

**JEFFERSON RISE CHARTER SCHOOL**

**FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**YEAR ENDED JUNE 30, 2018**

JEFFERSON RISE CHARTER SCHOOL  
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YEAR ENDED JUNE 30, 2018

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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Jefferson RISE Charter School  
Gretna, Louisiana

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Jefferson RISE Charter School (the School), a nonprofit public benefit corporation, which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, cash flows, and functional expenses 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 *Government 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 of 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 on page one present fairly, in all material respects, the financial position of the School as of June 30, 2018, 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 School's financial statements as a whole. The accompanying schedule of compensation, benefits, and other payments the agency head is presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

The schedules required by Louisiana State Law, included as Schedules 1 through 9, are not a required part of the basic financial statements, but are supplementary information required by Louisiana State Law. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the combining financial statements. We have applied certain limited procedures, which are described in the Independent Accountants' Report on Applying Agreed-Upon Procedures. However, we did not audit this information and, accordingly, express no opinion on it.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated September 10, 2018 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 the School's internal control over financial reporting and compliance.



**CliftonLarsonAllen LLP**

Glendora, California  
September 10, 2018

**JEFFERSON RISE CHARTER SCHOOL  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2018**

**ASSETS**

**CURRENT ASSETS**

Cash and Cash Equivalents	\$ 393,527
Accounts Receivable - Federal and State	20,161
Inventory	3,709
Prepaid Expenses and Other Assets	<u>87,493</u>
Total Current Assets	<u>\$ 504,890</u>

**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Accounts Payable and Accrued Liabilities	\$ 49,977
Total Current Liabilities	<u>49,977</u>

**NET ASSETS**

Unrestricted	<u>454,913</u>
Total Net Assets	<u>454,913</u>
 Total Liabilities and Net Assets	 <u>\$ 504,890</u>

See accompanying Notes to Financial Statements.

**JEFFERSON RISE CHARTER SCHOOL  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2018**

**REVENUES**

State and Local Public School Funding	\$ 3,486,466
Federal Grants	214,614
Donations	27,233
Other Income	31,438
Total Revenues	<u>3,759,751</u>

**EXPENSES**

Program Services	3,422,013
Management and General	276,884
Total Expenses	<u>3,698,897</u>

**CHANGE IN UNRESTRICTED NET ASSETS**

60,854

Unrestricted Net Assets - Beginning of Year

394,059

**UNRESTRICTED NET ASSETS - END OF YEAR**

\$ 454,913

*See accompanying Notes to Financial Statements.*

**JEFFERSON RISE CHARTER SCHOOL  
STATEMENT OF CASH FLOWS  
YEAR ENDED JUNE 30, 2018**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in Net Assets	\$ 60,854
Adjustments to Reconcile Change in Net Assets to Net Cash Flows Provided by Operating Activities:	
Change in Operating Assets:	
Accounts Receivable - Federal and State	7,318
Inventory	(3,709)
Prepaid Expenses and Other Assets	75,607
Change in Operating Liabilities:	
Accounts Payable and Accrued Liabilities	(2,322)
Net Cash Flows Provided by Operating Activities	<u>137,748</u>

**NET CHANGE IN CASH AND CASH EQUIVALENTS**

137,748

Cash and Cash Equivalents - Beginning of Year

255,779

**CASH AND CASH EQUIVALENTS - END OF YEAR**

\$ 393,527

*See accompanying Notes to Financial Statements.*

**JEFFERSON RISE CHARTER SCHOOL  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED JUNE 30, 2018**

	<u>Program Services</u>	<u>Management and General</u>	<u>Total Expenses</u>
Salaries and Wages	\$ 1,615,985	\$ 34,500	\$ 1,650,485
Pension Expense	26,859	1,498	28,357
Other Employee Benefits	151,351	410	151,761
Payroll Taxes	121,133	1,304	122,437
Legal Expenses	-	8,251	8,251
Accounting Expenses	-	34,479	34,479
Instructional Materials	219,104	-	219,104
Other Fees for Services	537,276	116,550	653,826
Advertising and Promotion Expenses	-	708	708
Office Expenses	24,964	23,623	48,587
Information Technology Expenses	123	-	123
Occupancy Expenses	423,452	-	423,452
Travel Expenses	301,766	4,626	306,392
Insurance Expense	-	40,871	40,871
Other Expenses	-	10,064	10,064
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total	<u>\$ 3,422,013</u>	<u>\$ 276,884</u>	<u>\$ 3,698,897</u>

See accompanying Notes to Financial Statements.

**JEFFERSON RISE CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Activities**

The Jefferson RISE Charter School (the School) was created as a nonprofit corporation under the laws of the State of Louisiana in 2014. The School applied to the Jefferson Parish School Board to operate a Type I charter school. The Jefferson Parish School Board approved the charter of the School for a period of five years commencing on July 1, 2015 and ending on June 30, 2020. The School serves eligible students in eighth through twelfth grade.

The School received approximately 95% of its total revenues from federal and state grantors.

**Basis of Accounting**

The financial statements have been prepared on the accrual method of accounting and accordingly reflect all significant receivables and liabilities.

**Basis of Presentation**

The accompanying financial statements have been prepared in conformity with accounting principles generally accepted in the United States as prescribed by the Financial Accounting Standards Board.

**Net Asset Classes**

The School is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. Net assets of the School are defined as:

Unrestricted – All resources over which the governing board has discretionary control to use in carrying on the general operations of the School.

Temporarily Restricted – These net assets are restricted by donors to be used for specific purposes. The School does not currently have any temporarily restricted net assets.

Permanently Restricted – These net assets are permanently restricted by donors and cannot be used by the School. The School does not currently have any permanently restricted net assets.

**Cash and Cash Equivalents**

The School defines its cash and cash equivalents to include only cash on hand, demand deposits, and liquid investments with original maturities of three months or less.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosures. Accordingly, actual results could differ from those estimates.

JEFFERSON RISE CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Receivables**

Accounts receivable primarily represent amounts due from federal and state governments as of June 30, 2018. Management believes that all receivables are fully collectible, therefore no provisions for uncollectible accounts were recorded.

**Compensated Absences**

The School does not allow employees to carryover unused vacation. Accordingly, there were no accumulated compensated absence benefits at June 30, 2018.

**Revenue**

The School's primary sources of funding are through the State Public School Fund and federal grants, as well as private donations. Federal grants are recorded on a cost reimbursement basis. An accrual is made when eligible expenses are incurred.

**Contributions**

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are restricted to specific use or future periods are reported as temporarily restricted. Restricted contributions that are received and released in the same period are reported as unrestricted revenue. Unconditional promises to give expected to be received in one year or less are recorded at net realizable value. Unconditional promises to give expected to be received in more than one year are recorded at fair market value at the date of the promise. Conditional promises to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

**Income Taxes**

The School is a nonprofit entity exempt from the payment of income taxes under Internal Revenue Code Section 501(c)(3). Accordingly, no provision has been made for income taxes. Management has determined that all income tax positions are more likely than not of being sustained upon potential audit or examination; therefore, no disclosures of uncertain income tax positions are required. The School files informational returns in the U.S. federal jurisdiction. The statute of limitations for federal purposes is generally three years.

**Functional Allocation of Expenses**

Costs of providing the School's programs and other activities have been presented in the statement of functional expenses. During the year, such costs are accumulated into separate groupings as either direct or indirect. Indirect or shared costs are allocated among program and support services by a method that best measures the relative degree of benefit.

**Evaluation of Subsequent Events**

The School has evaluated subsequent events through September 10, 2018, the date these financial statements were available to be issued.

**JEFFERSON RISE CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 2 CONCENTRATION OF CREDIT RISK**

The School maintains cash balances held in banks and revolving funds which are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC). At times, cash in these accounts exceeds the insured amounts. The School has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on its cash and cash equivalents.

**NOTE 3 EMPLOYEE RETIREMENT**

**Defined Contribution Plan**

The School offers an Internal Revenue Code Section 403(b) retirement plan to each of its qualifying employees. Employer and employee contributions are used to purchase annuity contracts for each participant employee. Employer matching contributions are made as a percentage of elective deferrals for each employee who is eligible for employer contributions. Additionally, the employer may elect to make a discretionary contribution for each qualifying employee for each plan year. The amount of employer contributions used to purchase annuity contracts for the year ended June 30, 2018 was \$29,357.

**NOTE 4 OPERATING LEASES**

The School leases its facilities under several lease agreements where the last lease expires in June of 2019. Lease expense under these agreements for the year ended June 30, 2018 was 297,700.

Future minimum lease payments are as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2019	<u>\$ 355,300</u>
Total	<u><u>\$ 355,300</u></u>

**NOTE 5 CONTINGENCIES**

The School has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate disallowances under terms of the grants, it is believed that any required reimbursement would not be material.

**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**

Board of Directors  
Jefferson RISE Charter School  
Gretna, 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 Jefferson RISE Charter School (the School), a nonprofit public benefit corporation, which comprise the statement of financial position as of June 30, 2018, and the related statements of activities, cash flows and functional expenses for the year then ended, the related notes to the financial statements, and have issued our report thereon dated September 10, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion 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 a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the 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 the School'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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

**CliftonLarsonAllen LLP**

Glendora, California  
September 10, 2018

**JEFFERSON RISE CHARTER SCHOOL  
SCHEDULE OF FINDINGS  
YEAR ENDED JUNE 30, 2018**

There were no findings for the year ended June 30, 2018.

**JEFFERSON RISE CHARTER SCHOOL  
SCHEDULE OF PRIOR YEAR FINDINGS  
YEAR ENDED JUNE 30, 2018**

There were no findings for the year ended June 30, 2017.

**JEFFERSON RISE CHARTER SCHOOL  
 SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO THE AGENCY HEAD  
 YEAR ENDED JUNE 30, 2018**

**Agency Head: Kathleen Sullivan**

Purpose	Amount
Salary	\$ 101,550
Benefits - Employer Portion of Retirement	3,047
Benefits - Employer Portion of Medical/Dental/Vision	4,818
Travel	-
Cell Phone Reimbursement	-
Reimbursements	-
Conferences	-
Benefits - FICA Medicare	10,346
Other Compensation-Security	-
Community Relations	-
Professional Development	-
Total	<u>\$ 119,761</u>

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

**INDEPENDENT ACCOUNTANTS' REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

Board of Directors  
Jefferson RISE Charter School  
Gretna, Louisiana

We have performed the procedures enumerated below, which were agreed to by Jefferson RISE Charter School (the School); the Louisiana Department of Education, and the Louisiana Legislative Auditor (the specified parties), on the performance and statistical data accompanying the annual financial statements of the School for the fiscal year ended June 30, 2018; 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 126, in compliance with Louisiana Revised Statute 24:514 I. Management of the 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.

Our procedures and findings relate to the accompanying schedules of supplemental information and 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, based on description and nature of the revenue/expense, 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.

Findings:  
None.

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 school board supporting payroll records as of October 1st.
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.
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 all teachers to the individual's personnel file and determine if the individual's education level was accurately classified on the schedule.

Findings:

None. There were no differences 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.

Findings:

None.

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 1st 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 accurately classified on the schedule.

Findings:

None.

Public School 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 all teachers to the individual's personnel file and determined if the individual's salary, extra compensation, and full-time equivalents were accurately included on the schedule.
8. We recalculated the average salaries and full-time equivalents reported in the schedule.

Findings:

None.

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 all classes to the October 1st roll books for those classes and determined if the class was accurately classified on the schedule.

Findings:

None.

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 (Any Parish School Board).

Findings:

Not applicable.

Graduation Exit Examination (GEE) (Schedule 8)

11. 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 the School.

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

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 the School.

Findings:

None.

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.

Board of Directors  
Jefferson Rise Charter School

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 (City or Parish School Board or Charter School), 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.

*CliftonLarsonAllen LLP*

**CliftonLarsonAllen LLP**

Glendora, California  
September 10, 2018

**JEFFERSON RISE CHARTER SCHOOL  
GENERAL FUND INSTRUCTIONAL AND SUPPORT EXPENDITURES AND CERTAIN LOCAL  
REVENUE SOURCES  
SCHEDULE 1  
YEAR ENDED JUNE 30, 2018**

<b>General Fund Instructional and Equipment Expenditures</b>	<b>Column A</b>	<b>Column B</b>
<b>General Fund Instructional Expenditures:</b>		
Teacher and Student Interaction Activities:		
Classroom Teacher Salaries	\$ 926,586	
Other Instructional Staff Activities	178,714	
Instructional Staff Employee Benefits	244,534	
Purchased Professional and Technical Services	271,643	
Instructional Materials and Supplies	180,116	
Instructional Equipment	-	
Total Teacher and Student Interaction Activities	-	\$ 1,801,593
Other Instructional Activities		
		-
Pupil Support Services		
	165,001	
Less: Equipment for Pupil Support Services		
Net Pupil Support Services	-	165,001
Instructional Staff Services		
	447,174	
Less: Equipment for Instructional Staff Services		
Net Instructional Staff Services	-	447,174
School Administration		
	130,211	
Less: Equipment for School Administration		
Net School Administration	-	130,211
Total General Fund Instructional Expenditures (Total of Column B)		\$ 2,543,979
Total General Fund Equipment Expenditures (Object 730; Functional Series 1000-4000)		
		\$ -
<b>Local Revenue Sources</b>		
<b>Earnings on Investments:</b>		
Interest on Investments		\$ -
Other Revenue from Local Sources:		
Contributions and Donations		27,233
Revenue from Judgements/Court Orders		-
Miscellaneous Revenues:		
Other Miscellaneous Revenues		31,438
Total Revenues from Local Sources		\$ 58,671

See Independent Accountants' Report on Agreed-Upon Procedures.

**JEFFERSON RISE CHARTER SCHOOL  
EDUCATION LEVELS OF PUBLIC SCHOOL STAFF  
SCHEDULE 2  
YEAR ENDED JUNE 30, 2018**

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	1	50%	13	72%		0%	1	50%
Master's Degree	1	50%	5	28%		0%	1	50%
Master's Degree + 30		0%		0%		0%		0%
Specialist in Education		0%		0%		0%		0%
Pd.D or Ed. D		0%		0%		0%		0%
<b>Total</b>	<b>2</b>	<b>100%</b>	<b>18</b>	<b>100%</b>	<b>0</b>	<b>0%</b>	<b>2</b>	<b>100%</b>

JEFFERSON RISE CHARTER SCHOOL  
NUMBER AND TYPE OF PUBLIC SCHOOLS  
SCHEDULE 3  
YEAR ENDED JUNE 30, 2018

Type	Number
Elementary	
Middle Jr. High	
Secondary	
Combination	1
<b>Total</b>	1

**JEFFERSON RISE CHARTER SCHOOL**  
**EXPERIENCE OF PUBLIC PRINCIPALS, ASSISTANT PRINCIPALS, AND FULLTIME**  
**CLASSROOM TEACHERS**  
**SCHEDULE 4**  
**YEAR ENDED JUNE 30, 2018**

	0-1 Yr.	2-3 Yrs.	4-10 Yrs.	11-14 Yrs.	15-19 Yrs.	20-24 Yrs.	25+ Yrs.	Total
Assistant Principals			1					1
Principals			1					1
Classroom Teachers	8	6	6					20
<b>Total</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22</b>

**JEFFERSON RISE CHARTER SCHOOL  
PUBLIC SCHOOL STAFF DATA: AVERAGE SALARIES  
SCHEDULE 5  
YEAR ENDED JUNE 30, 2018**

	All Classroom Teachers	Classroom Teachers, Excluding ROTC, Rehired Retirees and Flagged Salary Reductions
Average Classroom Teachers Salary Including Extra Compensation	\$ 46,560.00	\$ 46,560.00
Average Classroom Teachers Salary Excluding Extra Compensation	\$ 45,140.00	\$ 45,140.00
Number of Teacher Full-time Equivalents (FTES) used in Computation of Average Salaries	20	20

**JEFFERSON RISE CHARTER SCHOOL  
 CLASS SIZE CHARACTERISTICS  
 SCHEDULE 6  
 YEAR ENDED JUNE 30, 2018**

School Type	Class Size Range							
	1-20		21-26		27-33		34+	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Elementary								
Elementary Activity Class								
Middle High					12	100%		
Middle High Activity Class								
High								
High Activity Class								
Combination								
Combination Activity Class								

**JEFFERSON RISE CHARTER SCHOOL  
LOUISIANA EDUCATIONAL ASSESSMENT PROGRAM (LEAP)  
SCHEDULE 7  
YEAR ENDED JUNE 30, 2018**

District Achievement Level Results	English Language Arts						Mathematics					
	2018		2017		2016		2018		2017		2016	
Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 4</b>												
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	Science						Social Studies					
	2018		2017		2016		2018		2017		2016	
Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 4</b>												
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	English Language Arts						Mathematics					
	2018		2017		2016		2018		2017		2016	
Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 8</b>												
Advanced	1	1%	N/A	N/A	N/A	N/A	0	0%	N/A	N/A	N/A	N/A
Mastery	36	30%	N/A	N/A	N/A	N/A	27	22%	N/A	N/A	N/A	N/A
Basic	37	31%	N/A	N/A	N/A	N/A	26	21%	N/A	N/A	N/A	N/A
Approaching Basic	30	25%	N/A	N/A	N/A	N/A	41	34%	N/A	N/A	N/A	N/A
Unsatisfactory	17	14%	N/A	N/A	N/A	N/A	27	22%	N/A	N/A	N/A	N/A
Total	121	100%	N/A	N/A	N/A	N/A	121	100%	N/A	N/A	N/A	N/A

District Achievement Level Results	Science						Social Studies					
	2018		2017		2016		2018		2017		2016	
Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
<b>Grade 8</b>												
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	2	2%	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	27	22%	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	33	27%	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	30	25%	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	29	24%	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	121	100%	N/A	N/A	N/A	N/A

JEFFERSON RISE CHARTER SCHOOL  
GRADUATION EXIT EXAM  
SCHEDULE 8  
YEAR ENDED JUNE 30, 2018

The Graduation Exit Examination is no longer administered. The Schedule is no longer applicable.

**JEFFERSON RISE CHARTER SCHOOL**  
**iLEAP TESTS**  
**SCHEDULE 9**  
**YEAR ENDED JUNE 30, 2018**

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2018		2018		2018		2018	
Grade 3 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2018		2018		2018		2018	
Grade 5 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2018		2018		2018		2018	
Grade 6 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	2	2%	0	0	N/A	N/A	0	0
Mastery	19	16%	16	14%	N/A	N/A	6	5%
Basic	49	42%	43	37%	N/A	N/A	40	34%
Approaching Basic	32	28%	46	40%	N/A	N/A	46	40%
Unsatisfactory	19	16%	16	14%	N/A	N/A	29	25%
Total	121	100%	121	100%	N/A	N/A	121	100%

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2018		2018		2018		2018	
Grade 7 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	5	4%	0	0	N/A	N/A	4	3%
Mastery	35	30%	14	12%	N/A	N/A	18	16%
Basic	35	30%	52	45%	N/A	N/A	33	28%
Approaching Basic	25	22%	33	28%	N/A	N/A	28	24%
Unsatisfactory	16	14%	17	15%	N/A	N/A	33	28%
Total	116	100%	116	100%	N/A	N/A	116	100%

**JEFFERSON RISE CHARTER SCHOOL  
iLEAP TESTS (CONTINUED)  
SCHEDULE 9  
YEAR ENDED JUNE 30, 2018**

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2017		2017		2017		2017	
Grade 3 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2017		2017		2017		2017	
Grade 5 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2017		2017		2017		2017	
Grade 6 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	3	0	0	0	4	0	N/A	N/A
Mastery	30	26%	16	14%	18	16%	N/A	N/A
Basic	52	45%	47	41%	51	44%	N/A	N/A
Approaching Basic	26	22%	43	37%	31	27%	N/A	N/A
Unsatisfactory	10	9%	15	13%	17	15%	N/A	N/A
Total	121	100%	121	100%	121	100%	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2017		2017		2017		2017	
Grade 7 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	5	0	1	0	3	0	N/A	N/A
Mastery	31	27%	11	9%	22	19%	N/A	N/A
Basic	38	33%	43	37%	53	46%	N/A	N/A
Approaching Basic	31	27%	46	40%	26	22%	N/A	N/A
Unsatisfactory	11	9%	15	13%	12	10%	N/A	N/A
Total	116	100%	116	100%	116	100%	N/A	N/A

**JEFFERSON RISE CHARTER SCHOOL  
iLEAP TESTS (CONTINUED)  
SCHEDULE 9  
YEAR ENDED JUNE 30, 2018**

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2016		2016		2016		2016	
Grade 3 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2016		2016		2016		2016	
Grade 5 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2016		2016		2016		2016	
Grade 6 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	2	0	1	0	0	0	N/A	N/A
Mastery	40	34%	13	11%	11	9%	N/A	N/A
Basic	45	39%	45	39%	54	47%	N/A	N/A
Approaching Basic	22	19%	49	42%	37	32%	N/A	N/A
Unsatisfactory	7	6%	8	7%	15	13%	N/A	N/A
Total	116	100%	116	100%	117	100%	N/A	N/A

District Achievement Level Results	English Language Arts		Mathematics		Science		Social Studies	
	2016		2016		2016		2016	
Grade 7 Students	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Advanced	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mastery	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Approaching Basic	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Unsatisfactory	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A



## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Directors  
Jefferson RISE Charter School  
Gretna, LA

We have performed the procedures enumerated below, which were agreed to by Jefferson RISE Charter School (the School) and the Legislative Auditor, State of Louisiana, to assist the entity in complying with the requirements of the Louisiana Legislative Auditor's (LLA) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal year ended June 30, 2018. The School's management is responsible for compliance with these requirements. 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.

### Rotation of Procedures

Entities that did not have exceptions in one or more of the twelve AUP categories tested during Year 1 may exclude those categories from testing in Year 2.

Our procedures and findings are as follows:

### **Written Policies and Procedures**

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1. CLA obtained Jefferson RISE Charter School's written policies and procedures and observed if those written policies and procedures addressed each of the following financial/business functions:
  - a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget
  - 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.
  - c) **Disbursements**, including processing, reviewing, and approving
  - d) **Receipts**, including receiving, recording, and preparing deposits Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or 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).
  - e) **Payroll/Personnel**, including (1) payroll processing, and (2) reviewing and approving time and attendance records, including leave and overtime worked.
  - 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

## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

- 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
- h) **Travel and expense reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers
- 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.
- j) **Debt Service**, including (1) debt issuance approval, (2) EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

**Results:** The written policies and procedures addressed each of the above financial/business functions.

### ***Board or Finance Committee***

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- 2. CLA obtained and read the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
  - a) CLA observed that 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.
  - b) CLA observed that the minutes referenced or included financial activity relating to public funds.
  - c) **Results:** The board minutes reviewed met with a quorum at least monthly. Those minutes referenced included monthly budget-to-actual comparisons and financial activity relating to public funds.

### ***Bank Reconciliations***

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- 3. CLA obtained a listing of client bank accounts from management and management's representation that the listing is complete.
- 4. Using the listing provided by management, CLA selected 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). For each of the bank accounts selected, CLA obtained bank statements and reconciliations for all months in the fiscal period and report whether:
  - a) Bank reconciliations have been prepared;
  - 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

**INDEPENDENT ACCOUNTANT’S REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

- c) If applicable, management has documentation reflecting that it has researched reconciling items that have been outstanding for more than 12 months as of the end of the fiscal period.

**Results:** Bank reconciliations were prepared. Bank reconciliations included 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. There were no reconciling items that have been outstanding for more than 12 months as of the end of the fiscal period.

***Collections***

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We did not perform procedures 4-7 for the period ended June 30, 2018. The prior year Statewide Agreed-Upon procedures had no exceptions in this area.

***Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)***

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We did not perform procedures 8-10 for the period ended June 30, 2018. The prior year Statewide Agreed-Upon procedures had no exceptions in this area.

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

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We did not perform procedures 11-13 for the period ended June 30, 2018. The prior year Statewide Agreed-Upon procedures had no exceptions in this area.

***Travel and Travel-Related Expense Reimbursements (excluding card transactions)***

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We did not perform procedure 14 for the period ended June 30, 2018. The prior year Statewide Agreed-Upon procedures had no exceptions in this area.

***Contracts***

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We did not perform procedure 15 for the period ended June 30, 2018. The prior year Statewide Agreed-Upon procedures had no exceptions in this area.

***Payroll and Personnel***

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We did not perform procedures 16-19 for the period ended June 30, 2018. The prior year Statewide Agreed-Upon procedures had no exceptions in this area.

***Ethics***

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We did not perform procedure 20 for the period ended June 30, 2018. It is not applicable to this not-for-profit charter school.

**INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

***Other***

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21. CLA inquired of management and determined the entity had no any misappropriations of public funds or assets.

**Results:** CLA inquired of management and determined the entity had one instance of misappropriations of public funds or assets.

22. CLA observed that the entity has posted on its premises and website, the notice required by R.S. 24:523.1.

**Results:** CLA observed that the entity has posted on its premises and website, the notice required by R.S. 24:523.1.

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. CLA was 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 management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The report is intended solely for the use of management of the School, the Louisiana Department of Education, the Louisiana Legislature, 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.

*CliftonLarsonAllen LLP*

**CliftonLarsonAllen LLP**  
Glendora CA  
September 12, 2017