

**AVOYELLES PUBLIC
CHARTER SCHOOL, INC.**

Mansura, Louisiana

**Financial Report
Year Ended June 30, 2017**

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INDEPENDENT AUDITORS' REPORT

The Board of Directors
Avoyelles Public Charter School, Inc.
Mansura, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of Avoyelles Public Charter School, Inc. (a nonprofit organization) which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Avoyelles Public Charter School, Inc. as of June 30, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary schedules on pages 17 and 18 are presented for purposes of additional analysis and are not a required part of the basic financial statements. This information has not been subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance, with *Government Auditing Standards*, we have also issued our report dated December 21, 2017, on our consideration of Avoyelles Public Charter School, Inc.'s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Avoyelles Public Charter School, Inc.'s internal control over financial reporting and compliance.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Alexandria, Louisiana
December 21, 2017

FINANCIAL STATEMENTS

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana

Statement of Financial Position
June 30, 2017

ASSETS

Current assets:	
Cash and cash equivalents	\$ 3,976,563
Interest-bearing deposits	2,078,753
Accrued interest receivable	6,908
Grants receivable	<u>236,370</u>
Total current assets	<u>6,298,594</u>
Restricted assets:	
Cash and cash equivalents	<u>29,272</u>
Fixed assets:	
Fixed assets	16,133,637
Less: accumulated depreciation	<u>(5,070,903)</u>
Total fixed assets, net	<u>11,062,734</u>
Total assets	<u>\$17,390,600</u>

LIABILITIES AND NET ASSETS

Current liabilities:	
Accounts payable	\$ 185,456
Accrued expenses	418,297
Due to others	30,912
Notes payable - current portion	<u>416,321</u>
Total current liabilities	1,050,986
Long term liabilities:	
Notes payable	<u>5,680,466</u>
Total liabilities	<u>6,731,452</u>
Net assets:	
Unrestricted	5,609,912
Unrestricted - designated	<u>5,049,236</u>
Total net assets	<u>10,659,148</u>
Total liabilities and net assets	<u>\$17,390,600</u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana

Statement of Activities
For the Year Ended June 30, 2017

Revenues, gains and other support:	
State MFP revenue	\$ 5,398,803
Federal and state grants	443,368
Student fees	134,271
Donations	5,213
Miscellaneous revenue	450,174
Interest income	19,007
Total	<u>6,450,836</u>
Expenses and losses:	
Program services	5,200,929
Supporting services -	
Administrative expenses	670,370
Fund raising expenses	92,556
Total	<u>5,963,855</u>
Change in net assets	486,981
Net assets, beginning of year	<u>10,172,167</u>
Net assets, end of year	<u>\$ 10,659,148</u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana

Statement of Functional Expenses
For the Year Ended June 30, 2017

	Program Services	Support Services		Total
		Administrative Expenses	Fund Raising Expenses	
Expenses:				
Salaries	\$2,269,718	\$ 337,997	\$ -	\$2,607,715
Payroll taxes	30,371	3,826	-	34,197
Employee group insurance	414,737	33,201	-	447,938
Retirement fund contribution	581,259	87,893	-	669,152
Other employee benefits	22,531	-	-	22,531
Retirees' group benefits	35,015	-	-	35,015
Transportation	329,132	-	-	329,132
Advertising	-	975	-	975
Depreciation expense	378,729	-	-	378,729
Dues and fees	1,622	16,837	-	18,459
Insurance	102,049	689	-	102,738
Repairs and maintenance	137,808	-	-	137,808
Audit / accounting services	-	82,008	-	82,008
Other professional services	84,568	20,571	-	105,139
Miscellaneous expense	49,360	3,511	92,556	145,427
Bank charges and fees	-	534	-	534
Purchased educational services	8,463	-	-	8,463
Materials and supplies	145,445	74,136	-	219,581
Books and periodicals	27,292	-	-	27,292
Telephone and postage	37,471	8,192	-	45,663
Utilities	150,221	-	-	150,221
Food service management	130,706	-	-	130,706
Interest expense	264,432	-	-	264,432
Totals	\$5,200,929	\$ 670,370	\$ 92,556	\$5,963,855

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana

Statement of Cash Flows
For the Year Ended June 30, 2017

Cash flows from operating activities:	
Change in net assets	\$ 486,981
Adjustments to reconcile change in net assets to net cash provided by operating activities -	
Depreciation	378,729
Decrease (increase) in operating assets	
Accrued interest receivable	(38)
Grants receivable	52,546
Prepaid expenses	6,923
(Decrease) increase in operating liabilities	
Accounts payable	8,233
Accrued expenses	22,850
Due to others	<u>5,076</u>
Net cash provided by operating activities	<u>961,300</u>
Cash flows from investing activities:	
Purchases of buildings and equipment	(71,241)
Purchases of interest-bearing deposits	<u>(10,778)</u>
Net cash used by investing activities	<u>(82,019)</u>
Cash flows from financing activities:	
Payments on notes payable	<u>(1,613,106)</u>
Net change in cash	(733,825)
Cash and cash equivalents, beginning of year	<u>4,739,660</u>
Cash and cash equivalents, end of year:	
Unrestricted	3,976,563
Restricted	<u>29,272</u>
	<u>\$ 4,005,835</u>
Supplemental disclosure:	
Interest paid	<u>\$ 264,432</u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PUBLIC CHARTERS SCHOOL, INC.

Notes to Financial Statements

(1) Nature of Activities and Significant Accounting Policies

A. Nature of Organization and Operations

The Avoyelles Public Charter School, Inc. (the School) was granted a charter by the State Board of Elementary and Secondary Education in 1999 to provide a stimulating environment to academically challenged elementary school children. The School incorporates firm policies of discipline with parental and community involvement so that students will master essential academic and life skills. The School is a Type 2 Charter School governed by a board of directors.

B. Income Taxes

The School is a non-profit corporation that is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code of 1986 and is an organization that is not a private foundation as defined in Section 509(a) of the Code. It is also exempt from Louisiana income tax. Accounting principles generally accepted in the United States of America require management to evaluate tax positions taken by the School and recognize a tax liability (or asset) if the School has undertaken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. Management has analyzed the tax positions taken by the School, and has concluded that as of June 30, 2017 there are no uncertain positions taken or expected to be taken that would require recognition of a liability (or asset) or disclosure in the financial statements. The School is subject to routine audit by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

C. Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

D. Public Support and Revenue

The School receives its grant support primarily from the Louisiana State Department of Education. Approximately 84% of the School's funding is from the Louisiana Department of Education. Other public support is received from the U.S. Department of Education.

Contributions of donated noncash assets are recorded at their fair values in the period received. Contributions of donated services that create or enhance nonfinancial assets or that require specialized skills are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received. Donated labor is valued at the minimum wage rate in effect at the time of the donated services. Donated professional time is valued at the current market rate of the specific project.

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Notes to Financial Statements (Continued)

Donated materials are valued at current market value at the time of donation. There were no donated services that met the criteria for recognition.

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increases those net asset classes. When a temporary restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

E. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

F. Fixed Assets

Fixed assets are recorded at historical cost. Donated fixed assets are recorded at their estimated fair value at the date of donation. It is the School's policy to capitalize fixed assets valued at \$1,000 or more. Fixed assets are being depreciated over their estimated useful lives using the straight-line method. The range of estimated useful lives is as follows:

Buildings and improvements	40 years
Furniture and fixtures	5-7 years
Machinery and equipment	5-10 years

G. Cash and Cash Equivalents

For the purpose of the statement of cash flows, the School considers all highly liquid investments with original maturities of three months or less to be cash equivalents.

H. Compensated Absences

Teachers and staff are allowed a maximum of ten cumulative sick and/or personal days per year. These days will not carry over to the next year, but may, at the discretion of the board, be used for extended sick leave if an employee has a medical event that necessitates longer than ten days of recovery, and permission is granted by the board of directors of the School. At the time of retirement, death or termination, no monies will be owed or paid to an employee for accumulated sick days. If an employee leaves the school to continue in another public school system, the

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Notes to Financial Statements (Continued)

accumulated days on record will not be transferred to that system upon resignation from The School. Therefore, no liability existed at June 30, 2017.

I. Functional Allocation of Expenses

The costs of providing various program and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

J. Revenue Recognition

Program reimbursements and grants are recorded or accrued as revenues when earned. Substantially all other revenues are recorded when received.

(2) Cash and Interest-Bearing Deposits

At June 30, 2017, the School had cash and interest-bearing deposits (book balances) totaling \$6,084,588. These deposits are stated at cost, which approximates market. Deposit balances (bank balances) at June 30, 2017 totaled \$6,111,118. The accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 for each account type. Total uninsured cash balances at June 30, 2017 were \$5,361,118 and therefore were exposed to custodial credit risk; however these deposits were collateralized with securities held by pledging bank not in the School's name.

(3) Grants Receivable

Grants receivable were considered to be fully collectible by management. Accordingly, no allowance for doubtful accounts was required. Grants receivable consisted of the following at June 30, 2017:

United States Department of Education:	
IDEA Part B	\$ 108,533
Title I	<u>127,837</u>
	<u>\$ 236,370</u>

(4) Fixed Assets

A summary of fixed assets as of June 30, 2017 is as follows:

Land	1,571,789
Buildings and improvements	13,082,478
Furniture and fixtures	289,958
Machinery and equipment	1,189,412
Accumulated depreciation	<u>(5,070,903)</u>
Fixed assets, net	<u>\$11,062,734</u>

Depreciation expense for the year ended June 30, 2017 was \$378,729.

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Notes to Financial Statements (Continued)

(5) Notes Payable

\$7,502,000 USDA Loan

By resolution of the Board of Directors on August 30, 2005, the School authorized the incurrence of indebtedness in the principal amount of \$7,502,000 for the purpose of financing the cost of Phase IV of the Campus Improvement Project which consists of construction of the high school building, gymnasium and performing arts building. On August 30, 2005, the Board of Directors entered into a security agreement with the United States Department of Agriculture (USDA Rural Development Division) to borrow \$7,502,000 at an interest rate of 4.125% per year payable over forty years. At June 30, 2017 the School had an outstanding balance of \$6,096,787.

\$2,200,000 USDA Loan

By resolution of the Board of Directors on August 30, 2005, the School authorized the incurrence of indebtedness in the principal amount of \$2,200,000 for the purpose of financing the cost of Phase IV of the Campus Improvement Project which consists of construction of the high school building, gymnasium and performing arts building. On August 30, 2005, the Board of Directors entered into a security agreement with the United States Department of Agriculture (USDA) Rural Development Division to borrow \$2,200,000 at an interest rate of 4.125% per year payable over forty years. This loan was paid off during the current year.

Future debt service requirements are as follows:

Year Ending June 30,	Principal payments	Interest payments	Total
2018	\$ 416,321	\$ 243,679	\$ 660,000
2019	433,823	226,177	660,000
2020	452,060	207,940	660,000
2021	471,064	188,936	660,000
2022	490,867	169,133	660,000
2023 and thereafter	<u>3,832,652</u>	<u>556,057</u>	<u>4,388,709</u>
	<u>\$6,096,787</u>	<u>\$1,591,922</u>	<u>\$ 7,688,709</u>

(6) Operating Leases

The School had several non-cancelable operating leases, primarily for copy machines, that expire at various dates through 2017. Those leases generally contain automatic renewal options for twelve month periods. The School leases a school bus. The operating lease was entered into on July 2016 for five years terminating on July 1, 2021. Payments of \$12,300 during June 30, 2017 were recognized as lease expense. The minimum future rental payments under this operating lease having a remaining term in excess of one year as of June 30, 2017 for the remainder of the lease is as follows:

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Notes to Financial Statements (Continued)

Year Ended	Amount
2018	\$ 17,300
2019	17,300
2020	17,300
2021	17,300
Total	\$ 69,200

(7) Net Assets Unrestricted - Designated

It is the policy of the Board of Directors to review its plans for future property improvements and acquisitions from time to time and to designate appropriate sums of unrestricted net assets to assure adequate financing of such improvements and acquisitions. Net assets have also been designated to fund the future liability associated with retiree health insurance benefits as well as debt service reserve requirements. At June 30, 2017, net assets designated by the Board of Directors amounted to \$5,049,236.

(8) School Activity Deposits Due to Others

The School acted as custodian for several student activity bank accounts. Funds held on behalf of these groups amounted to \$29,272 at June 30, 2017, and were reported as both an asset and a liability. Consequently, there was no effect on the School's net assets.

(9) Postemployment Benefits

Substantially all employees of the Avoyelles Public Charter School, Inc. are members of two statewide retirement systems. In general, professional employees (such as teachers and principals) are members of the Teachers' Retirement System of Louisiana; other employees, such as custodial personnel, are members of the Louisiana School Employees' Retirement System. These systems are cost sharing, multiple-employer defined benefit pension plans administered by separate boards of trustees. The risks of participating in these multiemployer defined benefit pension plans are different from single-employer plans because: (a) assets contributed to the multiemployer plan by one employer may be used to provide benefits to employees of other participating employers, (b) if a participating employer stops contributing to the plan, the unfunded obligations of the plan may be required to be borne by the remaining participating employers, and (c) if the Organization chooses to stop participating in one of its multiemployer plans, it may be required to pay a withdrawal liability to the plan. The School has no plans to withdraw from its multiemployer pension plans. As of the most recent period available, neither plan was in a funding improvement or rehabilitation program and the School was not required to pay any amounts to the plan beyond its annual required contributions. Plan contribution amounts are computed annually by the plan's actuary and approved by the plan's board of directors. Accruals have not been made for postemployment benefits solely because the amounts due are not reasonably estimated as of June 30, 2017. Pertinent information relative to each plan is as follow:

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Notes to Financial Statements (Continued)

A. Teachers' Retirement System of Louisiana (TRSL)

Plan Description. The TRSL consists of three membership plans: Regular Plan, Plan A, and Plan B. The TRSL provides retirement benefits as well as disability and survivor benefits. Ten years of service credit is required to become vested for retirement benefits and five years to become vested for disability and survivor benefits. Benefits are established and amended by state statute. Due to the nature of the Plan, the employer identification number and plan number is not available. Information about the plans funded status as of June 30, 2017 is not available and cannot be obtained without undue cost and effort. As a public retirement system in the State of Louisiana the plan produces a report containing funding information for a period 365 days prior to the Schools balance sheet date. That report indicated that the plan's liabilities were \$29,272,401,978 which exceeded the plan's net position of \$17,535,415,151 resulting in the plan being 59.9% funded. The TRSL issues a publicly available financial report and includes financial statements and required supplementary information for the TRSL. That report may be obtained by writing to the Teachers' Retirement System of Louisiana, Post Office Box 94123, Baton Rouge, Louisiana 70804-9123, or by calling (225) 925-6446.

Funding Policy. Plan members are required to contribute 8.0 percent, 9.1 percent, and 5.0 percent of their annual covered salary for the Regular Plan, Plan A, and Plan B, respectively. The School is required to contribute an actuarially determined rate. The current rate is 25.5 percent, 30.7 percent, and 28.2 percent of annual covered payroll for Regular Plan, Plan A, and Plan B, respectively. Member contributions and employer's contributions for the TRSL are established by state law and rates are established by the Public Retirement Systems' Actuarial Committee. The Avoyelles Public Charter School Inc.'s employer contribution for the TRSL, as provided by state law, is funded by the State of Louisiana through annual appropriations and by remittances from the School.

The Avoyelles Public Charter School, Inc.'s contributions to the TRSL for the year ending June 30, 2017 was \$626,060 equal to the required contributions for the year. This contribution did not exceed 5% of the total plan contributions as of the plans most recent report dated June 30, 2016. No significant changes have occurred related to the Schools contributions other than the annual adjustment of the contribution rate.

B. Louisiana School Employees' Retirement System (LSERS)

Plan Description. The LSERS provides retirement benefits as well as disability and survivor benefits. Ten years of service credit is required to become vested for retirement benefits and five years to become vested for disability and survivor benefits. Benefits are established and amended by state statutes. Due to the nature of the Plan, the employer identification number and plan number is not available. Information about the plans funded status as of June 30, 2017 is not available and cannot be obtained without undue cost and effort. As a public retirement system in the State of Louisiana the plan produces a report containing funding information for a period 365 days prior to the Schools balance sheet date. That report indicated that the plan's liabilities were \$2,522,157,498 which exceeded the plan's net position of \$1,767,810,247 resulting in the plan being 70.1% funded. LSERS issues a publicly available financial report that includes financial statements and required

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Notes to Financial Statements (Continued)

supplementary information for the LSERS. That report may be obtained by writing to the Louisiana School Employees Retirement System, Post Office Box 44516, Baton Rouge, Louisiana 70804, or by calling (225) 925-6484.

Funding Policy. Plan members are required to contribute 7.5 percent of their annual covered salary for members hired before July 1, 2010 and 8.0 percent for new hires enrolled on or after July 1, 2010, and the employer is required to contribute at an actuarially determined rate. The current rate is 27.3 percent of annual covered payroll. Member contributions and employer contributions for the LSERS are established by state law, and rates are established by the Public Retirement Systems' Actuarial Committee. The Avoyelles Public Charter School, Inc.'s employer contribution for the LSERS is funded by the State of Louisiana through annual appropriations.

The Avoyelles Public Charter School Inc.'s contributions to the LSERS for the year ending June 30, 2017 was \$43,092, equal to the required contributions for the year. This contribution did not exceed 5% of the total plan contributions as of the plans most recent report dated June 30, 2016. No significant changes have occurred related to the Schools contributions other than the annual adjustment of the contribution rate.

(10) Schedule of Compensation, Benefits and Other Payments to Director

A detail of compensation, benefits, and other payments made to the Director, Julie Roy for the year ended June 30, 2017 follows:

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 97,680
Benefits - medicare	1,375
Benefits - insurance	6,769
Benefits - retirement	24,908
	<u>\$130,732</u>

(11) Related Party Transactions

Avoyelles Public Charter School, Inc. had deposits in the Cottonport Bank in the amount of \$5,719,701 (bank balance) at June 30, 2017. A board member of the Avoyelles Public Charter School, Inc. is the President and C.E.O. of the Cottonport Bank. During the year \$108,898 was paid for insurance coverage to the Cottonport Insurance Agency, which is a subsidiary of the Cottonport Bank.

(12) Advertising

Advertising costs were expensed as incurred. Total advertising expense for the year ended June 30, 2017 was \$975.

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Notes to Financial Statements (Continued)

(13) Contingencies

Financial awards from federal, state, and local governmental entities in the form of grants are subject to audit and review by the entities providing the funding. Such audits and reviews could result in expenses being disallowed under the terms and conditions of the grants. Management is not aware of any disallowances related to grants as of June 30, 2017. No provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined at this date.

(14) Subsequent Event Review

The School has evaluated subsequent events through the date of the independent auditors' report, the date which the financial statements were available to be issued.

(15) Litigation

There was no litigation pending against the Avoyelles Public Charter School, Inc. at June 30, 2017.

(16) Recent Accounting Pronouncements

In May 2014, the FASB issued Accounting Standards Update No. 2014-9, Revenue from Contracts with Customers (Topic 606). This guidance is a comprehensive new revenue recognition standard that will supersede substantially all existing revenue recognition guidance. The new standard's core principle is that a company will recognize revenue when it transfers promised goods or services to customers in an amount that reflects the consideration to which the company expects to be more entitled in exchange for those goods or services. In doing so, companies will need to use more judgment and make more estimates than under existing guidance. These may include identifying performance obligations in the contract, estimating the amount of variable consideration to include in the transaction price and allocating the transaction price to each separate performance obligation. On July 9, 2015, the FASB agreed to delay the effective date of the standard by one year. Therefore, the new standard will be effective for annual periods beginning after June 30, 2019 and is not expected to have a significant impact on the Avoyelles Public Charter School, Inc.'s financial statements.

In February 2016, the FASB issued ASU No. 2016-02, Leases (Topic 842) intended to improve financial reporting regarding leasing transactions. The new standard affects all companies and organizations that lease assets and liabilities for the rights and obligations created by those leases if the lease terms are more than 12 months. The guidance also will require qualitative quantitative disclosures providing additional information about the amounts recorded in the financial statements. The amendments in this update are effective for fiscal years beginning after December 15, 2019, including interim periods within those fiscal years. The ARC is evaluating the potential impact of the amendment on the ARC's financial statements.

SUPPLEMENTAL SCHEDULES

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Schedule of Board Members
For the Year Ended June 30, 2017

	<u>Term Expiration</u>
Jeanette H. Dugas President 380 Highway 115 Mansura, LA 71350 (318) 253-9778	6/30/2017
Elizabeth Reed Vice-President 1974 Highway 115 West Bunkie, LA 71322 (318) 346-2005	6/30/2017
Becky Descant Treasurer 234 Lyles Road Bunkie, LA 71322 (318) 346-6629	6/30/2017
A.J. Roy III P.O. Box 363 Marksville, LA 71351 (318) 253-0275	6/30/2017
Glenn Goudeau 439 South Main Street Marksville, LA 71351 (318) 876-3377	6/30/2017
Charles B. Jones 126 Lemoine Street Marksville, LA 71351 (318) 253-0348	6/30/2017
Anita Saucier P.O. Box 1020 Marksville, LA 71351 (318) 481-7564	6/30/2017

AVOYELLES PUBLIC CHARTER SCHOOL, INC.

Schedule of Insurance In Force
For the Year Ended June 30, 2017

<u>Description of Coverage</u>	<u>Asset Covered</u>	<u>Coverage Amount</u>	<u>Insurance Company</u>	<u>Policy Number</u>	<u>Expiration Date</u>
Student Accident Insurance	Student Accident Insurance	\$1,000,000 Medical Expenses \$15,000 Accidental Death \$30,000 Accidental Dismemberment	National Union Fire Insurance Co.	SRG0009142887A	8/1/18
General Liability Policy	\$5M Commercial Umbrella	\$2,000,000 aggregate \$1,000,000 each occurrence	Cottonport Ins. Agency Western Heritage Insurance Co.	NPP8379922	8/20/17
Excess Liability Policy	\$5M Excess over General Liability and Auto Liability	\$5,000,000	Cottonport Ins. Agency American Alternative Ins. Co.	60A2UB0003858-05	8/20/17
Auto Policy	Business Automobiles	\$1,000,000 liability \$100,000 uninsured	Cottonport Ins. Agency Houston Specialty Insurance Co.	HSLR18-04353-02	12/4/17
Property Policy	Buildings and Contents	\$14,856,700	Cottonport Ins. Agency EMC Insurance	#2P9-46-94-17	8/18/17
Worker's Compensation	Employees	\$1,000,000	Cottonport Ins. Agency Stonetrust Insurance Company	WCV007335416	10/16/17
Employee Dishonesty Bond	Employees	\$100,000 per claim	Cottonport Ins. Agency CNA Surety Company	68995280	4/18/18

**INTERNAL CONTROL,
COMPLIANCE
AND
OTHER MATTERS**

KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Board of Directors
Avoyelles Public Charter School, Inc.
Mansura, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Avoyelles Public Charter School, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report, thereon dated December 21, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Avoyelles Public Charter School, Inc.'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Avoyelles Public Charter School, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Avoyelles Public Charter School, Inc.'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 a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity'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.

Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Alexandria, Louisiana
December 21, 2017

AVOYELLES PUBLIC CHARTER SCHOOL

Summary Schedule of Current and Prior Year Audit Findings
and Management's Corrective Action Plan
6/30/2017

<u>Ref. No.</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description of finding</u>	<u>Corrective Action Taken</u>	<u>Corrective Action Planned</u>	<u>Name of Contact Person</u>	<u>Anticipated Completion Date</u>
CURRENT YEAR (6/30/17) --						
None						
PRIOR YEAR (6/30/16) --						
None						

**SCHEDULES REQUIRED BY STATE LAW
(R.S. 24:514 – PERFORMANCE AND STATISTICAL DATA)**

KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

The Board of Directors of the Avoyelles Public Charter School, Inc.
Louisiana Department of Education
Louisiana Legislative Auditor

We have performed the procedures enumerated below, which were agreed to by the management of Avoyelles Public Charter School, Inc.; the Louisiana Department of Education, and the Legislative Auditor (the specified parties), on the performance and statistical data accompanying the annual financial statements of Avoyelles Public Charter School, Inc. for the fiscal year ended June 30, 2017; and to determine whether the specified schedules are free of obvious errors and omissions as provided by the Board of Elementary and Secondary Education (BESE) Bulletin, in compliance with the Louisiana Revised Statute 24:514. Management of the Avoyelles Public Charter School is responsible for its performance and statistical data. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

General Fund Instructional and Support Expenditures and Certain Local Revenue Sources (Schedule 1)

1. We selected a random sample of 25 transactions and reviewed supporting documentation to determine if the sampled expenditures/revenues are classified correctly and are reported in the proper amounts for each of the following amounts reported on the schedule:
 - Total General Fund Instructional Expenditures,
 - Total General Fund Equipment Expenditures,
 - Total Local Taxation Revenue,
 - Total Local Earnings on Investment in Real Property,
 - Total State Revenue in Lieu of Taxes,
 - Nonpublic Textbook Revenue, and
 - Nonpublic Transportation Revenue.

There were no exceptions noted.

Education Levels of Public School Staff (Schedule 2)

2. We reconciled the total number of full-time classroom teachers per the schedule “Experience of Public Principals, Assistant Principals and Full-time Classroom Teachers” (Schedule 4) to the combined total number of full-time classroom teachers per this schedule and to Avoyelles Public Charter School, Inc.’s supporting payroll records as of October 1.

There were no exceptions noted.

3. We reconciled the combined total of principals and assistant principals per the schedule “Experience of Public Principals, Assistant Principals and Full-time Classroom Teachers” (Schedule 4) to the combined total of principals and assistant principals per this schedule.

There were no exceptions noted.

4. We obtained a list of full-time teachers, principals, and assistant principals by classification as of October 1st and as reported on the schedule. We traced a random sample of 25 teachers to the individual’s personnel file and determined if the individual’s education level was properly classified on the schedule.

There were no exceptions noted.

Number and Type of Public Schools (Schedule 3)

5. We obtained a list of schools by type as reported on the schedule. We compared the list to the schools and grade levels as reported on the Title 1 Grants to Local Educational Agencies (CFDA 84.010) application and/or the National School Lunch Program (CFDA 10.555) application.

There were no exceptions noted.

Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers (Schedule 4)

6. We obtained a list of full-time teachers, principals, and assistant principals by classification as of October 1 and as reported on the schedule and traced the same sample used in procedure 4 to the individual’s personnel file and determined if the individual’s experience was properly classified on the schedule.

There were no exceptions noted.

Public Staff Data: Average Salaries (Schedule 5)

7. We obtained a list of all classroom teachers including their base salary, extra compensation, and ROTC or rehired retiree status as well as full-time equivalent as reported on the schedule and traced a random sample of 25 teachers to the individual’s personnel file and determined if the individual’s salary, extra compensation, and full-time equivalents were properly included on the schedule.

There were no exceptions noted.

8. We recalculated the average salaries and full-time equivalents reported in the schedule.

There were no exceptions noted.

Class Size Characteristics (Schedule 6)

9. We obtained a list of classes by school, school type, and class size as reported on the schedule and reconciled school type classifications to Schedule 3 data, as obtained in procedure 5. We then traced a random sample of 10 classes to the October 1 roll books for those classes and determined if the class was properly classified on the schedule.

There were no exceptions noted.

Louisiana Educational Assessment Program (LEAP) (Schedule 7)

10. We obtained test scores as provided by the testing authority and reconciled scores as reported by the testing authority to scores reported in the schedule by Avoyelles Public Charter School, Inc.

There were no exceptions noted.

Graduation Exit Examination (GEE) (Schedule 8)

11. The Graduation Examination (GEE) is no longer administered. This schedule is no longer applicable.

The iLEAP Tests (Schedule 9)

12. We obtained test scores as provided by the testing authority and reconciled scores as reported by the testing authority to scores reported in the schedule by Avoyelles Public Charter School, Inc.

There were no exceptions noted.

This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the performance and statistical data. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the performance and statistical data accompanying the annual financial statements of the Avoyelles Public Charter School, Inc., as required by Louisiana Revised Statute 24:514.1, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Alexandria, Louisiana
December 21, 2017

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana

Schedules Required by State Law (R.S. 24:514 - Performance and Statistical Data)
As of and for the Year Ended June 30, 2017

Schedule 1 - General Fund Instructional and Support Expenditures and Certain Local Revenue Source
This schedule includes general fund instructional and equipment expenditures. It also contains local taxation revenue, earnings on investments, revenue in lieu of taxes, and nonpublic textbook and transportation revenue. This data is used either in the Minimum Foundation Program (MFP) formula or is presented annually in the MFP 70% Expenditure Requirement Report.

Schedule 2 - Education Levels of Public School Staff
This schedule includes the certificated and uncertificated number and percentage of full-time classroom teachers and the number and percentage of principals and assistant principals with less than a Bachelor's; Master's; Master's +30; Specialist in Education; and Ph. D or Ed. D. degrees. This data is currently reported to the Legislature in the Annual Financial and Statistical Report (AFSR).

Schedule 3 - Number and Type of Public Schools
This schedule includes the number of elementary, middle/junior high, secondary and combination schools in operation during the fiscal year. This data is currently reported to the Legislature in the Annual Financial and Statistical Report (AFSR).

Schedule 4 - Experience of Public Principals, Assistant Principals, and Full-Time Classroom Teachers
This schedule includes the number of years of experience in teaching for assistant principals, principals, and full-time classroom teachers. This data is currently reported to the Legislature in the Annual Financial and Statistical Report (AFSR).

Schedule 5 - Public School Staff Data: Average Salaries
This schedule includes average classroom teachers salary using full-time equivalents, including and excluding ROTC and rehired retiree teachers. This data is currently reported to the Legislature in the Annual Financial and Statistical Report (AFSR).

Schedule 6 - Class Size Characteristics
This schedule includes the percent and number of classes with student enrollment in the following ranges: 1-20, 21-26, 27-33, and 34+ students. This data is currently reported to the Legislature in the Annual School

Schedule 7 - Louisiana Educational Assessment Program (LEAP)
This schedule represents student performance testing data and includes summary scores by district for grades 3, 4, 5, 6, 7 and 8 in each category tested. Scores are reported as Advanced, Mastery, Basic, Approaching Basic, and Unsatisfactory. This schedule includes three years of data.

Schedule 8 - Graduation Exit Examination (GEE)
The Graduation Exit Examination (GEE) is no longer administered. This schedule is no longer applicable.

Schedule 9 -iLEAP Tests
This schedule represents student performance testing data and includes a summary score for grades 3, 4, 5, 6, 7, and 8 for each district. The summary score reported is the National Percentile Rank showing relative position or rank as compared to a large, representative sample of students in the same grade from the entire nation. This schedule includes three years of data.

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 1

General Fund Instructional and Support Expenditures
and Certain Local Revenue Sources
For the Year Ended June 30, 2017

General Fund Instructional and Equipment Expenditures

General Fund Instructional Expenditures:		
Teacher and Student Interaction Activities -		
Classroom Teacher Salaries	\$1,781,334	
Other Instructional Staff Activities	100,006	
Instructional Staff Employee Benefits	978,677	
Purchased Professional and Technical Services	17,416	
Instructional Materials and Supplies	163,307	
Instructional Equipment	-	
Total Teacher and Student Interaction Activities	-	\$3,040,740
Other Instructional Activities:		
Pupil Support Services	52,116	
Less: Equipment for Pupil Support Services	-	
Net Pupil Support Services	-	52,116
Instructional Staff Services	82,978	
Less: Equipment for Instructional Staff Services	-	
Net Instructional Staff Services	-	82,978
School Administration	303,709	
Less: Equipment for School Administration	-	
Net School Administration	-	303,709
Total General Fund Instructional Expenditures (Total of Column B)		\$3,792,286
Total General Fund Equipment Expenditures (Object 730; Function Series 1000-4000)		\$ -

Certain Local Revenue Sources

Local Taxation Revenue:		
Constitutional Ad Valorem Taxes		\$ -
Renewable Ad Valorem Tax		-
Debt Service Ad Valorem Tax		-
Up to 1% of Collections by the Sheriff on Taxes Other than School Taxes		-
Sales and Use Taxes		-
Total Local Taxation Revenue		\$ -
Local Earnings on Investment in Real Property:		
Earnings from 16th Section Property		\$ -
State revenue in Lieu of Taxes:		
Revenue Sharing - Constitutional Tax		\$ -
Revenue Sharing - Other Taxes		-
Revenue Sharing - Excess Portion		-
Other Revenue in Lieu of Taxes		-
Total State Revenue in Lieu of Taxes		\$ -
Nonpublic Textbook Revenue		\$ -
Nonpublic Transportation Revenue		\$ -

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 2

Education Levels of Public School Staff
As of October 1, 2016

Category	Full-time Classroom Teachers				Principals & Assistant Principals			
	Certificated		Uncertificated		Certificated		Uncertificated	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Less than a Bachelor's Degree	-	0%	-	0%	-	0%	-	0%
Bachelor's Degree	23	72%	4	57%	1	100%	-	0%
Master's Degree	9	28%	3	43%	-	0%	-	0%
Master's Degree + 30	-	0%	-	0%	-	0%	-	0%
Specialist in Education	-	0%	-	0%	-	0%	-	0%
Ph. D. or Ed. D.	-	0%	-	0%	-	0%	-	0%
Total	32	100%	7	100%	1	100%	-	0%

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 3

Number and Type of Public Schools
For the Year Ended June 30, 2017

Type	Number
Elementary	0
Middle/Jr. High	0
Secondary	0
Combination	1
Total	1

Note: Schools opened or closed during the fiscal year are included in this schedule.

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 4

Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
As of October 1, 2016

	0-1 Yr.	2-3 Yrs.	4-10 Yrs.	11-14 Yrs.	15-19 Yrs.	20-24 Yrs.	25+ Yrs.	Total
Assistant Principals	-	-	-	-	-	-	-	-
Principals	-	-	-	-	-	1	-	1
Classroom Teachers	3	-	14	12	5	2	3	39
Total	3	-	14	12	5	3	3	40

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 5

Public School Staff Data: Average Salaries
For the Year Ended June 30, 2017

	All Classroom Teachers	Classroom Teachers Excluding ROTC, Rehired Retirees, and Flagged Salary Reductions
Average Classroom Teachers Salary Including Extra Compensation	\$46,241	\$47,510
Average Classroom Teachers Salary Excluding Extra Compensation	\$45,460	\$46,707
Number of Teacher Full-Time Equivalents (FTEs) used in Computation of Average Salaries	37	36

Note: Figures reported include all sources of funding (i.e., federal, state, and local) but exclude stipends and employee benefits. Generally, retired teachers rehired to teach receive less compensation than non-retired teachers; some teachers may have been flagged as receiving reduced salaries (e.g., extended medical leave); and ROTC teachers usually receive more compensation because of a federal supplement. For these reasons, these teachers are excluded from the computation in the last column. This schedule excludes day-to-day substitutes, temporary employees, and any teachers on sabbatical leave during any part of the school year.

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 6

Class Size Characteristics
As of October 1, 2016

School Type	Class Size Range							
	1 - 20		21 - 26		27 - 33		34+	
	Percent	Number	Percent	Number	Percent	Number	Percent	Number
Elementary	0%	-	0%	-	0%	-	0%	-
Elementary Activity Classes	0%	-	0%	-	0%	-	0%	-
Middle/Jr. High	0%	-	0%	-	0%	-	0%	-
Middle/Jr. High Activity Classes	0%	-	0%	-	0%	-	0%	-
High	0%	-	0%	-	0%	-	0%	-
High Activity Classes	0%	-	0%	-	0%	-	0%	-
Combination	51%	128	22%	56	27%	69	0%	1
Combination Activity Classes	66%	36	5%	3	25%	14	4%	2

Note: The Board of Elementary and Secondary Education has set specific limits on the maximum size of classes at various grade levels. The maximum enrollment in grades K-3 is 26 students and maximum enrollment in grades 4-12 is 33 students. These limits do not apply to activity classes such as physical education, chorus, band, and other classes without maximum enrollment standards. Therefore, these classes are included only as separate line items.

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 7

Louisiana Educational Assessment Program (LEAP)
For the Year Ended June 30, 2017

District Achievement Level Results	English Language Arts			Mathematics		
	2017	2016	2015	2017	2016	2015
Grade 3 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	2%	4%	4%	9%	8%	8%
Mastery	51%	42%	46%	48%	55%	52%
Basic	35%	31%	36%	30%	35%	30%
Approaching Basic	12%	19%	12%	11%	2%	10%
Unsatisfactory	0%	4%	2%	2%	0%	0%
Total	100%	100%	100%	100%	100%	100%

District Achievement Level Results	English Language Arts			Mathematics		
	2017	2016	2015	2017	2016	2015
Grade 4 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	15%	4%	6%	11%	19%	0%
Mastery	53%	53%	68%	57%	58%	72%
Basic	26%	35%	20%	30%	19%	28%
Approaching Basic	6%	6%	6%	2%	2%	0%
Unsatisfactory	0%	2%	0%	0%	2%	0%
Total	100%	100%	100%	100%	100%	100%

District Achievement Level Results	English Language Arts			Mathematics		
	2017	2016	2015	2017	2016	2015
Grade 5 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	3%	4%	4%	5%	21%	2%
Mastery	50%	55%	59%	49%	63%	57%
Basic	38%	27%	28%	43%	14%	37%
Approaching Basic	9%	14%	9%	3%	2%	4%
Unsatisfactory	0%	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%	100%

(continued)

AVOYELLES PUBLIC CHARTER SCHOOL

Mansura, Louisiana

Schedule 7 (Continued)

Louisiana Educational Assessment Program (LEAP)

For the Year Ended June 30, 2017

District Achievement Level Results	English Language Arts			Mathematics		
	2017	2016	2015	2017	2016	2015
Grade 6 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	8%	2%	5%	4%	6%	2%
Mastery	40%	65%	69%	42%	46%	73%
Basic	43%	29%	24%	45%	44%	25%
Approaching Basic	9%	4%	2%	9%	4%	0%
Unsatisfactory	0%	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%	100%

District Achievement Level Results	English Language Arts			Mathematics		
	2017	2016	2015	2017	2016	2015
Grade 7 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	20%	19%	13%	7%	4%	0%
Mastery	69%	60%	70%	61%	62%	65%
Basic	9%	19%	15%	30%	34%	26%
Approaching Basic	2%	2%	2%	2%	0%	9%
Unsatisfactory	0%	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%	100%

District Achievement Level Results	English Language Arts			Mathematics		
	2017	2016	2015	2017	2016	2015
Grade 8 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	23%	23%	11%	27%	14%	17%
Mastery	69%	70%	74%	67%	82%	68%
Basic	8%	7%	15%	6%	2%	11%
Approaching Basic	0%	0%	0%	0%	2%	4%
Unsatisfactory	0%	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%	100%

AVOYELLES PUBLIC CHARTER SCHOOL

Mansura, Louisiana

Schedule 9

The *i*LEAP Tests

For the Year Ended June 30, 2017

District Achievement Level Results	Science			Social Studies		
	2017	2016	2015	2017	2016	2015
Grade 3 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	2%	4%	2%	4%	N/A	0%
Mastery	13%	21%	22%	14%	N/A	34%
Basic	65%	58%	64%	39%	N/A	50%
Approaching Basic	18%	13%	10%	25%	N/A	14%
Unsatisfactory	2%	4%	2%	18%	N/A	2%
Total	100%	100%	100%	100%	N/A	100%

District Achievement Level Results	Science			Social Studies		
	2017	2016	2015	2017	2016	2015
Grade 4 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	4%	2%	8%	8%	N/A	0%
Mastery	26%	28%	28%	26%	N/A	19%
Basic	62%	61%	51%	30%	N/A	75%
Approaching Basic	8%	7%	13%	30%	N/A	4%
Unsatisfactory	0%	2%	0%	6%	N/A	2%
Total	100%	100%	100%	100%	N/A	100%

District Achievement Level Results	Science			Social Studies		
	2017	2016	2015	2017	2016	2015
Grade 5 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	3%	7%	4%	2%	N/A	6%
Mastery	33%	25%	30%	19%	N/A	17%
Basic	55%	63%	60%	37%	N/A	70%
Approaching Basic	9%	5%	6%	28%	N/A	7%
Unsatisfactory	0%	0%	0%	14%	N/A	0%
Total	100%	100%	100%	100%	N/A	100%

(continued)

AVOYELLES PUBLIC CHARTER SCHOOL
Mansura, Louisiana
Schedule 9 (Continued)

The *i*LEAP Tests
For the Year Ended June 30, 2017

District Achievement Level Results	Science			Social Studies		
	2017	2016	2015	2017	2016	2015
Grade 6 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	8%	4%	17%	6%	N/A	20%
Mastery	31%	38%	48%	28%	N/A	34%
Basic	57%	54%	32%	32%	N/A	44%
Approaching Basic	4%	4%	3%	28%	N/A	2%
Unsatisfactory	0%	0%	0%	6%	N/A	0%
Total	100%	100%	100%	100%	N/A	100%

District Achievement Level Results	Science			Social Studies		
	2017	2016	2015	2017	2016	2015
Grade 7 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	9%	9%	13%	9%	N/A	6%
Mastery	48%	59%	53%	35%	N/A	30%
Basic	39%	30%	32%	50%	N/A	56%
Approaching Basic	4%	2%	2%	4%	N/A	8%
Unsatisfactory	0%	0%	0%	2%	N/A	0%
Total	100%	100%	100%	100%	N/A	100%

District Achievement Level Results	Science			Social Studies		
	2017	2016	2015	2017	2016	2015
Grade 8 Students	Percent	Percent	Percent	Percent	Percent	Percent
Advanced	4%	16%	8%	25%	N/A	2%
Mastery	56%	48%	53%	38%	N/A	50%
Basic	40%	36%	35%	31%	N/A	44%
Approaching Basic	0%	0%	4%	6%	N/A	0%
Unsatisfactory	0%	0%	0%	0%	N/A	4%
Total	100%	100%	100%	100%	N/A	100%

**AVOUELLES PUBLIC
CHARTER SCHOOL, INC.**

Report on Agreed-Upon Procedures

Year Ended June 30, 2017

KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

* A Professional Accounting Corporation

Retired

Conrad O. Chapman, CPA* 2006

To the Board of Directors of the
Avoyelles Public Charter School
and the Louisiana Legislative Auditor,

We have performed the procedures enumerated below, which were agreed to by the management of Avoyelles Public Charter School and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Avoyelles Public Charter School's compliance with certain laws, regulations and best practices during the year ended June 30, 2017. Management of Avoyelles Public Charter School is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Written Policies and Procedures

1. Obtain the entity's written policies and procedures and report whether those written policies and procedures address each of the following financial/business functions (or report that the entity does not have any written policies and procedures), as applicable:

a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget

Written policies and procedures were obtained and address the functions noted above.

b) **Purchasing**, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the public bid law; and (5) documentation required to be maintained for all bids and price quotes.

Written policies and procedures were obtained and address the functions noted above.

c) **Disbursements**, including processing, reviewing, and approving

Written policies and procedures were obtained and address the functions noted above.

d) **Receipts**, including receiving, recording, and preparing deposits

There were no written policies and procedures noted.

- e) **Payroll/Personnel**, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.

Written policies and procedures were obtained and address the functions noted above.

- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process

Written policies and procedures were obtained and address the functions noted above.

- g) **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers, and (5) monitoring card usage

Written policies and procedures were obtained and address the functions noted above.

- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers

Written policies and procedures were obtained and address the functions noted above.

- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) requirement that all employees, including elected officials, annually attest through signature verification that they have read the entity's ethics policy. Note: Ethics requirements are not applicable to nonprofits.

Written policies and procedures were obtained and address the functions noted above.

- j) **Debt Service**, including (1) debt issuance approval, (2) EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

Written policies and procedures were obtained and address the functions noted above.

Board (or Finance Committee, if applicable)

- 2. Obtain and review the board/committee minutes for the fiscal period, and:

- a) Report whether the managing board met (with a quorum) at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, or other equivalent document.

Obtained and reviewed minutes of the managing board for the fiscal period noting that the board met for 8 of the 12 months.

- b) Report whether the minutes referenced or included monthly budget-to-actual comparisons on the General Fund and any additional funds identified as major funds in the entity's prior audit (GAAP-basis).

Obtained and reviewed minutes of the managing board for the fiscal period noting that the minutes did not include monthly budget-to-actual comparisons for the major funds.

- If the budget-to-actual comparisons show that management was deficit spending during the fiscal period, report whether there is a formal/written plan to eliminate the deficit spending for those entities with a fund balance deficit. If there is a formal/written plan, report whether the meeting minutes for at least one board meeting during the fiscal period reflect that the board is monitoring the plan.

Obtained and reviewed the minutes of the managing board for the fiscal period noting that that the minutes did not include monthly budget-to-actual comparisons for the major funds; therefore, we were unable to test this item.

- c) Report whether the minutes referenced or included non-budgetary financial information (e.g. approval of contracts and disbursements) for at least one meeting during the fiscal period.)

Obtained and reviewed the minutes of the managing board for the fiscal period noting that there were approvals of contracts/disbursements.

Bank Reconciliations

3. Obtain a listing of client bank accounts from management and management's representation that the listing is complete.

Obtained listing of client bank accounts from management and management's representation that listing is complete.

4. Using the listing provided by management, select all of the entity's bank accounts (if five accounts or less) or one-third of the bank accounts on a three year rotating basis (if more than 5 accounts). If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner. *Note: School student activity fund accounts may be excluded from selection if they are otherwise addressed in a separate audit or AUP engagement.* For each of the bank accounts selected, obtain bank statements and reconciliations for all months in the fiscal period and report whether:

- a) Bank reconciliations have been prepared;

Obtained bank statements and reconciliations for all months in the fiscal period noting that reconciliations have been prepared for all months.

- b) Bank reconciliations include evidence that a member of management or a board member (with no involvement in the transactions associated with the bank account) has reviewed each bank reconciliation; and

Obtained bank statements and reconciliations for all months in the fiscal period noting evidence of management review.

- c) If applicable, management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 6 months as of the end of the fiscal period.

Obtained bank statements and reconciliations for all months in the fiscal period noting no documentation of research for the items that have been outstanding for more than 6 months.

Collections

5. Obtain a listing of cash/check/money order (cash) collection locations and management's representation that the listing is complete.

Obtained listing of cash collection locations and management's representation that listing is complete.

6. Using the listing provided by management, select all of the entity's cash collection locations (if five locations or less) or one-third of the collection locations on a three year rotating basis (if more than 5 locations). If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner. *Note: School student activity funds may be excluded from selection if they are otherwise addressed in a separate audit or AUP engagement.* **For each cash collection location selected:**

- a) Obtain existing written documentation (e.g. insurance policy, policy manual, job description) and report whether each person responsible for collecting cash is (1) bonded, (2) not responsible for depositing the cash in the bank, recording the related transaction, or reconciling the related bank account (report if there are compensating controls performed by an outside party), and (3) not required to share the same cash register or drawer with another employee.

Staff members responsible for collecting cash are bonded. Staff members responsible for collecting cash are not responsible for depositing cash in the bank, recording the related transactions, or reconciling the bank statements. None of the staff members responsible for collecting cash share a drawer with another person. No written documentation was available.

- b) Obtain existing written documentation (e.g. sequentially numbered receipts, system report, reconciliation worksheets, policy manual) and report whether the entity has a formal process to reconcile cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, by a person who is not responsible for cash collections in the cash collection location selected.

No written documentation was available.

- c) Select the highest (dollar) week of cash collections from the general ledger or other accounting records during the fiscal period and:

- Using entity collection documentation, deposit slips, and bank statements, trace daily collections to the deposit date on the corresponding bank statement and report whether the deposits were made within one day of collection. If deposits were not made within one day of collection, report the number of days from receipt to deposit for each day at each collection location.

Collection documentation was obtained and address the functions noted above. For six of the eleven cash collection transactions tested, deposits were not made within one day of collection.

- Using sequentially numbered receipts, system reports, or other related collection documentation, verify that daily cash collections are completely supported by documentation and report any exceptions.

Collection documentation was obtained and address the functions noted above.

7. Obtain existing written documentation (e.g. policy manual, written procedure) and report whether the entity has a process specifically defined (identified as such by the entity) to determine completeness of all collections, including electronic transfers, for each revenue source and agency fund additions (e.g. periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation) by a person who is not responsible for collections.

There is no written documentation specifically defined to determine the completeness of all collections by a person who is not responsible for collections.

Disbursements – General (excluding credit card/debit card/fuel card/P-Card purchases or payments)

8. Obtain a listing of entity disbursements from management or, alternately, obtain the general ledger and sort/filter for entity disbursements. Obtain management's representation that the listing or general ledger population is complete.

Listing of disbursements and management's representation that the listing is complete was obtained.

9. Using the disbursement population from #8 above, randomly select 25 disbursements (or randomly select disbursements constituting at least one-third of the dollar disbursement population if the entity had less than 25 transactions during the fiscal period), excluding credit card/debit card/fuel card/P-card purchases or payments. Obtain supporting documentation (e.g. purchase requisitions, system screens/logs) for each transaction and report whether the supporting documentation for each transaction demonstrated that:

- a) Purchases were initiated using a requisition/purchase order system or an equivalent electronic system that separates initiation from approval functions in the same manner as a requisition/purchase order system.

Examined supporting documentation for each of the 25 disbursements selected and found that nine purchases were not initiated using a purchase order system.

- b) Purchase orders, or an electronic equivalent, were approved by a person who did not initiate the purchase.

Examined supporting documentation for each of the 25 disbursements selected and found nine purchases did not have appropriate approval of purchase orders.

- c) Payments for purchases were not processed without (1) an approved requisition and/or purchase order, or electronic equivalent; a receiving report showing receipt of goods purchased, or electronic equivalent; and an approved invoice.

Examined supporting documentation for each of the 25 disbursements and found nine payments were processed without proper approval, receiving report or approved invoice.

10. Using entity documentation (e.g. electronic system control documentation, policy manual, written procedure), report whether the person responsible for processing payments is prohibited from adding vendors to the entity's purchasing/disbursement system.

Written policies and procedures were obtained and address the functions noted above.

11. Using entity documentation (e.g. electronic system control documentation, policy manual, written procedure), report whether the persons with signatory authority or who make the final authorization for disbursements have no responsibility for initiating or recording purchases.

Written policies and procedures were obtained and address the functions noted above.

12. Inquire of management and observe whether the supply of unused checks is maintained in a locked location, with access restricted to those persons that do not have signatory authority, and report any exceptions. Alternately, if the checks are electronically printed on blank check stock, review entity documentation (electronic system control documentation) and report whether the persons with signatory authority have system access to print checks.

No exception noted.

13. If a signature stamp or signature machine is used, inquire of the signer whether his or her signature is maintained under his or her control or is used only with the knowledge and consent of the signer. Inquire of the signer whether signed checks are likewise maintained under the control of the signer or authorized user until mailed. Report any exceptions.

No exception noted.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

14. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards), including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

Listing of active credit cards, bank debit cards, fuel cards and name of person who maintain possession of cards and management's representation that the listing is complete was obtained.

15. Using the listing prepared by management, randomly select 10 cards (or at least one-third of the cards if the entity has less than 10 cards) that were used during the fiscal period, rotating cards each year. If there is a change in practitioners, the new practitioner is not bound to follow the rotation established by the previous practitioner.

Of the two cards that were used during the fiscal period, both were selected for testing.

Obtain the monthly statements, or combined statements if multiple cards are on one statement, for the selected cards. Select the monthly statement or combined statement with the largest dollar activity for each card (for a debit card, select the monthly bank statement with the largest dollar amount of debit card purchases) and:

- a) Report whether there is evidence that the monthly statement or combined statement and supporting documentation was reviewed and approved, in writing, by someone other than the authorized card holder. [Note: Requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.]]

Monthly statements were obtained noting that the statements and supporting documentation for purchases are not review or approved by someone other than the authorized cardholder.

- b) Report whether finance charges and/or late fees were assessed on the selected statements.

Monthly statements were obtained noting no evidence that finance charges or late fees were assessed on the selected statements.

16. Using the monthly statements or combined statements selected under #15 above, obtain supporting documentation for all transactions for each of the 10 cards selected (i.e. each of the 10 cards should have one month of transactions subject to testing).

- a) For each transaction, report whether the transaction is supported by:

- An original itemized receipt (i.e., identifies precisely what was purchased)

For forty-four of the eighty-one transactions tested, an original itemized receipt was not obtained.

- Documentation of the business/public purpose. For meal charges, there should also be documentation of the individuals participating.

For forty-four of the eighty-one transactions tested, there was no documentation of public/business purpose.

- Other documentation that may be required by written policy (e.g., purchase order, written authorization.)

Of eighty-one transactions tested, none were supported by purchase order or other written authorization required by written policy.

- b) For each transaction, compare the transaction's detail (nature of purchase, dollar amount of purchase, supporting documentation) to the entity's written purchasing/disbursement policies and the Louisiana Public Bid Law (i.e. transaction is a large or recurring purchase requiring the solicitation of bids or quotes) and report any exceptions.

Written policies and procedures were obtained. Forty-four of the eighty-one transactions tested, it could not be determined if the transaction comply with the policy or Louisiana Public Bid Law.

- c) For each transaction, compare the entity's documentation of the business/public purpose to the requirements of Article 7, Section 14 of the Louisiana Constitution, which prohibits the loan, pledge, or donation of funds, credit, property, or things of value, and report any exceptions (e.g. cash advances or non-business purchases, regardless whether they are reimbursed). If the nature of the transaction precludes or obscures a comparison to the requirements of Article 7, Section 14, the practitioner should report the transaction as an exception.

Forty-four of the eighty-one transactions tested, it could not be determined if the transaction complied with the with Article 7, Section 14 of the Louisiana Constitution.

Travel and Expense Reimbursement

17. Obtain from management a listing of all travel and related expense reimbursements, by person, during the fiscal period or, alternately, obtain the general ledger and sort/filter for travel reimbursements. Obtain management's representation that the listing or general ledger is complete.

Listing of travel and expense reimbursements by person and management's representation that the listing is complete was obtained.

18. Obtain the entity's written policies related to travel and expense reimbursements. Compare the amounts in the policies to the per diem and mileage rates established by the U.S. General Services Administration (www.gsa.gov) and report any amounts that exceed GSA rates.

Policies were obtained. No amounts listed exceed GSA rates.

19. Using the listing or general ledger from #17 above, select the three persons who incurred the most travel costs during the fiscal period. Obtain the expense reimbursement reports or prepaid expense documentation of each selected person, including the supporting documentation, and choose the largest travel expense for each person to review in detail. For each of the three travel expenses selected:

- a) Compare expense documentation to written policies and report whether each expense was reimbursed or prepaid in accordance with written policy (e.g., rates established for meals, mileage, lodging). If the entity does not have written policies, compare to the GSA rates (#18 above) and report each reimbursement that exceeded those rates.

Expenses were paid in accordance with written policy.

- b) Report whether each expense is supported by:

- An original itemized receipt that identifies precisely what was purchased. [Note: An expense that is reimbursed based on an established per diem amount (e.g., meals) does not require a receipt.]

No exceptions noted.

- Documentation of the business/public purpose (Note: For meal charges, there should also be documentation of the individuals participating).

No exceptions noted.

- Other documentation as may be required by written policy (e.g., authorization for travel, conference brochure, certificate of attendance)

No exceptions noted.

- c) Compare the entity's documentation of the business/public purpose to the requirements of Article 7, Section 14 of the Louisiana Constitution, which prohibits the loan, pledge, or donation of funds, credit, property, or things of value, and report any exceptions (e.g. hotel stays that extend beyond conference periods or payment for the travel expenses of a spouse). If the nature of the transaction precludes or obscures a comparison to the requirements of Article 7, Section 14, the practitioner should report the transaction as an exception.

No exceptions noted.

- d) Report whether each expense and related documentation was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

No exceptions noted.

Contracts

- 20. Obtain a listing of all contracts in effect during the fiscal period or, alternately, obtain the general ledger and sort/filter for contract payments. Obtain management's representation that the listing or general ledger is complete.

Listing of all contracts in effect and management's representation that the listing is complete was obtained.

- 21. Using the listing above, select the five contract "vendors" that were paid the most money during the fiscal period (excluding purchases on state contract and excluding payments to the practitioner). Obtain the related contracts and paid invoices and:

- a) Report whether there is a formal/written contract that supports the services arrangement and the amount paid.

Of the 5 items selected for testing, there were two which there is no formal contract between the vendor and the Avoyelles Public Charter School.

- b) Compare each contract's detail to the Louisiana Public Bid Law or Procurement Code. Report whether each contract is subject to the Louisiana Public Bid Law or Procurement Code and:

- If yes, obtain/compare supporting contract documentation to legal requirements and report whether the entity complied with all legal requirements (e.g., solicited quotes or bids, advertisement, selected lowest bidder)

Of the 5 items selected for testing, there were two which there is no formal contract between the vendor and the Avoyelles Public Charter School. For the remaining three items, the contract was not subject to Louisiana Public Bid Law.

- If no, obtain supporting contract documentation and report whether the entity solicited quotes as a best practice.

Of the 5 items selected for testing, there were two which there is no formal contract between the vendor and the Avoyelles Public Charter School. For the remaining three items, there was no documentation supporting whether the entity solicited quotes.

- c) Report whether the contract was amended. If so, report the scope and dollar amount of the amendment and whether the original contract terms contemplated or provided for such an amendment.

None of the contracts selected where amended.

- d) Select the largest payment from each of the five contracts, obtain the supporting invoice, compare the invoice to the contract terms, and report whether the invoice and related payment complied with the terms and conditions of the contract.

Of the 5 items selected for testing, there were two which there is no formal contract between the vendor and the Avoyelles Public Charter School. For the remaining three items, there was no exception noted.

- e) Obtain/review contract documentation and board minutes and report whether there is documentation of board approval, if required by policy or law (e.g. Lawrason Act or Home Rule Charter).

Of the 5 items selected for testing, there were two which there is no formal contract between the vendor and the Avoyelles Public Charter School. For the remaining three items, there was no exception noted.

Payroll and Personnel

- 22. Obtain a listing of employees (and elected officials, if applicable) with their related salaries, and obtain management's representation that the listing is complete. Randomly select five employees/officials, obtain their personnel files, and:

Listing of employees with their related salaries and management's representation that the listing is complete was obtained.

- a) Review compensation paid to each employee during the fiscal period and report whether payments were made in strict accordance with the terms and conditions of the employment contract or pay rate structure.

No exceptions noted.

- b) Review changes made to hourly pay rates/salaries during the fiscal period and report whether those changes were approved in writing and in accordance with written policy.

No exceptions noted.

- 23. Obtain attendance and leave records and randomly select one pay period in which leave has been taken by at least one employee. Within that pay period, randomly select 25 employees/officials (or randomly select one-third of employees/officials if the entity had less than 25 employees during the fiscal period), and:

- a) Report whether all selected employees/officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, an elected official is not eligible to earn leave and does not document his/her attendance and leave. However, if the elected official is earning leave according to policy and/or contract, the official should document his/her daily attendance and leave.)

No exceptions noted.

- b) Report whether there is written documentation that supervisors approved, electronically or in writing, the attendance and leave of the selected employees/officials.

No exceptions noted.

- c) Report whether there is written documentation that the entity maintained written leave records (e.g., hours earned, hours used, and balance available) on those selected employees/officials that earn leave.

For three of the 25 employees selected for testing, proper documentation of leave records could not be obtained.

24. Obtain from management a list of those employees/officials that terminated during the fiscal period and management's representation that the list is complete. If applicable, select the two largest termination payments (e.g., vacation, sick, compensatory time) made during the fiscal period and obtain the personnel files for the two employees/officials. Report whether the termination payments were made in strict accordance with policy and/or contract and approved by management.

According to the policy of the Avoyelles Public Charter School, employees are not paid out sick, vacation or compensatory time upon termination.

25. Obtain supporting documentation (e.g. cancelled checks, EFT documentation) relating to payroll taxes and retirement contributions during the fiscal period. Report whether the employee and employer portions of payroll taxes and retirement contributions, as well as the required reporting forms, were submitted to the applicable agencies by the required deadlines.

No exceptions noted.

Ethics (excluding nonprofits)

26. Using the five randomly selected employees/officials from procedure #22 under "Payroll and Personnel" above, obtain ethics compliance documentation from management and report whether the entity maintained documentation to demonstrate that required ethics training was completed.

Avoyelles Public Charter School is a nonprofit organization, therefore is excluded from ethics testing.

27. Inquire of management whether any alleged ethics violations were reported to the entity during the fiscal period. If applicable, review documentation that demonstrates whether management investigated alleged ethics violations, the corrective actions taken, and whether management's actions complied with the entity's ethics policy. Report whether management received allegations, whether management investigated allegations received, and whether the allegations were addressed in accordance with policy.

Avoyelles Public Charter School is a nonprofit organization, therefore is excluded from ethics testing.

Debt Service (excluding nonprofits)

28. If debt was issued during the fiscal period, obtain supporting documentation from the entity, and report whether State Bond Commission approval was obtained.

Avoyelles Public Charter School is a nonprofit organization, therefore is excluded from debt service testing.

29. If the entity had outstanding debt during the fiscal period, obtain supporting documentation from the entity and report whether the entity made scheduled debt service payments and maintained debt reserves, as required by debt covenants.

Avoyelles Public Charter School is a nonprofit organization, therefore is excluded from debt service testing.

30. If the entity had tax millages relating to debt service, obtain supporting documentation and report whether millage collections exceed debt service payments by more than 10% during the fiscal period. Also, report any millages that continue to be received for debt that has been paid off.

Avoyelles Public Charter School is a nonprofit organization, therefore is excluded from debt service testing.

Other

31. Inquire of management whether the entity had any misappropriations of public funds or assets. If so, obtain/review supporting documentation and report whether the entity reported the misappropriation to the legislative auditor and the district attorney of the parish in which the entity is domiciled.

Management has asserted that there were no misappropriations of public funds or assets.

32. Observe and report whether the entity has posted on its premises and website, the notice required by R.S. 24:523.1. This notice (available for download or print at www.la.gov/hotline) concerns the reporting of misappropriation, fraud, waste, or abuse of public funds.

Required notices were not posted on the entity's premises and website.

33. If the practitioner observes or otherwise identifies any exceptions regarding management's representations in the procedures above, report the nature of each exception.

No exceptions noted.

We were not engaged to perform, and did not perform, an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on management's assertions. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the Avoyelles Public Charter School and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Kolder, Champagne, Slaven & Company, LLC
Certified Public Accountants

Alexandria, Louisiana
December 21, 2017