

**FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT**

**ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA**

**JUNE 30, 2018**

**FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT**

**ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA**

**JUNE 30, 2018**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Academy of Environmental Science  
Citrus County, Florida

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

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Academy of Environmental Science (the School), a component unit of the Citrus County School Board District, as of and for the fiscal year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

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

### **Auditors' Responsibility**

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Certified Public Accountants**

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MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS  
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

To the Board of Directors  
Academy of Environmental Science  
Citrus County, Florida

**INDEPENDENT AUDITORS' REPORT**  
*(Concluded)*

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the School as of June 30, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.


*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the School's basic financial statements. The supplementary information, listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The information is the responsibility of management and is derived from, and relates directly to, the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic 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 basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated January 25, 2019, 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 solely 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.

  
January 25, 2019  
Ocala, Florida

**MANAGEMENT DISCUSSION AND ANALYSIS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA**

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

The following are various financial highlights for fiscal year 2018:

- The School’s total net position is \$466,990.
- Total ending unrestricted net position is \$8,800.
- The School had total expenditures for the year of \$464,085 compared to revenues of \$442,095.

**OVERVIEW OF THE BASIC FINANCIAL STATEMENTS**

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

**Government-wide Financial Statements**

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

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

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

**Fund Financial Statements**

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

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

The School maintains two individual governmental funds. The General Fund and Capital Projects Fund are considered to be major funds and, accordingly, are separately displayed.

- **Fiduciary Funds**—These funds are used to report assets held in a Trustee or fiduciary capacity for the benefit of external parties, such as student activity funds. The School uses agency funds to account for the resources held for student activities and groups.

**MANAGEMENT DISCUSSION AND ANALYSIS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
(Continued)**

**STATEMENTS OF NET POSITION**

	<b>2018</b>	<b>2017</b>
	<b>Governmental Activities</b>	<b>Governmental Activities</b>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 14,404	\$ -
Accounts Receivable	1,112	12,324
Prepaid Items	14,868	0
Capital Assets, Net	449,787	484,684
<b>Total Assets</b>	<b>480,171</b>	<b>497,008</b>
<b>Liabilities</b>		
Current Liabilities	13,181	8,028
<b>Net Position</b>		
Net Investment in Capital Assets	449,787	484,684
Restricted	8,403	-
Unrestricted	8,800	4,296
<b>Total Net Position</b>	<b>\$ 466,990</b>	<b>\$ 488,980</b>

**STATEMENTS OF ACTIVITIES**

<b>Revenues</b>		
Program Revenues:		
Capital Grants and Contributions	\$ 38,676	\$ 24,185
General Revenues:		
Florida Education Finance Program	403,144	513,620
Other Revenues	275	8,685
<b>Total Revenues</b>	<b>442,095</b>	<b>546,490</b>
<b>Program Expenses</b>		
Instruction	264,159	407,203
Student Personnel Services	80	111
Instruction and Curriculum	3,949	4,969
Instructional Staff Training	348	-
Instruction Related Technology	-	35,444
Board Related	5,208	13,283
School Administration	45,679	40,906
Facilities Acquisition/Construction	-	3,869
Fiscal Services	23,547	27,624
Central Services	2,089	232
Per Pupil Transportation	149	-
Operation of Plant	68,264	74,470
Maintenance of Plant	1,247	-
Technology Services	6,477	8,024
Unallocated Depreciation	42,889	45,919
<b>Total Expenses</b>	<b>464,085</b>	<b>662,054</b>
<b>Changes in Net Position</b>	<b>(21,990)</b>	<b>(115,564)</b>
<b>Net Position - Beginning of Year</b>	<b>488,980</b>	<b>604,544</b>
<b>Net Position - End of Year</b>	<b>\$ 466,990</b>	<b>\$ 488,980</b>

**MANAGEMENT DISCUSSION AND ANALYSIS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
(Concluded)**

**OVERALL FINANCIAL POSITION AND RESULTS OF OPERATIONS**

**Governmental Activities**

The governmental activities generated \$38,676 in program revenues and \$403,419 of general revenues, and incurred \$464,085 of program expenses. This resulted in \$21,990 decrease in net position.

**THE SCHOOL'S INDIVIDUAL FUNDS**

**General Fund**

The General Fund's fund balance is \$8,800. Revenues exceeded Expenditures by \$4,504.

**Capital Projects Fund**

The Capital Projects Fund's fund balance is \$8,403. Revenues exceeded Expenditures by \$8,403.

**BUDGETARY HIGHLIGHTS**

**General Fund**

A revised, supplemental budget was adopted during the year. There were no significant budget variances. Actual expenditures were less than budgeted expenditures by a total of \$16,650.

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

The School spent about \$5,025 for capital assets during the year. Please refer to Note 3 to the accompanying financial statements entitled Capital Assets and Depreciation for more detailed information about the School's capital asset activity.

**Debt Administration**

The School has no long-term debt. However, the School does have a long-term operating lease with the City of Crystal River, Florida for the use of their facilities.

**ECONOMIC FACTORS**

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

**CONTACTING THE SCHOOL'S FINANCIAL MANAGEMENT**

This financial report is designed to provide a general overview of the School's finances and to show the School's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact Zachary Leonard, Administrator, 12695 West Fort Island Trail, Crystal River, Florida 33429.

## **FINANCIAL STATEMENTS**



**STATEMENT OF NET POSITION  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
JUNE 30, 2018**

	<b>2018</b>
<b>Assets</b>	
Cash and Cash Equivalents	\$ 14,404
Accounts Receivable	1,112
Prepaid Items	14,868
Capital Assets, Net	449,787
<b>Total Assets</b>	<b>480,171</b>
 <b>Liabilities</b>	
Accounts Payable and Accrued Liabilities	13,181
 <b>Net Position</b>	
Net Investment in Capital Assets	449,787
Restricted	8,403
Unrestricted	8,800
<b>Total Net Position</b>	<b>\$ 466,990</b>

See accompanying notes.

**STATEMENT OF ACTIVITIES  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
FOR FISCAL YEAR ENDED JUNE 30, 2018**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>			<u>Revenue and Changes in Net Position</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	
<b>Governmental Activities</b>					
Instruction	\$ 264,159	\$ -	\$ -	\$ -	\$ (264,159)
Student Personnel Services	80	-	-	-	(80)
Instruction and Curriculum	3,949	-	-	-	(3,949)
Instructional Staff Training	348	-	-	-	(348)
Board Related	5,208	-	-	-	(5,208)
School Administration	45,679	-	-	-	(45,679)
Facilities Acquisition/Construction	-	-	-	38,676	38,676
Fiscal Services	23,547	-	-	-	(23,547)
Central Services	2,089	-	-	-	(2,089)
Per Pupil Transportation	149	-	-	-	(149)
Operation of Plant	68,264	-	-	-	(68,264)
Maintenance of Plant	1,247	-	-	-	(1,247)
Technology Services	6,477	-	-	-	(6,477)
Unallocated Depreciation	42,889	-	-	-	(42,889)
<b>Total Governmental Activities</b>	<u>\$ 464,085</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 38,676</u>	<u>(425,409)</u>
<b>General Revenues</b>					
Florida Education Finance Program					403,144
Other Revenues					275
<b>Total General Revenues</b>					<u>403,419</u>
<b>Change in Net Position</b>					(21,990)
<b>Net Position - Beginning of Year</b>					<u>488,980</u>
<b>Net Position - End of Year</b>					<u>\$ 466,990</u>

See accompanying notes.

**BALANCE SHEET**  
**ACADEMY OF ENVIRONMENTAL SCIENCE**  
**GOVERNMENTAL FUNDS**  
**CITRUS COUNTY, FLORIDA**  
**JUNE 30, 2018**

	<b>General Fund</b>	<b>Capital Projects Fund</b>	<b>Total Governmental Funds</b>
<b>Assets</b>			
Cash and Cash Equivalents	\$ 1,092	\$ 13,312	\$ 14,404
Accounts Receivable	996	116	1,112
Prepaid Items	14,868	-	14,868
<b>Total Assets</b>	<b>16,956</b>	<b>13,428</b>	<b>30,384</b>
<b>Liabilities and Fund Balances</b>			
Liabilities:			
Accounts Payable and Accrued Liabilities	8,156	5,025	13,181
Fund Balances:			
Restricted	-	8,403	8,403
Nonspendable - Prepaid Items	14,868	-	14,868
Unassigned	(6,068)	-	(6,068)
Total Fund Balances	8,800	8,403	17,203
<b>Total Liabilities and Fund Balances</b>	<b>\$ 16,956</b>	<b>\$ 13,428</b>	<b>\$ 30,384</b>

See accompanying notes.

**RECONCILIATION OF THE BALANCE SHEET TO THE  
STATEMENT OF NET POSITION  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

<b>Fund Balances - Governmental Funds</b>	\$ 17,203
<b>Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:</b>	
Capital assets used in governmental activities are not reported in the governmental funds:	
Capital Assets, Net of Accumulated Depreciation	<u>449,787</u>
<b>Total Net Position - Governmental Activities</b>	<u><u>\$ 466,990</u></u>

See accompanying notes.

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**ACADEMY OF ENVIRONMENTAL SCIENCE**  
**GOVERNMENTAL FUNDS**  
**CITRUS COUNTY, FLORIDA**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

	<b>General Fund</b>	<b>Capital Projects Fund</b>	<b>Total Governmental Funds</b>
<b>Revenues</b>			
Florida Education Finance Program	\$ 403,144	\$ -	\$ 403,144
Public Education Capital Outlay	-	38,676	38,676
Other Revenue	-	275	275
<b>Total Revenues</b>	<b>403,144</b>	<b>38,951</b>	<b>442,095</b>
<b>Expenditures</b>			
Current:			
Instruction	264,159	-	264,159
Student Personnel Services	80	-	80
Instruction and Curriculum	3,949	-	3,949
Instructional Staff Training	348	-	348
Board Related	5,208	-	5,208
School Administration	45,679	-	45,679
Fiscal Services	23,547	-	23,547
Central Services	2,089	-	2,089
Per Pupil Transportation	149	-	149
Operation of Plant	71,231	-	71,231
Maintenance of Plant	1,247	-	1,247
Technology Services	6,477	-	6,477
Capital Outlay	-	5,025	5,025
<b>(Total Expenditures)</b>	<b>424,163</b>	<b>5,025</b>	<b>429,188</b>
<b>Excess of Revenues Over Expenditures</b>	<b>(21,019)</b>	<b>33,926</b>	<b>12,907</b>
<b>Other Financing Sources (Uses)</b>			
Transfers In	25,523	-	25,523
Transfers (Out)	-	(25,523)	(25,523)
<b>Total Other Financing Sources (Uses)</b>	<b>25,523</b>	<b>(25,523)</b>	<b>-</b>
<b>Net Change in Fund Balances</b>	<b>4,504</b>	<b>8,403</b>	<b>12,907</b>
<b>Fund Balances, Beginning of Year</b>	<b>4,296</b>	<b>-</b>	<b>4,296</b>
<b>Fund Balances, End of Year</b>	<b>\$ 8,800</b>	<b>\$ 8,403</b>	<b>\$ 17,203</b>

See accompanying notes.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND  
 CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES  
 ACADEMY OF ENVIRONMENTAL SCIENCE  
 GOVERNMENTAL FUND  
 CITRUS COUNTY, FLORIDA  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

**Excess of Revenues over Expenditures - Total Governmental Funds** \$ 12,907

Amounts Reported for Governmental Activities in the Statement of Activities  
 are Different Because:

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

Expenditures for Capital Assets	5,025
Net Transfers of Capital Assets	2,967
Current Year Depreciation Expense	(42,889)

**Change in Net Position - Governmental Activities** \$ (21,990)

See accompanying notes.

**STATEMENT OF FIDUCIARY NET POSITION  
 ACADEMY OF ENVIRONMENTAL SCIENCE  
 FIDUCIARY FUND  
 CITRUS COUNTY, FLORIDA  
 JUNE 30, 2018**

	<b>Agency Fund</b>
<b>Assets</b>	
Cash and Cash Equivalents	\$ 10,159
<b>Total Assets</b>	10,159
 <b>Liabilities</b>	
Assets Held for Others	10,159
<b>Total Liabilities</b>	10,159
 <b>Net Postion</b>	\$ -

See accompanying notes.

**NOTES TO FINANCIAL STATEMENTS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA**

**Note 1 - Summary of Significant Accounting Policies**

The accounting policies of the Academy of Environmental Science conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies:

**Reporting Entity**

The Academy of Environmental Science, Inc. is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the *Florida Not For Profit Corporation Act*, and Section 1002.33, Florida Statutes. The not-for-profit corporation conducts business as The Academy of Environmental Science (the School). The governing body of the School is the not-for-profit corporation's Board of Directors, which is composed of eight members. The School is currently exempt from state and federal income tax under Section 501(c)(3) of the Internal Revenue Code and is not a private foundation. Accordingly, no provision has been made for income tax liabilities or expenses.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the Citrus County District School Board (the District). The current charter is effective until June 30, 2022, and may be renewed provided that a program review demonstrates that certain criteria addressed in Section 1002.33(7), Florida Statutes, have been successfully accomplished. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter, in which case the District is required to notify the School in writing at least 90 days prior to the charter's expiration. Pursuant to Section 1002.33(8)(e), Florida Statutes, the charter school contract provides that in the event the School is dissolved or terminated, any unencumbered funds and all School property purchased with public funds automatically revert to the District. During the term of the charter, the District may also terminate the charter if good cause is shown. The School is considered a component unit of the District.

Criteria for determining if other entities are potential component units of the School which should be reported with the School's basic financial statements are identified and described in the Governmental Accounting Standards Board (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provide for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School's basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included within the reporting entity of the School.

Certain services are provided by the District to the School.

**Government-wide Financial Statements**

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



**NOTES TO FINANCIAL STATEMENTS**  
**ACADEMY OF ENVIRONMENTAL SCIENCE**  
**CITRUS COUNTY, FLORIDA**  
*(Continued)*

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Government-wide Financial Statements (Concluded)**

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

- Net Investment in Capital Assets
- Restricted Net Position
- Unrestricted Net Position

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

**Fund Financial Statements**

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

The following governmental funds are used by the School:

*General Fund*—The General Fund is the general operating fund of the School. It is used to account for and report all financial resources not accounted for and reported in another fund.

*Capital Projects Fund*—The Capital Projects Fund is primarily used to account for and report financial resources that are restricted to capital uses.

In the accompanying fund financial statements, the General Fund and Capital Projects Fund are considered to be major funds and, therefore, are separately displayed. Additionally, the School reports the following fiduciary fund:

*Agency Fund*—The Agency Fund is used to account for financial resources held in a purely custodial capacity which are the School's Internal Account for students' activities.

**Measurement Focus and Basis of Accounting**

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

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the

**NOTES TO FINANCIAL STATEMENTS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
(Continued)**

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Measurement Focus and Basis of Accounting (Concluded)**

current period. For this purpose, the School considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when the related fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

The School’s revenue sources are considered to be susceptible to accrual and are recognized in the current fiscal period. Certain other revenue items may be considered to be measurable and available only when cash is received.

Agency fund assets and liabilities are accounted for on the accrual basis of accounting.

**Deposits with Financial Institutions**

All deposits are placed in banks that qualify as public depositories, as required by law (*Florida Security for Public Deposits Act*). Accordingly, all deposits are insured by Federal depository insurance and/or collateralized pursuant to Chapter 280, Florida Statutes.

**Capital Assets and Depreciation**

Capital assets are defined by the School as assets with an initial, individual cost of \$1,000 or more and an estimated useful life of more than one year. These assets are recorded at historical cost. Donated capital assets are recorded at estimated fair value at the date of donation.

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

Assets	Years
Furniture, Fixtures, and Equipment	3 - 10
Leasehold Improvements	7 - 40

**Revenue Sources**

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School’s charter. In accordance with the funding provisions of the charter and Florida Statutes, the School reports the number of full-time equivalent (FTE) students and related data to the District. Under the provisions of Florida Statutes, the District reports the number of FTE students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program. Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the Florida Education Finance Program and the actual weighted FTE students reported by the School during the designated FTE student survey periods. The School also receives other financial assistance. This assistance is generally based on applications submitted to and approved by the granting agency.

Charter School Capital Outlay Funds - Public Education Outlay Funds (PECO) Funds are appropriated per Section 1013.62(1), Florida Statutes for capital outlay purposes. The Commissioner of Education allocates the funds among eligible Charter Schools.

**NOTES TO FINANCIAL STATEMENTS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
(Continued)**

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Net Position**

Net position represents the difference between assets and liabilities and is reported in three categories as hereafter described. Net investment in capital assets represents capital assets, net of accumulated depreciation and any outstanding debt related to those assets. Net position is reported as restricted when there are legal limitations imposed on its use by legislation, or external restrictions imposed by other governments, creditors, or grantors. Unrestricted net position does not meet the definitions of the classifications previously described.

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

**Fund Balance**

The School follows the provisions of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, to classify fund balances for governmental funds into specifically defined classifications. The classifications comprise a hierarchy based primarily on the extent to which the School is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. Fund balance is described below:

- *Nonspendable Fund Balance*—Nonspendable fund balances are amounts that cannot be spent because they are either: (a) not in spendable form; or (b) legally or contractually required to be maintained intact.
- *Restricted Fund Balance*—Restricted fund balances are restricted when constraints placed on the use of resources are either: (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.
- *Committed Fund Balance*—Committed fund balances are amounts that can only be used for specific purposes as a result of constraints imposed by formal action of the School's highest level of decision-making authority, which is a resolution of the Board of Directors. Committed amounts cannot be used for any other purpose unless the School removes those constraints by taking the same type of action.
- *Assigned Fund Balance*—Assigned fund balances are amounts that are constrained by the School's intent to be used for specific purposes, but are neither restricted nor committed. Intent is expressed by: (a) the Board of Directors; or (b) a body or official to which the Board of Directors has delegated the authority to assign amounts to be used for specific purposes.
- *Unassigned Fund Balance*—Unassigned fund balance is the residual classification for the General Fund.

The School's policy is to expend resources in the following order: restricted, committed, assigned, and unassigned.

**Compensated Absences**

The School contracts with the District for employees; therefore, the liability for compensated absences of the School's personnel is reported by the District.

**NOTES TO FINANCIAL STATEMENTS**  
**ACADEMY OF ENVIRONMENTAL SCIENCE**  
**CITRUS COUNTY, FLORIDA**  
*(Continued)*

**Note 1 - Summary of Significant Accounting Policies (Concluded)**

**Income Taxes**

The School is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, the financial statements do not reflect a provision for income taxes. The School is no longer subject to U.S. federal or state income tax examinations by tax authorities for years before 2015.

**Use of Estimates**

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

**Budgetary Information**

An annual budget is adopted on the modified accrual basis of accounting, consistent with generally accepted accounting principles. Amendments to the budget can only be made with the approval of the Board of Directors. The fund is the legal level of control. For the year ended June 30, 2018, the School had an excess of revenues over appropriations.

**Subsequent Events**

The School has evaluated events and transactions for potential recognition or disclosure in the financial statements through January 25, 2019, the date the financial statements were available to be issued. No subsequent events have been recognized or disclosed.

**Note 2 - Operating Lease**

The School's facilities are owned by the City of Crystal River (the City). The School's current lease agreement with the City has been renewed until June 30, 2023 for \$1 per year. The lease was renewed after the City received a letter from the Florida Department of Environmental Protection stating that the required construction and maintenance of a boardwalk and trail and other public access requirements had been met. Therefore, the lease payment was reduced to \$1 annually through 2023. This letter was dated May 13, 2014. Rent paid in 2018 totaled \$23,724. The future lease payment requirement is as follows:

<u>Year Ending</u> <u>September 1,</u>	<u>Amount</u>
2019	\$ 1
2020	1
2021	1
2022	1
2023	1
	<u>\$ 5</u>

**Note 3 - Capital Assets and Depreciation**

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

**NOTES TO FINANCIAL STATEMENTS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
(Continued)**

**Note 3 - Capital Assets and Depreciation (Concluded)**

	<u>Balance July 1, 2017</u>	<u>Additions</u>	<u>Transfers/ Deletions</u>	<u>Balance June 30, 2018</u>
<b>Capital Assets</b>				
Capital Assets Not Being Depreciated:				
Construction in Process	\$ 0	\$ 5,025	\$ 0	\$ 5,025
Capital Assets Being Depreciated:				
Leasehold Improvements	687,166	0	0	687,166
Furniture, Fixtures, and Equipment	<u>50,057</u>	<u>0</u>	<u>15,845</u>	<u>65,902</u>
<b>Total Capital Assets</b>	<u>737,223</u>	<u>5,025</u>	<u>15,845</u>	<u>758,093</u>
Less Accumulated Depreciation:				
Leasehold Improvements	\$ (206,238)	\$ (40,904)	\$ 0	\$ (247,142)
Furniture, Fixtures, and Equipment	<u>(46,301)</u>	<u>(1,985)</u>	<u>(12,878)</u>	<u>(61,164)</u>
Total Accumulated Depreciation	<u>(252,539)</u>	<u>(42,889)</u>	<u>(12,878)</u>	<u>(308,306)</u>
<b>Total Capital Assets, Net</b>	<u>\$ 484,684</u>	<u>\$ (37,864)</u>	<u>\$ 2,967</u>	<u>\$ 449,787</u>

Depreciation expense for the fiscal year was \$42,889.

**Note 4 - Pension Plan/Other Postemployment Benefits**

The School contracts with the District for employees; therefore, personnel of the School participate in the District's pension plan and will receive Other Postemployment Benefits from the District. This information is described below:

**Pension Plan**

- *Plan Description*—The District contributes to the Florida Retirement System (the System), a cost-sharing multiple-employer defined benefit pension plan administered by the State of Florida, Department of Administration, Division of Retirement. The System provides retirement, disability, or death benefits to retirees or their designated beneficiaries. Chapter 121, Florida Statutes, establishes the authority for benefit provisions. Changes to the law can only occur through an act of the Florida Legislature. The System issues a publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Florida Retirement System, PO Box 9000, Tallahassee, Florida 32315-9000, or by calling (850) 488-6491.
- *Funding Policy*—For the period July 1, 2017 through June 30, 2018, the employee contribution rate was 3.0%. The District is required to contribute for the School's employees at an actuarially determined rate. The employer contribution rate at June 30, 2018, was 7.92%.

**NOTES TO FINANCIAL STATEMENTS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA  
(Continued)**

**Note 4 - Pension Plan/Other Postemployment Benefits (Concluded)**

**Pension Plan (Concluded)**

- GASB *Pronouncement* No. 68—As of and for the year ended June 30, 2018, the unfunded pension liability for the leased employees is recorded in the District financial statements due to the leased relationship. Therefore the School will not have a GASB *Pronouncement* No. 68 liability recorded in the Statement of Net Position.

**Other Postemployment Benefits (OPEB)**

- *Plan Description*—The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer defined benefit plan administered by the District. Pursuant to the provisions of Section 112.0801, Florida Statutes, employees who retire from the District or its component unit, Academy of Environmental Science, Inc., are eligible to participate in the District’s health and prescription drug coverage. The District subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The District does not offer any explicit subsidies for retiree coverage. Retirees are assumed to enroll in the Federal Medicare program for their primary coverage as soon as they are eligible. The OPEB Plan does not issue a stand-alone report, and is not included in the report of a public employee retirement system or other entity. GASB Statement No. 75 is not applicable at the School level.
- *Funding Policy*—Plan contribution requirements of the District and OPEB Plan members are established and may be amended through recommendations of the administration and action from the Board of Directors. The District has not advance-funded or established a funding methodology for the annual OPEB costs or the net OPEB obligation, and the OPEB Plan is financed on a pay-as-you-go basis.
- *Annual OPEB Cost and Net OPEB Obligation*—For the period July 1, 2017 through June 30, 2018, the OPEB liability for the leased employees is recorded at the District level due to the leased relationship. Therefore the School will not have an OPEB liability in the Statement of Net Position.

**Note 5 - Schedule of State Revenue Sources**

<b>Source</b>	<b>Amount</b>
Florida Education Finance Program	\$ 309,143
Safe Schools	1,338
Academic Instruction	22,177
Class Size Reduction	55,448
Discretionary Lottery	105
Classroom Supply Assistance	840
Advanced Placement Award	4,490
Seagrass Grant	5,746
Other	3,857
<b>Total</b>	<b>\$ 403,144</b>

Accounting policies relating to certain state revenue sources are described in Note 1.

**NOTES TO FINANCIAL STATEMENTS**  
**ACADEMY OF ENVIRONMENTAL SCIENCE**  
**CITRUS COUNTY, FLORIDA**  
*(Concluded)*

**Note 6 - Interfund Transfers**

There were no interfund transfers made during the year. Contributions from the internal accounts are presented as other revenue.

**Note 7 - Risk Management**

The School is exposed to various risks of loss related to general liability, workers' compensation, health benefits, property damage, and errors and omissions. In accordance with the charter, the School is operating as a District-initiated School. As such, all the District's risk management programs cover the School. However, the District does not have insurance to cover actions of the Board Members of the School. As a result, the School purchased commercial insurance with minimal deductibles to cover Board Member liability. There have been no claims filed since the inception of the School.

**REQUIRED SUPPLEMENTARY INFORMATION**



**BUDGETARY COMPARISON SCHEDULE  
ACADEMY OF ENVIRONMENTAL SCIENCE  
GENERAL FUND  
CITRUS COUNTY, FLORIDA  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

	General Fund			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
<b>Revenues</b>				
Florida Education Finance Program	\$ 495,182	\$ 434,627	\$ 403,144	\$ (31,483)
Other Revenue	-	550	-	(550)
<b>Total Revenues</b>	<u>495,182</u>	<u>435,177</u>	<u>403,144</u>	<u>(32,033)</u>
<b>Expenditures</b>				
Current:				
Instruction	343,165	280,898	264,159	16,739
Student Personnel Services	-	50	80	(30)
Instruction and Curriculum	4,953	3,949	3,949	-
Instructional Staff Training	-	348	348	-
Instruction Related Technology	35,589	-	-	-
Board Related	-	5,208	5,208	-
School Administration	39,660	45,706	45,679	27
Fiscal Services	19,812	23,547	23,547	-
Central Services	-	2,062	2,089	(27)
Per Pupil Transportation	-	149	149	-
Operation and Maintenance of Plant	68,587	72,419	72,478	(59)
Technology Services	6,480	6,477	6,477	-
Capital Outlay	-	-	-	-
<b>(Total Expenditures)</b>	<u>518,246</u>	<u>440,813</u>	<u>424,163</u>	<u>16,650</u>
<b>(Deficiency) of Revenues (Under)</b>				
<b>Expenditures</b>	<u>(23,064)</u>	<u>(5,636)</u>	<u>(21,019)</u>	<u>(15,383)</u>
<b>Other Financing Sources (Uses)</b>				
Transfers In	-	-	25,523	25,523
Transfers (Out)	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>25,523</u>	<u>25,523</u>
<b>Net Change in Fund Balances</b>	<u>(23,064)</u>	<u>(5,636)</u>	<u>4,504</u>	<u>10,140</u>
<b>Fund Balances, Beginning of Year</b>	<u>4,296</u>	<u>4,296</u>	<u>4,296</u>	<u>-</u>
<b>Fund Balances, End of Year</b>	<u>\$ (18,768)</u>	<u>\$ (1,340)</u>	<u>\$ 8,800</u>	<u>\$ 10,140</u>

**Note to Budgetary Comparison Schedule**

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

## **SUPPLEMENTARY INFORMATION**

**SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES  
FOR THE YEAR ENDING JUNE 30, 2018  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY DISTRICT SCHOOL BOARD  
CITRUS COUNTY, FLORIDA**

<b>Functions/Programs</b>	<b>Balance July 1, 2017</b>	<b>Additions</b>	<b>Deletions</b>	<b>Net Transfers</b>	<b>Balance June 30, 2018</b>
Classes	\$ 4,320	\$ 564	\$ (2,109)	\$ (1,591)	\$ 1,184
Clubs	4,260	4,685	(6,995)	300	2,250
Departments	-	850	-	-	850
Trusts	570	4,270	(232)	(1,486)	3,122
General	24,713	16,250	(40,987)	2,777	2,753
<b>Total Cash</b>	<u>33,863</u>	<u>26,619</u>	<u>(50,323)</u>	<u>-</u>	<u>10,159</u>
<b>Assets Held for Others</b>	<u>\$ 33,863</u>	<u>\$ 26,619</u>	<u>\$ (50,323)</u>	<u>\$ -</u>	<u>\$ 10,159</u>

**ADDITIONAL ELEMENTS REQUIRED BY  
THE *RULES OF THE AUDITOR GENERAL***

**INDEPENDENT AUDITORS' 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  
Academy of Environmental Science  
Citrus County, Florida

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 the governmental activities, each major fund, and the aggregate remaining fund information of the Academy of Environmental Science (the School), a component unit of the Citrus County School Board District, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated January 25, 2019.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the Schedule of Audit Findings as item 2013-1, which we consider to be a significant deficiency.

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To the Board of Directors  
Academy of Environmental Science  
Citrus County, Florida

**INDEPENDENT AUDITORS' 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*  
(Concluded)**

**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*.

**School's Response to Findings**

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

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

  
January 25, 2019  
Ocala, Florida

**SCHEDULE OF FINDINGS  
ACADEMY OF ENVIRONMENTAL SCIENCE  
CITRUS COUNTY, FLORIDA**

**2013-1 Lack of Segregation of Incompatible Duties for Financial Transactions (Significant Deficiency)**

**Criteria:** Significant deficiency in internal control over the account transactions for the Academy of Environmental Science (the School)'s Internal Accounts.

**Condition:** For internal account activity accounted for in the fiduciary fund, there is only one employee who has the sole responsibility to maintain the accounting records. Said employee also handles cash collections, cosigns checks, and reconciles bank statement balances to the accounting records. Internal control over cash transactions would be strengthened if these duties are separated among employees. While we acknowledge that personnel may not always be available to permit such a separation of employee duties and responsibilities, we think it is important that you are made aware of this condition.

**Cause:** The School's financial resources and size of operations only allows for one employee to perform all of the duties related to recording the deposits and disbursements related to the Internal Accounts.

**Effect:** The potential effect would be a deficiency in internal control wherein one individual could conceal an inappropriate transaction.

**Recommendations:** The School should develop mitigating controls to ensure that secondary reviews are performed by someone other than the one individual performing the transactions. This may include secondary reviews of the bank reconciliation process and detail review of all accounting transactions by someone in administration. Currently the School does mitigate some of the risk by requiring secondary signatures on all checks and preapproval of invoices to be paid by an individual other than the current bookkeeper.

**MANAGEMENT LETTER**

To the Board of Directors  
 Academy of Environmental Science  
 Citrus County, Florida

**Report on the Financial Statements**

We have audited the financial statements of the Academy of Environmental Science (the School) as of and for the fiscal year ended June 30, 2018, and have issued our report thereon dated January 25, 2019.

**Auditors’ Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.850, *Rules of the Auditor General*.

**Other Reports and Schedules**

We have issued our Independent Auditors’ Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in that report, which is dated January 25, 2019, should be considered in conjunction with this management letter.

**Prior Audit Findings**

Section 10.854(1)(e)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. The following is a tabulation of Uncorrected Audit Findings:

<b>Current Year Finding No.</b>	<b>2016-17 FY Finding No.</b>	<b>2015-16 FY Finding No.</b>
2013-1	2013-1	2013-1
2017-2	2017-2	
2018-1		

**Official Title**

Section 10.854(1)(e)5., *Rules of the Auditor General*, requires that the name or official title of the School be disclosed. The official title of the School is included in Note 1.

**Financial Condition**

Sections 10.854(1)(e)2. and 10.855(11), *Rules of the Auditor General*, require us to apply appropriate procedures, to communicate whether or not the School has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

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To the Board of Directors  
Academy of Environmental Science  
Citrus County, Florida

**MANAGEMENT LETTER**  
*(Concluded)*

**Financial Condition (Concluded)**

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), *Rules of the Auditor General*, we applied financial condition assessment procedures for the School. It is management's responsibility to monitor the School's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same. We have determined that the School is experiencing a deteriorating financial condition. See Finding 2018-1.

Section 10.854(1)(e)3., *Rules of the Auditor General*, requires that we communicate any recommendations to improve financial management. See Finding 2018-1.

**Transparency**

Sections 10.854(1)(e)7. and 10.855(13), *Rules of the Auditor General*, require us to apply appropriate procedures and communicate the results of our determination as to whether the School maintains on its website the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the School did not maintain all required items on its website the information specified in Section 1002.33(9)(p), Florida Statutes. See Finding 2017-2.

**Additional Matters**

Section 10.854(1)(e)4., *Rules of the Auditor General*, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not have such findings.

**Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Directors, applicable management, and Citrus County District and is not intended to be, and should not be, used by anyone other than these specified parties.



January 25, 2019  
Ocala, Florida

## MANAGEMENT LETTER COMMENTS

Board of Directors  
Academy of Environmental Science  
Citrus County, Florida

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

We have audited the financial statements of the Academy of Environmental Science (the School), as of and for the fiscal year ended June 30, 2018, and have issued our report thereon dated January 25, 2019. As a part of our audit, we offer the following recommendations to improve financial management, accounting procedures, and internal controls:

### **Prior Year Findings and Comments:**

#### **2017-2 Transparency of Information Required on School's Website**

**Criteria:** In accordance with Section 1002.33(9)(p), Florida Statutes, the School shall maintain a website that enables the public to obtain information regarding the School. Certain information required by the Statute was not maintained or updated on the School's website.

**Condition:** The School's website was not up to date and did not include all required information including: The School's current budget and current representative contact information.

**Cause:** Responsible personnel did not maintain all of the current or required information on the website.

**Effect:** Information required by the Statute to provide information concerning the School for the use of the public was not always available.

**Recommendations:** We recommend that management appoint an individual to gain an understanding of the required filing requirements to a website and maintain the information and continue to keep the information updated timely and completely.

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Board of Directors  
Academy of Environmental Science  
Citrus County, Florida

**MANAGEMENT LETTER COMMENTS**  
*(Concluded)*

**Prior Year Findings and Comments: (Concluded)**

**2018-1 Deteriorating Financial Condition (Updated)**

**Criteria:** Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12) *Rules of the Auditor General*, we applied financial condition assessment procedures for the School. Based on our assessment, the School's financial condition has improved from the prior year wherein the School did have sufficient revenues to cover its expenditures and expenditures did not exceed the approved budget. However, the financial condition of the School is still recovering based on the current year of revenues over expenditures. The fund balance as a percentage of expenditures for fiscal year 2018 was 4%.

**Condition:** Due to losses in the prior year, the net operating gain improved the School's net position from the prior period. However, the enrollment decreased from the prior year; therefore, related revenues declined.

**Cause:** In the prior year, the School did not properly monitor its operating budget and experienced unexpected expenditures. In the current year, the School has monitored their budget more efficiently.

**Effect:** The School's operating budget was not exceeded and there were more sufficient revenues at year-end to cover all expenditures. However, their financial position was not significantly improved.

**Recommendations:** We recommend that the School continue with their developed plan with the School's sponsor to ensure that a budget is developed and monitored on a monthly basis to assure revenues will continue to be sufficient to cover all operating expenditures.

*Durvis, Gray and Company, LLP*

January 25, 2019  
Ocala, Florida



# Academy of Environmental Science

12695 West Fort Island Trail, Crystal River, FL 34429, (352) 795-8793, Fax (352) 249-2100

Zachary Leonard  
Michelle Leeper

Administrator  
Chairman of Board of Directors

January 25, 2019

Purvis, Gray & Company, L.L.P.

Attn: Helen Y. Painter

2347 SE 17<sup>th</sup> Street

Ocala, FL 34471

Re: The Academy of Environmental Science's Audit

Dear Ms. Painter:

Regarding the above-referenced Audit, the District's Response is as follows:

## 2013-1 Lack of Segregation of Incompatible Duties for Financial Transactions

School's Response – The School acknowledges that due to staffing levels, duties cannot always be adequately separated. The Sponsor provides a compensating control of review to help mitigate any control issues.

The School has added the Board Chair as second endorser on the bank account instead of the staff responsible for writing the checks. In addition, the administrator now takes the deposits to the bank, as he is separate from the counting and recording of the daily deposits.

## 2017-1 Deteriorating Financial Condition

School's Response – The School acknowledges that they were still recovering in the 2017 2018 school year. Enrollment declined, which was the largest factor in not recovering as much as hoped for from the 2016 2017 year. Staffing continues to be reviewed and enrollment is up for the 2018 2019 school year and is expected to remain constant, with the change from a 4 block to 7 period day. The Board, administrator and staff are closely monitoring their budget and spending, making only absolute necessary purchases. The Sponsor's Finance Director is meeting with the administrator regularly to review the financial condition and budget.

## 2017-2 Transparency of Information Required on School's Website

School's Response – The School acknowledges with the passing of the webmaster in the 2017 2018 school year, transparency on the website was neglected. The Sponsor obtained a new program for it's website in the 2018 2019 school year and the School is utilizing that to maintain the website and to fulfill all requirements of Section 1002.33(9)(p).

Sincerely,

Zachary Leonard  
Administrator