



Integrated Science and Asian Culture Academy, Inc.
WL# 2004

Miami Springs, Florida

Financial Statements and
Independent Auditors' Report

June 30, 2019

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Integrated Science and Asian Culture Academy, Inc.

W/L# 2004

301 Westward Drive

Miami Springs, Florida 33166

2018-2019

BOARD OF DIRECTORS

Dr. Hui Fang Huang “Angie” Su, Director, Chair and President

Dr. Jia Borrer, Secretary and Director

Dr. Judith Stein, Director

SCHOOL ADMINISTRATION

Eleonora Cuesta, Principal



INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Integrated Science and Asian Culture Academy, Inc.
Miami Springs, Florida

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Integrated Science and Asian Culture Academy, Inc. (the "School"), as of, and for the year ended June 30, 2019, and the related notes to the financial statements which collectively comprises the School's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Integrated Science and Asian Culture Academy, Inc. as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 10, 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, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4 through 8 and 27 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



CERTIFIED PUBLIC ACCOUNTANTS

Coral Gables, Florida
September 10, 2019

Management's Discussion and Analysis
Integrated Science and Asian Culture Academy, Inc.
June 30, 2019

The corporate officers of Integrated Science and Asian Culture Academy, Inc. have prepared this narrative overview and analysis of the school's financial activities for the year ended June 30, 2019.

Financial Highlights

1. The net position of the School at June 30, 2019 was \$600,624.
2. At year-end, the School had current assets on hand of \$499,681.
3. The School had an increase in net position of \$186,583 for the year ended June 30, 2019.
4. The unassigned fund balance at year end was \$375,714.

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 financial statements for the year ended June 30, 2019 are presented under GASB codification 2200. The financial statements have three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The *Government-wide 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 Position* presents information on all of the School's assets, deferred outflows of resources, liabilities and deferred inflows of resources. The difference between the four is reported as *net position*. Over time increases or decreases in net position may serve as an indicator of whether the financial position of the School is improving or deteriorating.

The *Statement of Activities* presents information on how the School's net position changed during the fiscal year. All changes in net position are reported when the underlying event occurs without regard to the timing of related cash flows. Accordingly, 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 financial statements can be found on pages 9 - 10 of this report.

Fund Financial Statements

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

All of the funds of the School are governmental funds. *Government Funds* are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. Government fund financial statements, however, focus on *near-term* inflows and outflows of spendable resources, as well as on the balances of spendable resources which are available at the end of the fiscal year. Such information may be used to evaluate a government's requirements for near-term financing.

The Board of the School adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with the School's budget.

The basic governmental fund financial statements can be found on pages 11 – 14 of this report.

Notes to Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

The notes to the financial statements can be found on pages 15 - 26 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a charter school's financial position. In the case of the School, the net position was \$600,624 at the close of the fiscal year. A summary of the School's net position as of June 30, 2019 and 2018 follows:

	<u>2019</u>	<u>2018</u>
Cash and cash equivalents	\$ 147,414	\$ 134,149
Investments	309,000	248,000
Prepaid expenses	23,773	20,024
Due from other agencies	19,494	3,289
Long term deposit receivable	5,000	5,000
Capital assets, net	196,137	206,793
Total Assets	<u>700,818</u>	<u>617,255</u>
Deferred outflows of resources	-	-
Accounts payable and accrued liabilities	100,126	77,537
Due to divisions of Mater Academy, Inc.	68	-
Due to divisions of The Doral Academy, Inc.	-	18,383
Due to other agencies	-	7,294
Note payable to education service and support provider	-	100,000
Total Liabilities	<u>100,194</u>	<u>203,214</u>
Deferred inflows of resources	-	-
Net Position:		
Net investment in capital assets	196,137	106,793
Unrestricted	404,487	307,248
Total Net Position	<u>\$ 600,624</u>	<u>\$ 414,041</u>

At the end of both fiscal years, the School is able to report positive balances in total net position.

A summary and analysis of the School's revenues and expenses for the years ended June 30, 2019 and 2018 follows:

	<u>2019</u>	<u>2018</u>
REVENUES		
Program Revenues		
Operating Grants and Contributions	\$ 61,572	\$ 46,661
Capital Outlay Funding	105,647	86,371
Lunch Program	20,471	9,743
Charges for Services	126,703	109,321
General Revenues		
Local Sources (FTE and other non specific)	1,626,351	1,362,608
Other Revenues	65,330	13,027
Total Revenues	<u>\$ 2,006,074</u>	<u>\$ 1,627,731</u>
EXPENSES		
Governmental Activities:		
Instruction	\$ 822,036	\$ 685,455
Student support services	217	-
Instructional staff training	6,879	5,023
Board	11,229	10,500
School administration	289,290	267,752
Facilities acquisition	8,732	8,732
Fiscal services	32,550	27,675
Food services	98,519	91,183
Central services	51,992	42,056
Operation of plant	291,188	229,697
Maintenance of plant	77,556	57,612
Administrative technology services	16,306	10,754
Community services	112,997	72,071
Total Expenses	<u>1,819,491</u>	<u>1,508,510</u>
Increase (Decrease) in Net Position	186,583	119,221
Net Position at Beginning of Year	414,041	294,820
Net Position at End of Year	<u>\$ 600,624</u>	<u>\$ 414,041</u>

The School's revenues and expenses increased by \$378,343 and \$310,981, respectively due mainly to an increase in enrollment. The School had an increase in its net position of \$186,583 for the year.

School Location and Lease of Facility

The School leases a facility located at 301 Westward Drive, Miami Springs, Florida 33166.

Capital Improvements Requirements

The School maintains a continuous capital improvements program to enhance facilities and update fixtures and equipment as required.

Achievements

In 2019, the Integrated Science and Asian Culture (I.S.A.A.C.) Charter School completed its 10th year of operations, and increased its enrollment to 218 students. This past year, the school earned a letter grade of "A," ranking among the top elementary schools in Miami-Dade County.

I.S.A.A.C.'s mission is to attain high academic achievement while promoting informed cultural attitudes and behaviors by developing bilingualism and biliteracy in our students. ISAAC Academy focuses on providing students with the highest quality bilingual language education possible, in a safe and nurturing environment, and featuring the latest classroom technology. In addition to the regular academic program, ISAAC Academy incorporates a Chinese Immersion course of study and places special emphasis on Sciences and Mathematics instruction. Through the curricular emphasis on Science, Mathematics and the exposure of the Mandarin Chinese language, students are expected to receive a world-class education and an excellent preparation for an advanced level middle and high school curriculum.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUND

As noted earlier, the School uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the School's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the School's financing requirements. In particular, the *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

Most of the School's operations are funded in the General Fund. The majority of the General Fund revenues are distributed to the School by the District through the Florida Education Finance Program (FEFP), which uses formulas to distribute state funds and an amount of local property taxes (i.e., required local effort) established each year by the Florida Legislature.

At the end of the fiscal year, the School's governmental general fund reported ending fund balance of \$399,487. The fund balance unassigned and available for spending at the School's discretion is \$375,714. These funds will be available for the School's future ongoing operations.

Capital Assets

The School's investment in capital assets as of June 30, 2019 amounts to \$196,137 (net of accumulated depreciation). This investment in capital assets includes furniture, fixtures and computer equipment. At June 30, 2019, the School had no long-term debt associated to its capital assets.

Governmental Fund Budget Analysis and Highlights

Prior to the start of the School’s fiscal year, the Board of the Charter School adopted an annual budget. A budgetary comparison statement has been provided for total governmental funds to demonstrate compliance with the School’s budget.

	Governmental Fund		
	Original Budget	Final Budget	Actual
REVENUES			
Program Revenues			
State capital outlay funding	\$ 104,000	\$ 104,811	\$ 105,647
Federal sources	92,730	62,000	61,572
Lunch program	19,500	19,000	20,471
General Revenues			
FTE nonspecific revenues	1,430,281	1,639,307	1,626,351
Charges and other revenues	37,440	175,000	192,033
Total Revenues	<u>1,683,951</u>	<u>2,000,118</u>	<u>2,006,074</u>
CURRENT EXPENDITURES			
Governmental Activities			
Instruction	793,333	784,775	781,725
Student support services	-	500	217
Instructional staff training	7,500	7,500	6,879
Board	9,500	12,300	11,229
School administration	146,316	292,118	289,290
Fiscal services	31,200	32,550	32,550
Food services	112,230	100,000	97,892
Central services	31,200	52,283	51,992
Operation of plant	276,765	277,576	265,695
Maintenance of plant	58,000	78,000	76,719
Administrative technology services	20,000	18,103	16,306
Community services	-	115,000	112,997
Total Current Expenditures	<u>\$ 1,486,044</u>	<u>\$ 1,770,705</u>	<u>\$ 1,743,491</u>

Most variances occurred as a result of the budget adopted being more conservative than actual results for the year.

Requests for Information

This financial report is intended to provide a general overview of the finances of the Charter School. Requests for additional information may be addressed to Ms. Ana Martinez at Academica Dade, LLC, 6340 Sunset Drive, Miami, Florida 33143.

Integrated Science and Asian Culture Academy, Inc.
Statement of Net Position
June 30, 2019

	Governmental Activities
<u>Assets</u>	
Current assets:	
Cash and cash equivalents	\$ 147,414
Investments	309,000
Prepaid expenses	23,773
Due from other agencies	19,494
Total Current Assets	<u>499,681</u>
Long term deposit receivable	5,000
Capital assets, depreciable	516,123
Less: accumulated depreciation	<u>(319,986)</u>
	<u>196,137</u>
Total Assets	<u>700,818</u>
<u>Deferred Outflows of Resources</u>	<u>-</u>
<u>Liabilities</u>	
Current liabilities:	
Salaries and wages payable	61,537
Accounts payable	38,589
Due to divisions of Mater Academy, Inc.	68
Total Current Liabilities	<u>100,194</u>
<u>Deferred Inflows of Resources</u>	<u>-</u>
<u>Net Position</u>	
Net investment in capital assets	196,137
Unrestricted	404,487
Total Net Position	<u>\$ 600,624</u>

The accompanying notes are an integral part of this financial statement.

Integrated Science and Asian Culture Academy, Inc.
Statement of Activities
For the year ended June 30, 2019

FUNCTIONS	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
Instruction	\$ 822,036	\$ 2,533	\$ 14,898	\$ -	\$ (804,605)
Student support services	217	-	-	-	(217)
Instructional staff training	6,879	-	-	-	(6,879)
Board	11,229	-	-	-	(11,229)
School administration	289,290	-	-	-	(289,290)
Facilities acquisition	8,732	-	-	-	(8,732)
Fiscal services	32,550	-	-	-	(32,550)
Food services	98,519	20,471	42,487	-	(35,561)
Central services	51,992	-	-	-	(51,992)
Operation of plant	291,188	1,317	-	105,647	(184,224)
Maintenance of plant	77,556	-	4,187	-	(73,369)
Administrative technology services	16,306	-	-	-	(16,306)
Community services	112,997	122,853	-	-	9,856
Total governmental activities	\$ 1,819,491	\$147,174	\$ 61,572	\$ 105,647	\$ (1,505,098)
General revenues:					
FTE and other nonspecific revenues					1,626,351
Interest and other revenue					65,330
					<hr/>
Change in net position					186,583
Net position, beginning					414,041
Net position, ending					<hr/> <hr/>
					\$ 600,624

The accompanying notes are an integral part of this financial statement.

Integrated Science and Asian Culture Academy, Inc.
 Balance Sheet - Governmental Funds
 June 30, 2019

	General Fund	Non-Major Governmental Funds	Total Governmental Funds
<u>Assets</u>			
Cash and cash equivalents	\$ 147,414	\$ -	\$ 147,414
Investments	309,000	-	309,000
Due from other agencies	19,494	-	19,494
Due from fund	-	19,494	19,494
Prepaid expenses	23,773	-	23,773
Total Assets	499,681	19,494	519,175
<u>Deferred Outflows of Resources</u>			
	-	-	-
<u>Liabilities</u>			
Salaries and wages payable	61,537	-	61,537
Accounts payable	38,589	-	38,589
Due to divisions of Mater Academy, Inc.	68	-	68
Due to fund	-	19,494	19,494
Total Liabilities	100,194	19,494	119,688
<u>Deferred Inflows of Resources</u>			
	-	-	-
<u>Fund balance</u>			
Nonspendable, not in spendable form	23,773	-	23,773
Unassigned	375,714	-	375,714
	399,487	-	399,487
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ 499,681	\$ 19,494	\$ 519,175

The accompanying notes are an integral part of this financial statement.

Integrated Science and Asian Culture Academy, Inc.
Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position
June 30, 2019

Total Fund Balance - Governmental Funds \$ 399,487

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets of \$516,123 net of accumulated depreciation of \$319,986 used in governmental activities are not financial resources and therefore are not reported in the fund. 196,137

Long term deposit receivables in governmental activities are not financial resources and therefore are not reported in the governmental funds. 5,000

Total Net Position - Governmental Activities \$ 600,624

The accompanying notes are an integral part of this financial statement.

Integrated Science and Asian Culture Academy, Inc.
Statement of Revenues, Expenditures, and Changes in Fund Balance - Governmental Funds
For the year ended June 30, 2019

	General Fund	Non-Major Governmental Funds	Total Governmental Funds
Revenues:			
State passed through local	\$ 1,626,351	\$ -	\$ 1,626,351
State capital outlay funding	-	105,647	105,647
Federal sources	-	61,572	61,572
Lunch program	-	20,471	20,471
Charges and other revenue	192,033	-	192,033
Total Revenues	1,818,384	187,690	2,006,074
Expenditures:			
Current			
Instruction	773,669	8,056	781,725
Student support services	217	-	217
Instructional staff training	6,879	-	6,879
Board	11,229	-	11,229
School administration	289,290	-	289,290
Facilities acquisition	-	-	-
Fiscal services	32,550	-	32,550
Food services	-	97,892	97,892
Central services	51,992	-	51,992
Operation of plant	160,048	105,647	265,695
Maintenance of plant	76,719	-	76,719
Administrative technology services	16,306	-	16,306
Community services	112,997	-	112,997
Capital Outlay:			
Other capital outlay	65,344	-	65,344
Total Expenditures	1,597,240	211,595	1,808,835
Excess (deficit) of revenues over expenditures	221,144	(23,905)	197,239
Other financing sources (uses)			
Transfers in (out)	(23,905)	23,905	-
Repayments of long term note payable	(100,000)	-	(100,000)
Net change in fund balance	97,239	-	97,239
Fund Balance at beginning of year	302,248	-	302,248
Fund Balance at end of year	\$ 399,487	\$ -	\$ 399,487

The accompanying notes are an integral part of this financial statement.

Integrated Science and Asian Culture Academy, Inc.

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance
of Governmental Funds to the Statement of Activities
For the year ended June 30, 2019

Net Change in Fund Balance - Governmental Funds \$ 97,239

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays of \$65,344 differed from depreciation expense of \$76,000.

(10,656)

Decrease in long term payables is an expenditure in the governmental funds, but a decrease or repayment of such payables reduces long-term liabilities in the statement of net position. This is the amount by which the decrease in long-term payables of \$100,00 exceeded advances of \$0 in the current period.

100,000

Change in Net Position of Governmental Activities \$ 186,583

The accompanying notes are an integral part of this financial statement.

Note 1 – Summary of Significant Accounting Policies

Reporting Entity

Integrated Science and Asian Culture Academy, Inc. (the "School"), is a high performing charter school sponsored by the School Board of Miami-Dade County, Florida (the "District"). The School is organized as a not-for-profit corporation pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act. The governing body of the School is the board of directors, which is composed of three members and also governs other charter schools. The board of directors has determined that no component units exist that would require inclusion in the School's financial statements.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter granted by the sponsoring district, the School Board of Miami-Dade County, Florida. The current charter expires on June 30, 2033. It can be renewed for additional terms in accordance with law. A charter can also be terminated before its date of expiration for reasons set forth in the charter and Section 1002.33 of the Florida Statutes.

The School is located in Miami Springs, Florida and is approved for students in kindergarten through fifth grade and is funded by the District. These financial statements are for the year ended June 30, 2019, when approximately 217 students were enrolled for the school year.

Basis of Presentation

The School's accounting policies conform to accounting principles generally accepted in the United States as applicable to state and local governments. The Governmental Accounting Standards Board ("GASB") is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The School does not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The School does not have any items that qualify for reporting in this category.

Note 1 – Summary of Significant Accounting Policies (continued)

Government-wide and Fund Financial Statements

The government-wide financial statements include the statement of net position and the statement of activities. These statements report information about the School as a whole. Any internal interfund activity has been eliminated from these financial statements. Both statements report only governmental activities as the School does not engage in any business type activities.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees; (2) operating grants such as the National School Lunch Program, Federal grants, and other state allocations; and (3) capital grants specific to capital outlay. Other revenue sources not properly included with program revenues are reported as general revenues.

Fund Financial Statements

Fund financial statements are provided for governmental. The operations of the funds are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures. The School reports the following major governmental funds with all other non-major funds aggregated in a single column:

General Fund - is the School's primary operating fund. It accounts for all financial resources of the school, except those required to be accounted for in another fund.

Measurement Focus and Basis of Accounting

The financial statements of the School are prepared in accordance with generally accepted accounting principles (GAAP). The School's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) *Codification of Accounting and Financial Reporting Guidance*.

The government-wide statements report using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Revenues from non-exchange transactions are reported according to GASB Codification Section 1600.111 and Section N50 *Accounting and Financial Reporting for Non-Exchange Transactions*. On the accrual basis, revenues from grants and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Note 1 – Summary of Significant Accounting Policies (continued)

The School recognizes assets of non-exchange transactions in the period when the underlying transaction occurs, when an enforceable legal claim has arisen, or when all eligibility requirements are met. Revenues are recognized, on the modified accrual basis, when they are measurable and available. Non-exchange transactions occur when the school provides (or receives) value to (from) another party without receiving (or giving) equal or nearly equal value in return. Most donations are examples of non-exchange transactions. Revenues from grants and donations are recognized on the accrual basis, in the fiscal year in which all eligibility requirements have been satisfied.

Governmental fund financial statements report 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. Florida Education Finance Program (FEFP) revenues are recognized when received. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Charges for services and fees are recognized when cash is collected as amounts are not measurable. When grant terms provide that the expenditure of funds is the prime factor for determining eligibility for federal, state, and other grant funds, revenue is recognized at the time the expenditure is made. 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.

Budgets and Budgetary Accounting

In compliance with Florida Statutes, the Board of Directors adopts an annual budget using the modified accrual basis of accounting. During the fiscal year, expenditures were controlled at the object level (e.g. salaries and benefits, purchased services, materials and supplies and capital outlay) within each activity (e.g. instruction, pupil personnel services and school administration). Revisions to the annual budget are approved by the Board.

Cash, Cash Equivalents and Investments

Cash and cash equivalents are considered to be cash on hand, demand deposits, non-marketable time deposits with maturities of three months or less when purchased, and money market/savings accounts.

The School has not adopted a formal deposit and investment policy that limits the School’s allowable deposits or investments and address specific types of risk; however the School invests excess deposit funds in a government money market mutual fund. The School has adopted GASB Codification Section 3100 *Fair Value Measurement and Application* (see Note 2).

Note 1 – Summary of Significant Accounting Policies (continued)

Due from Other Governments or Agencies

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.

Capital Assets

The School's property, plant and equipment with useful lives of more than one year are stated at historical cost and comprehensively reported in the statement of net position in the government-wide financial statements. Donated capital assets are recorded at their estimated fair market value on the date donated. The School generally capitalizes assets with cost of \$500 or more. Building improvements, additions and other capital outlays that significantly extend the useful life of an asset are capitalized. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations. Estimated useful lives, in years, for depreciable assets are as follows:

Textbooks	3 Years
Furniture and Equipment	5 Years
Building and Improvements	5 Years

Compensated Absences

The School grants a specific number of sick days. Full time instructional employees are eligible to one day per month to up to ten days of active work during the ten-month period (a "benefit year"). In the event that available time is not used by the end of the benefit year, employees may "rollover" all unused days for use in future benefit years. There is an opportunity to "cash out" unused sick days however, the employees may only cash out if they have used three days or less of their sick leave in that benefit year. Employees may not cash out more than ten days per school year and are required to always maintain a minimum of twenty-one unused days. The cash out value is eighty percent of their current daily rate. There is no termination payment for accumulated unused sick days.

GASB Codification Section C60, *Accounting for Compensated Absences*, provides that compensated absences that are contingent on a specific event that is outside the control of the employer and employee should be accounted for in the period those events take place. Accordingly, these financial statements do not include an accrual for sick days available to be used in future benefits years.

The School also provides certain days to be used for specific personal matters such as family death and jury duty. Because the use of such days is contingent upon those events taking place and such events are out of the control of both the employer and the employee, there is no accrual for such days.

Note 1 – Summary of Significant Accounting Policies (continued)

Revenue Sources

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33, Florida Statutes, the School will report the number of full-time equivalent (FTE) students and related data to the District. Under the provisions of Section 1011.62, Florida Statutes, the District reports the number of the full-time equivalent (FTE) students and related data to the Florida Department of Education (FDOE) for funding through the FEFP. Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent students reported by the School during the designated full-time equivalent student survey periods. After review and verification of FTE reports and supporting documentation, the FDOE may adjust subsequent fiscal period allocations of FEFP funding for prior year errors disclosed by its review as well as to prevent statewide allocations from exceeding the amount authorized by the Legislature. Normally, such adjustments are treated as reductions of revenue in the year the adjustment is made.

The School receives state funds through the District under charter school capital outlay funding pursuant to Section 1013.62, Florida Statutes. Funds are based on a capital outlay plan submitted to the District and are to be used for lease of school facilities. In addition, the School may receive a portion of the local capital improvement ad valorem tax revenues levied by the District.

Finally, the School also receives Federal awards for the enhancement of various educational programs. Federal awards are generally received based on applications submitted to and approved by various granting agencies. For Federal awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred. Any excess amounts are recorded as deferred revenues until expended. Additionally, other revenues may be derived from various fundraising activities and certain other programs.

Note 1 – Summary of Significant Accounting Policies (continued)

Net Position and Fund Balance Classifications

Government-wide financial statements

Equity is classified as net position and displayed in three (3) components:

- a) Net investment in capital assets - consists of capital assets net of accumulated depreciation and reduced by the outstanding balances of any borrowings that are attributable to the acquisition or improvement of those assets.
- b) Restricted net position - consists of net position with constraints placed on their use either by external groups such as creditors, grantors, contributors or laws or regulations of other governments. There is no restricted net position balance at year end.
- c) Unrestricted net position - all other net position that does not meet the definition of "restricted" or "Net investment in capital assets"

Fund financial statements

Under GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Statement defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be properly reported within one of the fund balance categories listed below:

- a) Nonspendable - includes amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact. Consists of fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed, or assigned).
- b) Restricted - fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation. There are no restricted fund balances at year end.
- c) Committed - fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the School's Board of Directors. There are no committed fund balances at year end.
- d) Assigned - fund balance classification are intended to be used by the School's management for specific purposes but do not meet the criteria to be classified as restricted or committed. There are no assigned fund balances at year end.
- e) Unassigned - portion of the fund balance that has not been restricted, committed or assigned for a specific purpose. This is the residual classification for the School's general fund.

Note 1 – Summary of Significant Accounting Policies (continued)

Order of Fund Balance Spending Policy

The School's policy is to apply expenditures against non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year by adjusting journal entries. First non-spendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including non-spendable amounts). Then any remaining fund balance amounts for the non-general funds are classified as unassigned fund balance. It is possible for the non-general funds to have negative unassigned fund balance when non-spendable amounts plus the restricted fund balances for specific purposes amounts exceed the positive fund balance for the non-general fund.

Inter-fund Transfers

Inter-fund receivables/payables are short-term balances that represent reimbursements between funds for payments made by one fund on behalf of another fund.

Income Taxes

Integrated Science and Asian Culture Academy, Inc. qualifies as a tax-exempt organization under Internal Revenue Code Section 501(c)(3), and is, therefore, exempt from income tax. Accordingly, no tax provision has been made in the accompanying financial statements.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States 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 during the reporting period. Actual results could differ from those estimates.

Subsequent Events

In accordance with GASB Codification Section 2250.106, the School has evaluated subsequent events and transactions for potential recognition or disclosure through September 10, 2019, which is the date the financial statements were available to be issued.

Note 2 – Cash, Cash Equivalents and Investments

Deposits

The School maintains its cash and cash equivalents in two financial institutions. As of June 30, 2019, the School's deposits consisted of cash balances of \$151,531.

Deposits at FDIC-insured institutions are insured up to \$250,000 per depositor, per financial institution. As of June 30, 2019, there were no potential bank balances in excess of FDIC coverage.

Note 2 – Cash, Cash Equivalents and Investments (continued)

Investments

The School categorizes its fair value measurements within the fair value hierarchy established by *GASB Statement No. 72*. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in markets for identical assets; Level 2 inputs are significant other observable inputs (including quoted prices for similar investments, interest rates, credit risk, etc.); Level 3 inputs are significant unobservable inputs.

At June 30, 2019, the School has the following recurring fair value measurements:

- Government money market mutual fund of \$500,000 valued using Level 2 inputs.

The government money market mutual fund values its portfolio securities at amortized cost which approximates fair value. The government money market mutual fund primarily invests in cash, high quality, short-term U.S. government securities and/or repurchase agreements that are collateralized fully by government securities that have been valued by the fund as Level 2. As of July 31, 2019, maturities of the fund's portfolio holdings are approximately 81% within 30 days.

Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of investments in a single issuer. The School manages its exposure to credit risk by limiting investments to highly rated government money market mutual funds. The fund is rated Aaa-mf by Moody's.

Custodial credit risk is the risk that in the event of a failure of a depository financial institution or counterparty that is in possession of investment or collateral securities, the School will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. For an investment, custodial credit risk is the risk that in the event of the failure of the counterparty to a transaction, the School will not be able to recover the value of investments or collateral securities that are in the possession of an outside party. At June 30, 2019, all of the School's investments in government money market mutual funds were held in a separate account and designated as assets of the School.

Interest rate risk is the risk that changes in interest rate will adversely affect the fair value of an investment. The School manages its exposure to declines in fair values by limiting all investments to government money market mutual funds that can be redeemed daily.

Note 3 – Capital Assets

The following schedule provides a summary of changes in capital assets, acquired substantially with public funds, for the year ended June 30, 2019:

	Balance 07/01/18	Additions	Retirements	Balance 06/30/19
Capital Assets, depreciable:				
Audiovisual and software	\$ 15,897	\$ 3,478	\$ -	\$ 19,375
Furniture, equipment and textbooks	299,498	32,792	-	332,290
Buildings and improvements	135,384	29,074	-	164,458
Total Capital Assets	<u>\$ 450,779</u>	<u>\$ 65,344</u>	<u>\$ -</u>	<u>\$ 516,123</u>
Less Accumulated Depreciation:				
Audiovisual and software	(3,617)	(2,624)	-	(6,241)
Furniture, equipment and textbooks	(192,156)	(47,607)	-	(239,763)
Buildings and improvements	(48,213)	(25,769)	-	(73,982)
Total Accumulated Depreciation	<u>\$ (243,986)</u>	<u>\$ (76,000)</u>	<u>\$ -</u>	<u>\$ (319,986)</u>
Capital Assets, net	<u>\$ 206,793</u>	<u>\$ (10,656)</u>	<u>\$ -</u>	<u>\$ 196,137</u>

For the fiscal year ended June 30, 2019, depreciation expense is allocated in the Statement of Activities by function as follows:

Instruction	\$ 40,311
Food services	627
Facilities acquisition	8,732
Operation of plant	25,493
Maintenance of plant	837
Total Depreciation Expense	<u>\$ 76,000</u>

Note 4 – Education Service and Support Provider

Academica Dade, LLC, an education service and support provider, provides administrative services to the School including, but not limited to, facility design, staffing recommendations, human resource coordination, regulatory compliance, legal and corporate upkeep, maintenance of the books and records, bookkeeping, budgeting and financial reporting and virtual education services. The agreement calls for a fee on a per student basis. The agreement is for a period of five years, through June 30, 2019, and unless terminated by the board shall be renewed along with any renewals to the charter agreement. During the year ended June 30, 2019, the School incurred approximately \$97,650 in fees.

Note 4 – Education Service and Support Provider (continued)

The School received \$100,000 long term note payable from Academica Dade, LLC for working capital purposes. The note is non-interest bearing and is payable within three years from the time the advance was made and is secured by the schools fixed assets. The School paid the entire balance during the 2018-2019 school year. The following schedule provides a summary of changes in long-term advances from Academica:

	Balance 07/01/18	Additions	Repayments	Balance 06/30/19
Note payable, long term	\$ 100,000	\$ -	\$ 100,000	\$ -
	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ -</u>

Note 5 – Related Party Transactions

Divisions of The Doral Academy, Inc.

The School shares school administration personnel with Doral Academy and Just Arts Management, charter schools under The Doral Academy, Inc. For the year ended June 30, 2019, total principal and assistant principal salaries and benefits allocated to the School was \$44,000 which were paid via stipends.

District

Pursuant to the Charter School contract with the School District, the District withholds an administrative fee of 2% or 5% (depending on the schools performance) of the qualifying revenues of the School. For the year ended June 30, 2019, administrative fees withheld by the School District totaled \$35,898.

Note 6 – Commitments, Contingencies and Concentrations

The school entered into a lease agreement with The First Presbyterian Church U.S. of Miami Springs, Florida to house the School’s campus. The Initial Term of the lease is 5 years beginning on July 1, 2014 and ending June 30, 2019. The school shall have the option to renew the term of this agreement for three (3) additional terms of five (5) years each. During the year, the School exercised the option to renew lease agreement for five additional years thru June 30, 2024. The school shall pay the organization an amount of \$700 per student per annum. For the year ended June 30, 2019, rent expense totaled \$159,020.

Future minimum payments under the lease (at current enrollment) are as follows:

<u>Year</u>	
2020	\$ 159,436
2021	\$ 159,436
2022	\$ 159,436
2023	\$ 159,436
2024	\$ 159,436

Note 6 – Commitments, Contingencies and Concentrations (continued)

Contingencies and Concentrations

The School receives substantially all of its funding from the State through the District under the Florida Education Finance Program (FEFP), which is based in part on a computation of the number of full-time equivalent (FTE) students attending different instructional programs. The accuracy of FTE student data submitted by individual schools and used in the FEFP computations is subject to audit by the state and, if found to be in error, could result in refunds to the state or in decreases to future funding allocations. Additionally, the School participates in a number of federal, state and local grants which are subject to financial and compliance audits. It is the opinion of management that the amount of revenue, if any, which may be remitted back to the state due to errors in the FTE student data or the amount of grant expenditures which may be disallowed by grantor agencies would not be material to the financial position of the School.

Note 7 – Inter-fund Transfers

Inter-fund transfers in governmental funds as of June 30, 2019 consist of the following:

	General Fund	Non-Major Governmental Funds
To fund lunch deficit	\$ (34,935)	\$ 34,935
Reimbursement from Restart Grant for prior period expenditures	4,187	(4,187)
Reimbursement from Aid for Displaced Students for prior period expenditures	6,843	(6,843)
Total Transfers, net	<u>\$ (23,905)</u>	<u>\$ 23,905</u>
Due to General Fund from Capital Projects Fund for capital outlay	\$ 9,829	\$ (9,829)
Due to General Fund from Special Revenue Fund for Title IV	5,478	(5,478)
Due to General Fund from Special Revenue Fund for Restart Grant	4,187	(4,187)
Total Due from/(Due to)	<u>\$ 19,494</u>	<u>\$ (19,494)</u>

Note 8 – Risk Management

The School is exposed to various risks of loss related to torts, thefts of, damage to and destruction of assets, errors and omissions and natural disasters for which the School carries commercial insurance. Settlement amounts have not exceeded insurance coverage for the past years. In addition, there were no reductions in insurance coverage from those in the prior year.

The School has entered into a strategic relationship with ADP TotalSource, Inc., a human resource management firm, typically known as “Professional Employer Organization” (PEO). Under a co-employment agreements, the PEO is the employer of record and is responsible for administering payroll, payroll taxes, provide employee benefits and assist with human resources and risk management. Accordingly, certain human resource related risks are transferred to the PEO. Nevertheless, the School may be subject to risks, including loss, penalties and fines related to employment practices, administrative error and omissions.

Note 9 – Defined Contribution Retirement Plan

The School's personnel, which are leased through ADP TotalSource Group, Inc., are eligible to participate in a defined contribution 401(k) plan sponsored by the leasing company, covering employees who meet certain age and tenure requirements. Under the ADP TotalSource Retirement Savings Plan (the "Plan"), the School provides a match of 100% of the employee's salary up to 4% of the employee's compensation. The School contributed to the Plan \$12,062 for the year ended June 30, 2019. The School does not exercise any control or fiduciary responsibility over the Plan's assets, which are administered by Voya.

REQUIRED SUPPLEMENTARY INFORMATION

Integrated Science and Asian Culture Academy, Inc.

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the year ended June 30, 2019

	General Fund		
	Original Budget	Final Budget	Actual
REVENUES			
State passed through local	\$ 1,430,281	\$ 1,639,307	\$ 1,626,351
Charges and other revenue	37,440	175,000	192,033
Total Revenues	<u>1,467,721</u>	<u>1,814,307</u>	<u>1,818,384</u>
EXPENDITURES			
Current:			
Instruction	793,333	774,775	773,669
Student support services	-	500	217
Instructional staff training	7,500	7,500	6,879
Board	9,500	12,300	11,229
School administration	146,316	292,118	289,290
Fiscal services	31,200	32,550	32,550
Central services	31,200	52,283	51,992
Operation of plant	172,765	172,765	160,048
Maintenance of plant	58,000	78,000	76,719
Administrative technology services	20,000	18,103	16,306
Community services	-	115,000	112,997
Total Current Expenditures	<u>1,269,814</u>	<u>1,555,894</u>	<u>1,531,896</u>
Excess of Revenues			
Over Current Expenditures	<u>197,907</u>	<u>258,413</u>	<u>286,488</u>
Capital Outlay			
Other Capital Outlay	-	40,000	65,344
Total Expenditures	<u>1,269,814</u>	<u>1,595,894</u>	<u>1,597,240</u>
Excess of Revenues Over Expenditures	197,907	218,413	221,144
Other financing sources (uses):			
Transfers in (out)	-	(29,000)	(23,905)
Repayment of note payable	-	(100,000)	(100,000)
Net change in fund balance	197,907	89,413	97,239
Fund Balance at beginning of year	<u>302,248</u>	<u>302,248</u>	<u>302,248</u>
Fund Balance at end of year	<u>\$ 500,155</u>	<u>\$ 391,661</u>	<u>\$ 399,487</u>

Notes to Budgetary Comparison Schedule

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



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
Integrated Science and Asian Culture Academy, Inc.
Miami Springs, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Integrated Science and Asian Culture Academy, Inc. (the “School”) as of, and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the School’s basic financial statements and have issued our report thereon dated September 10, 2019.

Internal Control Over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or 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.

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*.

We noted certain matters that were reported to management in a separate management letter dated September 10, 2019 pursuant to Chapter 10.850, Rules of the Auditor General.

Purpose of this report

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

Handwritten signature in blue ink that reads "HLB Gravier, LLP".

CERTIFIED PUBLIC ACCOUNTANTS

Coral Gables, Florida
September 10, 2019



MANAGEMENT LETTER

To the Board of Directors of
Integrated Science and Asian Culture Academy, Inc.
Miami Springs, Florida

Report on the Financial Statements

We have audited the financial statements of Integrated Science and Asian Culture Academy, Inc., Miami Springs, Florida, as of and for the fiscal year ended June 30, 2019 and have issued our report thereon dated September 10, 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; and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in those reports and schedules, which are dated September 10, 2019, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

Corrective actions have been taken to address findings and recommendation made in the preceding annual financial audit report.

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 and the school code assigned by the Florida Department of Education of the entity is Integrated Science and Asian Culture Academy, Inc., 2004.

Financial Condition and Management

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

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 Integrated Science and Asian Culture Academy. It is management's responsibility to monitor Integrated Science and Asian Culture 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.

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 have the following recommendations:

ML – 19-01 CAPITAL ASSETS

Criteria: The School is required to maintain an inventory of capital assets purchased with public funds in accordance with local, state or federal regulations.

Condition: We noted that the School does not have a formal process for reconciling the capital assets inventory report to the capital assets of the Schools trial balance.

Cause: The condition results from school personnel not consistently performing an inventory of all fixed assets and reconciling to the Schools trial balance.

Effect: Failure to perform the procedures mentioned above could result in a misstated Annual Property Inventory.

**Recom-
mendation:** We recommend that the School perform an annual inventory of all capital assets and reconcile to the capital asset ledgers recorded on the School's books.

**Views of
Responsible
Officials:** Management will adhere to auditor's recommendation. The ESSP is assisting the schools with identifying the proper support to ensure schools are in full compliance with inventory requirements.

Transparency

Sections 10.854(1)(e)7 and 10.855(13), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether Integrated Science and Asian Culture 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 Integrated Science and Asian Culture 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 warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Status of Prior Year Findings and Recommendations

ML – 18-01 INTERNAL ACCOUNT DEPOSITS

- Criteria: The School designed and implemented an internal control system to reduce the risk of misappropriation of assets by requiring that monies collected by authorized school employees be documented in a Recap Collections Form and submitted to the school Treasurer as detailed in the School’s “Internal Accounts – Policies and Procedures” handbook.
- Condition: HLBG was unable to validate 1 deposit because a Recap Collection Form was missing.
- Cause: The condition results from authorized collectors not documenting monies collected in Recap Collection Forms.
- Effect: Failure to perform the procedures mentioned above could result in misappropriation of assets.
- Recommendation: We recommend that the School adheres to its internal control policies and procedures relating to the internal account so that all deposits and cash receipts and corresponding recap sheets are properly documented at the time monies are collected. In addition, we recommend the School’s treasurer and staff accepting cash receipts be provided additional internal account training to ensure compliance with these policies.
- Status: During this year’s audit we noted that the School followed and implemented our recommendations from prior year.

ML – 18-02 MONTHLY CLOSING PROCEDURES

- Criteria: The School designed and implemented an internal control system to reduce the risk of misappropriation of assets and accounting errors by requiring the treasurer to monitor and reconcile all bank accounts on a monthly basis.
- Condition: In the internal account we noted that one of the deposits for the month of September 2017 was duplicated but was never voided. In the aftercare account, we noted a deposit made from the Online Store for the month of November 2017 was deposited twice to the Aftercare bank account.
- Cause: The condition results from the treasurer not reviewing reconciling items on the bank reconciliation and bank accounts in detail.
- Effect: Failure to perform the procedures mentioned above could result in misappropriation of assets and/or accounting errors.
- Recommendation: We recommend that the School review the reconciling bank activity against the bank statement and an authorized individual review and approve the month end bank reconciliations.
- Status: During this year’s audit we noted that the School followed and implemented our recommendations from prior year.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, School Board of Miami-Dade County, Federal and other granting agencies, 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.



CERTIFIED PUBLIC ACCOUNTANTS

Coral Gables, Florida
September 10, 2019