



Certified Public Accountants

Mater Academy of International Studies  
W/L #1017

(A charter school under  
Mater Academy, Inc.)

Financial Statements and  
Independent Auditors' Report  
June 30, 2017

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Mater Academy of International Studies  
(A charter school under  
Mater Academy, Inc.)  
W/L #1017

795 NW 32 Street  
Miami, FL 33127

2016-2017

Board of Directors

Roberto Blanch, Board Chair, Director  
Shannie Sadesky, Vice Chair, Director  
Cesar Christian Crousillat, Secretary, Director  
Javier Jerez, Director & Student Alumni Representative  
Maurene Sotero Balmaseda, Director & Student Alumni Representative

School Administration

Ileana Melian, Principal

Other Non-voting Corporate Officers

Antonio L. Roca, President

## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of  
Mater Academy of International Studies  
Miami, Florida

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Mater Academy of International Studies (the "School"), a charter school under Mater Academy, Inc., as of, and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

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

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

### *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 Mater Academy of International Studies as of June 30, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

As described in Note 1, the accompanying financial statements referred to above present only the financial position of Mater Academy of International Studies as of June 30, 2017, and the respective changes in financial position for the year then ended, and is not intended to be a complete presentation of Mater Academy, Inc. These financial statements do not purport to and do not present fairly the financial position of Mater Academy, Inc. as of June 30, 2017 and its changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### ***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 9 and 27 through 28 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated August 30, 2017 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* and should be considered in assessing the results of our audit in considering the School's internal control over financial reporting and compliance.

Coral Gables, Florida  
August 30, 2017

*HLB Graven, LLP*  
CERTIFIED PUBLIC ACCOUNTANTS

**Management's Discussion and Analysis**  
Mater Academy of International Studies  
(A Charter School Under Mater Academy, Inc.)  
June 30, 2017

The corporate officers of Mater Academy of International Studies have prepared this narrative overview and analysis of the school's financial activities for the fiscal year ended June 30, 2017.

**Financial Highlights**

1. The net position of the School at June 30, 2017 was \$ 2,628,448.
2. At year-end, the School had current assets on hand of \$1,853,563.
3. The School had an increase in its net position of \$663,941 during the year.
4. The unassigned fund balance at year end was \$1,617,835.

**Overview of the Financial Statements**

This discussion and analysis are intended to serve as an introduction to the School's basic financial statements. The School's financial statements for the year ended June 30, 2017 are presented in accordance with GASB Codification Section 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 two 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 10-11 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. *Governmental Funds* are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. Governmental 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 12 - 15 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 16 – 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, assets exceeded liabilities by \$2,628,448 at the close of the fiscal year. A summary of the School’s net position as of June 30, 2017 and 2016 follows:

	2017	2016
Cash and cash equivalents	\$ 338,218	\$ 211,624
Investments	1,450,000	1,010,000
Prepaid expenses	49,256	35,423
Due from other agencies	16,089	6,493
Deposits receivable, long term	32,654	32,654
Due from other divisions from Mater Academy, Inc.	500,000	500,000
Capital Assets, net	428,703	337,285
<b>Total Assets</b>	<b>2,814,920</b>	<b>2,133,479</b>
<b>Deferred outflows of resources</b>	-	-
Salaries and wages payable	186,472	168,972
<b>Total Liabilities</b>	<b>186,472</b>	<b>168,972</b>
<b>Deferred inflows of resources</b>	-	-
<b>Net Position:</b>		
Net investment in capital assets and long term receivables	428,703	337,285
Unrestricted	2,199,745	1,627,222
<b>Total Net Position</b>	<b>\$ 2,628,448</b>	<b>\$ 1,964,507</b>

At the end of the fiscal year, 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, 2017 and 2016 follows:

	<u>2017</u>	<u>2016</u>
<b>REVENUES</b>		
Program Revenues		
Operating Grants and Contributions	\$ 173,877	\$ 131,989
Capital Outlay Funding	295,103	177,935
Lunch Program	307,717	310,985
Charges for Services	-	8,043
General Revenues		
Local Sources(FTE non specific)	3,760,724	3,687,738
Other Revenues	21,925	7,806
<b>Total Revenues</b>	<u>\$ 4,559,346</u>	<u>\$ 4,324,496</u>
<b>EXPENSES</b>		
Instruction	\$ 2,022,689	\$ 1,939,187
Instructional staff training	13,228	4,920
Board	65,600	65,200
School administration	495,191	554,661
Facilities acquisition	10,608	10,608
Fiscal services	81,525	81,300
Food services	315,149	294,275
Central services	101,027	85,420
Operation of plant	658,827	666,564
Maintenance of plant	131,561	137,588
<b>Total Expenses</b>	<u>3,895,405</u>	<u>3,839,723</u>
Increase (decrease) in Net Position	<u>663,941</u>	<u>484,773</u>
Net Position at Beginning of Year	1,964,507	1,479,734
Net Position at End of Year	<u><u>\$ 2,628,448</u></u>	<u><u>\$ 1,964,507</u></u>

The School's revenue and expenditures increased by \$234,850 and \$55,682, respectively as a result of an increase in student enrollment. The School had an increase in its net position of \$663,941 for the year.

### **Accomplishments**

In 2017, Mater Academy Elementary School of International Studies completed its 8<sup>th</sup> year of operations, serving 544 students in grades K-5. This past year the school earned a letter grade of "C" under the State of Florida Accountability Program and expects to show significant gains for the 2017 school year.

Mater Academy Elementary School of International Studies offers a rigorous curriculum, featuring language programs in Spanish and French, as well as the latest classroom technology, including Promethean Boards and laptop computers for students in upper grades. Recently, the school enhanced the educational environment at their facilities by adding a state-of-the-art media center and a computer lab.



In addition, Mater provides its students with an extra-curricular program of activities such as Band, Art, Dance, Cheerleading, Safety Patrols, K-Kids, STEM, Junior Honor Society, Walking Club, Glee and Journalism Club. This past year, Mater students and staff had the opportunity to participate in various activities and were recognized for their achievements:

- The school continued implementing the Mindfulness Program and Feed My Starving Children event
- The school participated in a foreign educators program in collaboration with the Spanish Ministry of Education
- School wide Science Fair
- The Spanish Production team won a contest that was part of a special segment titled, “El Club de Libros” sponsored by Univision and it appeared on one of their TV shows.
- Students participated in the Annual Spelling Bee
- Students participated in fundraisers such as uMater Campaign, Scholastic Book Fair, World’s Finest Chocolates, Smencils, Jump Rope for Heart, Canned Good drive for Miami Rescue Mission, UNICEF
- Students participated in clubs: Journalism, Art, Glee and Drama, Cheerleading and Dance, Science, National Junior Honor Society, Math Club - built simple robots, Safety Patrols, Morning Announcements, and K-Kids (a community service club that is co-sponsored with the Kiwanis), Fitness Club, and Mindful Mats Yoga
- Students participated in school-wide events, including the Holiday Show and End of Year Show, Dr. Seuss Reading Under the Stars Event to promote literacy, Hispanic Heritage Celebration, Career Day, Red Ribbon Week, and Field Day

As a member of the Mater Academy network of high quality charter schools, Mater Academy of International Studies is fully accredited by AdvancED under the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS-CASI) division.

## 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 \$1,667,091. The fund balance unassigned and available for spending at the School's discretion is \$1,617,835. 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, 2017 amounts to \$ 428,703 (net of accumulated depreciation). This investment in capital assets includes furniture, fixtures and equipment. The School has no outstanding debt associated to capital assets.

## Governmental Fund Budget Analysis and Highlights

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

	Governmental Fund		
	Original Budget	Final Budget	Actual
<b>REVENUES</b>			
Program Revenues			
State capital outlay funding	\$ 188,340	\$ 295,500	\$ 295,103
Federal sources	476,828	479,700	479,778
Lunch program	-	1,800	1,816
General Revenues			
FTE nonspecific revenues	3,760,198	3,760,198	3,760,724
Charges and other revenues	16,952	21,000	21,925
Total Revenues	<u>\$ 4,442,318</u>	<u>\$ 4,558,198</u>	<u>\$ 4,559,346</u>
<b>CURRENT EXPENDITURES</b>			
Instruction	\$ 1,979,054	\$ 1,950,000	\$ 1,946,185
Instructional staff training	68,000	65,600	65,600
Board	20,500	20,000	13,228
School administration	502,338	502,338	495,191
Fiscal services	82,125	81,525	81,525
Food services	350,000	315,000	314,653
Central services	157,125	105,500	101,027
Operation of plant	609,179	650,500	647,152
Maintenance of plant	175,979	95,000	93,396
Total Current Expenditures	<u>\$ 3,944,300</u>	<u>\$ 3,785,463</u>	<u>\$ 3,757,957</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.

Mater Academy of International Studies  
(A charter school under Mater Academy, Inc.)

Statement of Net Position  
June 30, 2017

	Governmental Activities
<hr/>	
<b><u>Assets</u></b>	
Current assets:	
Cash and cash equivalents	\$ 338,218
Investments	1,450,000
Prepaid expenses	49,256
Due from other agencies	16,089
	<hr/> 1,853,563
Due from other divisions from Mater Academy, Inc.	500,000
Deposits receivable, long term	32,654
Capital assets, depreciable	1,332,379
Less: accumulated depreciation	(903,676)
	<hr/> 428,703
Total Assets	<hr/> 2,814,920
<b><u>Deferred Outflows of Resources</u></b>	<hr/> -
<b><u>Liabilities</u></b>	
Current liabilities:	
Salaries and wages payable	186,472
Total Liabilities	<hr/> 186,472
<b><u>Deferred Inflows of Resources</u></b>	<hr/> -
<b><u>Net Position</u></b>	
Net investment in capital assets and long term receivables	428,703
Unrestricted	2,199,745
Total Net Position	<hr/> \$ 2,628,448

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

Mater Academy of International Studies  
(A charter school under Mater Academy, Inc.)

Statement of Activities

For the year ended June 30, 2017

FUNCTIONS	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Governmental activities:</b>					
Instruction	\$ 2,022,689	\$ -	\$ 173,877	\$ -	\$ (1,848,812)
Instructional staff training	13,228	-	-	-	(13,228)
Board	65,600	-	-	-	(65,600)
School administration	495,191	-	-	-	(495,191)
Facilities acquisition	10,608	-	-	-	(10,608)
Fiscal services	81,525	-	-	-	(81,525)
Food services	315,149	1,816	305,901	-	(7,432)
Central services	101,027	-	-	-	(101,027)
Operation of plant	658,827	-	-	295,103	(363,724)
Maintenance of plant	131,561	-	-	-	(131,561)
<b>Total governmental activities</b>	<b>3,895,405</b>	<b>1,816</b>	<b>479,778</b>	<b>295,103</b>	<b>(3,118,708)</b>
General revenues:					
FTE nonspecific revenues					3,760,724
Interest and other revenue					21,925
Change in net position					663,941
Net position , beginning					1,964,507
Net position, ending					\$ 2,628,448

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

Mater Academy of International Studies  
(A charter school under Mater Academy, Inc.)

Balance Sheet - Governmental Funds  
June 30, 2017

	General Fund	Special Revenue Fund	Capital Projects Fund (Non-major)	Total Governmental Funds
<b><u>Assets</u></b>				
Cash and cash equivalents	\$ 338,218	\$ -	\$ -	\$ 338,218
Investments	1,450,000	-	-	1,450,000
Due from other agencies	-	-	16,089	16,089
Due from fund	16,089	-	-	16,089
Prepaid expenses	49,256	-	-	49,256
Total Assets	<u>1,853,563</u>	<u>-</u>	<u>16,089</u>	<u>1,869,652</u>
<b><u>Deferred Outflows of Resources</u></b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Liabilities</u></b>				
Salaries and wages payable	186,472	-	-	186,472
Due to fund	-	-	16,089	16,089
Total Liabilities	<u>186,472</u>	<u>-</u>	<u>16,089</u>	<u>202,561</u>
<b><u>Deferred Inflows of Resources</u></b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Fund balance</u></b>				
Nonspendable, not in spendable form	49,256	-	-	49,256
Unassigned	1,617,835	-	-	1,617,835
	<u>1,667,091</u>	<u>-</u>	<u>-</u>	<u>1,667,091</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 1,853,563</u>	<u>\$ -</u>	<u>\$ 16,089</u>	<u>\$ 1,869,652</u>

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

Mater Academy of International Studies  
(A charter school under Mater Academy, Inc.)

Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position  
June 30, 2017

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Total Fund Balance - Governmental Funds	\$ 1,667,091
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets of \$1,332,379 net of accumulated depreciation of \$903,676 used in governmental activities are not financial resources and therefore are not reported in the fund.	428,703
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Long-term receivables and deposits in governmental activities are not financial resources and therefore are not reported in the governmental funds.	<u>532,654</u>
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Total Net Position - Governmental Activities	<u>\$ 2,628,448</u>
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The accompanying notes are an integral  
part of this financial statement.

Mater Academy of International Studies  
(A charter school under Mater Academy, Inc.)

Statement of Revenues, Expenditures, and Changes in Fund Balance - Governmental Funds  
For the year ended June 30, 2017

	General Fund	Special Revenue Fund	Capital Projects Fund (Non-major)	Total Governmental Funds
Revenues:				
State capital outlay funding	\$ -	\$ -	\$ 295,103	\$ 295,103
State passed through local	3,760,724	-	-	3,760,724
Federal sources	-	479,778	-	479,778
Charges for services and other revenue	21,925	1,816	-	23,741
Total Revenues	3,782,649	481,594	295,103	4,559,346
Expenditures:				
Current				
Instruction	1,772,308	173,877	-	1,946,185
Board	65,600	-	-	65,600
Instructional staff training	13,228	-	-	13,228
School administration	495,191	-	-	495,191
Fiscal services	81,525	-	-	81,525
Food services	-	314,653	-	314,653
Central services	101,027	-	-	101,027
Operation of plant	352,049	-	295,103	647,152
Maintenance of plant	93,396	-	-	93,396
Capital Outlay:				
Other capital outlay	228,866	-	-	228,866
Total Expenditures	3,203,190	488,530	295,103	3,986,823
Excess (deficit) of revenues over expenditures	579,459	(6,936)	-	572,523
Other financing sources (uses)			-	
Transfers in (out)	(6,936)	6,936	-	-
Net change in fund balance	572,523	-	-	572,523
Fund Balance at beginning of year	1,094,568	-	-	1,094,568
Fund Balance at end of year	\$ 1,667,091	\$ -	\$ -	\$ 1,667,091

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



Mater Academy of International Studies  
(A charter school under Mater 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, 2017

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Net Change in Fund Balance - Governmental Funds \$ 572,523

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 \$228,866 exceeded depreciation expense of  
\$137,448.

91,418

Change in Net Position of Governmental Activities

\$ 663,941

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

## **Note 1 – Summary of Significant Accounting Policies**

### Reporting Entity

Mater Academy of International Studies (the "School"), is a charter school sponsored by the School Board of Miami-Dade County, Florida (the "District"). The School's charter is held by Mater Academy, Inc., a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act. The governing body of the School is the board of directors of Mater Academy, Inc., which is composed of five members and also governs other charter schools. The board of directors has determined that no component unit exists 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, 2018 and it can be renewed 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, Florida for students from kindergarten through fifth grade. These financial statements are for the year ended June 30, 2017, when on average 544 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 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.

### Government-wide and Fund Financial Statements

#### *Government-wide 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. These statements also do not include fiduciary funds.

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, such as food service and student activity 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 included with program revenues are reported as general revenues.

**Note 1 – Summary of Significant Accounting Policies (continued)**

*Fund Financial Statements*

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

*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.

*Special Revenue Fund* - accounts for specific revenues, such as federal lunch program that are legally restricted to expenditures for particular purposes.

Additionally, the School reports separately the following fiduciary fund types:

*Agency Fund* – accounts for resources of the School's Internal Fund, which is used to administer monies collected at the schools in connection with school, student athletics, class, and club activities. This fund had no balance at year end.

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.

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 liabilities of the current period. The School considers revenues to be available if they are collected within 60 days of the end of the fiscal year.

**Note 1 – Summary of Significant Accounting Policies (continued)**

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.

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

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.

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 financial 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.

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).

Inter-fund Transfers

Outstanding balances between funds are reported as "due to/from" other funds. Inter-fund transfers are made to move any excess or shortage of National School Lunch Program funds from the Special Revenue Fund to the General Fund.

**Note 1 – Summary of Significant Accounting Policies (continued)**

Due from Other Governments or Agencies

Amounts due to the School by other governments or agencies relate to grants or programs for 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:

Improvements	5-10 Years
Furniture and equipment	5 Years
Textbooks and software	3 Years

Compensated Absences

The School grants a specific number of sick days. Full-time instructional employees are eligible to receive one day per month 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. Employees may "cash out" unused sick days, however, 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 maintain a minimum of twenty-one unused days in order to cash out. 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 compensated absences 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 state through 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 reports 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.

In addition, 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.

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.

Net Position and Fund Balance Classification

*Government-wide financial statements*

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

- a) Net investment in capital assets and long term receivables - 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.
- c) Unrestricted net position - all other net position that does not meet the definition of "restricted" or "Net investment in capital assets and long term receivables".

**Note 1 – Summary of Significant Accounting Policies (continued)**

*Fund financial statements*

GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions*, 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 – this classification includes fund balance category 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 that is 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.

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 restricted 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.

Income Taxes

Mater 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.

Subsequent Events

In accordance with GASB Codification Section 2250.106, the School has evaluated subsequent events and transactions for potential recognition or disclosure through August 30, 2017, which is the date the financial statements were available to be issued.

## **Note 1 – Summary of Significant Accounting Policies (continued)**

### 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, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## **Note 2 – Cash, Cash Equivalents and Investments**

### Deposits

The School maintains its cash and cash equivalents in two financial institutions. As of June 30, 2017, the School's deposits consisted of cash balances of \$308,609.

Deposits at FDIC-insured institutions are insured up to \$250,000 per depositor, per financial institution. The School is a charter school under Mater Academy, Inc., which also operates various other charter schools. All bank accounts are opened under the account ownership of Mater Academy, Inc., therefore, bank balances at times may potentially be in excess of FDIC coverage. As of June 30, 2017, bank balances in potential excess of FDIC coverage was approximately \$311,846; including fiduciary account bank balances.

### Investments

The School categorizes its fair value measurements within the fair value hierarchy established by GASB Codification Section 3100 *Fair Value Measurement and Application*. 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, 2017, the School has the following recurring fair value measurements:

- Government money market mutual fund of \$1,450,000 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, 2017, maturities of the fund's portfolio holdings are approximately 79% 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.



Mater Academy of International Studies  
(A Charter School under Mater Academy, Inc.)  
Notes to Financial Statements  
June 30, 2017

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

*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, 2017, 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, 2017:

	Balance 07/01/16	Additions	Retirements	Balance 06/30/17
Capital assets, depreciable:				
Buildings and Improvements	\$ 385,586	\$ 161,937	\$ -	\$ 547,523
Computer equipment and software	249,343	58,589	-	307,932
Furniture, equipment and textbooks	468,584	8,340	-	476,924
Total Capital Assets	\$ 1,103,513	\$ 228,866	\$ -	\$ 1,332,379
Less Accumulated Depreciation:				
Buildings and Improvements	(244,045)	(55,727)	-	(299,772)
Computer equipment and software	(147,219)	(30,022)	-	(177,241)
Furniture, equipment, and textbooks	(374,964)	(51,699)	-	(426,663)
	(766,228)	(137,448)	-	(903,676)
Capital Assets, net	\$ 337,285	\$ 91,418	\$ -	\$ 428,703

For the fiscal year ended June 30, 2017, depreciation expense is allocated in the Statement of Activities by function as follows:

Instruction	\$ 76,504
Food services	496
Facilities acquisition	10,608
Maintenance of plant	38,165
Operation of plant	11,675
Total Depreciation Expense	\$ 137,448

**Note 4 –Education Service and Support Provider**

Academica Dade, LLC, an educational service and support provider, offers 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, financial reporting, and virtual education services. The agreement calls for a fee on a per student basis.

The agreement is with Mater Academy, Inc. through June 30, 2021, and unless terminated by the board shall be renewed along with any renewals to the charter agreement. During the year ended June 30, 2017, the School incurred \$244,575 in fees related to this agreement.

**Note 5 –Transactions With Other Divisions of Mater Academy, Inc.**

For 2017, the School's facility was shared with Mater Academy Middle School of International Studies and Mater Academy High School of International Studies (charter schools under Mater Academy, Inc.). Management allocates a proportionate share of leases, salaries, lunch receipts, food and supplies, and other expenses to each school individually based on student enrollment and usage of facilities and staff to these schools and other schools operated by Mater Academy, Inc. In addition, Mater Academy Middle School of International Studies' student activities account is recorded in the School's books.

The School received funds for the Federal lunch program for all the schools in the International Studies Campus, as listed above. Revenues and expenses related to such program have been allocated to each school based on FTE equivalent for purposes of presentation in the financial statements.

Mater Academy, Inc. charges all its affiliated schools an assessment for shared corporate costs and accreditation expenses. Mater Academy of International Studies paid Mater Academy, Inc. approximately \$54,350 in connection with these charges during the year.

Mater Academy of International Studies  
(A Charter School under Mater Academy, Inc.)  
Notes to Financial Statements  
June 30, 2017

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**Note 5 –Transactions With Other Divisions of Mater Academy, Inc. (continued)**

The School made long term, non-interest bearing advances to other divisions of Mater Academy, Inc. The activity for the year for long-term receivables was as follows:

	Balance 07/01/16	Additions	Deletions	Balance 06/30/17
Mater Academy, Inc. - Corporate account	\$ 500,000	\$ -	\$ -	500,000
Total Long Term Receivables	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>

**Note 6 – Commitments, Contingencies, and Concentrations**

Mater Academy, Inc. entered into an educational facilities license agreement with the Archdiocese of Miami, Inc. for the School's facility. This facility is shared with Mater Academy Middle School of International Studies and Mater Academy High School of International Studies (both charter schools under Mater Academy, Inc.).

Under the agreement, the School pays an annual facility usage reimbursement of \$434,055 and an additional student census annual payment of \$790 for every student in excess of an enrollment of 499 students at the facility. These payments will be adjusted annually based on the Consumer Price Index (CPI) beginning on July 1, 2018. Additional property costs include repairs, maintenance, and insurance. This agreement commenced on June 1, 2015 and continues through June 30, 2020, and shall automatically renew at the expiration of the initial term for one additional term of five years, unless either party provides 180 days' advance written notice of its intention not to renew.

Payments are allocated among the School, Mater Academy Middle School of International Studies, and Mater Academy High School of International Studies based on enrollment and usage of facility. The allocation used for 2017, was approximately 74% for the School; 24% for Mater Academy Middle School of International Studies; and 2% for Mater Academy High School of International Studies. For 2017, rent expense totaled \$455,874. In addition, the School prepaid rent for approximately \$28,000 as of June 30, 2017.

Future minimum payments for the full agreement (to be shared with the other two schools) are as follows:

Year	
2017	\$ 434,055
2018	\$ 434,055
2019	\$ 434,055
2020	\$ 434,055

## **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 receives various forms of federal, state and local funding which are subject to financial and compliance audits. It is the opinion of management that the amount of funding, 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.

Pursuant to the Charter School contract with the School District, the District withholds an administrative fee of 5% of the qualifying revenues of the School. For the year ended June 30, 2017, administrative fees withheld by the School District totaled \$88,739.

## **Note 7 – Risk Management**

The School is exposed to various risks of loss related to torts; thefts of, damage to and destruction of assets; administrative errors and omissions; personal injury; workers compensation; 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.

## **Note 8 – Defined Contribution Retirement Plan**

The School's personnel, which are leased through ADP Total Source 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 Total Source Retirement Savings Plan (the "Plan"), for the 2016-2017 school year the School matched 100% of the employee's contribution up to 4% of the employee's compensation. The School contributed to the Plan \$26,761 for the year ended June 30, 2017. The School does not exercise any control or fiduciary responsibility over the Plans' assets, which are administered by Voya Financial.

## REQUIRED SUPPLEMENTARY INFORMATION

Mater Academy of International Studies  
(A charter school under Mater Academy, Inc.)

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the year ended June 30, 2017

	General Fund		
	Original Budget	Final Budget	Actual
<b>REVENUES</b>			
State passed through local	\$ 3,760,198	\$ 3,760,198	\$ 3,760,724
Charges and other revenue	16,952	21,000	21,925
Total Revenues	<u>3,777,150</u>	<u>3,781,198</u>	<u>3,782,649</u>
<b>EXPENDITURES</b>			
Current:			
Instruction	1,852,226	1,775,000	1,772,308
Instructional Staff Training	68,000	65,600	65,600
Board	20,500	20,000	13,228
School Administration	502,338	502,338	495,191
Fiscal Services	82,125	81,525	81,525
Central Services	157,125	105,500	101,027
Operation of Plant	420,839	355,000	352,049
Maintenance of Plant	175,979	95,000	93,396
Total Current Expenditures	<u>3,279,132</u>	<u>2,999,963</u>	<u>2,974,324</u>
Excess of Revenues			
Over Current Expenditures	<u>498,018</u>	<u>781,235</u>	<u>808,325</u>
Capital Outlay	<u>350,000</u>	<u>250,000</u>	<u>228,866</u>
Total Expenditures	<u>3,629,132</u>	<u>3,249,963</u>	<u>3,203,190</u>
Excess of Revenues Over Expenditures	148,018	531,235	579,459
Other financing sources (uses):			
Transfers in (out)	<u>-</u>	<u>(8,500)</u>	<u>(6,936)</u>
Net change in fund balance	148,018	522,735	572,523
Fund Balance at beginning of year	<u>1,094,568</u>	<u>1,094,568</u>	<u>1,094,568</u>
Fund Balance at end of year	<u>\$ 1,242,586</u>	<u>\$ 1,617,303</u>	<u>\$ 1,667,091</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.

Mater Academy of International Studies  
(A charter school under Mater Academy, Inc.)

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the year ended June 30, 2017

	Special Revenue Fund		
	Original Budget	Final Budget	Actual
REVENUES			
Federal sources	\$ 476,828	\$ 479,700	\$ 479,778
Charges for services	-	1,800	1,816
Total Revenues	476,828	481,500	481,594
EXPENDITURES			
Current:			
Instruction	126,828	175,000	173,877
Food services	350,000	315,000	314,653
Total Current Expenditures	476,828	490,000	488,530
Excess of Revenues Over Current Expenditures	-	(8,500)	(6,936)
Total Expenditures	476,828	490,000	488,530
Excess of Revenues Over Expenditures	-	(8,500)	(6,936)
Other financing sources (uses)			
Transfers in (out)	-	8,500	6,936
Net change in fund balance	-	-	-
Fund Balance at beginning of year	-	-	-
Fund Balance at end of year	\$ -	\$ -	\$ -

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*

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Board of Directors of  
Mater Academy of International Studies  
Miami, Florida

We have audited, 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., the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Mater Academy of International Studies (the "School"), as of, and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School's basic financial statements and have issued our report thereon dated August 30, 2017.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. 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 issued a separate management letter dated August 30, 2017 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.

*HUB granier, LLP*  
CERTIFIED PUBLIC ACCOUNTANTS

Coral Gables, Florida  
August 30, 2017



## MANAGEMENT LETTER

Board of Directors of  
Mater Academy of International Studies  
Miami, Florida

### Report on the Financial Statements

We have audited the financial statements of Mater Academy of International Studies as of and for the fiscal year ended June 30, 2017 and have issued our report thereon dated August 30, 2017.

### Auditor's Responsibility

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; and Chapter 10.850, Rules of the Auditor General

### Other Reports and Schedules

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and 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 August 30, 2017, 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.

See heading below titled Status of Prior Year Findings and Recommendations.

### Official Title

Section 10.854(1)(e)5., Rules of the Auditor General, requires the name or official title of the entity. The official title of the entity is Mater Academy of International Studies .

### Financial Condition

Sections 10.854(1)(e)2, Rules of the Auditor General, requires that we report the results of our determination as to whether or not Mater Academy of International Studies 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 Mater Academy of International Studies 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 Mater Academy of International Studies. It is management's responsibility to monitor Mater Academy of International Studies' 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. We have applied such procedures as of the fiscal year end and no deteriorating financial condition has been noted.

### **Transparency**

Sections 10.854(1)(e)7 and 10.855(13), Rules of the Auditor General, require that we report the results of our determination as to whether Mater Academy of International Studies maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that Mater Academy of International Studies maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

### **Other Matters**

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 2017-01 – Internal Account – Disbursements (Check Dual Signatures)**

##### **Observation**

During our testing, we noted that there were a number of checks in our sample that did not contain the required two signatures, as established by the School's policies and procedures.

##### **Recommendation**

We recommend that the School adheres to its internal control policies relating to the internal account so that all checks contain the required second signature.

#### **ML 2017-02 – Internal Account – Disbursements (Supporting Documentation)**

##### **Observation**

During our testing, we noted there were a number of the disbursements in our sample that did not agree to the supporting invoice and/or receipt. In addition, there were a number of disbursements for which no supporting invoices or receipts were not in file.

##### **Recommendation**

We recommend that the School adheres to its internal control policies relating to the internal account in order to have the necessary documentation to support all cash disbursements and that they are properly reconciled with the actual disbursement amount.

#### **ML 2017-03 – Internal Account – Deposits**

##### **Observation**

During our test of deposits made in the internal bank account, we noted several exceptions in our sample, including:

- Unreconciled differences between the Recap Sheets, the Deposit Summary Report, and the actual amount of the deposit
- For two deposits, no supporting documentation was on file.

### Recommendation

We recommend that the School adheres to its internal control policies relating to the internal account so that all deposits are properly counted and reconciled to the actual bank deposit amount. In addition that the School should maintain supporting documentation for all deposits.

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

## **Status of Prior Year Findings and Recommendations**

### **ML 2016-01 [2015-01] – Internal Account – Disbursements**

**(This was an observation in the audit reports covering 2015-2016 and 2014-2015)**

#### Observation

During our testing, we noted there were a number of the disbursements tested in our sample that did not contain the required authorized dual signatures in the check requisition form as per the School's policies and procedures.

#### Recommendation

We recommend that the School adheres to its internal control policies relating to the internal account so that all check requisition forms contain the required second signature.

#### Status

As a result of the audit procedures performed in the current year, we noted that from our sample, all check requisition forms contained the required two signatures, and therefore our recommendation was properly implemented.

### **ML 2016-02 – Internal Account – Receipts**

**(This is a repeat observation, this was not an observation in the second preceding audit report)**

#### Observation

During our testing, we noted that for several of the deposits tested in our sample, the School did not have evidence of providing a written receipt to the student (or parent) when cash collections of \$15 or higher were received.

#### Recommendation

We recommend that the School adheres to its internal control policies relating to the internal account so that all cash collections over \$15 are supported by receipts.

#### Status

This is a repeat finding, during our current year audit procedures, we still noted a number of exceptions to this policy.

**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 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.

*Hub grain, UP*

CERTIFIED PUBLIC ACCOUNTANTS

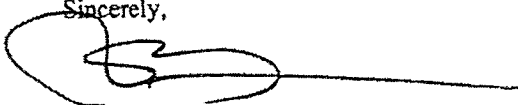
Coral Gables, Florida  
August 30, 2017

### Management's Response

Given the number of findings, including a repeat finding from 2016 and 2015, Management will arrange a formal meeting with the School Principal and the Treasurer to discuss enforcement of internal control policies and procedures. Failure to comply with the established policies and procedures in the future may result in termination of School Treasurer. School Principal is also expected to monitor performance and adherence to policies and procedures. Among the other internal control procedures adopted by Mater Academy, Inc., the following procedures for which recommendations have been received shall be followed:

- All check requisition forms shall contain the required second signature. In addition, required receipts shall be kept on file to support cash collections over \$15.
- All disbursement checks shall bear the required second signature.
- All required documentation shall be maintained on record to accompany the cash disbursements, as well as reconciled to the actual disbursement amount.
- All deposits shall be properly counted and reconciled to the actual bank deposit amount. In addition, the School shall maintain supporting documentation for all deposits.

Sincerely,



Roberto C. Blanch  
President, Mater Academy, Inc.



Ileana Melian  
School Principal, Mater Academy of  
International Studies