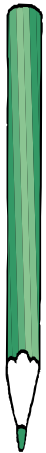
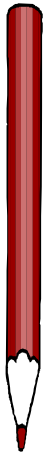
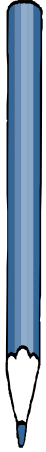
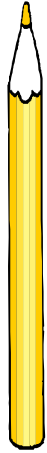


Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board

Financial Statements
And
Independent Auditors' Reports

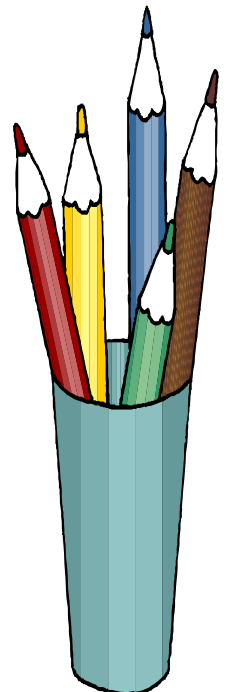
June 30, 2018



KATTELL AND COMPANY, P.L.
Certified Public Accountants Serving the Nonprofit Community

808-B NW 16th Avenue
Gainesville, Florida 32601

(352) 395-6565



FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORTS

JUNE 30, 2018

MICANOPY AREA COOPERATIVE SCHOOL, INC.

A Component Unit of the Alachua County District School Board

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Micanopy Area Cooperative School, Inc.

September 19, 2018

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Micanopy Area Cooperative School, Inc. (the School), a component unit of the Alachua County District School Board, as of and for the year ended June 30, 2018, 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 the 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.

Auditors' 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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards required 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 entity'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 entity'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 opinions.

Opinions. In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the School as of June 30, 2018, and the respective changes in financial position thereof for the year then 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 management's discussion and analysis and the budgetary comparison schedules, as listed 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 historical 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 the 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 19, 2018, on our consideration of the School's internal control over financial reporting (internal control) 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 and compliance and the results of that testing, and not to provide an opinion on internal control or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance.

Kattell and Company, P.L.

Management's Discussion and Analysis

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board

This discussion and analysis of the School's financial performance provides an overview of the School's financial activities for the fiscal year ended June 30, 2018. Please read it in conjunction with the School's financial statements, which follow this section.

The following are various financial highlights for fiscal year 2018:

- The School's overall net position increased by approximately \$203,000, which is 13%.
- Unrestricted net position at June 30, 2018, was \$602,898.
- The School had total expenses for the year of approximately \$1,708,000, compared to revenues of approximately \$1,911,000.
- The School served 211 and 196 students in the school years ending in 2018 and 2017, respectively, in grades K through 5. The School also provides VPK services and served 17 and 20 students in the school years ending in 2018 and 2017, respectively.

OVERVIEW OF THE BASIC FINANCIAL STATEMENTS

This annual report contains government-wide financial statements that report on the School's activities as a whole and fund financial statements that report on the School's individual funds.

Government-wide Financial Statements

The first financial statement is the Statement of Net Position. This statement includes all of the School's assets and liabilities using the accrual basis of accounting. Accrual accounting is similar to the accounting used by most private-sector companies. All of the current year revenues and expenses are recorded, regardless of when cash is received or paid. Net position – the difference between assets and liabilities – can be used to measure the School's financial position.

The second financial statement is the Statement of Activities. This statement is also shown using the accrual basis of accounting. It shows the increases and decreases in net position during the fiscal year. Over time, the increases or decreases in net position are useful indicators of whether the School's financial health is improving or deteriorating. However, other non-financial factors, such as enrollment levels or changes in state funding, must also be considered when assessing the overall health of the School.

In these statements, all of the School's activities are considered to be governmental activities. The School has no business-type activities, which are generally financed in whole or in part by fees charged to external parties for goods or services.

Fund Financial Statements

Following the government-wide financial statements are the fund financial statements. They provide more detailed information about the School's funds.

The School maintains three individual governmental funds, the General Fund, Special Revenue Fund and Capital Projects Fund. These funds are considered to be major funds and, accordingly, they are separately displayed.

Governmental funds are accounted for using modified accrual accounting. Modified accrual accounting focuses on available cash and other financial assets that can readily be converted to cash. This provides a shorter-term view of the governmental fund's financial position. A reconciliation is provided with these statements, which helps to explain the differences between the fund financial statements and the government-wide financial statements.

Management's Discussion and Analysis

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board

CONDENSED FINANCIAL INFORMATION

The following table presents condensed, government-wide current year and prior year data about net position and changes in net position.

	2018 Governmental Activities	2017 Governmental Activities
Net Position		
Assets:		
Non-capital Assets	\$ 645,178	\$ 546,054
Capital Assets, Net	1,801,465	1,869,515
Total Assets	<u>2,446,643</u>	<u>2,415,569</u>
Liabilities:		
Current Liabilities	42,280	63,142
Noncurrent Liabilities	628,393	779,424
Total Liabilities	<u>670,673</u>	<u>842,566</u>
Net Position:		
Net Investment in Capital Assets	1,173,072	1,113,996
Unrestricted	602,898	459,007
Total Net Position	<u>\$ 1,775,970</u>	<u>\$ 1,573,003</u>
Change in Net Position		
Program Revenues:		
Charges for Services	\$ 87,486	\$ 65,439
Operating Grants	121,283	101,712
Capital Grants & Contributions	116,942	55,098
General Revenues:		
USAC E-Rate Grant	8,236	9,604
Title I Grant	72,316	63,810
Title II Grant	227	473
Florida Education Finance Program	1,376,231	1,276,907
Other State Revenues	47,252	21,397
Other Local Revenues	80,442	49,790
Unrestricted Investment Earnings	526	355
Total Revenues	<u>1,910,941</u>	<u>1,644,585</u>
Program Expenses:		
Instruction	1,072,903	929,550
Instructional Support Services	64,208	82,929
General Support	471,261	462,337
Community Services	19,294	17,482
Maintenance of Plant	50,290	22,314
Interest on Long Term Debt	30,018	27,420
Total Expenses	<u>1,707,974</u>	<u>1,542,032</u>
Change in Net Position	202,967	102,553
Beginning Net Position	1,573,003	1,470,450
Ending Net Position	<u>\$ 1,775,970</u>	<u>\$ 1,573,003</u>

Management's Discussion and Analysis

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County School Board

OVERALL FINANCIAL POSITION AND RESULTS OF OPERATIONS

Governmental Activities. The governmental activities generated \$325,711 in program revenues and \$1,585,230 of general revenues, and incurred \$1,707,974 of program expenses. This resulted in a \$202,967 increase in net position.

THE SCHOOL'S INDIVIDUAL FUNDS

General Fund. The fund balance of the General Fund has increased by \$152,302, from \$480,934 to \$633,239.

Special Revenue Fund. The fund balance of the Special Revenue Fund remained the same at \$0 which means that all grant funds were spent during the year. This is expected due to the nature of the Title I grant funds.

Capital Projects Fund. The fund balance of the Capital Projects Fund decreased from \$1,978 to \$0. All revenues for the year were expended on eligible costs.

BUDGETARY HIGHLIGHTS

General Fund. The School amended the original budget primarily to reflect addition local revenue from contributions and field trip fees. There were no differences between the final budget and actual amounts.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets. The School had no significant capital asset activity. Please refer to a note to the accompanying financial statements entitled *Capital Assets and Depreciation* for more detailed information about the School's capital asset activity.

Debt Administration. The School issued no new debt and made scheduled payments plus extra principal payments on its existing debt. Please refer to a note to the accompanying financial statements entitled *Long-Term Liabilities* for more detailed information about the School's long-term debt activity.

ECONOMIC FACTORS

The School currently is not aware of any conditions that are expected to have a significant effect on the School's financial position or results of operations.

CONTACTING THE SCHOOL'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the School's finances and to show the School's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact Brenda Maynard (Director), Micanopy Area Cooperative School, 802 NW Seminary Avenue, Micanopy, Florida 32667.

Statement of Net Position
June 30, 2018
Micanopy Area Cooperative School, Inc.
A Component Unit of the Alachua County District School Board

	Governmental Activities
Assets	
Cash and Cash Equivalents	\$ 610,898
Grants Receivable	10,145
Prepaid Expenses	24,135
Capital Assets:	
Non-Depreciable Capital Assets	50,056
Depreciable Capital Assets, Net	1,751,409
Total Assets	2,446,643
Liabilities	
Accounts Payable	5,667
Salaries Payable	6,272
Long-Term Liabilities:	
Due Within One Year	39,372
Due in More Than One Year	619,362
Total Liabilities	670,673
Net Position	
Net Investment in Capital Assets	1,173,072
Unrestricted	602,898
Total Net Position	\$ 1,775,970

See accompanying notes.

Statement of Activities
For the Year Ended June 30, 2018
Micanopy Area Cooperative School, Inc.
A Component Unit of the Alachua County District School Board

	Program Revenues			Net (Expense) Revenue and Change in Net Position	
	Expenses	Charges for Services	Operating Grants and Contributions		Capital Grants and Contributions
Functions/Programs:					
Governmental Activities:					
Instruction	\$ (1,072,903)	\$ 62,654	\$ 42,547	\$ --	\$ (967,702)
Instructional Support Services	(64,208)	--	--	--	(64,208)
General Support	(471,261)	24,832	78,736	86,924	(280,769)
Community Service	(19,294)	--	--	--	(19,294)
Maintenance of Plant	(50,290)	--	--	--	(50,290)
Interest on Long-Term Debt	(30,018)	--	--	30,018	--
Total	<u>\$ (1,707,974)</u>	<u>\$ 87,486</u>	<u>\$ 121,283</u>	<u>\$ 116,942</u>	<u>(1,382,263)</u>

General Revenues:

Federal:	
USAC E-Rate Grant	8,236
Federal through State:	
Title I Grant	72,316
Title II Grant	227
State Revenue:	
Florida Education Finance Program	1,376,231
Other State Revenues	47,252
Other Local Revenues	80,442
Unrestricted Investment Earnings	526
Total General Revenues	<u>1,585,230</u>
Change in Net Position	202,967
Net Position – Beginning of Year	<u>1,573,003</u>
Net Position – End of Year	<u>\$ 1,775,970</u>

See accompanying notes.

Balance Sheet – Governmental Funds
June 30, 2018
Micanopy Area Cooperative School, Inc.
A Component Unit of the Alachua County District School Board

	General Fund	Special Revenue Fund	Capital Projects Fund	Total Governmental Funds
Assets				
Cash	\$ 610,898	\$ --	\$ --	\$ 610,898
Grants Receivable	10,145	--	--	10,145
Prepaid Expenses	24,135	--	--	24,135
Total Assets	\$ 645,178	\$ --	\$ --	\$ 645,178
Liabilities and Fund Balances				
Liabilities:				
Accounts Payable	\$ 5,667	\$ --	\$ --	\$ 5,667
Salaries Payable	6,272	--	--	6,272
Total Liabilities	11,939	--	--	11,939
Fund Balances:				
Non Spendable - Prepaids	24,135	--	--	24,135
Unassigned	609,104	--	--	609,104
Total Fund Balances	633,239	--	--	633,239
Total Liabilities and Fund Balances	\$ 645,178	\$ --	\$ --	\$ 645,178

See accompanying notes.

**Reconciliation of the Balance Sheet to the Statement of Net Position -
Governmental Funds**

June 30, 2018

Micanopy Area Cooperative School, Inc.
A Component Unit of the Alachua County District School Board

Fund Balances – Total Governmental Funds	\$ 633,239
---	------------

Amounts reported for Governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not reported in the governmental funds.

Capital Assets – Net of Accumulated Depreciation	1,801,465
--	-----------

Long-term liabilities are not reported in the governmental funds.

Compensated Absences	(30,341)
Loan Payable	<u>(628,393)</u>

Net Position of Governmental Activities	<u><u>\$ 1,775,970</u></u>
--	----------------------------

See accompanying notes.

**Statement of Revenues, Expenditures and Changes in Fund Balances -
Governmental Funds**

For the Year Ended June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board

	General Fund	Special Revenue Fund	Capital Projects Fund	Total Governmental Funds
Revenues				
Federal:				
USAC E-Rate Grant	\$ 8,236	\$ --	\$ --	\$ 8,236
Federal through State:				
Title I Grant	--	72,316	--	72,316
Title II Grant	--	227	--	227
National School Lunch	78,736	--	--	78,736
State Revenue:				
Florida Education Finance Program	1,376,231	--	--	1,376,231
Public Education Capital Outlay	--	--	38,219	38,219
Voluntary Prekindergarten	42,547	--	--	42,547
Other State Revenues	47,252	--	--	47,252
Local Revenue:				
Capital Projects Revenue	--	--	78,723	78,723
Meal Service Revenue	24,832	--	--	24,832
Other Local Revenues	143,622	--	--	143,622
Total Revenues	1,721,456	72,543	116,942	1,910,941
Expenditures				
Expenditures:				
Current:				
Instruction	1,001,460	71,443	--	1,072,903
Instructional Support Services	63,108	1,100	--	64,208
General Support	396,775	--	--	396,775
Community Services	19,294	--	--	19,294
Maintenance of Plant	50,290	--	--	50,290
Debt Service:				
Principal	38,224	--	88,902	127,126
Interest	--	--	30,018	30,018
Total Expenditures	1,569,151	72,543	118,920	1,760,614
Net Change in Fund Balance	152,305	--	(1,978)	150,327
Fund Balances, July 1, 2017	480,934	--	1,978	482,912
Fund Balances, June 30, 2018	\$ 633,239	\$ --	\$ --	\$ 633,239

See accompanying notes.

**Reconciliation of the Statement of Revenues, Expenditures and Changes in
Fund Balance to the Statement of Activities - Governmental Funds**
For the Year Ended June 30, 2018
Micanopy Area Cooperative School, Inc.
A Component Unit of the Alachua County District School Board

Excess of Revenues over Expenditures – Total Governmental Funds \$ 150,327

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.

Current Year Expenditures for Capital Assets	8,134
Current Year Depreciation Expense	(76,184)

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.

Net change in Compensated Absences	(6,436)
------------------------------------	---------

Issuance of long-term debt provides current financial resources to governmental funds, but has no effect on net position. Repayment of principal is an expenditure in governmental funds, but reduces long-term liabilities in the Statement of Net Position.

Current Year Principal Payments	127,126
---------------------------------	---------

Change in Net Position of Governmental Activities	\$ 202,967
--	-------------------

See accompanying notes.

Notes to the Financial Statements

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Micanopy Area Cooperative School, Inc. conform to generally accepted accounting principles as applicable to governments. The more significant accounting policies are described below to enhance the usefulness of the financial statements to the reader.

Reporting Entity

Micanopy Area Cooperative School, Inc. is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act, and Section 1002.33, Florida Statutes. The not-for-profit corporation conducts business as Micanopy Area Cooperative School (the School). The governing body of the School is the not-for-profit corporation's Board of Directors.

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 Alachua County District School Board (the District). The current charter is effective until June 30, 2026, and may be renewed up to an additional 10 years provided that a program review demonstrates that certain criteria addressed in Section 1002.33(7), Florida Statutes, have been successfully accomplished. 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 which case the District is required to notify the School in writing at least 90 days prior to the charter's expiration. Pursuant to Section 1002.33(8)(e), Florida Statutes, the charter school contract provides that in the event the School is dissolved or terminated, any unencumbered funds and all School property purchased with public funds automatically revert to the District. During the term of the charter, the District may also terminate the charter if good cause is shown. The School is considered a component unit of the District.

Criteria for determining if other entities are potential component units of the School which should be reported with 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 provide 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.

Government-wide Financial Statements

The government-wide financial statements (the Statement of Net Position and the Statement of Activities) report information on all of the activities of the School. Governmental activities are reported separately from business-type activities, which rely on fees charged to external parties as their primary revenues. The School has no business-type activities.

Any internal inter-fund activity has been eliminated from the government-wide financial statements.

The Statement of Net Position reports the School's financial position as of the end of the fiscal year. In this statement, the School's net position is reported in three categories: net investment in capital assets; restricted net position; and unrestricted net position.

Notes to the Financial Statements

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Government-wide Financial Statements (concluded)

The Statement of Activities is displayed using a net-cost format and reports the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges for services that are directly related to a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Other items not properly included among program revenues are reported instead as general revenues.

Fund Financial Statements

The financial transactions of the School are reported in individual funds in the fund financial statements. The governmental fund statements include reconciliations with brief explanations to better identify the relationship between the government-wide statements and the statements for the governmental funds.

The following funds are used by the School:

GOVERNMENTAL FUNDS

General Fund – The General Fund is the general operating fund of the School. It is used to account for all financial resources, except those associated with grants that are restricted to specified uses.

Special Revenue Fund – The Special Revenue Fund is used to account for financial resources associated with Title I grants that are restricted to operational uses.

Capital Projects Fund – The Capital Projects Fund is used to account for financial resources associated with grants that are restricted to capital uses.

In the accompanying fund financial statements, the General Fund, Special Revenue Fund and Capital Projects Fund are all considered to be major funds and, therefore, are separately displayed. The School has no non-major funds.

Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both 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. For this purpose, the School considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when the related fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

Most revenues are considered to be susceptible to accrual and have been measured in the current fiscal period. Certain other items are considered to be measurable and available only when cash is received.

Notes to the Financial Statements

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and Cash Equivalents

Cash consists of deposits in financial institutions. Such deposits qualify as public deposits and are insured by Florida's Public Deposits Program as defined in Section 280.02, Florida Statutes. The School has no policy regarding deposit custodial credit risk.

Capital Assets and Depreciation

Capital assets are defined by the School as assets with an initial, individual cost of \$3,000 or more and an estimated useful life of more than one year. These assets are recorded at historical cost. Donated capital assets are recorded at estimated fair value on the date of donation.

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

<u>Assets</u>	<u>Years</u>
Buildings	5 – 30
Improvements	5 – 30
Furniture, Fixtures and Equipment	5 – 10

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 Florida Statutes, the School reports the number of full-time equivalent (FTE) students and related data to the District. Under the provisions of Florida Statutes the District reports the number of FTE students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program. Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the Florida Educational Finance Program and the actual weighted FTE students reported by the School during the designated FTE student survey periods. The School also receives other financial assistance. This assistance is generally based on applications submitted to and approved by the granting agency.

Compensated Absences

The School's personnel policies allow a limited accumulation and vesting of unused employee vacation and sick leave. The liability of compensated absences is accrued when incurred in the government-wide financial statements. In the fund financial statements, a liability for compensated absences is reported to the extent that the liability will be liquidated with expendable available financial resources. Compensated absences are liquidated from the General Fund.

Long-term Liabilities

Long-term debt and other long-term obligations are reported in the government-wide financial statements. Long-term liabilities are not reported in the governmental funds because governmental funds use the current financial resources measurement focus.

Notes to the Financial Statements

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Net Position

Net position represents the difference between assets and liabilities and is reported in three categories as hereafter described. *Net investment in capital assets* represents capital assets, net of accumulated depreciation and any outstanding debt related to those assets. Net position is reported as *restricted* when there are legal limitations imposed on their use by legislation, or external restrictions imposed by other governments, creditors, or grantors. The balance of the net position is reported as *unrestricted*.

When both restricted and unrestricted resources are available for use, it is the School's policy to use restricted resources first, and then unrestricted resources as they are needed.

Fund Balance Classifications

Governmental funds report separate classifications of fund balance.

Non-Spendable. The non-spendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted. The restricted fund balance is defined as having restrictions (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed. Committed fund balance is defined as amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the School's Board of Directors.

Assigned. Assigned fund balance is defined as amounts that are constrained by the intent of the School's Board of Directors to be used for specific purposes, but are neither restricted nor committed. The School has given the authority to assign fund balance to the School's Director. Assigned fund balance includes spendable fund balance amounts established by the Director that are intended to be used for specific purposes that are neither considered restricted nor committed. Assignment of fund balance may be (a) made for a specific purpose that is narrower than the general purposes of the government itself; and/or (b) used to reflect the appropriation of a portion of existing unassigned fund balance to eliminate a projected deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues. Assigned fund balance shall reflect management's intended use of resources as set forth each year by the Director. Assigned fund balance may or may not be appropriated for expenditure in the subsequent year depending on the timing of the project/reserve for which it was assigned.

Unassigned. Unassigned fund balance is the residual classification for the general fund.

It is the policy of the School that they will use restricted resources to the extent which they are available, then committed resources, followed by assigned resources. Once these are consumed, the School will then use unassigned resources. The School does not have a formal policy requiring a minimum fund balance.

Notes to the Financial Statements

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (concluded)

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make various estimates. Actual results could differ from those estimates.

NOTE 2 – CAPITAL ASSETS AND DEPRECIATION

Capital asset activity for the year ended June 30, 2018, was as follows:

	Balance July 1, 2017	Additions	Deletions	Balance June 30, 2018
Capital Assets not Being Depreciated:				
Land	\$ 50,056	\$ --	\$ --	\$ 50,056
Capital Assets Being Depreciated:				
Buildings	2,128,003	8,134	--	2,136,137
Improvements other than Buildings	147,491	--	--	147,491
Furniture, Fixtures & Equipment	23,510	--	--	23,510
Total Capital Assets	<u>2,349,060</u>	<u>8,134</u>	<u>--</u>	<u>2,357,194</u>
Accumulated Depreciation:				
Buildings	373,053	65,278	--	438,331
Improvements other than Buildings	91,768	8,994	--	100,762
Furniture, Fixtures & Equipment	14,724	1,912	--	16,636
Total Accumulated Depreciation	<u>479,545</u>	<u>76,184</u>	<u>--</u>	<u>555,729</u>
Net Capital Assets	<u>\$ 1,869,515</u>	<u>\$ (68,050)</u>	<u>\$ --</u>	<u>\$ 1,801,465</u>

Depreciation was charged to functions/programs as follows:

General Support	<u>\$ 76,184</u>
Total	<u>\$ 76,184</u>

NOTE 3 – RISK MANAGEMENT

The School is exposed to various risks of loss, including general liability, personal injury, workers compensation, and errors and omissions. To manage its risks, the School has purchased commercial insurance. Settled claims resulting from these risks have not exceeded commercial coverage in the current and previous two years.

Notes to the Financial Statements

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board

NOTE 4 – LONG-TERM LIABILITIES

A summary of changes in long-term liabilities follows:

	Balance June 30, <u>2017</u>	<u>Additions</u>	<u>Deletions</u>	Balance June 30, <u>2018</u>	Amount Due <u>In 1 Year</u>
Compensated Absences	\$ 23,905	\$ 20,000	\$ 13,564	\$ 30,341	\$ 11,300
Ameris Bank Loan	<u>755,519</u>	<u>--</u>	<u>127,126</u>	<u>628,393</u>	<u>28,072</u>
	<u>\$ 779,424</u>	<u>\$ 20,000</u>	<u>\$ 140,690</u>	<u>\$ 658,734</u>	<u>\$ 39,372</u>

In April, 2016, the School entered into a construction loan for up to \$771,287 to add a modular building and build a cafetorium on campus. The agreement is amortized over 240 months with an interest rate of 4.15% until April 2021. The rate is then adjusted to a fixed rate based on five year US treasury plus 3%. The loan matures in April 2026. Monthly payments are \$4,735 and the future debt service on this note will be:

<u>Year Ending June 30.</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	\$ 28,072	\$ 28,748	\$ 56,820
2020	28,243	28,577	56,820
2021	29,438	27,382	56,820
2022	30,684	26,136	56,820
2023	31,981	24,839	56,820
2024	33,334	23,486	56,820
2025	34,744	22,076	56,820
2026	411,897	17,277	429,174
Total	<u>\$ 628,393</u>	<u>\$ 198,521</u>	<u>\$ 826,914</u>

NOTE 5 – EMPLOYEE RETIREMENT PLAN

The School made contributions on behalf of its employees to a defined contribution 403(b) Tax-Sheltered Annuity Plan, managed by The Legend Group. The employer matches employee contributions up to five percent of each eligible employee's gross pay for the contract year. The Board of Directors has the authority to amend or terminate the plan, although it has not expressed an intention to do so.

<u>Year Ended June 30</u>	<u>Employee Contributions</u>	<u>Employer Contributions</u>
2016	\$ 15,725	\$ 14,428
2017	\$ 13,058	\$ 11,737
2018	\$ 15,998	\$ 14,367

Budgetary Comparison Schedule – General Fund
For the Year Ended June 30, 2018
Micanopy Area Cooperative School, Inc.
A Component Unit of the Alachua County District School Board

	<u>BUDGETED AMOUNTS</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Federal:				
USAC E-Rate Grant	\$ 7,680	\$ 8,236	\$ 8,236	\$ --
Federal through State:				
National School Lunch	55,000	78,736	78,736	--
State Revenue:				
Florida Education Finance Program	1,392,323	1,376,231	1,376,231	--
Voluntary Prekindergarten	40,000	42,547	42,547	--
Other State Revenues	--	47,252	47,252	--
Local Revenue:				
Meal Service Revenue	--	24,832	24,832	--
Other Local Revenue	19,500	143,622	143,622	--
Total Revenues	1,514,503	1,721,456	1,721,456	--
Expenditures and Changes in Fund Balances				
Expenditures:				
Current:				
Instruction	1,014,838	1,001,460	1,001,460	--
Instructional Support Services	55,750	63,108	63,108	--
General Support	375,915	396,775	396,775	--
Community Services	5,000	19,294	19,294	--
Maintenance of Plant	8,500	50,290	50,290	--
Debt Service:				
Principal	54,500	38,224	38,224	--
Total Expenditures	1,514,503	1,569,151	1,569,151	--
Net Change in Fund Balance	--	152,305	152,305	--
Fund Balances, July 1, 2017	--	480,934	480,934	--
Fund Balances, June 30, 2018	\$ --	\$ 633,239	\$ 633,239	\$ --

Note to Schedule:

An annual budget is adopted on the modified accrual basis of accounting, consistent with generally accepted accounting principles. Amendments to the budget can only be made with the approval of the Board of Directors. The fund is the legal level of control.

Budgetary Comparison Schedule – Special Revenue Fund
For the Year Ended June 30, 2018
Micanopy Area Cooperative School, Inc.
A Component Unit of the Alachua County District School Board

	<u>BUDGETED AMOUNTS</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Federal through State:				
Title I Grant	\$ 67,500	\$ 72,316	\$ 72,316	\$ --
Title II Grant	--	227	227	--
Total Revenues	67,500	72,543	72,543	--
Expenditures and Changes in Fund Balances				
Expenditures:				
Current:				
Instructional	40,183	71,443	71,443	--
Instructional Support Services	27,317	1,100	1,100	--
Total Expenditures	67,500	72,543	72,543	--
Excess of Revenues Over (Under)Expenditures	--	--	--	--
Fund Balances, July 1, 2017	--	--	--	--
Fund Balances, June 30, 2018	\$ --	\$ --	\$ --	\$ --

Note to Schedule:

An annual budget is adopted on the modified accrual basis of accounting, consistent with generally accepted accounting principles. Amendments to the budget can only be made with the approval of the Board of Directors. The fund is the legal level of control.

Kattell and Company, P.L.

Certified Public Accountants Serving the Nonprofit Community

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COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

September 19, 2018

To the Board of Directors
Micanopy Area Cooperative School, Inc.

We have audited the financial statements of Micanopy Area Cooperative School, Inc. (the School) for the year ended June 30, 2018, and have issued our report thereon dated September 19, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated July 10, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Accounting Policies. Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the School are described in the notes to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates. Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There are no estimates that are particularly sensitive.

Disclosures. There are no disclosures that are particularly sensitive.

Corrected and Uncorrected Misstatements. Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There are no uncorrected misstatements. Management has reviewed and approved proposed adjustments that increased fund balance of the general fund by \$1,877. These adjustments are reflected in the accompanying financial statements.

Our Working Relationship with Management

Difficulties Encountered in Performing the Audit. We encountered no difficulties in dealing with management in performing and completing our audit.

Disagreements with Management. For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations. We have requested certain representations from management that are included in the management representation letter.

Management Consultations with Other Independent Accountants. In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Consultations Prior to Engagement. We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

* * * * *

This information is intended solely for the use of management and the Board of Directors of the School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Kattell and Company, P.L.

Kattell and Company, P.L.

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MANAGEMENT LETTER

To the Board of Directors,
Micanopy Area Cooperative School, Inc.

September 19, 2018

Report on the Financial Statements. We have audited the financial statements of Micanopy Area Cooperative School, Inc. (the School), as of and for the fiscal year ended June 30, 2018, and have issued our report thereon dated September 19, 2018.

Auditors' 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 Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards*, and Schedule of Findings. Disclosures in that report and schedule, which are dated September 19, 2018, 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. In that regard, there were no uncorrected findings from prior years.

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 Micanopy Area Cooperative School, Inc.

Financial Condition. Section 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 website the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the School maintained on its website 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. See 2018-003 in the Schedule of Findings.

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. See 2018-002 in the Schedule of 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, the local district school board, the Board of Directors and management of the School, and is not intended to be and should not be used by anyone other than these specified parties.

* * * * *

Thank you for the cooperation and courtesies extended to us during the course of the audit. Please let us know if you have any questions or comments concerning this letter, our accompanying reports, or any other matters.

Kattell and Company, P.L.

Kattell and Company, P.L.

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

To the Board of Directors,
Micanopy Area Cooperative School, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Micanopy Area Cooperative School, Inc. (the School) as of and for the year ended June 30, 2018, and the related notes to financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated September 19, 2018.

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 a 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. We did identify a deficiency in internal control that we consider to be a significant deficiency. See Finding 2018-001 in the attached Schedule of Findings.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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*.

School's Response to Finding

The School's response to the finding identified in our audit is described in the accompanying letter from the School. The School's response was not subjected to auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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.

* * * * *

As required by the Rules of the Auditor General of the State of Florida, we noted certain matters that we reported to management of the School in the management letter dated September 19, 2018.

Kattell and Company, P.L.

September 19, 2018

Schedule of Findings

June 30, 2018

Micanopy Area Cooperative School, Inc.

A Component Unit of the Alachua County District School Board

Significant Deficiency

2018-001 Controls over Disbursements.

Condition – The School paid a vendor twice for the same invoice in the amount of \$3,156.

Recommendation – The School should consider whether controls over disbursements are sufficient to reduce the risk of duplicate payments to an acceptable level.

Immaterial Noncompliance

2018-002 Retirement Match

Condition – The School matches up to five percent on the employee's contribution to the retirement. We found one instance where the match was not calculated accurately.

Recommendations –

- The School should contact the sponsor for the retirement account and contribute the amount owed for match and any lost earnings that would have accrued since the error occurred.
- The School should consider whether cost effective controls should be implemented to prevent this error in the future.

Recommendation to Improve Financial Management

2018-003 PayPal Account

Recommendation – The School uses PayPal to collect student fees and transfers these amounts to the School checking account. The School should consider whether to add the PayPal account to their accounting system.



MACS MANATEES

MICANOPY AREA COOPERATIVE SCHOOL

Learners Today, Leaders Tomorrow

Established 1997

♦
DIRECTOR

Brenda Maynard

♦
BOARD MEMBERS

Frederick W. Wood, III

Sandra Johnson

James Walkup

Lee Deaderick

Tami Dixon

September 19, 2018

Mr. Stephen Kattell
Kattell and Company, P.L.
808-B NW 16th Avenue
Gainesville, FL 32601

Dear Mr. Kattell,

I have reviewed the 2017-2018 audit for Micanopy Area Cooperative School and have noted the suggested recommendations for controls over disbursements, retirement match and additional account to accounting system. We will make necessary corrections for the future.

I appreciate the professionalism and collaborative manner in which this audit was conducted. Thank you for your time and effort.

Sincerely,

Brenda Maynard
Director