# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. (A COMPONENT UNIT OF THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA)

# BASIC FINANCIAL STATEMENTS AND ADDITIONAL INFORMATION

June 30, 2012

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. BASIC FINANCIAL STATEMENTS AND ADDITIONAL INFORMATION June 30, 2012

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# BASIC FINANCIAL STATEMENTS

#### INDEPENDENT AUDITORS' REPORT

To the Board of Directors Archimedean Academy A Department of Archimedean Academy, Inc. Miami, Florida

We have audited the accompanying basic financial statements of the governmental activities and each major fund of Archimedean Academy (the "School") a department of Archimedean Academy, Inc. and a component unit of the Public School Board of Miami-Dade County, Florida, as of and for the year ended June 30, 2012, which collectively comprise the School's basic financial statements as listed in the table of contents. These basic financial statements are the responsibility of the School's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements of the School are intended to present the financial position and changes in financial position of only that portion of the governmental activities, and General Fund and aggregate remaining fund information of the School that is attributable to the transactions of Archimedean Academy. They do not purport to, and do not, present fairly the financial position of Archimedean Academy, Inc. as of June 30, 2012, and its changes in financial position or budgetary comparison, where applicable, for the year ended June 30, 2012, in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the School as of June 30, 2012, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 4, 2012, on our consideration of the School's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

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Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the statements of revenues and expenditures – budget and actual – general fund and special revenue fund on pages 3 through 7 and 23 through 24 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 operation, 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 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 or provide any assurance.

# KEEFE, McCULLOUGH & CO., LLP

Fort Lauderdale, Florida September 4, 2012

# MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of Archimedean Academy (the "School"), we offer readers of the School's basic financial statements this narrative overview and analysis of the financial activities of the School for the year ended June 30, 2012.

Management's discussion and analysis is included at the beginning of the School's basic financial statements to provide, in layman's terms, the past and current position of the School's financial condition. This summary should not be taken as a replacement for the audit which consists of the basic financial statements and other supplementary information which immediately follow this discussion.

#### FINANCIAL HIGHLIGHTS

Our basic financial statements provide these insights into the results of this year's operations.

- The School's total assets exceeded its liabilities as of June 30, 2012 by \$ 179,923 (net assets).
- The School's net assets increased by \$ 31,015 during the current fiscal year as a result of this year's operations.

# **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the School's basic financial statements. The School's basic financial statements are comprised of three components: 1) government-wide basic financial statements, 2) fund basic financial statements, and 3) notes to the basic financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### **Government-wide basic financial statements**

The government-wide basic financial statements are designed to provide readers with a broad overview of the School's finances, in a manner similar to a private sector business.

The statement of net assets presents information on all of the School's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the School is improving or deteriorating.

The statement of activities presents information showing how the School's net assets changed during the year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide basic financial statements include all governmental activities that are principally supported by grants and entitlements from the state for full-time equivalent funding. The School does not have any business-type activities. The governmental activities of the School primarily include instruction and instructional support services.

The government-wide basic financial statements can be found on pages 8 and 9 of this report.

#### Fund basic financial statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The School, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

#### **Governmental funds**

All of the funds of the School are governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide basic financial statements. However, unlike the government-wide basic financial statements, governmental basic fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the School's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide basic financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide basic financial statements. By doing so, readers may better understand the long-term impact of the School's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and change in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The School maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and change in fund balance. The General Fund, Special Revenue Fund and Capital Project Fund are considered to be the School's major funds.

The School Board adopts an annual appropriated budget for its governmental funds. A budgetary comparison statement has been provided for the General Fund and Special Revenue Fund.

The governmental fund financial statements can be found on pages 10 through 13 of this report.

#### Notes to basic financial statements

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to basic financial statements can be found on pages 14 through 22 of this report.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

The School has been in operation for nine years; therefore, comparative government-wide data is presented. The School's net assets were \$ 179,923 at June 30, 2012. Of this amount, \$ 381,595 represented a deficit in unrestricted net assets and \$ 561,518 represented amounts invested in capital assets, net of related debt. See "Financial Highlights" on page 3 of this report for an explanation of the reason for the change in net assets.

# GOVERNMENT-WIDE FINANCIAL ANALYSIS (continued)

Our analysis in the table below focuses on the net assets of the School's governmental activities:

Archimedean Academy Net Assets

ASSETS:	2012	-	2011
Current assets	\$ 700,277	\$	433,976
Capital assets, net of depreciation	866,416	_	799,340
Total assets	1,566,693	-	1,233,316
LIABILITIES:			
Liabilities, excluding long-term			
liabilities	711,566		412,993
Long-term liabilities	675,204	-	671,415
Total liabilities	1,386,770	-	1,084,408
NET ASSETS: Invested in capital assets,			
net of related debt	561,518		494,442
Unrestricted	(381,595)		(345,534)
omesticied	(301,393)	-	(3+3,33+)
Total net assets	\$ 179,923	\$ _	148,908

#### **Governmental activities**

The results of this year's operations for the School as a whole are reported in the statement of activities on page 9. The table below provides a condensed presentation of the School's revenues and expenses for the years ended June 30, 2012 and 2011:

	Archimedean A Changes in No			
	-	2012	_	2011
REVENUES: Grants and entitlements	\$	3,106,965	\$	2,677,820
Program revenues		1,044,312		688,259
Other revenues	-	429,983	_	505,279
Total revenues		4,581,260		3,871,358

# GOVERNMENT-WIDE FINANCIAL ANALYSIS (continued)

	2012	2011
FUNCTIONS/PROGRAM EXPENSES:		
Instruction	2,140,258	1,682,147
Instructional support services	1,372,254	1,125,190
Operation of noninstructional		
services	610,620	616,795
Community services	160,242	359,095
Interest	16,871	23,233
Transfers out	250,000	180,000
Total functions/program expenses	4,550,245	3,986,460
Increase (decrease) in	¢ 21.015	¢ (115.102)
net assets	\$ 31,015	\$ (115,102)

# **GOVERNMENTAL FUNDS EXPENDITURES**

In the table below, we have presented the cost of the largest functions/programs as a percentage of total governmental expenditures:

Functions/Programs	_	2012 Expenditures	2011 Expenditures
Governmental expenditures: Instructional expenditures Administrative services Plant operations and maintenance All other functions/programs	\$	2,407,874 161,406 764,063 1,122,079	\$ 1,850,953 148,709 694,771 1,688,676
Total governmental expenditures	\$	4,455,422	\$ 4,383,109

# **GOVERNMENTAL FUNDS BUDGETARY HIGHLIGHTS**

Actual revenues were approximately 1.5% lower than budgeted amounts in all areas as a result of unbudgeted in-kind revenues from professional teaching supplied by the Greek Government. Actual expenses were approximately 7.6% greater than budgeted amounts principally due to the same reasoning regarding unbudgeted in-kind expenses from professional teaching supplied by the Greek Government as well as unbudgeted capital outlay expenditures.

# CAPITAL ASSETS AND DEBT ADMINISTRATION

#### Capital assets

At June 30, 2012, the School had capital assets of \$866,416, net of accumulated depreciation, invested in computer equipment, furniture, equipment and textbooks, improvements and audio visual materials, as compared to \$799,340 at June 30, 2011.

#### Debt

At June 30, 2012, the School had outstanding debt of \$1,108,173 as compared to \$746,240 at June 30, 2012. This was a result of new debt issued in the current year.

#### **ECONOMIC FACTORS**

Facts, decisions, or conditions that are expected to have a significant effect on the financial position or results of operations of the School for fiscal year 2012-2013 include:

- The School had a very successful year of high performance. It was one of ten schools in Florida, and one of three hundred and two schools in the United States awarded the US Department of Education Blue Ribbon Award in 2011, the highest award under the high performing category.
- The School is ranked the 11th best among 1,943 public elementary schools in the State of Florida, as the best Charter Elementary School in the State of Florida and as the best Public Elementary School in Miami-Dade County Public School District. In 5th grade Reading and Mathematics, the School ranked 9<sup>th</sup> and 10<sup>th</sup> in the State of Florida.

# **REQUESTS FOR INFORMATION**

If you have any questions about this report or need additional information, please write to Mr. Dimitrios Bardoutsos at Archimedean Academy; 12425 SW 72<sup>nd</sup> Street (Sunset Drive); Miami, Florida 33183.

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. STATEMENT OF NET ASSETS June 30, 2012

# ASSETS

CURRENT ASSETS:	Governmental Activities
Cash and cash equivalents \$	135,974
Due from other governments	209,547
Accounts receivable, net Prepaid expenses	299,829 31,829
Deposits	23,098
Total current assets	700,277
NONCURRENT ASSETS:	
Capital assets, net of accumulated depreciation	866,416
Total assets	1,566,693
	)
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES:	
Accounts payable	65,822
Accrued expenses	209,570
Due to other schools	1,918
Accrued interest payable	1,287
Notes payable - due within one year	432,969
Total current liabilities	711,566
NONCURRENT LIABILITIES:	
Notes payable - due in more than one year	675,204
Total noncurrent liabilities	675,204
Total liabilities	1,386,770
CONTINCENCIES (Noto 6)	
CONTINGENCIES (Note 6)	-

NET ASSETS: Invested in capital assets, net of related debt Unrestricted (deficit)	-	561,518 (381,595)
Total net assets	\$ _	179,923

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. STATEMENT OF ACTIVITIES For the Year Ended June 30, 2012

	Expenses		Charges for Services		ogram Revent Operating Grants and Contributions	C	Capital Grants and Contributions	-	Governmental Activities Net Revenue (Expense) and Change in Net Assets
FUNCTIONS/PROGRAMS: Instruction:									
Regular instruction Instructional support services:	\$ 2,140,258	\$	-	S	5 -	\$	-	\$	(2,140,258)
Pupil personnel services Instructional and curriculum	43,152		-		-		-		(43,152)
services Instructional staff training	300,985		-		-		-		(300,985)
services	351		-		-		-		(351)
Administrative services	168,965		-		-		-		(168,965)
Operation of plant	586,871		-		-		183,512		(403,359)
Maintenance of plant	271,930		-		-		-		(271,930)
Operation of non-instructional services:									<b>X</b>
General administration	168,154		-		-		-		(168, 154)
Board services	23,691		-		-		-		(23,691)
Fiscal services	12,176		-		-		-		(12,176)
Central services	38,218		-		-		-		(38,218)
Community services	160,242		498,856		-		-		338,614
Food services	368,381		166,934		195,010		-		(6,437)
Interest expense	16,871	_	-				-		(16,871)
Total governmental		-						-	
activities	\$4,300,245	\$	665,790	9	5 195,010	\$_	183,512	-	(3,255,933)
	General revenu Grants and ent Contributions a Transfers out	itler						_	3,106,965 429,983 (250,000)
	Total general revenues							-	3,286,948
			Change in	ne	t assets				31,015
	Net assets, July	1,	2011						148,908
	Net assets, June	e 30	, 2012					\$	179,923

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. BALANCE SHEET - GOVERNMENTAL FUNDS June 30, 2012

# ASSETS

	_	General Fund	_	Special Revenue Fund	_	Capital Project Fund	_	Total
ASSETS:								
Cash and cash equivalents	\$	135,974	\$	-	\$	-	\$	135,974
Due from other governments		205,503		4,044		-		209,547
Due from special revenue fund		4,044		-		-		4,044
Accounts receivable, net		299,829		-		-		299,829
Prepaid expenditures		31,829		-		-		31,829
Deposits		23,098		-	_	-	_	23,098
Total assets	\$	700,277	\$	4,044	\$_	-	\$_	704,321

LIABILITIES AND FUND BALANCE

LIABILITIES:
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Accounts payable Accrued expenses Due to other schools Due to general fund	\$	65,822 209,570 1,918	\$	4,044	\$	- - - -	\$ _	65,822 209,570 1,918 4,044
Total liabilities		277,310	_	4,044		-	_	281,354
FUND BALANCE: Nonspendable for prepaid expenditures and deposits Unassigned	_	54,927 368,040	_	-	_	-	_	54,927 368,040
Total fund balance		422,967	_		_		_	422,967
Total liabilities and fund balance	\$	700,277	\$	4,044	\$_		\$_	704,321

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS June 30, 2012

AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET ASSETS ARE DIFFERENT BECAUSE:		
Total fund balance - governmental fund, page 10		\$ 422,967
The cost of capital assets acquired is reported as an expenditures in the governmental funds. The statement of net assets includes those capital assets, net of accumulated depreciation, among the assets of the School as a whole.		
Cost of capital assets Accumulated depreciation	\$ 1,541,582 (675,166)	866,416
Liabilities not payable with current available resources are not reported as fund liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the governmental-wide statements.		
Note payable Accrued interest payable	(1,108,173) (1,287)	(1,109,460)
NET ASSETS OF GOVERNMENTAL ACTIVITIES, PAGE 8		\$ 179,923

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS For the Year Ended June 30, 2012

	General Fund	Special Revenue Fund	Capital Project Fund	Total
REVENUES:				
Federal through state	\$ -	\$ 195,010	\$ -	\$ 195,010
State sources	3,106,965	-	183,512	3,290,477
Local sources	1,095,773			1,095,773
Total revenues	4,202,738	195,010	183,512	4,581,260
EXPENDITURES:				
Current:				
Regular instruction	2,063,386	-	-	2,063,386
Instructional services:				
Pupil personnel services	43,152	-	-	43,152
Instruction and				
curriculum services	300,985	-	-	300,985
Instruction staff				
training services	351	-	-	351
Administrative services	161,406	-	-	161,406
Operation of plant	586,871	-	-	586,871
Maintenance of plant	177,192	-	-	177,192
Operation of	, -			) -
noninstructional services:				
General administration	160,595	-	-	160,595
Board services	23,691	_	-	23,691
Fiscal services	12,176	_	_	12,176
Central services	38,218	_	_	38,218
Community services	160,242	-	-	160,242
		105 010	-	
Food services	173,371	195,010	-	368,381
Capital outlay:	70, 202		102 510	252 904
Equipment and improvements	70,292	-	183,512	253,804
Debt service:				<b>00</b> 0/ <b>-</b>
Principal	88,067	-	-	88,067
Interest	16,905	-	-	16,905
Total expenditures	4,076,900	195,010	183,512	4,455,422
Net change in fund balance				
before other sources (uses)	125,838	-	-	125,838
	,			
OTHER SOURCES (USES):				
Proceeds from debt	450,000	-	-	450,000
Transfers out	(250,000)	-	-	(250,000)
				200.000
Total other sources (uses)	200,000			200,000
Net change in				
fund balance	325,838	-	-	325,838
FUND BALANCE, July 1, 2011	97,129			97,129
FUND BALANCE, June 30, 2012	\$ 422,967	\$	\$	\$ 422,967

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE -GOVERNMENTAL FUND TO THE STATEMENT OF ACTIVITIES For the Year Ended June 30, 2012

# AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES ARE DIFFERENT BECAUSE:

Net change in fund balance, total governmental fund, page 12	\$ 325,838
Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.	
The cost of property and equipment purchased\$253,804Less current year depreciation expense(186,728)	67,076
Issuance of debt is reported as revenue in the governmental funds, but the issuance is reported as a long-term liability in the statement of net assets.	
Issuance of debt	(450,000)
Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	
Repayment of debt principal	88,067
Certain items reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.	
Change in accrued interest payable	34
CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES, PAGE 9	\$ 31,015

#### NOTE 1 - ORGANIZATION AND OPERATIONS

Archimedean Academy (the "School") a department of Archimedean Academy, Inc. and a component unit of the School Board of Miami-Dade County, Florida, is established as a charter school for children from kindergarten through fifth grade. As of June 30, 2012, approximately 484 students were enrolled in the School. The School is funded primarily through the School Board of Miami-Dade County, Florida.

In April 2005, Archimedean Academy, Inc. was granted an additional charter from the School Board of Miami-Dade County, Florida to operate a public middle school within the school district. This school, Archimedean Middle Conservatory (the "Middle"), has separate financial statements and is not part of the School's basic financial statements.

In March 2008, Archimedean Academy, Inc. was granted an additional charter from the School Board of Miami-Dade County, Florida to operate a public high school within the school district. This school, Archimedean Upper Conservatory (the "Upper"), has separate financial statements and is not part of the School's basic financial statements.

The financial statements of the School present only the balances, activity, and disclosures related to the School. They do not purport to, and do not, present fairly the financial position of Archimedean Academy, Inc. as of June 30, 2012 and its change in financial position or budgetary comparisons, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Reporting entity:

The School operates under a charter granted by the sponsoring School Board, the School Board of Miami-Dade County, Florida. The current charter is effective until June 30, 2023, and may be renewed for an additional fifteen years by mutual written agreement between the School and the Sponsor. At the end of the term of the charter, the Board may choose not to renew the charter under grounds specified in the charter, in which case the Board is required to notify the School in writing at least ninety days prior to the charter's expiration. During the term of the charter, the Board may also terminate the charter if good cause is shown. Archimedean Academy is considered a component unit of the School Board of Miami-Dade County, Florida.

The School may also be financially accountable if an organization is fiscally dependent on the School regardless of whether the organization has a separately elected governing board, a governing board appointed by another government, or a jointly approved board. In addition, component units can be other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the reporting entity's basic financial statements to be misleading or incomplete.

As a result of evaluating the above criteria, management has determined that no component units exist for which the School is financially accountable, which would require inclusion in the School's basic financial statements.

#### Basis of presentation:

Based on the guidance provided in the American Institute of Certified Public Accountants Audit and Accounting guide - Not-for-Profit Organizations and provisions of Florida Statutes the School is presented as a governmental organization for financial statement reporting purposes.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Government-wide basic financial statements:

The School's basic financial statements include both government-wide (reporting the School as a whole) and fund basic financial statements (reporting the School's individual funds). Both the government-wide and fund basic financial statements categorize primary activities as either governmental or business-type. All of the School's activities are classified as governmental activities.

In the government-wide statement of net assets, the governmental activities column is presented on a consolidated basis, if applicable, and is reported on a full accrual economic resource basis, which recognizes all noncurrent assets and receivables as well as all noncurrent debt and obligations.

#### Fund basic financial statements:

The accounts of the School are organized on the basis of funds. The operations of the funds are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures.

The School reports the following fund types:

**General Fund** – This fund is used to account for all operating activities of the School except for those required to be accounted for in another fund.

**Special Revenue Fund** – This fund is used to account for federal grants that are legally restricted to expenditures for particular purposes.

**Capital Project Fund** – This fund is used to account for state capital outlay funding that is legally restricted to expenditures for particular purposes.

#### Measurement focus and basis of accounting:

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the basic financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied. Governmental funds use the current financial resources measurement focus and the governmental-wide statement uses the economic resources measurement focus.

Governmental activity in the government-wide basic financial statements is presented on the full accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

The governmental fund basic financial statements are presented using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Measurable means the amount of the transaction can be determined. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The School considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for long-term debt principal and interest which are reported as expenditures in the year due.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Cash and cash equivalents:

Cash and cash equivalents are defined as demand deposits, money market accounts, and short-term investments with original maturities of three months or less from the date of acquisition.

#### Due from other governments:

Amounts due to the School by other governments or agencies are for grants or programs under which the services have been provided by the School.

#### Allowance for doubtful accounts:

Management of the School reviews and provides an allowance for doubtful accounts equal to the estimated uncollectible amounts. At June 30, 2012, management's estimate is based on historical collection experience and a review of the current status of accounts receivable. Accounts receivable are presented net of an allowance for doubtful accounts of \$ 52,443 at June 30, 2012.

#### Prepaid expenses/expenditures:

Certain payments to vendors reflect costs applicable to a future accounting period and are recorded as prepaid items in both government-wide and fund financial statements.

#### Donated goods and services:

The School receives donated teaching services from the Greek government, as well as donated goods, which are Greek textbooks. These donated services are recorded as contributions and a corresponding expense account at their estimated fair value, while the donated goods are recorded as contributions and their estimated fair value is capitalized. For the year ended June 30, 2012, the School received \$ 300,948 in donated teachers' salaries.

#### Net assets:

Net assets are classified in two categories. The general meaning of each is as follows:

- Invested in capital assets, net related debt represents the difference between the cost of capital assets, less accumulated depreciation reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets.
- Unrestricted indicates that portion of net assets that can be used for future operations.

# NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Fund balance:

The school has implemented the provisions of GASB Statement No. 54, *Fund Balance Reporting and* Governmental *Fund Type Definitions*. This statement provides more clearly defined fund balance classifications to report on the nature and extent to which the School is bound to have constraints on the specific purposes for which amounts in those funds can be spent.

The following classifications describe the relative strength of the spending constraints:

- Nonspendable amounts that are not in spendable form (such as prepaid items and deposits) or are legally or contractually required to be maintained intact.
- Restricted amounts constrained to specific purposes by external providers (such as grantors) or imposed by law through constitutional provisions, or by enabling legislation.
- Committed amounts constrained to specific purposes by formal action of the School itself, using its highest level of decision making authority (i.e., the School Board) through Resolution. To be reported as committed, amounts cannot be used for any other purpose unless the School Board takes the same highest level action (i.e., Resolution) to remove or change the constraint.
- Assigned amounts the School intends to use for a specific purpose but are neither restricted nor committed. Assignments can be made by the Executive Committee or by an official or body which the School Board delegated the authority at their direction.
- Unassigned amounts that have not been assigned to other funds and that have not been restricted, committed or assigned to specific purposes within the General Fund.

The details of the fund balances are included in the Governmental Balance Sheet on Page 10.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, the School considers restricted funds to have been spent first. When expenditures are incurred for which committed, assigned or unassigned fund balances are available, the School considers amounts to have been spent first out of committed funds, then assigned funds and finally unassigned funds, as needed, unless the School Board or its delegated official or body has provided otherwise in its commitment or assignment actions.

#### Capital assets:

Property and equipment purchased or acquired are capitalized at historical cost or estimated historical cost. Capital assets are defined by the School as assets with an initial cost of \$ 500 and useful life of over one year. Donated property and equipment assets are valued at the estimated fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized and depreciated over the remaining useful lives of the related fixed assets. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on a straight-line basis over the estimated useful lives as follows:

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Improvements	10 years
Furniture, equipment, and textbooks	5 - 10 years
Computer equipment	5 years
Audiovisual materials	5 years

#### Revenue sources:

Revenues for operations are received primarily from the Miami-Dade County District School Board pursuant to the funding provisions included in the School's charter. Funding for the School's student population is adjusted during the year to reflect the revised calculations by the Florida Department of Education under the Florida Education Finance Program and the actual weighted full-time equivalent students reported by the School during the designated full-time equivalent student survey periods. In addition, the School receives an annual allocation of charter school capital outlay funds for leasing of school facilities.

#### Income taxes:

The School is a department of a nonprofit corporation whose revenue is derived primarily from other governmental entities. The School is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made in these basic financial statements.

#### 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 reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

#### Date of management review:

Subsequent events are evaluated through September 4, 2012, which is the date the financial statements were available for issuance.

#### NOTE 3 - DEPOSITS

At June 30, 2012, the carrying amount of the School's deposits and cash on hand totaled \$ 135,974 with a bank balance of \$ 178,633.

State statutes require, and it is the School's policy, that all deposits be made into, and be held by, financial institutions designated by the treasurer of the State of Florida as qualified public depositories as defined by Chapter 280 of the Florida statutes. This statute requires that every qualified public depository institution maintain eligible collateral to secure the public entity's funds. The minimum collateral to be pledged by an institution, the collateral eligible for pledge, and reporting requirements of the qualified public depository institution pool with the statute. Collateral is pooled in a multiple qualified public depository institution pool with the ability to assess members of the pool should the need arise. The School's deposits are held in a qualified public depository. They are covered by the collateral pool, as the School has identified itself as a public entity at June 30, 2012.

# NOTE 4 - DUE FROM OTHER GOVERNMENTS

Due from other governments is comprised of amounts due from the Miami-Dade School Board and other as follows:

FTE receivable	\$	88,493
Capital outlay		64,604
School recognition award		34,090
MAP receivables		18,316
National school lunch program	_	4,044
	\$	209,547

# NOTE 5 - CAPITAL ASSETS

Capital asset balances and activity for the year ended June 30, 2012 are as follows:

	Balance at July 1, 2011	Additions	Retirements and R <u>eclassification</u> s	Balance at June 30, 2012
Capital assets, not being depreciated:				
Construction in progress	\$ 413,003	\$	\$ (413,003)	\$
Total capital assets, not				
being depreciated	413,003		(413,003)	
Capital assets, being depreciated:				
Improvements Furniture, equipment and	363,939	171,387	413,003	948,329
textbooks	443,871	62,639	(9,245)	497,265
Computer equipment	65,808	13,739	-	79,547
Audiovisual materials	36,637	6,039	(26,235)	16,441
Total capital assets, being depreciated	910,255	253,804	377,523	1,541,582
Accumulated depreciation:				
Improvements Furniture, equipment and	(159,033)	(94,738)	-	(253,771)
textbooks	(295,277)	(73,363)	9,245	(359,395)
Computer equipment	(38,466)	(15,339)	-	(53,805)
Audiovisual materials	(31,142)	(3,288)	26,235	(8,195)
Total accumulated				
depreciation	(523,918)	(186,728)	35,480	(675,166)
Total capital assets,				
being depreciated, net	386,337	67,076	413,003	866,416
Net capital assets	\$ 799,340	\$ 67,076	\$	\$ 866,416

# NOTE 5 - CAPITAL ASSETS (continued)

Provision for depreciation was charged to governmental activities as follows:

Instructional support services -	
maintenance of plant	\$ 94,738
Instruction - regular	76,872
Operation of noninstructional services -	
general administration	7,559
Instructional support services -	
administrative services	 7,559
Total	\$ 186,728

#### **NOTE 6 - CONTINGENCIES**

#### Grants and awards:

In the normal course of operations, the School receives grant funds from various federal, state, and local agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as the result of these audits is not reflected in these financial statements.

#### Donated goods and services:

The School receives a significant in-kind contribution in the form of teachers and textbooks from the Greek government. These contributions are relied upon by the School to help maintain their operational effectiveness. A reduction in donated goods and services could have a significant impact on the operations of the School.

#### Post-retirement benefits:

The School does not provide post-retirement benefits to retired employees.

# NOTE 7 - DUE TO/FROM OTHER SCHOOLS

As mentioned in Note 1 to the financial statements, the School is a department of Archimedean Academy, Inc. (the "Corporation") and is affiliated with the Middle and the Upper, other departments of the Corporation. The three schools share various costs inherent with operating out of the same facility. In addition, the schools may also advance monies on an interim basis to one another. As a result of these transactions, there remains a net receivable from the Middle of \$ 154,434 and a net payable to the Upper of \$ 156,352 as of June 30, 2012.

#### NOTE 8 – NOTES PAYABLE

During the year ended June 30, 2012 the School obtained a note payable from Passman Shipping in the amount of \$450,000 to cover operating expenses. The loan is interest free and is due by September 24, 2012. Subsequent to year end, the School paid off \$100,000 of the outstanding balance.

#### NOTE 8 - NOTES PAYABLE (continued)

In the prior year, an agreement was entered into on the balance owed for past management services to the former management company. Under the terms of the agreement, the School would finance the amount payable through a note in the amount of \$ 373,936. Monthly interest-only payments of \$ 935 are payable through July, 2013, at which time monthly principal and interest payments of \$ 8,277 are due through July, 2017. Interest on the note accrues as 3.00% annually. The note is unsecured and matures on July 1, 2017.

In the prior year, the School, the Middle and the Upper agreed to pay for certain past services through a note to Archimedean Properties, LLC (who is not affiliated with the School). The note is due in monthly payments of 4,118, including interest at 1.1%, through June 1, 2019. Management's intention is to first pay off the balance owed by the Upper, then pay off the balance owed by the Middle and then pay off the balance owed by the School. This note is unsecured. At June 30, 2012, the balance outstanding for the School was 304,898.

Additionally, the School has two other unsecured notes payable to corporations. The notes require monthly payments, including interest at 3%, of \$ 291 and \$ 889, respectively, and mature January 1, 2013 and February 1, 2015, respectively. The balances on these notes are \$ 2,016 and \$ 27,323 at June 30, 2012.

During the prior year, the School obtained a short term, unsecured note payable from a related party for \$ 25,000. The note was interest free and matured on August 15, 2011.

	_	Balance July 1, 2011	-	Additions	 Retirements	_	Balance June 30, 2012	_	Amount Due Within One Year
Note payable: Passman Shipping	\$	-	\$	450,000	\$ (50,000)	\$	400,000	\$	400,000
Academica Corporation		373,936		-	-		373,936		-
Archimedean Properties LLC		304,898		-	-		304,898		20,963
Intermarca Corporation		37,016		-	(9,693)		27,323		9,990
Short term note		25,000		-	(25,000)		-		-
Marathon Properties of Miami, Inc.	-	5,390	-		(3,374)	-	2,016	_	2,016
	\$	746,240	\$	450,000	\$ (88,067)	\$	1,108,173	\$	432,969

The activity for notes payable as of June 30, 2012 is as follows:

#### NOTE 8 – NOTES PAYABLE (continued)

Future payments on the debt are as follows:

Year Ending	
June 30,	
2013	\$ 433,000
2014	\$ 138,600
2015	\$ 145,800
2016	\$ 142,100
2017	\$ 145,500
THEREAFTER	\$ 103,200

#### NOTE 9 - LEASES

The School leases its campus from Archimedean Properties, LLC which is to expire in June 2015. The School shares its facilities with the Middle and Upper and lease payments are allocated 52% to the School, 30% to the Middle, and 18% to the Upper (Notes 1 and 7). Monthly lease payments for the School are approximately \$ 32,200. The School is also responsible to pay the owners' taxes and insurance costs.

In addition, the School leases office equipment payable at approximately \$ 1,550 per month through August 2015.

Total rent expense for the year ended June 30, 2012 was approximately \$ 385,800. Future minimum payments required under the operating leases are approximately as follows:

Year Ending June 30,	Operating Leases	School Premises Leases		
2013	\$ 18,600	\$ 385,800		
2014	\$ 18,600	\$ 385,800		
2015	\$ 18,600	\$ 385,800		
2016	\$ 3,100	\$ NONE		

#### NOTE 10 - RISK FINANCING

The School is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The School places all insurance risk, less nominal deductibles, in the hands of commercial carriers. At the present time, management believes that any claims the School may have are insured and that any expense associated with them will not materially affect the financial position of the School.

# REQUIRED SUPPLEMENTAL INFORMATION

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. STATEMENT OF REVENUES AND EXPENDITURES -BUDGET AND ACTUAL - GENERAL FUND For the Year Ended June 30, 2012

	_	Original and Final Budget	_	Actual	_	Variance
REVENUES:						
State sources	\$	3,083,197	\$	3,106,965	\$	23,768
Local sources	φ	879,530	φ	1,095,773	φ	216,243
	-	077,550	-	1,000,000	-	210,213
Total revenues	_	3,962,727	-	4,202,738	-	240,011
EXPENDITURES:						
Current:						
Regular instruction		1,962,771		2,063,386		(100, 615)
Instructional services:						
Pupil personnel services		8,663		43,152		(34,489)
Instruction and curriculum services		-		300,985		(300,985)
Instructional staff training services		194		351		(157)
Administrative services		561,118		161,406		399,712
Operation of plant		641,617		586,871		54,746
Maintenance of plant		76,330		177,192		(100, 862)
Operation of noninstructional services:				,		
General administration		71,811		160,595		(88,784)
Board services		-		23,691		(23,691)
Fiscal services		39,010		12,176		26,834
Central services		29,104		38,218		(9,114)
Community services		300,725		160,242		140,483
Food services		96,317		173,371		(77,054)
Capital outlay:		)-		- )-		
Equipment and improvements		-		70,292		(70,292)
Debt service:				,		(,)
Principal		_		88,067		(88,067)
Interest		_		16,905		(16,905)
	-		-	_ = ;;; = =	-	(,,)
Total expenditures		3,787,660	_	4,076,900	-	(289,240)
Net change in fund balance						
before other sources (uses)		175,067		125,838		(49,229)
before other sources (uses)		175,007		123,050		(49,229)
OTHER SOURCES (USES):						
Proceeds from debt		-		450,000		450,000
Transfers out	_	_	_	(250,000)	-	(250,000)
Net change in fund balance	\$ =	175,067	\$ _	325,838	\$	150,771

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. STATEMENT OF REVENUES AND EXPENDITURES -BUDGET AND ACTUAL - SPECIAL REVENUE FUND For the Year Ended June 30, 2012

	-	Original and Final Budget	_	Actual		Variance
REVENUES: Federal sources:						
National School Lunch Program	\$	269,643	\$	195,010	\$	(74,633)
Total revenues	-	269,643	_	195,010	_	(74,633)
EXPENDITURES: Food services	_	269,643	_	195,010		74,633
Total expenditures	_	269,643		195,010		74,633
Net change in fund balance	\$ _		\$	-	\$_	-

# OTHER INDEPENDENT AUDITORS' REPORTS



#### 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 Archimedean Academy A Department of Archimedean Academy, Inc. Miami, Florida

We have audited the financial statements of governmental activities and each major fund of Archimedean Academy (the "School"), a department of Archimedean Academy, Inc. and a component unit of the School Board of Miami-Dade County, Florida, as of and for the year ended June 30, 2012, which collectively comprises the School's basic financial statements and have issued our report thereon dated September 4, 2012. 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.

#### Internal Control over Financial Reporting

In planning and performing our audit, we considered the School's internal control over financial reporting as a basis for designing our auditing procedures 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 over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over financial control over financial reporting.

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 School's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free of 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*.

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We noted a certain matter which we reported to School management in the Schedule of Findings on pages 29 and 30.

This report is intended solely for the information and use of the School's management, members of the Board of Directors, the Auditor General of the State of Florida and the School Board of Miami-Dade County, and is not intended to be and should not be used by anyone other than these specified parties.

KEEFE, McCULLOUGH & CO., LLP

Fort Lauderdale, Florida September 4, 2012

#### INDEPENDENT AUDITORS' REPORT TO THE BOARD OF DIRECTORS

To the Board of Directors Archimedean Academy A Department of Archimedean Academy, Inc. Miami, Florida

We have audited the basic financial statements of governmental activities and the General Fund of Archimedean Academy (the "School"), a component unit of the School Board of Miami-Dade County, Florida, as of and for the fiscal year ended June 30, 2012, which collectively comprise the School's basic financial statements and have issued our report thereon dated September 4, 2012.

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. We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters and Schedule of Findings and Responses. Disclosures in those reports and schedule, which are dated September 4, 2012, should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.850, Rules of the Auditor General, which governs the conduct of charter school audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditors' reports or schedule.

- 1. 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 status of the school's corrective actions has been noted in the accompanying schedule of findings and recommendations.
- 2. Section 10.854(1)(e)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations as noted in the accompanying schedule of findings and recommendations.
- 3. Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address violations of 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 more than inconsequential. In connection with our audit, we did not have any such findings.
- 4. Section 10.854(1)(e)5., Rules of the Auditor General, provides that the auditor may, based on professional judgment, report the following matters that are inconsequential to the determination of financial statement amounts, considering both quantitative and qualitative factors: (1) violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, and (2) deficiencies in internal control that are not significant deficiencies. In connection with our audit, we did not have any such findings.

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- 5. Section 10.854(1)(e)6., Rules of the Auditor General, requires the name or official title of the school. The official title of the school is Archimedean Academy.
- 6. Section 10.854(1)(e)2., Rules of the Auditor General, requires a statement be included as to 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 condition(s) met. In connection with our audit, we determined that the Archimedean Academy did not meet any of the conditions described in Section 218.503(1), Florida Statutes.
- 7. Pursuant to Sections 10.854(1)(e)7.a. and 10.855(11), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Archimedean Academy's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Pursuant to Chapter 119, Florida Statutes, this management letter is a public record and its distribution is not limited. Auditing standards generally accepted in the United States of America require us to indicate that this letter is intended solely for the use and information of the School's management, the Board of Directors, the Auditor General of the State of Florida and the School Board of Miami-Dade County, and is not intended to be and should not be used by anyone other than these specified parties.

KEEFE, McCULLOUGH & CO., LLP

Fort Lauderdale, Florida September 4, 2012

#### ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. SCHEDULE OF FINDINGS AND RESPONSES June 30, 2012

#### PRIOR YEAR FINDINGS AND RESPONSES

	STILL APPLICABLE	IMPLEMENTED OR NO LONGER RELEVANT
2008-1 Monitor accounts receivable and review the collection policy	Х	

2008-1 Monitor Accounts Receivable and Review the Collection Policy

In past years, the amount of the accounts receivable in the 90 day and over category has increased. Management should continue to monitor the accounts receivable on a timely basis. In addition, we recommend that the School review its credit and collection policy to determine whether additional steps could be made to aid in collection of accounts. We believe that once a receivable is over 90 days old, it becomes increasingly difficult to collect. Uncollected accounts result in a direct decrease in the School's financial position.

#### Management's response:

The balance of the accounts receivable is related to the Lunch and After Care Services provided to the students of our schools.

Our policy is that our students should prepay the amounts related to these services. However, being aware of the recent general socioeconomic conditions in South Florida and knowing that our students are permanent customers of our Lunch and After Care Programs, we have decided to facilitate the payments for those who are in a temporary difficult financial position. In addition, every year there is a balance transferred to the next year. Our last month statements are sent to the families at the end of the school year, and there is not enough time to collect because our students return to the school in August of the next school year. At this time, we usually collect most of the due balances.

We have realized that the amount of the accounts receivable has increased over the past year and we have taken specific measures in order to improve our collection procedures in the current fiscal year and monitor the accounts receivable on a timely basis.

All collection procedures taken during the previous years are still in effect.

In addition to the above during 2011 - 12 school year, we have hired a part time employee to monitor accounts due for more than 90 days and contact parents for settlement.

We have managed to collect:

- After Care Services: a total of \$33,907.18 collected from previous years balances
- Lunch Program: a total of \$18,894.26 collected from previous years balances

In addition to the above, a policy was set in place, as of this school year, that all after school and lunch program agreements will be in effect only if previous years' balances are settled.

We are sure that all measures taken will improve our collection procedures and will reduce the amounts of accounts receivable in a timely manner.

# ARCHIMEDEAN ACADEMY A DEPARTMENT OF ARCHIMEDEAN ACADEMY, INC. SCHEDULE OF FINDINGS AND RESPONSES June 30, 2012

# PRIOR YEAR FINDINGS AND RESPONSES (continued)

2008-1 Monitor Accounts Receivable and Review the Collection Policy (continued)

Some of the steps we have taken are as follows:

- 1. We now receive payments by credit card (Master Card and Visa).
- 2. We have contacted parents who have a large balance and cannot pay their dues in full and asked for signed contractual agreements in order for them to pay installment in an agreed-upon time frame.
- 3. We have drafted a lunch and breakfast agreement contract where parents have to sign in their children to our lunch and breakfast programs assuming responsibility for payments.
- 4. We have set alerts into our lunch program electronic data base system and send emails to the parents that have not signed a "lunch and breakfast agreement" for, informing them that their child has been provided with a meal and they will be charged for this service.
- 5. We now send out statements on a monthly basis as opposed to three statements a year that we used in the past.
- 6. We have assigned specific employees to call parents that they have unpaid balances before 90-day period of time.
- 7. We have assigned our bookkeeper to regularly review the individual balances owed for the lunch program services and the after school director for after school care services on a regular basis and monitor the procedures of collection.

We are sure that these measures will improve our collection procedures and will reduce the amounts of accounts receivable in a timely manner.

CURRENT YEAR FINDINGS AND RESPONSES:

NONE