

EARLY BEGINNINGS ACADEMY  
(A Charter School)

SPECIAL PURPOSE FINANCIAL STATEMENTS

YEARS ENDED JUNE 30, 2019 AND 2018

EARLY BEGINNINGS ACADEMY

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Menendez & Company  
Certified Public Accountants

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of  
United Cerebral Palsy of South Florida Charter Schools, Inc.  
d/b/a United Community Options of South Florida Charter Schools  
Miami, Florida

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

We have audited the accompanying special purpose financial statements of Early Beginnings Academy (the "School"), which comprise the statements of financial position as of June 30, 2019 and 2018, and the related statements of activities, functional expenses and cash flows for the years 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 special purpose 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***

Our responsibility is to express an opinion on these special purpose 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 special purpose financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the special purpose 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 special purpose 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 special purpose financial statements.

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

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To the Board of Directors of  
United Cerebral Palsy of South Florida Charter Schools, Inc.  
d/b/a United Community Options of South Florida Charter Schools  
Miami, Florida

As explained in Note 1 to the special purpose financial statements, the financial statements being presented is only for the School referred to above, which is a program of United Cerebral Palsy of South Florida Charter Schools, Inc. d/b/a United Community Options of South Florida Charter Schools. The special purpose financial statements do not include the statements of financial position, activities and changes in net assets, functional expenses and cash flows of United Cerebral Palsy of South Florida Charter Schools, Inc. (a not-for-profit organization). Accordingly, the accompanying special purpose financial statements are not intended to present the financial position of United Cerebral Palsy of South Florida Charter Schools, Inc. as of June 30, 2019 and 2018 or its results of operations and cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

***Opinion***

In our opinion, the special purpose financial statements referred to above present fairly, in all material respects, the financial position of Early Beginnings Academy as of June 30, 2019 and 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

***Emphasis-of Matter***

As discussed in Note 2, the School adopted the Financial Accounting Standards Board's Accounting Standards update ("ASU") 2016-14, *Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for Profit Entities* as of and for the year ended June 30, 2019. The requirements of the ASU have been applied retrospectively to all periods presented. Our opinion is not modified with respect to this matter.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated August 23, 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 to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

***Menendez & Company***

Pembroke Pines, FL  
August 23, 2019



**EARLY BEGINNINGS ACADEMY  
SPECIAL PURPOSE FINANCIAL STATEMENTS  
STATEMENTS OF FINANCIAL POSITION  
JUNE 30, 2019 AND 2018**

	2019	2018
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 715,164	\$ 423,840
Accounts receivable, net	108,396	108,630
Unemployment reserve	3,206	3,759
Prepaid expenses	116	116
<b>TOTAL CURRENT ASSETS</b>	826,882	536,345
PROPERTY AND EQUIPMENT, net	28,462	27,382
<b>TOTAL ASSETS</b>	\$ 855,344	\$ 563,727
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 14,465	\$ 8,764
Payroll related liabilities	19,538	11,833
Due to United Cerebral Palsy Association of Miami, Inc.	181,660	51,675
<b>TOTAL CURRENT LIABILITIES</b>	215,663	72,272
<b>NET ASSETS</b>		
Net assets without donor restrictions	639,681	491,455
<b>TOTAL NET ASSETS</b>	639,681	491,455
<b>TOTAL LIABILITIES AND NET ASSETS</b>	\$ 855,344	\$ 563,727

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

**EARLY BEGINNINGS ACADEMY  
SPECIAL PURPOSE FINANCIAL STATEMENTS  
STATEMENTS OF ACTIVITIES  
YEARS ENDED JUNE 30, 2019 AND 2018**

	2019	2018
CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS		
SUPPORT AND REVENUE		
School Board of Miami-Dade County		
FEFP Funding	\$ 1,975,761	\$ 1,902,054
IDEA Funding	99,582	104,521
Capital Outlay Funding	69,371	28,833
LCIR Funding	-	31,197
Other	-	10,400
Contributions	26,453	25,123
Other	4,073	28,080
TOTAL REVENUES WITHOUT DONOR RESTRICTIONS	2,175,240	2,130,208
EXPENSES		
Program Services:		
Instruction	766,962	881,826
Student and instructional support	372,119	332,684
	1,139,081	1,214,510
General Supporting Services	887,933	886,462
TOTAL EXPENSES	2,027,014	2,100,972
INCREASE IN NET ASSETS WITHOUT DONOR RESTRICTIONS	148,226	29,236
NET ASSETS AT BEGINNING OF YEAR	491,455	462,219
NET ASSETS AT END OF YEAR	\$ 639,681	\$ 491,455

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

**EARLY BEGINNINGS ACADEMY  
SPECIAL PURPOSE FINANCIAL STATEMENTS  
STATEMENTS OF FUNCTIONAL EXPENSES  
YEARS ENDED JUNE 30, 2019 AND 2018**

	2019				2018			
	Instruction Services	Student Instructional Support Services	General Support Services	Total	Instruction Services	Instructional Student Support Services	General Support Services	Total
EXPENSES								
Exceptional student instruction	\$ 766,962	\$ -	\$ -	\$ 766,962	\$ 881,826	\$ -	\$ -	\$ 881,826
Student personnel services	-	369,547	-	369,547	-	325,905	-	325,905
Instructional and curriculum developmental services	-	10	-	10	-	1,288	-	1,288
Instructional staff training services	-	2,562	-	2,562	-	5,491	-	5,491
Board	-	-	21,500	21,500	-	-	21,500	21,500
School administration	-	-	230,432	230,432	-	-	255,096	255,096
Fiscal services	-	-	201,949	201,949	-	-	264,331	264,331
Central services	-	-	3,390	3,390	-	-	9,764	9,764
Student transportation services	-	-	168,894	168,894	-	-	185,304	185,304
Operation of plant	-	-	258,952	258,952	-	-	144,467	144,467
Depreciation	-	-	2,816	2,816	-	-	6,000	6,000
<b>TOTAL FUNCTIONAL EXPENSES</b>	<b>\$ 766,962</b>	<b>\$ 372,119</b>	<b>\$ 887,933</b>	<b>\$ 2,027,014</b>	<b>\$ 881,826</b>	<b>\$ 332,684</b>	<b>\$ 886,462</b>	<b>\$ 2,100,972</b>

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

**EARLY BEGINNINGS ACADEMY  
SPECIAL PURPOSE FINANCIAL STATEMENTS  
STATEMENTS OF CASH FLOWS  
YEARS ENDED JUNE 30, 2019 AND 2018**

	2019	2018
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Increase in net assets	\$ 148,226	\$ 29,236
Adjustment to reconcile increase in net assets to net cash provided by operating activities:		
Depreciation and amortization	2,816	6,000
Decrease (increase) in:		
Accounts receivable	234	20,946
Unemployment reserve	553	(206)
Prepaid expenses	-	734
Increase (decrease) in:		
Accounts payable and accrued expenses	5,701	(2,084)
Payroll related liabilities	7,705	(5,918)
<b>TOTAL ADJUSTMENTS</b>	<b>17,009</b>	<b>19,472</b>
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>165,235</b>	<b>48,708</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Additions to furniture and equipment	(3,896)	(18,122)
<b>NET CASH USED IN INVESTING ACTIVITIES</b>	<b>(3,896)</b>	<b>(18,122)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Change in balance due to/from United Cerebral Palsy Association of Miami, Inc.	129,985	35,127
<b>NET CASH PROVIDED BY FINANCING ACTIVITIES</b>	<b>129,985</b>	<b>35,127</b>
<b>NET INCREASE IN CASH</b>	<b>291,324</b>	<b>65,713</b>
<b>CASH AT BEGINNING OF YEAR</b>	<b>423,840</b>	<b>358,127</b>
<b>CASH AT END OF YEAR</b>	<b>\$ 715,164</b>	<b>\$ 423,840</b>

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

**EARLY BEGINNINGS ACADEMY  
NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS  
YEARS ENDED JUNE 30, 2019 AND 2018**

**Note 1 NATURE OF ACTIVITIES**

**Nature of Activities**

United Cerebral Palsy of South Florida Charter Schools, Inc. d/b/a United Community Options of South Florida Charter Schools (the Organization) is a non-profit organization incorporated under the laws of the State of Florida to provide educational and support services to developmentally disabled children and adolescents ages birth through 22 years; be a community resource for children and adolescents with developmental disabilities; and provide daycare, after school and other related services to children and adolescents of the community, including operating charter schools organized pursuant to Section 228.056 of the Florida Statutes (2001).

On November 17, 2004, the School Board of Miami-Dade County, Florida (the School Board) approved the applications submitted by the Board of Directors of United Cerebral Palsy of South Florida Charter Schools, Inc. for the creation of the Early Beginnings Academy (the School) and the Early Beginnings Academy North Shore Charter School (EBA North Shore). The charter school contract for the School was amended on May 16, 2007 consolidating the operation of the School and EBA North Shore effective for the school year 2007-2008 and providing for operation of the School at three locations (Civic Center, North Shore and Hialeah) serving special education students grades Pre-K to 2<sup>nd</sup> grade. The Organization board of directors approved the closing of the Hialeah location to be effective for the 2012-2013 school year, however, the school may be re opened at a later date. The maximum enrollment capacity of the School is 150 students.

The School currently operates under a charter with the School Board that was approved for a second renewal on June 18, 2015 for an additional 10 years ending on June 30, 2025. The charter may be renewed by mutual written agreement between the School and the School Board. At the end of the term of the charter, the School Board may choose not to renew the charter under grounds specified in the charter in which case the School Board is required to notify the School in writing at least 90 days prior to the charter's termination. Pursuant to Section 228.056(11)(e), Florida Statutes (2001), 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 School Board. During the term of the charter, the School Board may also terminate the charter if good cause is shown.

The School is accounted for as a program of the Organization. The governing body of the School is the Organization's Board of Directors.

**Board of Directors**

The Board of Directors of United Cerebral Palsy of South Florida Charter Schools, Inc. consists of the following members:

Roy Lustig	Chairperson / President
Jeremy Steinhart	Vice-Chairperson / Secretary
Valerie Jennings	Member
Raisa Bauza	Parent Member

**EARLY BEGINNINGS ACADEMY  
NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS  
YEARS ENDED JUNE 30, 2019 AND 2018**

**Note 1 NATURE OF ACTIVITIES (Continued)**

**School Location and Enrollment**

<u>School Name and Addresses</u>	<u>Location No.</u>	<u>Grades</u>	<u>Enroll- ment</u>	<u>School Principal</u>
Early Beginnings Academy	4070	Pre-K, K – 2 <sup>nd</sup>	112	Makeesha Coleman
Location at Civic Center: 1411 N.W. 14th Avenue Miami, Florida 33125				
Location at North Shore: 985 N.W. 91 <sup>st</sup> Street Miami, Florida 33150				

**Note 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Presentation**

The financial statements, disclosures and account classifications are presented pursuant to the accounting regulations promulgated by the State of Florida Department of Education. The special purpose financial statements present the financial position, activities, net assets, functional expenses and cash flows for the Early Beginnings Academy only and do not include the assets, liabilities, net assets and statements of activities, functional expenses and cash flows of United Cerebral Palsy of South Florida Charter Schools, Inc.

For financial reporting purposes, Early Beginnings Academy is a program of United Cerebral Palsy of South Florida Charter Schools, Inc. and is included in the Organization's annual financial statements.

**Adoption of New Accounting Pronouncement**

For the year ended June 30, 2019, the Organization adopted the Financial Accounting Standards Board's Accounting Standards Update (ASU) No. 2016-14 – *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. This update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return between not-for-profit entities. A key change required by ASU 2016-14 are the net asset classes used in these financial statements. Amounts previously reported as unrestricted net assets are now reported as net assets without donor restrictions and amounts previously reported as temporarily restricted net assets and permanently restricted net assets, if applicable, are now reported as net assets with donor restrictions.

**Reclassification**

Certain reclassifications have been made to the 2018 financial statement presentation to correspond to the current year's format. Net assets and changes in net assets are unchanged due to these reclassifications.

**EARLY BEGINNINGS ACADEMY**  
**NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS**  
**YEARS ENDED JUNE 30, 2019 AND 2018**

**Note 2 NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Classification of Net Assets**

Activities of the School are recorded in its Statements of Financial Position and Activities according to two classes of net assets (net assets without donor restrictions or with donor restrictions) based upon the existence or absence of donor-imposed restrictions.

**Cash and Cash Equivalents**

For purposes of the statement of cash flows, short-term marketable investments purchased with an original maturity date of three months or less are considered to be cash equivalents.

**Credit Risk**

Financial instruments which potentially subject the School to concentration of credit risk consist principally of cash and accounts receivable. The School maintains its cash in bank deposit accounts which, at times, may exceed the Federal Deposit Insurance Corporation ("FDIC") insured limits up to \$250,000. At June 30, 2019, the School had uninsured cash balances of approximately \$469,000.

**Contributions**

Contributions received are recorded as net assets with donor restrictions or net assets without donor restrictions depending on the existence or nature of any donor restrictions. However, donor-restricted contributions whose restrictions are met in the same reporting period are reported as net assets without donor restrictions.

Contributions of donated non-cash assets are recorded at their fair values in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received.

**Accounts Receivable**

The School uses the allowance method to account for uncollectible accounts receivable. The allowance for doubtful accounts is based on management analysis of possible bad debts. As of June 30, 2019 and 2018, there was no allowance for doubtful accounts.

**Property and Equipment**

Property and equipment are recorded at cost, except for donated assets which are recorded at their estimated fair value at the date of donation. The straight-line method is used to provide for depreciation over three to ten year estimated useful lives of the assets. The School capitalizes assets with a cost greater than \$1,000 and a useful life greater than one year. Maintenance and repairs are expensed as incurred; replacements and improvements are capitalized.



**EARLY BEGINNINGS ACADEMY  
NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS  
YEARS ENDED JUNE 30, 2019 AND 2018**

**Note 2 NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Impairment of Long Lived Assets**

The School's management evaluates the recoverability of the investment in long-lived assets on an ongoing basis and recognizes any impairment in the year of determination. Long-lived assets were tested for impairment as of June 30, 2019, and in the opinion of management, there was no impairment.

**Revenue Sources**

Student funding is provided by the State of Florida Department of Education (FDOE) through the School Board of Miami-Dade County, Florida. This funding is received on a pro-rata basis over the twelve month period based on the student attendance reported by the school during the designated Full-Time Equivalent (FTE) survey periods.

In accordance with the charter agreement, the School Board retains five percent as an administrative fee, approximately \$39,200 and \$41,700 during the years ended June 30, 2019 and 2018 and are reflected as a reduction against FEFP funding on the statement of activities

Section 1013.62(1), Florida Statutes, establishes eligibility criteria and allocation procedures for the distribution of capital outlay funds to charter schools. Distributions from capital outlay funds are sent on a monthly basis to the sponsoring school district, which in turn remits funds to the charter schools. Pursuant to Section 1013.62(2), Florida Statutes, charter school capital outlay funds may be use only for specific purposes in which the School has complied. The School receives an annual allocation of charter school capital outlay funds for leasing of school facilities.

The School also receives federal awards for the enhancement of various educational programs. This assistance is generally received based on applications submitted and approved by various granting agencies. For federal awards which require incurring eligible expenditures, revenue is recognized to the extent eligible expenditures have been incurred. In the fiscal years 2019 and 2018, the School received a federal award through Individuals with Disability Education Act (IDEA).

**Use of Estimates**

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

**Functional Allocation of Expenses**

The School allocates expenses on a functional basis among its programs and supporting services. Expenses that can be identified as belonging to a specific program and/or support service are allocated directly according to their natural expense classification.

**EARLY BEGINNINGS ACADEMY  
NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS  
YEARS ENDED JUNE 30, 2019 AND 2018**

**Note 3 TAX STATUS**

The Organization, and therefore the School, is a non-profit organization exempt from federal income taxes under Sec. 501(c)(3) of the Internal Revenue Code and has been classified as a public charity. The School's activities have been in furtherance of the Organization's tax-exempt purpose and there is no unrelated business income subject to taxation. As of June 30, 2019, with a few exceptions, the School is no longer subject to income tax examinations by the United States federal taxing authority for any tax year before 2016.

**Note 4 PROPERTY AND EQUIPMENT**

For the years ended June 30, 2019 and 2018, the School's property and equipment consisted of the following:

	2019	2018
Furniture and equipment	\$ 138,503	\$ 134,607
Building improvements	6,902	6,902
	145,405	141,509
Less: Accumulated depreciation	116,943	114,127
	\$ 28,462	\$ 27,382

Depreciation expense for the years ended June 30, 2019 and 2018 was \$2,816 and \$6,000, respectively.

Upon non-renewal or termination of the School's contract with the School Board, any property, improvements, furnishings and equipment purchased with public funds shall automatically revert to the School Board. As of June 30, 2019, the cost and the net book value of property and equipment purchased with public funds was \$135,401 and \$28,462, respectively.

**Note 5 RELATED PARTY TRANSACTIONS**

United Cerebral Palsy of South Florida Charter Schools, Inc. and United Cerebral Palsy Association of Miami, Inc. d/b/a United Community Options of Miami (UCPM) are considered to be related parties for financial statement reporting purposes. UCPM is tax-exempt not-for-profit corporation who provides services to the developmentally disabled and the handicapped. UCPM provides to the School managerial, administrative, accounting and other related services, general liability and property insurance coverage, educational leadership services, funds for start up costs and working capital, and leases classroom space and facilities to the School.

UCPM provides administrative and educational leadership services to the School. Fees for these services can be adjusted based on the School's financial ability. The fees paid to UCPM for administrative and educational leadership services for the years ended June 30, 2019 and 2018 was \$194,629 and \$257,351, respectively.

**EARLY BEGINNINGS ACADEMY  
NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS  
YEARS ENDED JUNE 30, 2019 AND 2018**

**Note 5 RELATED PARTY TRANSACTIONS (Continued)**

In addition, the agreement provides for the following services:

Purchased instructional and non-instructional services and classroom personnel: Reimbursement for services provided by UCPM staff are based on an allocation of total time spent on service to the School for identified positions based on their salary and benefits.

Transportation: UCPM provides the coordination and supervision of all transportation services to the School. The charges for these services are based on an allocation methodology as approved in the annual budget.

In the school year 2018-2019, the School purchased services for teachers and social services from UCPM. The fees for these services from UCPM for the year ended June 30, 2019 and 2018 was \$1,061,585 and \$41,883, respectively.

The School leases its classroom facilities from UCPM. The lease for each location is through the period ending June 30, 2022, with options to renew for two five-year periods. The lease contains a rent adjustment to fair market square footage that maybe instituted retroactively to July 1, 2017 depending on the school financial ability. In 2019, UCPM implemented the rent adjustment that resulted in additional rent of \$115,034.

For the years ended June 30, 2019 and 2018, the rent expense for the School by location was as follows:

	2019	2018
Civic Center	\$ 122,970	\$ 65,453
North Shore	122,970	65,453
	\$ 245,940	\$ 130,906

On July 1, 2019, the School and UCPM entered into a new lease agreement for classroom facilities terminating the old agreement. The new agreement is for the Civic location to expand its classroom facilities. The North Shore location for the school year 2019-2020 will be non-operational and the School will be relocating the students to the Civic location. The lease is through June 30, 2024, with options to renew for two five-year periods. The annual cost shall be \$150,000 payable in twelve equal monthly installments of \$12,500. The lease contains a rent adjustment to fair market square footage that maybe instituted retroactively to July 1, 2019 depending on the school financial ability.

The minimum future lease payments for the School for the year ended June 30, are as follows:

Years	Total
2020	\$ 150,000
2021	150,000
2022	150,000
2023	150,000
2024	150,000

**EARLY BEGINNINGS ACADEMY  
NOTES TO SPECIAL PURPOSE FINANCIAL STATEMENTS  
YEARS ENDED JUNE 30, 2019 AND 2018**

**Note 5 RELATED PARTY TRANSACTIONS (Continued)**

UCPM's central office is located at 2700 West 81<sup>st</sup> Street, Hialeah, Florida and its main program facility is located at 1411 N.W. 14<sup>th</sup> Street, Miami, Florida.

UCPM's Board of Directors is as follows:

Norman Bonchick	Chairperson
Richard Rangel	Vice Chairperson
Craig Steinhart	Vice Chairperson

**Note 6 EMPLOYEE BENEFIT PLAN**

The School has a 403(b) retirement plan. Under 403(b), the employees may contribute up to 100 percent of their annual compensation, subject to certain statutory limitations. The School matches employee contributions at 50 percent up to 6 percent of the employees' compensation. The School's contributions to the 403(b) vest ratably over two to six years of service as specified in the plan. For the years ended June 30, 2019 and 2018, the School's cost under the retirement plan was approximately \$1,750 and \$15,000, respectively. The plan is held in a trust for the exclusive benefit of the participants and their beneficiaries; consequently, the School has no fiduciary responsibility and the net assets of the plan are not included in the School's special purpose financial statements.

**Note 7 ECONOMIC DEPENDENCE**

For the year ended June 30, 2019, revenues for program services from the School Board represented 99% of the School's total program revenues. The School's ability to continue operating and to provide program services is predicated on the School Board's continued support and funding of its programs. If a significant reduction were to occur, it would have an adverse effect on the School's ability to continue operating the programs and services being provided.

**Note 8 LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS**

The School has \$823,560 of financial assets available within one year of the statement of financial position date to meet cash needs for general operating expenditures, consisting of cash of \$715,164 and accounts receivable, net of \$108,396. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position date. As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

**Note 9 SUBSEQUENT EVENTS**

Management has evaluated subsequent events through August 23, 2019, which is the date the financial statements were available to be issued. As discussed in Note 5, the School has entered into a new lease agreement on July 1, 2019, with UCPM to expand its classroom facilities at the Civic location. The North Shore location will be non-operational for the 2019-2020 school year and the School will be relocating the students to the Civic location. On July 24, 2019 the School Board approved the addition of grades 3<sup>rd</sup> through 5<sup>th</sup>.



Menendez & Company  
Certified Public Accountants

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  
United Cerebral Palsy of South Florida Charter Schools, Inc.  
d/b/a United Community Options of South Florida Charter Schools  
Miami, 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 special purpose financial statements of Early Beginnings Academy (the School), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated August 23, 2019.

**Internal Control Over Financial Reporting**

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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To the Board of Directors of  
United Cerebral Palsy of South Florida Charter Schools, Inc.  
d/b/a United Community Options of South Florida Charter Schools  
Miami, Florida

### **Compliance and Other Matters**

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

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the 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.

*Menendez & Company*

Pembroke Pines, FL  
August 23, 2019



Menendez & Company  
Certified Public Accountants

**MANAGEMENT LETTER IN ACCORDANCE WITH THE RULES OF THE AUDITOR  
GENERAL OF THE STATE OF FLORIDA**

To the Board of Directors of  
United Cerebral Palsy of South Florida Charter Schools, Inc.  
d/b/a United Community Options of South Florida Charter Schools  
Miami, Florida

**Report on the Financial Statements**

We have audited the special purpose financial statements of the Early Beginnings Academy (the School) as of and for the fiscal year ended June 30, 2019, and have issued our report thereon dated August 23, 2019.

**Auditor's 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.

**Other Reports and Schedules**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*, which is dated August 23, 2019, and 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. There were no findings or recommendations made in the preceding annual financial audit report and accordingly, no corrective actions were necessary.

**Official Title**

Section 10.854(1)(e)5., Rules of the Auditor General, requires the name or official title of the entity and the school code assigned by the Florida Department of Education be disclosed in this management letter. The official title of the entity is Early Beginnings Academy and the School code assigned is 4070.

**Financial Condition and Management**

Section 10.854(1)(e)2. And 10.855(11), Rules of the Auditor General, requires that we apply appropriate procedures and communicate whether or not the School has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific conditions met. In connection with our audit, we determined that the Early Beginnings Academy did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

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Miami, Florida

**Financial Condition (Continued)**

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 Early Beginnings Academy. It is management's responsibility to monitor the Early Beginnings Academy'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.

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

**Transparency**

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, requires that we apply appropriate procedures and communicate the results of our determination as to whether the Early Beginnings Academy maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the Early Beginnings Academy maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

**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 which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

**Purpose of this Letter**

Our management letter is intended solely for the information and uses of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, the School Board of Miami-Dade County, Florida, the Board of Directors, and applicable management and is not intended to be and should not be used by anyone other than these specified parties.

*Menendez & Company*

Pembroke Pines, FL  
August 23, 2019