

**NEW VISION LEARNING ACADEMY, INC.**  
Monroe, Louisiana

**FINANCIAL STATEMENTS  
AND INDEPENDENT AUDITOR'S REPORT  
WITH SUPPLEMENTAL INFORMATION  
As of And for The Year Ended June 30, 2018**

**BY**

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**Monroe, Louisiana**

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AND INDEPENDENT AUDITOR'S REPORT  
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As of And for The Year Ended June 30, 2018**

**New Vision Learning Academy, Inc.  
Monroe, Louisiana**

**Financial Statements  
and Independent Auditor's Report  
with Supplemental Information  
As of and for the Year Ended June 30, 2018**

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## Independent Auditor's Report

To the Board of Directors of  
New Vision Learning Academy, Inc  
Monroe, Louisiana

### Report on the Financial Statement

I have audited the accompanying financial statements of New Vision Learning Academy, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2018, 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.

### Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my 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 I 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, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

**New Vision Learning Academy, Inc.  
Independent Auditor's Report (Continued)**

**Opinion**

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of New Vision Learning Academy, Inc. 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*

My audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The information in Schedules 1 through 7 and the Louisiana Compliance Questionnaire is presented for purposes of additional analysis and is not a required part of the 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 my opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, I have also issued my report dated December 28, 2018 on my consideration of New Vision Learning Academy, Inc.'s internal control over financial reporting and on my 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 my 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 New Vision Learning Academy, Inc.'s internal control over financial reporting and compliance.



Rosie D. Harper  
Certified Public Accountant

Monroe, Louisiana  
December 28, 2018

# **FINANCIAL STATEMENTS**

NEW VISION LEARNING ACADEMY, INC.  
Statement of Financial Position  
June 30, 2018

Statement A

**Assets**

Cash and Cash Equivalents	\$ 2,366,221
Prepaid Expenses	31,469
Grants Receivable	77,274
Fixed Assets (Net of Accumulated Depreciation-Note F)	<u>33,651</u>
Total Assets	<u><u>2,508,615</u></u>

**Liabilities and Net Assets**

Liabilities:

Accrued Liabilities	<u>16,311</u>
Total Liabilities	<u>16,311</u>

Net Assets:

Unrestricted	2,349,949
Temporarily Restricted:	<u>142,355</u>
Total Net Assets	2,492,304

Total Liabilities and Net Assets	<u><u>\$ 2,508,615</u></u>
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See Accompanying Auditor's Report and Notes to Financial Statements.

NEW VISION LEARNING ACADEMY, INC.

Statement of Activities

For the Year Ended

June 30, 2018

Statement B

**UNRESTRICTED NET ASSETS**

**Support**

Interest Income	\$ 2,640
State Public School Funding	2,786,970
Other Revenue	5,906
Total Support	<u>2,795,516</u>

TOTAL UNRESTRICTED SUPPORT 2,795,516

**Net Assets Released from Restrictions**

Restrictions Satisfied by Payments 520,379

TOTAL UNRESTRICTED SUPPORT AND RECLASSIFICATION 3,315,895

**Expenses**

Instructional	2,281,217
Support Services	878,198
Operation of Non-Instructional Service	252,340
Total Expenses	<u>3,411,755</u>

Change in Unrestricted Net Assets (95,860)

**TEMPORARILY RESTRICTED NET ASSETS**

Grants

Federal	
Grants	490,487
Commodities	20,656
State	6,017
Local Revenue	<u>9,501</u>

TOTAL TEMPORARILY RESTRICTED SUPPORT 526,661

Net Assets Released from Restrictions

Restrictions Satisfied by Payments (520,379)

Change in Temporarily Restricted Net Assets 6,282

Change in Net Assets (89,578)

Net Assets as of Beginning of Year 2,581,882

Net Assets as of End of Year \$ 2,492,304

See Accompanying Auditor's Report and Notes to Financial Statements.

NEW VISION LEARNING ACADEMY, INC.  
Statement of Cash Flows  
For the Year Ended  
June 30, 2018

Statement C

<b>Operating Activities</b>	<u>All Funds</u>
Change in Net Assets	\$ (89,578)
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:	
Provision for Depreciation	8,298
Decrease in Prepaid Expenses	12,795
Decrease in Grants Receivable	3,629
Decrease in Accounts Payable/Accrued Liabilities	<u>(53,359)</u>
Total Adjustments	<u>(28,637)</u>
Net Cash Provided by Operating Activities	<u>(118,215)</u>
 <b>Investing Activities</b>	
Cash Paid for Classroom Equipment	<u>(15,754)</u>
Net Cash Used by Investing Activities	<u>(15,754)</u>
Net Decrease in Cash and Equivalents	(133,969)
Cash and Cash Equivalents as of Beginning of Year	<u>2,500,190</u>
Cash and Cash Equivalents as of the End of Year	<u>\$ 2,366,221</u>

See Accompanying Auditor's Report and Notes to Financial Statements.

NEW VISION LEARNING ACADEMY, INC.  
Statement of Functional Expenses  
For the Year Ended  
June 30, 2018

Statement D

	Instructional	Support Services Program	Non- Instructional	Total Expenses
Personnel Costs				
Salaries and Wages	\$ 1,333,082	\$ 276,935	\$ 41,307	\$ 1,651,324
Payroll Taxes and Other Fringe Benefits	559,215	2,918	435	562,568
Total Personnel Costs	1,892,297	279,853	41,742	2,213,892
Other Expenses				
Administration Fee	-	6,936	-	6,936
Advertising/Telephone/Dues	-	15,529	-	15,529
Auditing and Accounting	-	18,775	-	18,775
Books and Periodicals	45,255	-	-	45,255
Building Rental/Lease	-	403,200	-	403,200
Custodial Services/Disposal	-	41,101	-	41,101
Depreciation	-	8,298	-	8,298
Food and Commodities	-	-	210,598	210,598
Insurance	-	45,120	-	45,120
Materials and Supplies	97,796	-	-	97,796
Miscellaneous (Other Supplies)	12,003	799	-	12,802
Professional and Technical Services	204,528	-	-	204,528
Repairs, Equipment and Maintenance Services	10,589	3,088	-	13,677
Student Transportation	-	1,950	-	1,950
Travel	18,749	-	-	18,749
Utilities	-	53,549	-	53,549
Total Other Expenses	388,920	598,345	210,598	1,197,863
Total Functional Expenses	\$ 2,281,217	\$ 878,198	\$ 252,340	\$ 3,411,755

See Accompanying Auditor's Report and Notes to Financial Statements.

**New Vision Learning Academy, Inc.  
Monroe, Louisiana**

**Notes to the Financial Statements  
As of and for the Year Ended June 30, 2018**

**NOTE A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Operations**

New Vision Learning Academy, Inc. is a private non-profit Organization domiciled in Monroe, Louisiana. The Organization was chartered by the State of Louisiana on September 24, 1998. The Organization is a Type (2) charter school, which operates as an independent public school. The Organization is a private non-profit organization recognized as a tax-exempt organization under section 501 (c) (3) of the Internal Revenue Service Code.

The objectives of the Organization are as follows:

- A. To enhance the personal growth and educational development of children through an academically sound program which produces intellectually able, technologically competent, morally stable, psychologically, and physically healthy, capable, and contributing citizens of the next century;
- B. To increase the meaningful involvement of parents and the community in the process of educating children;
- C. To provide service and outreach support and partnerships that will strengthen families and the community.

A Board of Directors consisting of seven (7) members governs the Organization. The Board of Directors receives no compensation.

**Financial Statement Presentation**

New Vision Learning Academy, Inc. follows the guidance of the Not-for-Profit Entities Topic of the Financial Accounting Standards Board (FASB) Accounting Standards Codifications (ASC). The Organization is required to report information regarding its financial position and activities according to three classes of net assets, unrestricted, temporarily restricted and permanently restricted. In addition, the Organization is required to present a statement of cash flows.

**Basis of Accounting**

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported on the financial statements. The financial statements of the School are prepared on the accrual basis of accounting, whereby revenues are recognized when earned and expenses are recognized when incurred.

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Public Support and Revenue**

In order to comply with restrictions, which donors place on grants and other gifts as well as designations made by its governing board, the principles of reporting net assets are used.

Revenue and public support consist mainly of state and federal grants, fundraising, and contributions. Grants and other contributions of cash and other assets are reported as permanently restricted or temporarily restricted if they are received with donor restrictions or restrictions designated by the governing board. Contributions are considered to be unrestricted unless restricted by the donor. All assets over which the Board of Directors has discretionary control have been included in the General Fund.

**Estimates**

The preparation of financial statements in conformity with Generally Accepted Accounting Principles accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Cash and Cash Equivalents**

The Organization considers all highly liquid investments with maturity of three months or less when purchased to be cash equivalents. Cash and cash equivalents for purposes of the statement of cash flows exclude permanently restricted cash and cash equivalents. Under state law, the agency may deposit funds in demand accounts, interest bearing accounts, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. The Organization had no cash equivalents during the audit period. The total cash balances at June 30, 2018, are as follows:

Temporarily Restricted	\$ 142,355
Unrestricted	2,223,866
Total Cash	<u>\$ 2,366,221</u>

**Income Taxes**

The organization is a nonprofit corporation, exempt under section 501 (c) (3) of the internal revenue code and did not conduct unrelated business activities. Accounting principles generally accepted in the United States of America require management to evaluate tax positions taken by the Organization and recognize a tax liability (or asset) if the Organization has taken an uncertain tax position that more likely than not would not be sustained upon examination by the IRS.

Management has analyzed the tax positions taken by the Organization, and has concluded that as of December 28, 2018, 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 Organization is subject to routine audits by Internal Revenue Service for the years ended June 30, 2018, 2017, and 2016; however, there are currently no audits for any tax period in progress.

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Total Columns**

Total Columns are presented to facilitate financial analysis. Data in these columns do not present financial position, results of operations and changes in net assets in conformity with Generally Accepted Accounting Principles. Neither is such data comparable to a consolidation.

**NOTE B. RETIREMENT SYSTEMS**

*Plan Description*

Substantially all employees of the Organization are provided with pensions through cost-sharing multiple-employer defined benefit pension plans administered by the Teachers' Retirement System of Louisiana ("TRSL") which is administered on a statewide basis. The authority to establish and amend the benefit terms of TRSL was granted to the respective Board of Trustees and the Louisiana Legislature by Title 11 of the Louisiana Revised Statutes. TRSL issues a publicly available financial report that can be obtained at [www.trsl.org](http://www.trsl.org).

TRSL administers three different membership plans: Regular, Plan A, and Plan B. Members of the Regular Plan are employees that meet the legal definition of "teacher" in accordance with Louisiana Revised Statute 11:701(33)(a). Members of Plan A and Plan B are school food service workers whose salary is paid through school food service funds. Plan A school food service employees are employed in parish school systems that have withdrawn from Social Security coverage. Plan B school food service employees are employed in parish school systems that have not withdrawn from Social Security coverage. Plan B employees pay into TRSL and Social Security.

*Funding Policy*

For years ending June 30, 2018, 2017 and 2016, covered employees and their employers are required to contribute to the plans as follows:

Year	Employee Normal Costs	Total Employer Contribution
2017-18		
Regular Plan	8.0%	26.6%
Plan A	9.1%	26.6%
Plan B	5.0%	26.6%
2016-17		
Regular Plan	8.0%	25.5%
Plan A	9.1%	30.7%
Plan B	5.0%	28.2%
2015-2016		
Regular Plan	8.0%	26.3%
Plan A	9.1%	31.3%
Plan B	5.0%	28.8%

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE B. RETIREMENT SYSTEMS (continued)**

The School Board's contributions for the years ended June 30, 2018, 2017, and 2016 were \$368,903, \$406,700 and \$450,988, respectively, equal to the required contributions for each year. Covered employees' salaries were \$1,406,958, \$1,653,385, and \$1,709,555 for the years ended June 30, 2018, 2017, and 2016, respectively.

*Benefits Provided*

TRSL provides retirement, deferred retirement option (DROP), disability, and survivor's benefits. Participants should refer to the appropriate statutes for more complete information. Regular Plan Members whose first employment makes them eligible for membership in a Louisiana state retirement system on or after January 1, 2011 may retire with a 2.5% accrual rate after attaining age sixty with at least 5 years of service credit and are eligible for an actuarially reduced benefit with 20 years of service at any age. All other members, if initially hired on or after July 1, 1999, are eligible for a 2.5% accrual rate at the earliest of age 60 with 5 years of service, age 55 with 25 years of service, or at any age with 30 years of service. Members may retire with an actuarially reduced benefit with 20 years of service at any age. If hired before July 1, 1999, members are eligible for a 2% accrual rate at the earliest of age 60 with 5 years of service, or at any age with 20 years of service and are eligible for a 2.5% accrual rate at the earliest of age 65 with 20 years of service, age 55 with 25 years of service, or at any age with 30 years of service. Plan A - Members may retire with a 3.0% annual accrual rate at age 55 with 25 years of service, age 60 with 5 years of service or 30 years of service, regardless of age. Plan A is closed to new entrants. Plan B - Members may retire with a 2.0% annual accrual rate at age 55 with 30 years of service, or age 60 with 5 years of service

For all plans, retirement benefits are based on a formula which multiplies the final average compensation by the applicable accrual rate, and by the years of creditable service. For Regular Plan and Lunch Plan B members whose first employment makes them eligible for membership in a Louisiana state retirement system on or after January 1, 2011, final average compensation is defined as the highest average 60-month period. For all other members, final average compensation is defined as the highest average 36-month period.

A retiring member is entitled to receive the maximum benefit payable until the member's death. In lieu of the maximum benefit, the member may elect to receive a reduced benefit payable in the form of a Joint and Survivor Option, or as a lump sum that can't exceed 36 months of the members' maximum monthly benefit amount.

Effective July 1, 2009, members may make an irrevocable election at retirement to receive an actuarially reduced benefit which increases 2.5% annually, beginning on the first retirement anniversary date, but not before age 55 or before the retiree would have attained age 55 in the case of a surviving spouse. This option can be chosen in combination with the above options.

In lieu of terminating employment and accepting a service retirement, an eligible member can begin participation in the Deferred Retirement Option Program (DROP) on the first retirement eligibility date for a period not to exceed the 3rd anniversary of retirement eligibility. Delayed participation reduces the three year participation period. During participation, benefits otherwise payable are fixed, and deposited in an individual DROP account. Upon termination of DROP, the member can continue employment and earn additional accruals to be added to the fixed pre-DROP benefit.

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE B. RETIREMENT SYSTEMS (continued)**

Upon termination of employment, the member is entitled to the fixed benefit, an additional benefit based on post -DROP service (if any), and the individual DROP account balance which can be paid in a lump sum or an additional annuity based on the account balance.

Active members whose first employment makes them eligible for membership in a Louisiana state retirement system before January 1, 2011, and who have five or more years of service credit are eligible for disability retirement benefits if certified by the State Medical Disability Board (SMDB) to be disabled from performing their job. All other members must have at least 10 years of service to be eligible for a disability benefit. Calculation of the disability benefit as well as the availability of a minor child benefit is determined by the plan to which the member belongs and the date on which the member's first employment made them eligible for membership in a Louisiana state retirement system.

A surviving spouse with minor children of an active member with five years of creditable service (2 years immediately prior to death) or 20 years of creditable service is entitled to a benefit equal to the greater of (a) \$600 per month, or (b) 50% of the member's benefit calculated at the 2.5% accrual rate for all creditable service. When a minor child(ren) is no longer eligible to receive survivor benefits, the spouse's benefit reverts to a survivor benefit in accordance with the provisions for a surviving spouse with no minor child(ren). Benefits for the minor child(ren) cease when he/she is no longer eligible. Each minor child (maximum of 2) shall receive an amount equal to the greater of (a) 50% of the spouse's benefit or (b) \$300 (up to 2 eligible children). Benefits to minors cease at attainment of age 18, marriage, or age 23 if enrolled in an approved institution of higher education. A surviving spouse without minor children of an active member with 10 years of creditable service (2 years immediately prior to death) or 20 years of creditable service is entitled to a benefit equal to the greater of (a) \$600 per month, or (b) the option 2 equivalent of the benefit calculated at the 2.5% accrual rate for all creditable service.

As fully described in Title 11 of the Louisiana Revised Statutes, the System allows for the payment of permanent benefit increases, also known as cost-of-living adjustments (COLAs), that are funded through investment earnings when recommended by the Board of Trustees and approved by the State Legislature.

The Optional Retirement Plan (ORP) was established for academic employees of public institutions of higher education who are eligible for membership in TRSL. This plan was designed to provide certain academic and unclassified employees of public institutions of higher education an optional method of funding for their retirement. The ORP is a defined contribution pension plan which provides for portability of assets and full and immediate vesting of all contributions submitted on behalf of the affected employees to the approved providers. These providers are selected by the TRSL Board of Trustees. Monthly employer and employee contributions are invested as directed by the employee to provide the employee with future retirement benefits. The amount of these benefits is entirely dependent upon the total contributions and investment returns accumulated during the employee's working lifetime. Employees in eligible positions of higher education can make an irrevocable election to participate in the ORP rather than TRSL and purchase annuity contracts—fixed, variable, or both—for benefits payable at retirement.

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE C. ACCRUED LIABILITIES**

At June 30, 2018, the Organization had accrued liabilities consisting of the following:

Payable to Vendors	\$	3,311
Payroll Liabilities		13,000
Total	\$	<u>16,311</u>

**NOTE D. CHANGES IN NET ASSETS**

At June 30, 2018, the Organization had net assets as follows:

<u>Net Assets</u>	<u>Balance @ July 1, 2017</u>	<u>Change in Net Assets</u>	<u>Balance @ June 30, 2018</u>
Unrestricted	\$ 2,445,809	\$ (95,860)	\$ 2,349,949
Temporarily Restricted	136,073	6,282	142,355
Total	<u>\$ 2,581,882</u>	<u>\$ (89,578)</u>	<u>\$ 2,492,304</u>

**NOTE E. RECEIVABLE-GRANTS**

At June 30, 2018, the Organization had grant receivables from the Louisiana Department of Education as follows:

School Lunch Fund	\$	16,434
Title I		39,364
Title II		3,817
Title IIA		5,408
IDEA B		10,077
IDEA- Pre school		2,174
Total	\$	<u>77,274</u>

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE F. FIXED ASSETS**

Capital assets are recorded at historical cost and depreciated over their estimated useful lives. Donated capital assets are recorded at their estimated fair value at the date of donation. Estimated useful life is management’s estimate of how long the asset is expected to meet service demands.

Appliance, Furniture, and Equipment                      3 to 7 years

The following is a summary of appliance, furniture, and equipment as of June 30, 2018:

Description	Balance @ July 1, 2017	Additions	Retirements	Balance @ June 30, 2018
Appliance, Furniture, & Equipment	\$ 741,432	\$ 15,754	\$ -	\$ 757,186
Depreciation	(715,237)	(8,298)	-	(723,535)
Total	<u>\$ 26,195</u>	<u>\$ 7,456</u>	<u>\$ -</u>	<u>\$ 33,651</u>

**NOTE G. OPERATING LEASE**

The Organization had an operating lease for the period ended June 30, 2018 for a building and office, which is located at the 507 Swayze Street, Monroe, Louisiana 71201. On June 30, 2018, the Organization entered into a three (3) year lease for the fiscal years ended June 30, 2019 through June 30, 2021 with an option to renew. Annual lease payments are \$403,200. At the end of the lease, the facility will revert to the owners. For the year ended June 30, 2018, the Organization paid total lease payments of \$403,200. Future lease payments are as follows:

Year Ending	Site	Cost
June 30, 2019	School Building (507 Swayze Street)	\$ 403,200
June 30, 2020	School Building (507 Swayze Street)	403,200
June 30, 2021	School Building (507 Swayze Street)	403,200
	Total	<u>\$ 1,209,600</u>

**NOTE H. FUNCTIONAL ALLOCATION OF EXPENSES**

The costs of providing the various programs and 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.

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE I. COMPENSATED ABSENCES**

All employees of the Organization earn 8 days of sick leave and 2 personal days each year, provided, however, that the employee is contracted for a full year. Sick leave can be accumulated without limitation. Upon retirement and/or death, an employee will be paid any unused sick pay not to exceed 25 days per Louisiana Revised Statute 17:47 at the employees' current rate of pay.

Members of the fully certified, tenured teaching staff of the special schools shall be eligible for sabbatical leaves for professional or cultural improvement or medical leave for the two semesters immediately following any twelve or more consecutive semesters of active service in the parish where the teacher is employed, or for the one semester immediately following any six or more consecutive semesters of service.

**NOTE J. CONCENTRATIONS OF RISKS**

**Source of Funding**

New Vision Learning Academy, Inc. received 84% of its revenues for the year ended June 30, 2018, from the State of Louisiana, according to its charter agreement with the State.

**Concentrations of Credit Risk Arising from Cash Deposits in Excess of Insured Limits**

New Vision Learning Academy, Inc. periodically maintains cash in one financial institution located in northern Louisiana in excess of insured limits. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent.

The cash deposits held at financial institutions can be categorized according to three levels of risk. These three levels of risk are as follows:

- Category 1     Deposits which are insured or collateralized with securities held by its agent in the Organization's name.
- Category 2     Deposits, which are collateralized with securities, held by the pledging financial institution's trust department or agent in the Organization's name.
- Category 3     Deposits which are not collateralized or insured.

Based on these three levels of risk, all the Organization's cash deposits are classified as Category 1. At June 30, 2018, the carrying amount and bank balance of the Organization's deposits was \$2,366,221 and was covered as follows:

Federal Depository Insurance	\$ 250,000
Pledged Securities by Fiscal Agent	<u>2,116,221</u>
Total	<u>\$ 2,366,221</u>

**New Vision Learning Academy, Inc.**  
**Notes to Financial Statements (Continued)**

**NOTE K. BUDGET PRACTICES**

The Organization prepares an annual budget that is approved by the Board of Directors. Thus, a “budget to actual” comparative statement is presented as supplemental information.

**NOTE L. SUBSEQUENT EVENTS**

Management has evaluated subsequent events through the date that the financial statements were available to be issued, December 28, 2018, and determined that no events occurred that require disclosure. No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.



ROSIE D. HARPER

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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**

To the Board of Directors of  
New Vision Learning Academy, Inc.  
Monroe, Louisiana

I 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 New Vision Learning Academy, Inc. (a nonprofit organization), 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, and have issued my report thereon dated December 28, 2018.

**Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered New Vision Learning Academy, 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 my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of New Vision Learning Academy, Inc.'s internal control. Accordingly, I do not express an opinion on the effectiveness of the Organization'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.

My 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 my audit I did not identify any deficiencies in internal control that I 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 New Vision Learning Academy, Inc.'s financial statements are free from material misstatement, I 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 my audit, and accordingly, I do not express such an

**New Vision Learning Academy, Inc.**

**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* (Continued)**

opinion. The results of my 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 my 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.



Rosie D. Harper  
Certified Public Accountant

Monroe, Louisiana  
December 28, 2018

## **SUPPLEMENTAL INFORMATION**



ROSIE D. HARPER

Certified Public Accountant, LLP

300 Washington Street, Suite 308 • Monroe, Louisiana 71201

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**Independent Accountant's Report On Applying Agreed-Upon Procedures  
to the Management of New Vision Learning Academy**

To: The Board of Directors  
New Vision Learning Academy, Inc.  
Monroe, Louisiana

I have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of New Vision Learning Academy, Inc. and the Legislative Auditor, State of Louisiana, solely to assist users in evaluating management's assertions on the performance and statistical data accompanying the annual financial statements of New Vision Learning Academy, Inc. (a Type 2 Charter 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, in compliance with Louisiana Revised Statute 24:514 I. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, I 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.

My procedures and associated findings are as follows:

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

1. I selected a sample of 25 transactions, reviewed supporting documentation, and observed that the sampled expenditures/revenues are classified correctly and are reported in the proper amounts among 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.

Additionally, I compared the amounts reported on the schedule to the general ledger trial balance as of June 30, 2018, which supports the amounts in the audited financial statements.

**Findings:**        *None*

**New Vision Learning Academy, Inc.  
Independent Accountant's Report On Applying Agreed-Upon Procedures (Continued)**

**Class Size Characteristics (Schedule 2)**

2. I obtained a list of classes by school, school type, and class size as reported on the schedule. I then traced a sample of 10 classes to the October 1 roll books for those classes and observed that the class was properly classified on the schedule.

**Findings:**        *None*

**Education Levels/Experience of Public School Staff (No Schedule )**

3. I obtained October 1st PEP data submitted to the Department of Education (or equivalent listing prepared by management), including full-time teachers, principals, and assistant principals by classification, as well as their level of education and experience, and obtained management's representation that the data/listing was complete. I then selected all 19 individuals(the total staff), traced to each individual's personnel file, and observed that each individual's education level and experience was property classified on the PEP data or equivalent listing prepared by management.

**Findings:**        *None*

**Public Staff Data: Average Salaries (No Schedule )**

4. I obtained June 30<sup>th</sup> PEP data submitted to the Department of Education (or equivalent listing provided by management) of all classroom teachers, including base salary, extra compensation, and ROTC or rehired retiree status, as well as full-time equivalents, and obtained management's representation that the data/listing was complete. I then selected all 17 individuals, traced to each individual's personnel file, and observed that each individual's salary, extra compensation, and full-time equivalents were properly included on the PEP data (or equivalent listing prepared by management).

**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. I 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 the performance and statistical data. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my 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 New Vision Learning Academy, Inc., as required by Louisiana Revised Statue 24:514 I, 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.



Rosie D. Harper  
Certified Public Accountant

Monroe, Louisiana  
December 28, 2018

**New Vision Learning Academy, Inc.  
Monroe, Louisiana**

**Schedules Required by Louisiana State Law  
(R.S. 24:514 - Performance and Statistical Data)  
as of and for the Year ended June 30, 2018**

**Schedule 1 - General Fund Instructional and Support Expenditures and Certain Local Revenue Sources**

This schedule includes general and 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).

**General Fund Instructional and Support Expenditures  
 and Certain Local Revenue Sources  
 For the Year Ended June 30, 2018**

**General Fund Instructional and Equipment Expenditures**

General Fund Instructional Expenditures:

Teacher and Student Interaction Activities:

Classroom Teacher Salaries	\$ 1,126,094	
Other Instructional Staff Activities	67,390	
Instructional Staff Employee Benefits	409,944	
Purchased Professional and Technical Services	171,965	
Instructional Materials and Supplies	110,036	
Instructional Equipment	-	
Total Teacher and Student Interaction Activities		1,885,429
Other Instructional Activities		27,010
Total General Fund Instructional Expenditures		1,912,439

Pupil Support Activities	-	
Less: Equipment for Pupil Support	-	
Net Pupil Support Activities		-

Instructional Staff Services	-	
Less: Equipment for Instructional Staff Services	-	
Net Instructional Staff Services		-

School Administration	345,105	
Less: Equipment for School Administration	-	
Net School Administration		345,105

Total General Fund Instructional and Support Expenditures \$ 2,257,544

**Total General Fund Expenditures \$ 2,257,544**

**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	-
Earnings from Other Real Property	-
Total Local Earnings on Investment in Real 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 \$ -

See Independent Accountant's Report on Applying Agreed-Upon Procedures.

**Class Size Characteristics**  
**As of October 1, 2017**

School Type	Class Size Range							
	1-20		21-26		27-33		34+	
	Percent	Number	Percent	Number	Percent	Number	Percent	Number
Elementary	67%	12	11%	2	0	0	0	0
Elementary Activity Classes	0%	0	0%	0	0	0	0	0
Middle/Jr. High	0	0	0	0	0	0	0	0
Middle/Jr. High Activity Classes	0	0	0	0	0	0	0	0
High	0	0	0	0	0	0	0	0
High Activity Classes	0	0	0	0	0	0	0	0
Combination	0	0	0	0	0	0	0	0
Combination Activity Classes	0	0	0	0	0	0	0	0

**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.

See Independent Accountant's Report on Applying Agreed-Upon Procedures.

## Schedule of Activities-Budget to Actual

For the Year Ended

June 30, 2018

	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>
<b>REVENUE</b>			
Federal	\$ 529,175	\$ 511,143	\$ 18,032
Interest Income	2,550	2,640	(90)
Local	9,850	9,501	349
State Public School Funding	2,786,814	2,786,970	(156)
Other State Funding	-	6,017	(6,017)
Miscellaneous	11,250	5,906	5,344
Total Revenue	<u>3,339,639</u>	<u>3,322,177</u>	<u>17,462</u>
<b>EXPENDITURES</b>			
Personnel Costs			
Salaries and Wages	1,620,025	1,651,324	(31,299)
Payroll Taxes and Other Fringe Benefits	549,810	562,568	(12,758)
Total Personnel Costs	<u>2,169,835</u>	<u>2,213,892</u>	<u>(44,057)</u>
Other Expenditures			
Administration Fee	6,450	6,936	(486)
Advertising/Telephone/Dues	13,750	15,529	(1,779)
Auditing and Accounting	18,775	18,775	-
Books and Periodicals	37,500	45,255	(7,755)
Building Rental/Lease	403,200	403,200	-
Custodial Services/Disposal	40,250	41,101	(851)
Food & Commodities	192,500	210,598	(18,098)
Insurance	55,500	45,120	10,380
Materials and Supplies	117,543	97,796	19,747
Miscellaneous (Other Supplies)	12,250	12,802	(552)
Professional and Technical Services	157,250	204,528	(47,278)
Repairs, Equipment and Maintenance Services	12,500	13,677	(1,177)
Student Transportation	30,000	1,950	28,050
Travel	15,525	18,749	(3,224)
Utilities	54,500	53,549	951
Total Other Expenditures	<u>1,167,493</u>	<u>1,189,565</u>	<u>(22,072)</u>
<b>Total Expenditures*</b>	<u>3,337,328</u>	<u>3,403,457</u>	<u>(66,129)</u>
<b>Excess of Revenues over Expenditures</b>	\$ 2,311	\$ (81,280)	\$ 83,591
<b>Beginning Net Assets</b>	<u>2,573,412</u>	<u>2,581,882</u>	<u>(8,470)</u>
<b>Ending Net Assets</b>	<u>2,575,723</u>	<u>2,500,602</u>	<u>75,121</u>

\* Does not include depreciation expense.

See Accompanying Auditor's Report and Notes to Financial Statements.

New Vision Learning Academy  
 Schedule of Participation and Reimbursement  
 School Lunch Program  
 June 30, 2018

Schedule 4

<b>BREAKFAST</b>									
Month July-June	Paid Meals	Rates \$ 0.30	Severely Reduced Meals	Rates \$ 1.79	Severely Free Meals	Rates \$ 2.09	Total Meals	Total Breakfasts	
Jul-17	-	\$ -	-	\$ -	738	\$ 1,542.42	738	\$ 1,542.42	
Aug-17	-	-	-	-	2,888	6,035.92	2,888	6,035.92	
Sep-17	-	-	-	-	3,417	7,141.53	3,417	7,141.53	
Oct-17	-	-	-	-	3,434	7,177.06	3,434	7,177.06	
Nov-17	-	-	-	-	2,707	5,657.63	2,707	5,657.63	
Dec-17	-	-	-	-	2,421	5,059.89	2,421	5,059.89	
Jan-18	-	-	-	-	2,471	5,164.39	2,471	5,164.39	
Feb-18	-	-	-	-	3,100	6,479.00	3,100	6,479.00	
Mar-18	-	-	-	-	2,350	4,911.50	2,350	4,911.50	
Apr-18	-	-	-	-	3,189	6,665.01	3,189	6,665.01	
May-18	-	-	-	-	2,821	5,895.89	2,821	5,895.89	
Jun-18	-	-	-	-	1,989	4,157.01	1,989	4,157.01	
<b>Total</b>	-	\$ -	-	\$ -	31,525	\$ 65,887.25	31,525	\$ 65,887.25	

<b>LUNCHES</b>									
Month July-June	Paid Meals	Rates \$ 2.52	Reduced Meals	Rates \$ 2.92	Free Meals	Rates \$ 0.33	Total Meals	Total Lunches	
Jul-17	-	\$ -	-	-	1,346	\$ 3,930.32	1,346	\$ 444.18	\$ 4,374.50
Aug-17	-	-	-	-	5,032	14,693.44	5,032	1,660.56	16,354.00
Sep-17	-	-	-	-	5,582	16,299.44	5,582	1,842.06	18,141.50
Oct-17	-	-	-	-	5,732	16,737.44	5,732	1,891.56	18,629.00
Nov-17	-	-	-	-	4,619	13,487.48	4,619	1,524.27	15,011.75
Dec-17	-	-	-	-	4,167	12,167.64	4,167	1,375.11	13,542.75
Jan-18	-	-	-	-	4,188	12,228.96	4,188	1,382.04	13,611.00
Feb-18	-	-	-	-	5,181	15,128.52	5,181	1,709.73	16,838.25
Mar-18	-	-	-	-	4,071	11,887.32	4,071	1,343.43	13,230.75
Apr-18	-	-	-	-	5,369	15,677.48	5,369	1,771.77	17,449.25
May-18	-	-	-	-	4,780	13,957.60	4,780	1,577.40	15,535.00
Jun-18	-	-	-	-	3,709	10,830.28	3,709	1,223.97	12,054.25
<b>Total</b>	-	\$ -	-	-	53,776	\$ 157,025.92	53,776	\$ 17,746.08	\$ 174,772.00

<b>MENU CERTIFICATION REIMBURSEMENT</b>				<b>SNACKS</b>		
Month July-June	Total Meals	Rate \$ 0.06	Reimb	Free Snacks	Rate \$ 0.88	Total Reimb
Jul-17	1,346	\$ 80.76	-	-	\$ -	\$ 5,997.68
Aug-17	5,032	301.92	-	-	-	22,691.84
Sep-17	5,582	334.92	2,191	1,928.08	27,546.03	
Oct-17	5,732	343.92	3,179	2,797.52	28,947.50	
Nov-17	4,619	277.14	2,419	2,128.72	23,075.24	
Dec-17	4,167	250.02	2,172	1,911.36	20,764.02	
Jan-18	4,188	251.28	2,303	2,026.64	21,053.31	
Feb-18	5,181	310.86	2,752	2,421.76	26,049.87	
Mar-18	4,071	244.26	2,032	1,788.16	20,174.67	
Apr-18	5,369	322.14	2,804	2,467.52	26,903.92	
May-18	4,780	286.80	-	-	21,717.69	
Jun-18	3,709	222.54	-	-	16,433.80	
<b>Total</b>	53,776	\$ 3,226.56	19,852	\$ 17,469.76	\$ 261,355.57	

Reimbursement	261,355.57
Total Reimbursement Received	<u>261,355.57</u>
 Total Eligible Reimbursement	 261,355.57
Difference	<u><u>-</u></u>

See Accompanying Auditor's Report and Notes to Financial Statements.

**NEW VISION LEARNING ACADEMY, INC.  
Schedule Of Findings And Questioned Costs  
Year Ended June 30, 2018**

**NOTE A. SUMMARY OF AUDIT RESULTS**

**1. Financial Statements:**

Type of auditor's report issued on whether the financial statements were prepared in accordance to GAAP: Unmodified

**2. Internal Control Over Financial Reporting:**

a. Material weakness identified: No

b. Significant deficiencies identified: No

c. Non-compliance material to financial statements noted? No

**NOTE B. FINANCIAL STATEMENTS AUDIT**

There were no findings.

**QUESTIONED COSTS**

There were no questioned costs.

NEW VISION LEARNING ACADEMY, INC.  
 Schedule of Compensation - Key Management

Schedule 6

For the Year Ended  
 June 30, 2018

Job Title	<u>Dr. Andrea Miller</u>	<u>Michael McFarland</u>	<u>Michael Dickerson</u>
	Principal	Dean of Students	Business Manager
Salary	\$ 130,000	\$ 81,380	\$ 36,000
Benefits-Insurance	11,343	6,072	-
Benefits-Retirement	34,461	19,634	-
Reimbursements	-	-	-
Travel	-	-	-
Conference Travel	302	1,698	-
Continuing Professional Education Fees	-	-	-
<b>Total Compensation</b>	<u>\$ 176,106</u>	<u>\$ 108,784</u>	<u>\$ 36,000</u>

See Accompanying Auditor's Report and Notes to Financial Statements.

NEW VISION LEARNING ACADEMY, INC.  
Schedule of Board Members

For the Year Ended  
June 30, 2018

<b>Board Member</b>	<b>Title</b>	<b>Location</b>
Dr. Danny Hunt	President	Monroe, Louisiana
Sheila Grayson	Treasurer	Monroe, Louisiana
Rod Washington	Secretary	Monroe, Louisiana
Linda Smith	Board Member	Monroe, Louisiana
Larry Doyle	Board Member (Parent)	Monroe, Louisiana
Damion Green	Board Member (Parent)	West Monroe, Louisiana
Anita Tennant Mack	Board Member	Monroe, Louisiana

**LOUISIANA COMPLIANCE QUESTIONNAIRE  
(For Audit Engagements of Charter Schools)**

November 29, 2018

Rosie D. Harper, CPA, LLP  
300 Washington Street Suite 308  
Monroe, LA 71201

In connection with your audit of our financial statements as of June 30, 2018 and for (period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of November 29, 2018 date of the representations.

**PART I. SCHOOL PROFILE**

1. Name and address of the charter school.

**New Vision Learning Academy  
507 Swayze Street  
Monroe, LA 71201**

2. List names, addresses, and telephone numbers of school officials. Include members of the governing board, chief executive and fiscal officer, and legal counsel.

**See Attachment**

3. Period of time covered by this questionnaire.

**Fiscal Year Ending June 30, 2018**

4. Identify the charter school type and the parties to the charter.

**Type 2 Board of Elementary and Secondary Education and New Vision Learning Academy, Inc.  
Board of Directors**

5. Briefly describe the public services provided.

**PreK-6 Grade Public School**

6. Identify the expiration date of current charter.

**June 30, 2020**

**LEGAL COMPLIANCE**

**PART II. ADMINISTRATION**

7. It is true that no member of the governing or management board has received any compensation other than reimbursement of actual expenses incurred while fulfilling duties as a member of such board (R.S. 17:3991(A)(1)(b)).
8. All members of the governing board and all school administrators meet the qualifications prescribed by the charter school agreement [R.S. 17.3991(B)(10)].
9. Our actual management and accounting practices comply with those prescribed by the charter agreement [R.S. 17.3991(B)(16)].
10. It is true that the school has maintained the types and amounts of insurance coverage specified by the charter agreement [R.S. 17.3991(B)(18)].
11. The school is not affiliated with any religion or religious organization or institution [R.S. 17:3991(E)(1)].

Yes [X] No [ ]

**PART III. STUDENT ADMISSIONS**

12. Student admission requirements, if any, include a system for appropriate admission decisions and the requirements have been applied on a consistent basis [R.S. 17:3991(B)(3)].
13. It is true that all students reside within the jurisdiction of the school as described in the charter agreement [R.S. 17:3991(C)(1)(a)].
14. The student application period is not less than one month nor more than three months [R.S. 17:3991(C)(1)(b)].
15. No students, other than those enrolled in the preexisting school, if applicable, or those who attended the charter school in its previous year of operation, or the siblings of students who attended the charter school in its previous year of operation have been given preferential admission or have been admitted during the application period [R.S. 17:3991(C)(1)(c)(i) through (iii)].

Yes [X] No [ ]

**PART IV. INSTRUCTIONAL STAFF**

16. The charter school has employed instructional staff who have at least a baccalaureate degree and who are subject to all provisions of state law relative to background checks applicable to the employment of public school personnel [R.S. 17: 17:3991(C)(6)].

Yes [X] No [ ]

**PART V FIXED ASSETS**

17. Yes, as a Type 4 charter school, if applicable, we have maintained records of fixed assets that clearly identify those assets belonging to the local school board [R.S. 17:3991(H)].
18. Yes, as a Type 1, Type 2, Type 3, Type 3B, or Type 5 charter school, if applicable, we have maintained records of fixed assets that clearly identify those assets acquired with public funds, which, if the school ceases to operate, become the property of the chartering authority [R.S. 17:3991(H)].

19. The charter school, regardless of type, has maintained records of fixed assets that clearly identify those assets which were acquired with private funds and which remain the property of the nonprofit organization [R.S. 17:3991(H)].

Yes [X] No [ ]

**PART VI COUNT OF STUDENTS**

20. It is true that the student count reported to the local school board or the Louisiana Department of Education, as applicable, represents the actual number of eligible students enrolled in the charter school as of October 1 of the funding year [R.S. 17:3995(A)(1)].

Yes [X] No [ ]

**PART VII OPEN MEETINGS LAW**

21. We have complied with the laws pertaining to open and public meetings (R.S. 42:11 through 42:28).

Yes [X] No [ ]

**PART VIII PUBLIC RECORDS ACT**

22. It is true that we have complied with the laws pertaining to public records (R.S. 44:1 through 44:39).

Yes [X] No [ ]

**PART IX PUBLIC BID LAW**

23. It is true that we obtained bids for any erection, construction, alteration, improvement, or repair of a public facility or immovable property (R.S. 38:2211 through 38:2259).

Yes [X] No [ ]

**PART X STATE AUDIT LAW**

24. It is true that we have provided audited financial statements to the Legislative Auditor in accordance with and within the timeframe established by the state audit law (R.S. 24:513).

Yes [X] No [ ]

**PART XI GENERAL**

25. It is true that the actual operations of the school agree with those specified in its approved charter (See Charter).

Yes [X] No [ ]

**PART XII ISSUERS OF MUNICIPAL SECURITIES**

26. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [X] No [ ]

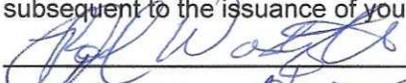
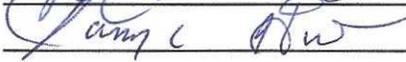
**PART XIII REPORTING**

27. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [X] No [ ]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you, the Legislative Auditor, the Louisiana Department of Education, and the applicable state grantor agency/agencies any known noncompliance that may occur subsequent to the issuance of your report.

	Secretary	<u>12-22-18</u>	Date
	Treasurer	<u>12-24-18</u>	Date
_____	President	_____	Date

Danny Hunt, President  
Board of Directors

New Vision Learning Academy  
507 Swayze Street  
Monroe, Louisiana 71201  
Telephone: (318) 338-9997  
Fax: (318) 338-9987  
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Dr. Andren' M. Miller  
Director

### Board of Director Titles 2017 - 2018

Name	Address	City/State	Zip Code	Telephone
<i>Dr. Danny Hunt, Board President Retired Engineer, Dow Chemical Pastor, Walk In The Word Church</i>	<i>3253 Deborah Drive</i>	<i>Monroe, LA.</i>	<i>71201</i>	<i>318-348-8083 (Call) 318-418-0982  <a href="mailto:dchunt@bellsouth.net">dchunt@bellsouth.net</a></i>
<i>Larry Doyle Parent</i>	<i>112 Kiowa Street</i>	<i>Monroe, LA.</i>	<i>71203</i>	<i>318-343-5169 ( h ) 318-372-7265 ( c ) (Call)  <a href="mailto:ldoneone@msn.com">ldoneone@msn.com</a></i>
<i>Sheila Grayson, Board Treasurer  Vice President Community Trust Bank</i>	<i>107 Mahan Lane</i>	<i>Monroe, LA.</i>	<i>71203</i>	<i>318-998-4668 (Call)  318-998-4641 Fax 318-680-8817  <a href="mailto:sgrayson@cctonline.com">sgrayson@cctonline.com</a></i>
<i>Damion Green  District Manager Restaurant Industry Business: Waffle House</i>	<i>112 Clover Road</i>	<i>West Monroe, LA.</i>	<i>71291</i>	<i>318-398-7323  318-512-0407 ( c ) (Call)  <a href="mailto:damion.green@hotmail.com">damion.green@hotmail.com</a></i>
<i>Anita Tennant Mack Attorney</i>	<i>603 Hodge Watson Road</i>	<i>Calhoun, LA</i>	<i>71225</i>	<i>318-318-816-1439 (Call)  <a href="mailto:attvatm@yahoo.com">attvatm@yahoo.com</a></i>
<i>Linda Smith, Board Vice President  School Counselor Carroll High School</i>	<i>403 Shady Lane</i>	<i>Monroe, LA.</i>	<i>71203</i>	<i>318-387-8441 x1006 ( w ) 318-235-2116 ( c ) (Call)  <a href="mailto:lbritton1973@yahoo.com">lbritton1973@yahoo.com</a></i>
<i>Rod Washington, Board Secretary  Public Relations Director City of Monroe</i>	<i>127 Daywood Dr.</i>	<i>Monroe, LA.</i>	<i>71203</i>	<i>318-345-3244 318-557-5669  318-366-8762 (Call)  <a href="mailto:rod.washington@ci.monroe.la.us">rod.washington@ci.monroe.la.us</a></i>

**NEW VISION LEARNING ACADEMY, INC.**  
MONROE, LOUISIANA

**INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES  
As of and for the Year Ended June 30, 2018**

**BY**

**ROSIE D. HARPER  
CERTIFIED PUBLIC ACCOUNTANT, LLP**

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**NEW VISION LEARNING ACADEMY, INC.**  
MONROE, LOUISIANA

**INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES  
As of and for the Year Ended June 30, 2018**

**NEW VISION LEARNING ACADEMY, INC.**  
**Monroe, Louisiana**

**Independent Accountant's Report  
On Applying Agreed-Upon Procedures  
As of and for the Year Ended June 30, 2018**

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INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors of  
New Vision Learning Academy, Inc. and the Louisiana Legislative Auditor:

I have performed the procedures enumerated below, which were agreed to by New Vision Learning Academy, Inc. (Entity) and the Louisiana Legislative Auditor (LLA) on the control and compliance (C/C) areas identified in the LLA's Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2017 through June 30, 2018. The Entity's management is responsible for those C/C areas identified in the SAUPs.

This agreed-upon procedures engagement was conducted 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, I 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.

The procedures and associated findings are as follows:

**Written Policies and Procedures**

1) I obtained and inspected the entity's written policies and procedures and observed whether those written policies and procedures addressed each of the following categories and subcategories, as applicable:

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

The Entity's written policies and procedures do provide guidelines for 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.

The Entity's written policies and procedures do provide guidelines for how purchases are initiated, vendors are added to the vendor list, the preparation and approval process of purchase requisitions and purchase orders. The written policies and procedures do not address how the Entity ensures compliance with the public bid law, and documentation required to be maintained for all bids and price quotes. The Entity does follow the procedures required by the Louisiana Public Bid Law.

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

The Entity's written policies and procedures do provide guidelines for processing, reviewing, and approval of disbursements. All disbursements are approved and reviewed at the appropriate level. Each disbursement is paid by original invoice. They are processed by personnel who are separate from the person who initiates, approves and signs checks.

- d) *Receipts/Collections*, including receiving, recording, and preparing deposits.

The Entity's written policies and procedures do provide guidelines for receiving, recording, and preparing deposits.

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

The Entity's written policies and procedures do provide guidelines for payroll processing and approval. The written policies and procedures do not address attendance records, overtime and approval of leave time. The Entity does have an established process to approve attendance and leave time. The employees do not work overtime.

- 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

The Entity's policies and procedures manual does not provide guidelines for contracting including types of services requiring written contracts, standard terms and conditions, legal review, approval process, and monitoring process. The Entity follows the procedures of the Louisiana Public Bid Law.

- 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 of statements, and (5) monitoring card usage

The Entity's does not use credit cards or debit cards.

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

The Entity's written policies and procedures do not provide guidelines for travel and expense reimbursement, including allowable expenses, dollar thresholds by category of expense, documentation requirements, and 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.

The Entity's written policies and procedures do not address *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.

The Entity's board secretary annually advises the board of ethics requirements to ensure all board members are in compliance.

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

The Entity does not have any debt.

**Board (or Finance Committee, if applicable)**

- 2) I obtained and inspected 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) Observed whether the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws or other equivalent document.

The Entity's board of directors met with a quorum on a frequency in accordance with the board's bylaws.

- b) For those entities reporting on the governmental accounting model, observe that the minutes referenced or included monthly budget-to-actual comparisons on the general fund and major special revenue funds, as well as monthly financial statements.

N/A

- c) For governmental entities, obtain the prior year audit report and observe the unrestricted fund balance in the general fund. If the general fund had a negative ending unrestricted fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unrestricted fund balance in the general fund.

N/A

**Bank Reconciliations**

- 3) I obtained a listing of client bank accounts for the fiscal period from management and management's representation that the listing is complete. I asked management to identify the entity's main operating account. The Entity only had four (4) bank accounts. For each of the bank accounts selected, I randomly selected one month from the fiscal period, obtained and inspected the corresponding bank statements and reconciliations for each account, and observed that:

- a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date;

Bank reconciliations were performed timely on all bank accounts provided by the Entity's management.

- b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and

The bank reconciliations are prepared by the CPA and reviewed monthly by the Principal. No reconciled items were on the bank statement outstanding for more than six months as of the end of the fiscal period.

- c) 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.

No reconciled items were on the bank statement outstanding for more than twelve months as of the end of the fiscal period.

### **Collections**

- 4) I obtained a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. I tested the collections from each of the two sites of the Entity.

- 5) The Entity has only one deposit site. For this one location, I obtained and inspected written policies and procedures relating to employee job duties at each location, and observed that job duties are properly segregated at each collection location such that:

- a) Employees that are responsible for cash collections do not share cash drawers/registers.
- b) Each employee responsible for collecting cash is not responsible for preparing /making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g. pre-numbered receipts) to the deposit.
- c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.

- d) The employee responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions are not responsible for collecting cash, unless another employee verifies the reconciliation.

The Entity collects a minimal amount of cash. The collections are for t-shirts and lunch for parents and teachers. The funds are primarily collected by the secretary or the cafeteria clerk. The supporting documentation for collections is provided to the CPA who is responsible for recording and reconciling the related bank account. Each cash collection is receipted. All cash deposits are reviewed by the CPA. All individuals responsible for handling cash are bonded.

- 6) I inquired of management that all employees who have access to cash are covered by a bond or insurance policy for theft.

All individuals responsible for handling cash are bonded.

- 7) I randomly selected two deposit dates for each of the four (4) bank accounts selected for procedure #3 under "Bank Reconciliations" above. (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day. I obtained supporting documentation for each of the eight (8) deposits and:

- a) Observed that receipts were sequentially pre-numbered.
- b) Traced sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
- c) Traced the deposit slip total to the actual deposit per the bank statement.
- d) Observed that the deposit was made within one (1) business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100).
- e) Traced the actual deposit per the bank statement to the general ledger.

The Entity collects a minimal amount of cash. The collections are for t-shirts and lunch for parents and teachers. The funds are sometimes collected by the secretary or the cafeteria clerk. The supporting documentations for collections is provided to the CPA who is responsible for recording and reconciling the related bank account. Each cash collection is receipted. All cash deposits are reviewed by the CPA. My testing disclosed no discrepancies.

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

- 8) I obtained a listing of locations that process payments for the fiscal period and management's representation that the listing was complete. I selected the one location where payments are processed.
- 9) For each location selected under #8 above, I obtained a listing of those employees involved with non-payroll purchasing and payment functions. I obtained written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
- a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.

Purchases were initiated using a requisition/purchase order system that separates initiation from approval functions in the same manner as a requisition/purchase order system. The person initiating request is separate from the person approving the purchase.

- b) At least two employees are involved in processing and approving payments to vendors.

Payments for purchases were not processed without an approval from an appropriate level of management; a receiving report showing receipt of goods purchased and an approved invoice.

- c) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.

The person responsible for processing payments is not prohibited from adding vendors to the Entity's purchasing and disbursement system but is separate from the person who authorizes and signs checks. All vendor additions and disbursements were approved by authorized personnel and management at an appropriate level

- d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

The person who mails checks is separate from the persons with signatory authority and make the final authorization and the person who processes payments.

- 10) For each location selected under #8 above, I obtained the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtained management's representation that the population is complete. I randomly selected 5 disbursements for each location, obtained supporting documentation for each transaction and:

- a) Observed that the disbursement matched the related original invoice/billing statement.

My testing did not disclose any discrepancies.

- b) Observed that the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

My testing did not disclose any discrepancies.

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

- 11) I obtained 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 and obtained management's representation that the listing is complete.

N/A. The Entity does not use credit or debit cards.

- 12) Using the listing prepared by management, I randomly selected 5 cards (or all cards if less than 5) that were used during the fiscal period. I randomly selected one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtained supporting documentation, and:

- a) Observed that there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) 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.])

N/A

- b) Observed that finance charges and late fees were not assessed on the selected statements.

N/A

- 13) I used the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly selected all transactions from each statement, and obtained supporting documentation for the transactions. For each transaction, I observed that it was supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only).

N/A

### **Travel and Expense Reimbursement**

- 14) I obtained from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. I randomly selected 5 reimbursements, obtained the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

- a) If reimbursed using a per diem, I agreed the reimbursement rate to those rates established either by the State of Louisiana or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov)).

The Entity adheres to the state of Louisiana guidelines for travel and requires an expense reimbursement report with supporting documentation for travel expenses. There were no amounts paid for travel and expense reimbursement that exceeded General Services Administration rates.

- b) If reimbursed using actual costs, I observed that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.

The Entity adheres to the state of Louisiana guidelines for travel and requires an expense reimbursement report with supporting documentation for travel expenses. My testing did not disclose any discrepancies.

- c) I observed that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observed that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedure #1h).

My testing did not disclose any discrepancies.

- d) I observed that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

My testing did not disclose any discrepancies.

### **Contracts**

15) I obtained from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* I obtained management's representation that the listing is complete. The Entity had only one (1) contract for an equipment lease. I selected the one (1) contract from the listing, excluding the practitioner's contract, and:

- a) I observed that the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.

My testing did not disclose any discrepancies.

- b) I observed that the contract was approved by the governing body/board, if required by policy or law (e.g. Lawrason Act, Home Rule Charter).

My testing did not disclose any discrepancies.

- c) If the contract was amended (e.g. change order), I observed that the original contract terms provided for such an amendment. N/A

- d) I randomly selected one payment from the fiscal period for the contract, obtained the supporting invoice, agreed the invoice to the contract terms, and observed that the invoice and related payment agreed to the terms and conditions of the contract.

My testing did not disclose any discrepancies.

### **Payroll and Personnel**

16) I obtained a listing of employees employed during the fiscal period and management's representation that the listing is complete. I randomly selected five (5) employees, obtained related paid salaries and personnel files, and agreed paid salaries to authorized salaries/pay rates in the personnel files.

My testing did not disclose any discrepancies.

17) I randomly selected one pay period during the fiscal period. For the five (5) employees selected under #16 above, I obtained attendance records and leave documentation for the pay period, and:

- a) Observed that all selected employees documented their daily attendance and leave (e.g., vacation, sick, compensatory).

My testing did not disclose any discrepancies.

- b) Observed that supervisors approved the attendance and leave of the selected employees/officials.

My testing did not disclose any discrepancies.

- c) Observed that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.

My testing did not disclose any discrepancies.

18) I obtained a listing of those employees/officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees/officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations, agree the hours to the employee/officials' cumulative leave records, and agree the pay rates to the employee/officials' authorized pay rates in the employee/officials' personnel files.

The Entity did not have any terminated employees during the fiscal year.

19) I obtained management's representation that employer and employee portions of payroll taxes, retirement contributions, health insurance premiums, and workers' compensation premiums have been paid, and associated forms have been filed, by required deadlines.

The Entity's payroll tax forms were filed and paid timely.

### **Ethics (excluding nonprofits)**

20) Using the five (5) randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain ethics documentation from management, and:

- a. I observed that the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.

N/A

- b. I observed that the documentation demonstrates each employee/official attested through signature verification that he or she has read the entity's ethics policy during the fiscal period.

N/A

### **Debt Service**

21) Obtain a listing of bonds/notes issued during the fiscal period and management's representation that the listing is complete. Select all bonds/notes on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each bond/note issued.

N/A

22) Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants.

N/A

**Other**

23) Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled.

The Entity did not have any misappropriations of public funds or assets during the fiscal period.

24) I observed that the entity has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

The notice required by R.S. 24:523.1 was posted by the Entity.

I 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 those C/C areas identified in the SAUPs. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, 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 LLA as a public document.



Rosie D. Harper  
Certified Public Accountant

Monroe, Louisiana  
December 28, 2018