

As provided in the charter school contract, the District has charged the School an administrative fee of \$33,040.

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

8. RISK MANAGEMENT PROGRAMS

The School is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. There have been no significant reductions in insurance coverage and settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

9. FACILITY LEASE - Related Party

The School leases its facilities under a 5 year lease agreement with the First A.M.E. Church of Palm Coast (Church) starting August 1, 2009. The School's Board President is the pastor of the Church. Rental expense totaled \$216,000 for the year ended June 30, 2017.

10. COMMITMENTS AND CONTINGENT LIABILITIES

The School participates in state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies, therefore, to the extent that the School has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectability of any related receivables at June 30, 2017, may be impaired.

In the opinion of the School, there are no significant liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

11. FUNDING AND CREDIT RISK CONCENTRATIONS

The School receives substantially all of its support and revenue from federal, state and local funding sources, passed through the District, in the form of performance and budget based contracts. Continuing operation of the School is greatly dependent upon the continued support of these governmental agencies.

12. LEGAL MATTERS

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. In the opinion of management, the ultimate resolution of such legal matters will not have a significant adverse effect on the accompanying financial statements

PALM HARBOR ACADEMY
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF FLAGLER COUNTY, FLORIDA

REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND AND MAJOR SPECIAL REVENUE FUND- (UNAUDITED)
For the Fiscal Year Ended June 30, 2017

	General Fund				Major Special Revenue Fund			
	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)
Revenues:								
Intergovernmental:								
Federal through Local	\$ -	\$ -	\$ -	\$ -	\$ 152,753	\$ 163,158	\$ 163,158	\$ -
State Sources	736,692	710,142	710,142	-	-	-	-	-
Local and Other Revenue	150,000	248,467	248,467	-	-	-	-	-
Total Revenues	<u>886,692</u>	<u>958,609</u>	<u>958,609</u>	<u>-</u>	<u>152,753</u>	<u>163,158</u>	<u>163,158</u>	<u>-</u>
Expenditures:								
Current - Education:								
Instruction	298,586	295,905	295,905	-	78,573	37,878	37,878	-
Instructional Staff Training	4,333	-	-	-	-	-	-	-
Board of Education	33,000	33,040	33,040	-	-	-	-	-
School Administration	166,850	148,405	148,405	-	-	-	-	-
Fiscal Services	44,563	24,059	24,059	-	-	-	-	-
Food Services	-	2,593	2,593	-	74,180	125,280	125,280	-
Pupil Transportation	61,340	99,092	99,092	-	-	-	-	-
Operation of Plant	286,464	297,364	297,364	-	-	-	-	-
Technology Services	-	14,001	14,001	-	-	-	-	-
Community Services	-	4,660	4,660	-	-	-	-	-
Fixed Capital Outlay:	-	-	-	-	-	-	-	-
Other Capital Outlay	15,000	17,650	17,650	-	-	-	-	-
Debt Service:	-	-	-	-	-	-	-	-
Principal	13,000	16,186	16,186	-	-	-	-	-
Interest	2,576	3,229	3,229	-	-	-	-	-
Total Expenditures	<u>925,712</u>	<u>956,184</u>	<u>956,184</u>	<u>-</u>	<u>152,753</u>	<u>163,158</u>	<u>163,158</u>	<u>-</u>
Excess/(Deficiency) of Revenues								
Over/Under Expenditures	<u>(39,020)</u>	<u>2,425</u>	<u>2,425</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Financing Sources:								
Proceeds from Long Term Debt	-	36,461	36,461	-	-	-	-	-
Total Other Financing Sources	<u>-</u>	<u>36,461</u>	<u>36,461</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	<u>(39,020)</u>	<u>38,886</u>	<u>38,886</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances, July 1, 2016	72,898	72,898	72,898	-	-	-	-	-
Fund Balances, June 30, 2017	<u>\$ 33,878</u>	<u>\$ 111,784</u>	<u>\$ 111,784</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See Independent Auditor's Report.

PALM HARBOR ACADEMY, INC.

A Charter School and Component Unit of the District School Board of Flagler County, Florida

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2017

1. BUDGETARY BASIS OF ACCOUNTING

Budgets are presented on the modified accrual basis of accounting. During the fiscal year, expenditures were controlled at the object level (e.g., salaries and benefits, purchased services, materials and supplies and capital outlay) within each activity (e.g., instruction, pupil personnel services and school administration). Budgets may be amended by resolution at any Board meeting prior to the date for the annual report.

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Board of Directors of Palm Harbor Academy, Inc.,
a Charter School and Component Unit of the District
School Board of Flagler County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Palm Harbor Academy, Inc. ("School"), a charter school and component unit of the District School Board of Flagler County, Florida, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated September 7, 2017.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

A handwritten signature in black ink that reads "King & Walker, CPAs". The signature is written in a cursive, flowing style.

September 7, 2017
Tampa, Florida

**Management Letter as Required by Rules of the Florida Auditor General,
Chapter 10.850, Florida Statutes, *Charter School Audits***

To the Board of Directors of Palm Harbor Academy, Inc.,
a Charter School and Component Unit of the District
School Board of Flagler County, Florida

Report on the Financial Statements

We have audited the financial statements of the Palm Harbor Academy, Inc. (“School”), a Charter School and Component Unit of the District School Board of Flagler County, Florida, as of and for the fiscal year ended June 30, 2017, and have issued our report thereon September 7, 2017.

Auditor’s Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.850, Rules of the Auditor General.

Other Reports and Schedules

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in those reports and schedule, which are dated September 7, 2017, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no prior audit findings or recommendations.

Official Title

Section 10.854(1)(e)5, Rules of the Auditor General, requires the name or official title of the entity. The official title of the entity is Palm Harbor Academy, Inc.

Financial Condition

Sections 10.854(1)(e)2., Rules of the Auditor General, requires that we report the results of our determination as to whether or not the School has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the School. It is management's responsibility to monitor the School's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require that we report the results of our determination as to whether the School maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the School maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

Other Matters

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Directors, applicable management, and the District School Board of Flagler County and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

A handwritten signature in black ink that reads "King & Walker, CPAs". The signature is written in a cursive, flowing style.

September 7, 2017
Tampa, Florida