

**Alachua Learning Center Middle School**

A Middle School Program of  
Alachua Learning Center, Inc.

*A Component Unit of the Alachua County District School Board*

Financial Statements  
And  
Independent Auditors' Report

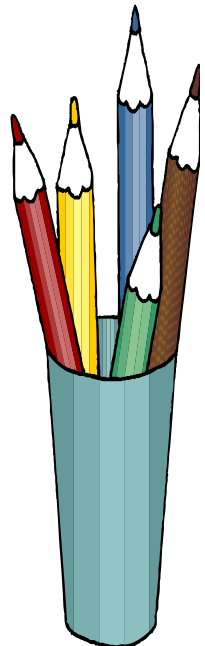
**June 30, 2013**

**KATTELL AND COMPANY, P.L.**

*A professional accounting firm serving the nonprofit community.*

**808-B NW 16<sup>th</sup> Avenue  
Gainesville, Florida 32601**

**(352) 395-6565**



# Financial Statements and Independent Auditors' Reports

June 30, 2013

## Alachua Learning Center Middle School

*A Component Unit of the Alachua County District School Board*

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# Kattell and Company, P.L.

*Certified Public Accountants Serving the Nonprofit Community*

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808-B NW 16<sup>th</sup> Avenue Gainesville, Florida 32601 TEL: 352-395-6565 FAX: 352-395-6636 www.kattell.com

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Alachua Learning Center, Inc.

October 24, 2013

### Report on Financial Statements

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We have audited the accompanying financial statements of the governmental activities and each major fund of the Alachua Learning Center Middle School (the School), a component unit of the Alachua County District School Board, as of and for the year ended June 30, 2013, 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.

**Special Purpose Financial Statements.** The School is a program of Alachua Learning Center, Inc. As discussed in Note 1 to the financial statements, these special purpose financial statements are those of the School only and are not intended to be a complete presentation of the governmental activities and each major fund of Alachua Learning Center, Inc.

**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, 2013, 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 schedule, 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*

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In accordance with *Government Auditing Standards*, we have also issued our report dated October 24, 2013, 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.*  
Gainesville, Florida

# **Management's Discussion and Analysis**

**June 30, 2013**

## **Alachua Learning Center Middle School**

*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, 2013. Please read it in conjunction with the School's financial statements, which follow this section.

Beginning with the year ended June 30, 2012, Alachua Learning Center, Inc. began operating as two different schools, a middle school and an elementary school. Although this discussion and analysis is for the middle school alone, it should be noted that Alachua Learning Center, Inc. has elected to report all capital assets, and long-term debt in the middle school's financial statements.

The following are various financial highlights for fiscal year 2013:

- The School's overall net position decreased by \$225, which is less than 1%.
- Total ending unrestricted net position was \$37,371.
- The School had total expenses for the year of about \$509,000 compared to revenues of approximately \$466,000.
- The School educated 60 and 59 students in the years ending June 30, 2013 and 2012, respectively, serving grades 6-8.

### **OVERVIEW OF THE SPECIAL PURPOSE 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 two individual governmental funds, the General Fund and Capital Projects Fund. Both 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 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, 2013

## Alachua Learning Center Middle School

*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.

	2013 Governmental Activities	2012 Governmental Activities
<b>Net Position</b>		
Assets:		
Non-capital Assets	\$ 58,052	\$ 77,174
Capital Assets, Net	541,626	536,341
Total Assets	<u>599,678</u>	<u>613,515</u>
Liabilities:		
Current Liabilities	20,681	43,648
Long-term Liabilities	172,465	163,110
Total Liabilities	<u>193,146</u>	<u>206,758</u>
Net position:		
Net investment in Capital Assets	369,161	373,231
Unrestricted	37,371	33,526
Total Net position	<u>\$ 406,532</u>	<u>\$ 406,757</u>
<b>Change in Net Position</b>		
Program Revenues:		
Charges for Services	\$ 64,371	\$ 61,008
Operating Grants & Contributions	62,902	64,694
Capital Grants & Contributions	16,878	22,982
General Revenues:		
Florida Education Finance Program	310,071	297,280
Other State Revenues	6,801	1,975
Unrestricted Grants & Contributions	5,354	2,959
Unrestricted Investment Earnings	21	51
Total Revenues	<u>466,398</u>	<u>450,949</u>
Program Expenses:		
Instructional	180,244	197,207
Instructional Support Services	7,240	10,640
General Support	266,442	291,856
Community Services	46,758	42,375
Interest on Long-term Debt	8,475	3,748
Total Expenses	<u>509,159</u>	<u>545,826</u>
Change in Net Position	(42,761)	(94,877)
Plus amounts paid by Elementary School	42,536	30,652
Net Change in Net Position	(225)	(64,225)
Beginning Net Position	406,757	470,982
Ending Net Position	<u>\$ 406,532</u>	<u>\$ 406,757</u>

# Management's Discussion and Analysis

June 30, 2013

## Alachua Learning Center Middle School

*A Component Unit of the Alachua County District School Board*

### OVERALL FINANCIAL POSITION AND RESULTS OF OPERATIONS

**Governmental Activities.** The governmental activities generated \$144,151 in program revenues and \$322,247 of general revenues, and incurred \$509,159 of program expenses. This resulted in a \$42,761 decrease in net position. The Elementary School paid a portion of the costs for capital assets and principal payments in the amount of \$42,536. After this adjustment, the decrease in net position is \$225.

### THE SCHOOL'S INDIVIDUAL FUNDS

**General Fund.** The fund balance of the General Fund increased by \$3,845, from \$33,526 to \$37,371

**Capital Projects Fund.** The fund balance of the Capital Projects Fund remained the same at \$0. Eligible expenditures exceeded Capital Outlay funding for the year.

### BUDGETARY HIGHLIGHTS

**General Fund.** The School amended the original budget to recognize debt issuance proceeds and the related capital outlay expenditures for capital leases to purchase computer equipment. There were no other significant differences between original and final budgets. There were no differences between the final budget and actual amounts.

### CAPITAL ASSETS AND DEBT ADMINISTRATION

**Capital Assets.** During the year ending June 30, 2013, the School purchased a central computer server and 65 "thin clients" which function as student computers. 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 new debt in the form of capital leases and made scheduled payments on that debt and on existing long-term 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 Tom Allin, Director; PO Box 1389, Alachua, Florida 32616.

**Statement of Net Position**  
**June 30, 2013**  
**Alachua Learning Center Middle School**  
*A Component Unit of the Alachua County District School Board*

Assets	Governmental Activities
Cash	\$ 43,359
Accounts Receivable	2,264
Prepaid Expenses	1,474
Due from Elementary School	10,955
Capital Assets:	
Land Improvements	103,703
Depreciable Capital Assets, Net	<u>437,923</u>
 Total Assets	 <u>599,678</u>
Liabilities	
Accounts Payable	12,837
Salaries Payable	7,844
Long-Term Liabilities:	
Due in Less than One Year	53,836
Due in More than One Year	<u>118,629</u>
 Total Liabilities	 <u>193,146</u>
Net Position	
Net Investment in Capital Assets	369,161
Unrestricted	<u>37,371</u>
 Total Net Position	 <u>\$ 406,532</u>

See accompanying notes.

**Statement of Activities**  
**For the Year Ended June 30, 2013**  
**Alachua Learning Center Middle School**  
*A Component Unit of the Alachua County District School Board*

Functions/Programs:	Program Revenues			Net (Expense) Revenue and Change in Net Position	
	Expenses	Charges for Services	Operating Grants and Contributions		Capital Grants and Contributions
Governmental Activities:					
Instructional	\$ (180,244)	\$ 11,452	\$ --	\$ --	\$ (168,792)
Instructional Support Services	(7,240)	--	--	--	(7,240)
General Support	(266,442)	12,523	62,902	6,240	(184,777)
Community Services	(46,758)	40,396	--	8,902	2,540
Interest on Long-term Debt	(8,475)	--	--	1,736	(6,739)
<b>Total</b>	<u>\$ (509,159)</u>	<u>\$ 64,371</u>	<u>\$ 62,902</u>	<u>\$ 16,878</u>	<u>(365,008)</u>

**General Revenues:**

State Revenue:	
Florida Education Finance Program	310,071
Other State Revenues	6,801
Unrestricted Grants and Contributions	5,354
Unrestricted Investment Earnings	21

**Total General Revenues** 322,247

**Change in Net Position** (42,761)

**Expenditures Paid by Elementary School** 42,536

**Net Change in Net Position** (225)

**Net Position – Beginning of Year** 406,757

**Net Position – End of Year** \$ 406,532

See accompanying notes.



**Balance Sheet – Governmental Funds**  
**June 30, 2013**  
**Alachua Learning Center Middle School**  
*A Component Unit of the Alachua County District School Board*

	General Fund	Capital Projects Fund	Total Governmental Funds
<b>Assets</b>			
Cash	\$ 43,359	\$ --	\$ 43,359
Accounts Receivable	2,264	--	2,264
Prepaid Expenses	1,474	--	1,474
Due from Elementary School	10,955	--	10,955
<b>Total Assets</b>	<b>\$ 58,052</b>	<b>\$ --</b>	<b>\$ 58,052</b>
<b>Liabilities and Fund Balances</b>			
Liabilities:			
Accounts Payable	\$ 12,837	\$ --	\$ 12,837
Salaries Payable	7,844	--	7,844
Total Liabilities	20,681	--	20,681
Fund Balances:			
Non-spendable - Prepaids	1,474	--	1,474
Unassigned	35,897	--	35,897
Total Fund Balances	37,371	--	37,371
<b>Total Liabilities and Fund Balances</b>	<b>\$ 58,052</b>	<b>\$ --</b>	<b>\$ 58,052</b>

See accompanying notes.

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

**June 30, 2013**

**Alachua Learning Center Middle School**  
*A Component Unit of the Alachua County District School Board*

<b>Fund Balances – Total Governmental Funds</b>	\$ 37,371
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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	541,626
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Long-term liabilities are not reported in the governmental funds:

Capital Leases	(46,360)
Note Payable	<u>(126,105)</u>

<b>Net Position of Governmental Activities</b>	<u><u>\$ 406,532</u></u>
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See accompanying notes.

**Statement of Revenues, Expenditures and Changes in Fund Balances -  
Governmental Funds**  
For the Year Ended June 30, 2013  
**Alachua Learning Center Middle School**  
*A Component Unit of the Alachua County District School Board*

	General Fund	Capital Projects Fund	Total Governmental Funds
<b>Revenues</b>			
Federal through State:			
National School Lunch Program	\$ 62,902	\$ --	\$ 62,902
State Revenue:			
Florida Education Finance Program	310,071	--	310,071
Public Education Capital Outlay	--	16,878	16,878
Other State Revenue	6,801	--	6,801
Local Revenue:			
Meal Service Revenue	12,523	--	12,523
After School Program	40,396	--	40,396
Other Local Revenues	16,827	--	16,827
<b>Total Revenues</b>	<b>449,520</b>	<b>16,878</b>	<b>466,398</b>
<b>Expenditures and Changes in Fund Balances</b>			
<b>Expenditures:</b>			
Current:			
Instructional	177,082	--	177,082
Instructional Support Services	7,240	--	7,240
General Support	262,991	--	262,991
Community Services	46,758	--	46,758
Capital Outlay	--	6,240	6,240
Debt Service:			
Principal	4,724	8,902	13,626
Interest	6,739	1,736	8,475
<b>Total Expenditures</b>	<b>505,534</b>	<b>16,878</b>	<b>522,412</b>
<b>Excess of Revenues Over/(Under) Expenditures</b>	<b>(56,014)</b>	<b>--</b>	<b>(56,014)</b>
<b>Other Financing Sources (Uses)</b>			
Debt Issuance	<b>59,859</b>	<b>--</b>	<b>59,859</b>
<b>Net Change in Fund Balance</b>	<b>3,845</b>	<b>--</b>	<b>3,845</b>
<b>Fund Balances, July 1, 2012</b>	<b>33,526</b>	<b>--</b>	<b>33,526</b>
<b>Fund Balances, June 30, 2013</b>	<b>\$ 37,371</b>	<b>\$ --</b>	<b>\$ 37,371</b>

See accompanying notes.

**Reconciliation of the Statement of Revenues, Expenditures and Changes in  
Fund Balances to the Statement of Activities - Governmental Funds**  
**For the Year Ended June 30, 2013**  
**Alachua Learning Center Middle School**  
*A Component Unit of the Alachua County District School Board*

**Excess of Revenues over Expenditures – Total Governmental Funds** \$ 3,845

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:	
From Middle School	60,383
From Elementary School	5,658
Total	66,041
Current Year Depreciation Expense	(60,756)

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 Debt Issuance	(59,859)
Current Year Principal Payments:	
From Middle School	13,626
From Elementary School	36,878
Total	50,504

**Change in Net Position of Governmental Activities** \$ (225)

<b>Capital and Debt Service Expenditures Paid by Elementary School:</b>	
Expenditures for Capital Assets	\$ 5,658
Principal Payments	36,878
<b>Total Expenditures Paid by Elementary School – See Statement of Activities</b>	<b>\$ 42,536</b>

# Notes to the Financial Statements

June 30, 2013

## Achua Learning Center Middle School

*A Component Unit of the Achua County District School Board*

### **NOTE 1 – REPORTING ENTITY**

Achua Learning Center, Inc. (the Corporation) 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 Corporation operates an elementary school under the name “Achua Learning Center Elementary School” (Elementary School) and a middle school under the name “Achua Learning Center Middle School”. These special purpose financial statements are those of the Achua Learning Center Middle School (the School) only. The governing body of the School is the Corporation’s Board of Directors. The School is a program of the Corporation; the Corporation is considered a component unit of the Achua County District School Board (the District).

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 current charter is effective until June 30, 2016, and may be renewed 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.

### **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the School 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.

#### 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.

# Notes to the Financial Statements

June 30, 2013

## Alachua Learning Center Middle School

*A Component Unit of the Alachua County District School Board*

### **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

#### Government-wide Financial Statements (concluded)

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.

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.

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 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, 2013

## Alachua Learning Center Middle School

*A Component Unit of the Alachua County District School Board*

### NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Cash

Cash consists of deposits in financial institutions. At times, such deposits may be in excess of the Federal Deposit Insurance Corporation (FDIC) insurance limit. At June 30, 2013, there were no amounts exceeding FDIC insurance coverage. The School has no policy regarding deposit custodial credit risk.

#### Prepays

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid assets are reported as “non-spendable” in the funds financial statements to indicate that prepaids do not represent available expendable resources.

#### Capital Assets and Depreciation

Capital assets are defined by the School as assets with an initial, individual cost of \$500 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. Land improvements are not depreciated. Depreciable capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	25-30
Improvements	15
Furniture, Fixtures and Equipment	5
Computers and Software	3-4

#### 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 employees had no unused sick and vacation time at the end of the school year. Therefore, no liability for compensated absences is recorded.

#### Long-term Liabilities

Long-term debt and other long-term obligations are reported in the government-wide financial statements.

In the fund 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, 2013

## Achua Learning Center Middle School

A Component Unit of the Achua County District School Board

### NOTE 2 – 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 or 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, 2013

### Alachua Learning Center Middle School

*A Component Unit of the Alachua County District School Board*

#### NOTE 2 – 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 3 – CAPITAL ASSETS AND DEPRECIATION

Capital asset activity for the year ended June 30, 2013 was as follows:

	Balance July 1, 2012	Additions	Deletions	Balance June 30, 2013
Capital Assets not Being Depreciated:				
Land Improvements	\$ 103,703	\$ --	\$ --	\$ 103,703
Capital Assets Being Depreciated:				
Buildings	434,325	3,220	--	437,545
Improvements other than Buildings	233,272	--	--	233,272
Furniture, Fixtures & Equipment	257,270	2,962	--	260,232
Equipment Under Capital Lease	--	59,859	--	59,859
Total Capital Assets	<u>1,028,570</u>	<u>66,041</u>	<u>--</u>	<u>1,094,611</u>
Accumulated Depreciation:				
Buildings	104,744	17,480	--	122,224
Improvements other than Buildings	154,681	15,552	--	170,233
Furniture, Fixtures & Equipment	232,804	12,759	--	245,563
Equipment Under Capital Lease	--	14,965	--	14,965
Total Accumulated Depreciation	<u>492,229</u>	<u>60,756</u>	<u>--</u>	<u>552,985</u>
Net Capital Assets	<u>\$ 536,341</u>	<u>\$ 5,285</u>	<u>\$ --</u>	<u>\$ 541,626</u>

Depreciation was charged to functions/programs as follows:

Instruction	\$ 3,684
General Support	<u>57,072</u>
Total Depreciation Expense	<u>\$ 60,756</u>

## Notes to the Financial Statements

June 30, 2013

### Alachua Learning Center Middle School

*A Component Unit of the Alachua County District School Board*

#### NOTE 4 – LONG-TERM LIABILITIES

Long-term debt activity for the year ended June 30, 2013, follows:

	<u>Balance</u> <u>July 1,</u> <u>2012</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30,</u> <u>2013</u>	<u>Due Within</u> <u>One Year</u>
Note Payable – Facilities	\$ 163,110	\$ --	\$ 37,005	\$ 126,105	\$ 39,404
Capital Leases – Equipment	<u>    --</u>	<u>59,859</u>	<u>13,499</u>	<u>46,360</u>	<u>14,432</u>
Total	<u>\$ 163,110</u>	<u>\$ 59,859</u>	<u>\$ 50,504</u>	<u>\$ 172,465</u>	<u>\$ 53,836</u>

In July 2011, the School refinanced one capital lease and a note payable into a 60 month loan with Capital City Bank in the amount of \$195,000. The monthly payment is \$3,856 with a fixed interest rate of 6.25%. Future debt service on this note is as follows:

<u>Fiscal Year</u> <u>Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 39,404	\$ 6,873	\$ 46,277
2015	41,980	4,297	46,277
2016	<u>44,721</u>	<u>1,553</u>	<u>46,274</u>
Total	<u>\$ 126,105</u>	<u>\$ 12,723</u>	<u>\$ 138,828</u>

In August 2012, the School entered into two capital lease agreements for a computer server and computers. The agreements call for quarterly payments of \$2,950 and \$1,349 for 48 months, with assumed interest rates of 6.74%. The following is a schedule of future minimum lease payments for the two leases:

<u>Fiscal Year</u> <u>Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 14,432	\$ 2,767	\$ 17,199
2015	15,430	1,769	17,199
2016	<u>16,498</u>	<u>701</u>	<u>17,199</u>
Total	<u>\$ 46,360</u>	<u>\$ 5,237</u>	<u>\$ 51,597</u>

#### NOTE 5 – OPERATING LEASES

The Corporation has a lease for land for the School's premises which calls for payment in the amount of \$100 per student per October FTE count with a 2% increase each year. The lease began on November 1, 2007 and has a term of 10 years with an automatic renewal of five years. The minimum annual lease amount is \$10,000 per year for the next five years totaling \$50,000. Total paid for the fiscal year ending June 30, 2012 was \$17,160, of which \$5,977 was paid by the School and \$11,183 was paid by the Elementary School. A member of the Corporation's board is also a member of ISKCON of Alachua County, Inc., the lessor.

## **Notes to the Financial Statements**

**June 30, 2013**

### **Alachua Learning Center Middle School**

*A Component Unit of the Alachua County District School Board*

#### **NOTE 6 – 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 any of the past three years.

#### **NOTE 7 – RETIREMENT BENEFIT**

The School changed its retirement benefits policy during the year. At the beginning of the year, the School included in eligible full-time staff members' paychecks, a stipend intended as a retirement benefit; however, employees were under no obligation to treat it as such. The stipend was based on a percentage of their salary and longevity. Beginning the third year of service, the employee would receive a stipend of 5% of their base salary. This would increase to 10% beginning the fourth year of service and continuing thereafter. As of August 16, 2012, the School changed the retirement benefits to a 457b Deferred Compensation Plan, a defined contributions plan, managed by Mass Mutual Financial Group. The School matches employee contributions up to five percent of each eligible employee's salary.

The School paid \$7,370 and \$19,019 in retirement benefits for the years ended June 30, 2013 and 2012, respectively. The Corporation paid \$22,928 in retirement benefits for the year ended June 30, 2011, on behalf of employees who provided services to middle school students. The Board of Directors has the authority to amend or terminate this benefit.

#### **NOTE 8 – INTER-COMPANY TRANSACTIONS**

The School pays for the majority of the expenses for the Elementary School, which in turn reimburses the School for its share of the costs of salaries, facilities, fixed assets and supplies, based on the proportion of students at each school.

#### **NOTE 9 – OTHER RELATED PARTY TRANSACTIONS**

The School employs two relatives of the School's Director. The School paid these employees approximately \$41,000 in compensation during the year ended June 30, 2013.

#### **NOTE 10 – CONTINGENCIES**

The School is subject to occasional lawsuits and claims arising in the normal conduct of business. In the opinion of management, the ultimate disposition of these matters, if any, will not have a significant impact on the financial position of the School.

## Budgetary Comparison Schedule – General Fund

For the Year Ended June 30, 2013

### Alachua Learning Center Middle School

*A Component Unit of the Alachua County District School Board*

	BUDGETED AMOUNTS		Actual Amounts	Variance with Final Budget
	Original	Final		
<b>Revenues</b>				
Federal through State:				
National School Lunch Program	\$ 55,600	\$ 62,902	\$ 62,902	\$ --
State Revenue:				
Florida Education Finance Program	310,000	310,071	310,071	--
Other State Revenue	4,250	6,801	6,801	--
Local Revenue:				
Meal Service Revenue	12,500	12,523	12,523	--
After School Program	40,000	40,396	40,396	--
Other Local Revenue	12,012	16,827	16,827	--
<b>Total Revenues</b>	<b>434,362</b>	<b>449,520</b>	<b>449,520</b>	<b>--</b>
<b>Expenditures and Changes in Fund Balances</b>				
<b>Expenditures:</b>				
Current:				
Instructional	163,750	177,082	177,082	--
Instructional Support Services	6,383	7,240	7,240	--
General Support	200,209	262,991	262,991	--
Community Service	46,520	46,758	46,758	--
Debt Service:				
Principal	10,000	4,724	4,724	--
Interest	7,500	6,739	6,739	--
<b>Total Expenditures</b>	<b>434,362</b>	<b>505,534</b>	<b>505,534</b>	<b>--</b>
<b>Excess of Revenues (Under) Expenditures</b>	<b>--</b>	<b>(56,014)</b>	<b>(56,014)</b>	<b>--</b>
<b>Other Financing Sources (Uses)</b>				
Debt Issuance	--	59,859	59,859	--
<b>Net Change in Fund Balance</b>	<b>--</b>	<b>3,845</b>	<b>3,845</b>	<b>--</b>
<b>Fund Balances, July 1, 2012</b>	<b>--</b>	<b>33,526</b>	<b>33,526</b>	<b>--</b>
<b>Fund Balances, June 30, 2013</b>	<b>\$ --</b>	<b>\$ 37,371</b>	<b>\$ 37,371</b>	<b>\$ --</b>

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.

*A Certified Public Accounting Firm Serving the Nonprofit Community*

808-B NW 16<sup>th</sup> Avenue Gainesville, Florida 32601 TEL: 352-395-6565 FAX: 352-395-6636 [www.kattell.com](http://www.kattell.com)

## COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

October 24, 2013

To the Board of Directors  
Alachua Learning Center, Inc.

We have audited the special purpose financial statements of Alachua Learning Center Middle School (the School), a program of Alachua Learning Center, Inc., for the year ended June 30, 2013, and have issued our report thereon dated October 24, 2013. 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 May 6, 2013. 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. Except as noted below, 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. We have communicated all known and likely adjustments to management and all adjustments have been reflected in the 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 letter is intended solely for the information and 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.*

Gainesville, Florida

# Kattell and Company, P.L.

*Certified Public Accountants Serving the Nonprofit Community*

808-B NW 16<sup>th</sup> Avenue Gainesville, Florida 32601 TEL: 352-395-6565 FAX: 352-395-6636 www.kattell.com

## MANAGEMENT LETTER

To the Board of Directors,  
Alachua Learning Center, Inc.

We have audited the special purpose financial statements of Alachua Learning Center Middle School (the School), a program of Alachua Learning Center, Inc., as of and for the fiscal year ended June 30, 2013, and have issued our report thereon dated October 24, 2013.

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. We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters and our Schedule of Findings. Disclosures in that report and schedule should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.850, Rules of the Auditor General, which govern the conduct of charter school and similar entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditors' reports:

Prior Audit Findings. The Rules of the Auditor General require 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, the findings in the prior year have not been repeated.

Recommendations to Improve Financial Management. Rules of the Auditor General require that we address any recommendations to improve financial management. We do not have any such recommendations.

Immaterial Noncompliance. Rules of the Auditor General require that we address violations of laws, regulations, contract 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 more than inconsequential. We have reported an instance of immaterial noncompliance on the Schedule of Findings as finding 13-03.

Other Matters. Section 10.854(1)(e)4, Rules of the Auditor General, provides that the auditor may report other matters that are inconsequential to the determination of financial statement amounts. There are no other matters that, based on our professional judgment, will be included in this management letter.

Name. The name or official title of the School is Alachua Learning Center Middle School.

Financial Emergency. Rules of the Auditor General require a statement be included 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. We determined that the School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Financial Condition Assessment. Rules of the Auditor General require that we apply financial condition assessment procedures. 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 management. The School's unrestricted net position, fund balance and cash all decreased during the year. The School will need to continue to hold costs down while attempting to increase revenues.

\*\*\*\*\*

Pursuant to Chapter 119, Florida Statutes, this management letter is a public record and its distribution is not limited. Auditing standards generally accepted in the United States of America require us to indicate that this letter is intended solely for the information and use of management and the Board of Directors of the School, the District School Board and the State of Florida Auditor General, 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.*

October 24, 2013

Gainesville, Florida

# Kattell and Company, P.L.

*Certified Public Accountants Serving the Nonprofit Community*

808-B NW 16<sup>th</sup> Avenue Gainesville, Florida 32601 TEL: 352-395-6565 FAX: 352-395-6636 www.kattell.com

## **REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS**

Board of Directors of  
Alachua Learning Center, 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 Alachua Learning Center Middle School (the School), as of and for the year ended June 30, 2013, and the related notes to financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated October 24, 2013.

### 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. However, material weaknesses may exist that have not been identified. We identified a deficiency in internal control, identified in the accompanying Schedule of Findings as 13-01, which we consider to be a material weakness. We also identified a deficiency in internal control, identified in the Schedule of Findings as 13-02, which we consider to be a significant deficiency.

### 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 Findings

The School's responses to the findings identified in our audit are described in the accompanying letter from the School. The School's response was not subjected to the 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 October 24, 2013.

*Kattell and Company, P.L.*

October 24, 2013

**Schedule of Findings**  
**June 30, 2013**  
**Alachua Learning Center Middle School**  
*A Component Unit of the Alachua County District School Board*

**MATERIAL DEFICIENCIES IN INTERNAL CONTROL**

13-01 Material Adjustments.

*Finding* – As a result of our auditing procedures, we recommended material adjustments to properly account for two capital leases.

*Recommendation* – The School should gain an understanding of these transactions and make efforts to ensure that similar transactions are properly accounted for, especially as part of year end preparations for the audit.

**SIGNIFICANT DEFICIENCIES IN INTERNAL CONTROL**

13-02 Controls over Disbursements

*Finding* – We noted the following with respect to payment of invoices:

- There were duplicate payments for two of the four quarterly payments for one of the leases mentioned above.
- We noted several payments that were made late, resulting in fees.

*Recommendation* – The School should review its policies and procedures and consider what adjustment might be needed to its cash disbursements processes to assure that duplicate payments are not made and that payments are made in a timely manner.

**IMMATERIAL NON-COMPLIANCE**

13-03 Indemnification of School District

*Finding* - The School entered into two lease agreements that did not include language to indemnify the Alachua County District School Board as required by Section 1002.33(14), Florida Statutes.

*Recommendation* – The School should indemnify the District School Board.



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PO Box 1389  
11100 SR 235  
Alachua FL 32616  
(386) 418-2080  
Fax: 418-4116

# Alachua Learning Center

October 24, 2013

Kattel and Company, P.L.  
808-B NW 16<sup>th</sup> Ave  
Gainesville, FL 32601

RE: Alachua Learning Center Middle School 1011 Audit 6/2013

Dear Sirs/Madame:

We have received the results of the June 30, 2013 audit report of our school conducted by your firm.

Regarding the findings:

13-01 In response to the material deficiency in internal controls, the School will gain an understanding of these transactions and make efforts to ensure that similar transactions are properly accounted for, especially as part of year end preparations for the audit.

13-02 In response to deficiency in controls over disbursements, the School will review its policies and procedures and consider what adjustment might be needed to its cash disbursements processes to assure that duplicate payments are not made and that payments are made in a timely manner.

13-03 In response to the lack of Indemnification of School District, the School will indemnify the District School Board.

We appreciate your professionalism and look forward to working with you again.

Sincerely,



Tom Allin  
Administrative Director

.....  
*Emphasizing life skills and values in a multi-cultural context*