

Pinecrest Preparatory Academy Charter High School  
(A Charter School and Component Unit  
of the School Board of Miami Dade County, Florida)

Miami, Florida

Financial Statements and  
Independent Auditors' Report

June 30, 2013

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Pinecrest Preparatory Academy Charter High School  
WL # 7053

14901 SW 42 St.  
Miami, FL 33185

2012-2013

BOARD OF DIRECTORS

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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Pinecrest Preparatory Academy Charter High School  
Miami, Florida

We have audited the accompanying financial statements of the governmental activities and each major fund of Pinecrest Preparatory Academy Charter High School (the "School"), a charter school under Pinecrest Academy, Inc., which is a component unit of the District School Board of Miami-Dade County, as of, and for the year ended June 30, 2013, 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 and each major fund of Pinecrest Preparatory Academy Charter High School at June 30, 2013, 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 Pinecrest Preparatory Academy Charter High School at June 30, 2013, and the respective changes in financial position for the year then ended, and is not intended to be a complete presentation of Pinecrest Academy, Inc. These financial statements do not purport to and do not present fairly the financial position of Pinecrest Academy, Inc. as of June 30, 2013 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***

In accordance with *Government Auditing Standards*, we have also issued our report dated August 30, 2013, 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.

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 28 through 29 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.

Coral Gables, Florida  
August 30, 2013

*HCB Grawen MF*

CERTIFIED PUBLIC ACCOUNTANTS

**Management's Discussion and Analysis**  
Pinecrest Preparatory Academy Charter High School  
(A Charter School Under Pinecrest Academy, Inc.)  
June 30, 2013

The corporate officers of Pinecrest Preparatory Academy Charter High School (the "School") have prepared this narrative overview and analysis of the School's financial activities for the fiscal year ended June 30, 2013.

**Financial Highlights**

1. The assets of the School exceeded its liabilities at June 30, 2013 by \$843,333 (net assets).
2. At year-end, the School had current assets of \$581,902.
3. The net assets of the School increased by \$208,309 during the year.
4. The unassigned fund balance at year end was \$512,044.

**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, 2013 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 Assets* presents information on all of the School's assets and liabilities. The difference between the two is reported as *net assets*. Over time increases or decreases in net assets 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 assets changed during the fiscal year. All changes in net assets 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 – 27 of this report.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Assets exceeded liabilities by \$843,333 at the close of the fiscal year. As noted earlier, net assets may serve over time as a useful indicator of a charter school's financial position. A summary of the School's net assets as of June 30, 2013 and 2012 follows:

	2013	2012
Cash and Cash Equivalents	\$ 450,343	\$ 448,963
Due from Other Charter Schools	122,278	-
Due from Other Agencies	7,820	-
Prepaid Expenses	1,461	25,667
Capital Assets and Intangible Costs	543,491	683,261
Total Assets	\$ 1,125,393	\$ 1,157,891
Accrued Liabilities and Payables	68,397	102,852
Due to Other Schools	-	126,145
Leasehold improvement payable	213,663	293,870
Total Liabilities	\$ 282,060	\$ 522,867
Invested in Capital Assets and Intangible Costs, net of related debt	306,991	263,248
Unrestricted	536,342	371,776
Total Net Assets	\$ 843,333	\$ 635,024

At the end of the fiscal year, the School is able to report continued positive balances in the categories of net assets with a net increase for the year

A summary and analysis of the School's revenues and expenses for the years ended June 30, 2013 and 2012 follows:

	2013	2012
<b>REVENUES</b>		
Program Revenues		
Operating Grants and Contributions	\$ 69,193	\$ 64,748
Capital Outlay Funding	146,546	114,716
General Revenues		
FTE nonspecific revenues	1,820,980	1,196,805
Charges for services	22,572	15,351
Other Revenues	-	-
Total Revenues	<u>\$ 2,059,291</u>	<u>\$ 1,391,620</u>
<b>EXPENSES</b>		
Component Unit Activities:		
Instruction	\$ 939,348	\$ 678,711
Instructional Staff Training Services	601	1,422
Board	11,021	10,713
School Administration	398,142	302,351
Fiscal Services	49,875	33,300
Facilities Acquisition and construction	26,718	25,642
Food Services	90,632	28,739
Central Services	60,355	37,882
Operation of Plant	258,093	174,657
Maintenance of Plant	16,197	11,026
Total Expenses	<u>1,850,982</u>	<u>1,304,443</u>
Increase in Net Assets	208,309	87,177
Net Assets at Beginning of Year	635,024	547,847
Net Assets at End of Year	<u>\$ 843,333</u>	<u>\$ 635,024</u>

The School's revenue and expenditures increased by \$667,671 and \$546,539, respectively, as a result of an increase in student enrollment, which significantly impacted FTE revenues. Student enrollment increased by approximately 111 Students. The School had an increase in its net assets of \$208,309 for the year.

#### **Lease of Facility**

The School leases a facility located at 14901 SW 42<sup>nd</sup> Street, Miami FL, 33185.

#### **Capital Improvement Requirements**

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



## **Accomplishments**

In 2013, Pinecrest Preparatory Academy High School successfully completed its fourth year of operation serving 333 students in grades 9-12. This past year, the school celebrated its Inaugural Commencement Ceremony with 26 college bound graduates. Many of the seniors graduated with college credits, having taken advantage of the school's aggressive Advanced Placement and Dual Enrollment Programs. While serving a predominantly Hispanic minority student population, Pinecrest achieved a graduation rate of 95%, which nearly doubles the state and national average graduation rates for Hispanic students.

High school students were also recognized for various accomplishments including:

- Students won 2<sup>nd</sup> Place in The Jewish Museums Florida statewide writing contest
- Multiple students received Scholastic Art Awards
- Thespians earned a rating of Superior for Duet Acting; a rating of Superior in Ensemble Acting; a rating of Excellent in Monologues; an Excellent rating in Duet Acting at District Competition; and an Excellent rating for "Pantomime" entry at State Competition

Pinecrest Preparatory High School continues to move forward with its vision to perpetuate a community of learners in which the pursuit of Honor, High Standards, and Intellectual Growth is complemented by a concern for the physical, cultural and character development of each student. Through its academic rigor, Pinecrest promotes a sense of identity, community, personal integrity and values that prepare students to become effective leaders.

Extra-curricular activities, including team sports, clubs and cultural events, also enhance the school's academic program. This past year, students participated in the musical productions "The Christmas Showcase" and "Alice in Wonderland." Students were also afforded opportunities to participate in clubs including Student Council, Anime Club, Book Club, Cheerleading, Close-Up, Dance Team, French Club, Improv Club, Thespians, N.H.S., Peace Club, Pop Band, SADD Club, Scrapbooking & Craft Club & SECME.

Pinecrest Preparatory Academy Charter High School is fully accredited by AdvancEd under the Southern Association of Colleges and Schools (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 \$513,505. The fund balance unassigned and available for spending at the School's discretion is \$512,044. 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, 2013 amounts to \$520,654 (net of accumulated depreciation). This investment in capital assets includes building and improvements and furniture, fixtures, computer equipment and textbooks. As of June 30, 2013, the School had \$213,663 in long term debt related to leasehold improvements.

## 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 the governmental funds to demonstrate compliance with the School's budget.

	Governmental Fund		
	Original Budget	Final Budget	Actual
<b>REVENUES</b>			
Program Revenues			
Lunch Program	\$ 40,000	\$ 58,500	\$ 58,108
Capital Outlay Funding	125,000	146,500	146,546
Charge for services	5,000	22,500	22,572
Federal Sources	10,000	11,000	11,085
General Revenues			
FTE Nonspecific Revenues	1,700,000	1,785,378	1,820,980
Total Revenues	<u>\$ 1,890,000</u>	<u>\$ 2,023,378</u>	<u>\$ 2,059,291</u>
<b>CURRENT EXPENDITURES</b>			
Component Unit Activities:			
Instruction	852,000	827,200	816,834
Instructional Staff Training Services	1,000	1,000	601
Board	12,000	12,000	11,021
School Administration	400,000	390,000	378,624
Facilities Acquisition			
Fiscal Services	45,000	52,500	49,875
Food Services	55,000	91,000	90,632
Central Services	50,000	65,000	60,355
Operation of Plant	245,000	256,500	247,850
Maintenance of Plant	10,000	20,000	16,197
Total Current Expenditures	<u>\$ 1,670,000</u>	<u>\$ 1,715,200</u>	<u>\$ 1,671,986</u>

### 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.

Pinecrest Preparatory Academy Charter High School  
(A charter school under Pinecrest Academy, Inc.)

Statement of Net Assets  
June 30, 2013

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**Assets**

Current assets:

Cash and cash equivalents	\$	450,343
Due from other charter school		122,278
Due from other agencies		7,820
Prepaid expenses		1,461
		<hr/>
		581,902

Capital assets, depreciable		904,497
Less: accumulated depreciation		(383,843)
		<hr/>
		520,654

Intangible costs		63,594
Less: accumulated amortization		(40,757)
		<hr/>
		22,837

Total Assets	\$	<u>1,125,393</u>
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**Liabilities and Net assets**

Current liabilities:

Salaries and wages payable	\$	68,397
Leasehold improvements payable		213,663
Total Liabilities		<hr/>
		282,060

Net assets:

Invested in capital assets, net of related debt		306,991
Unrestricted		536,342
Total Net Assets		<hr/>
		843,333

Total Liabilities and Net Assets	\$	<u>1,125,393</u>
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The accompanying notes are an integral part of this financial statement.

Pinecrest Preparatory Academy Charter High School  
 (A charter school under Pinecrest Academy, Inc.)

Statement of Activities  
 For the year ended June 30, 2013

FUNCTIONS	Program Revenues				Net (Expense) Revenue and Changes in Net Assets
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Governmental activities:</b>					
Instruction	\$ 939,348	\$ -	\$ 11,085	\$ -	\$ (928,263)
Instructional staff training	601	-	-	-	(601)
Board	11,021	-	-	-	(11,021)
School administration	398,142	-	-	-	(398,142)
Facilities acquisition	26,718	-	-	-	(26,718)
Fiscal services	49,875	-	-	-	(49,875)
Food services	90,632	22,572	58,108	-	(9,952)
Central services	60,355	-	-	-	(60,355)
Operation of plant	258,093	-	-	146,546	(111,547)
Maintenance of plant	16,197	-	-	-	(16,197)
<b>Total governmental activities</b>	<b>1,850,982</b>	<b>22,572</b>	<b>69,193</b>	<b>146,546</b>	<b>(1,612,671)</b>
					FTE nonspecific revenues
					1,820,980
					Change in net assets
					208,309
					Net assets, beginning
					635,024
					Net assets, ending
					<u>\$ 843,333</u>

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

Pinecrest Preparatory Academy Charter High School  
(A charter school under Pinecrest Academy, Inc.)

Balance Sheet - Governmental Funds  
June 30, 2013

	General Fund	Special Revenue Fund	Total Governmental Funds
<b><u>Assets</u></b>			
Cash and cash equivalents	\$ 450,343	\$ -	\$ 450,343
Due from other charter school	122,278	-	122,278
Due from other agencies	-	7,820	7,820
Due from fund	7,820	-	7,820
Prepaid expenses	1,461	-	1,461
Total Assets	<u>\$ 581,902</u>	<u>\$ 7,820</u>	<u>\$ 589,722</u>
<b><u>Liabilities</u></b>			
Salaries and wages payable	68,397	-	68,397
Due to fund	-	7,820	7,820
Total Liabilities	<u>68,397</u>	<u>7,820</u>	<u>76,217</u>
<b><u>Fund balance</u></b>			
Nonspendable, not in spendable form	1,461	-	1,461
Unassigned	512,044	-	512,044
	<u>513,505</u>	<u>-</u>	<u>513,505</u>
Total Liabilities and Fund Balance	<u>\$ 581,902</u>	<u>\$ 7,820</u>	<u>\$ 589,722</u>

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



Pinecrest Preparatory Academy Charter High School  
(A charter school under Pinecrest Academy, Inc.)

Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Assets  
For the year ended June 30, 2013

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Total Fund Balance - Governmental Funds	\$ 513,505
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets of \$904,497 net of accumulated depreciation of \$383,843 used in governmental activities are not financial resources and therefore are not reported in the fund.	520,654
Intangible costs of \$63,594 net of accumulated depreciation of \$40,757 used in governmental activities are not financial resources and therefore are not reported in the fund.	22,837
Long Term liabilities of \$213,663 were not due and payable in the current period and, therefore, are not reported in the fund.	<u>(213,663)</u>
Total Net Assets - Governmental Activities	<u>\$ 843,333</u>

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

Pinecrest Preparatory Academy Charter High School  
(A charter school under Pinecrest Academy, Inc.)

Statement of Revenues, Expenditures, and Changes in Fund Balance - Governmental  
For the year ended June 30, 2013

	General Fund	Special Revenue Fund	Total Governmental Funds
Revenues:			
State capital outlay funding	\$ -	\$ 146,546	\$ 146,546
State passed through local	1,820,980	-	1,820,980
Federal lunch program	-	58,108	58,108
Student lunch fees	-	22,572	22,572
Federal sources	-	11,085	11,085
<b>Total Revenues</b>	<b>1,820,980</b>	<b>238,311</b>	<b>2,059,291</b>
Expenditures:			
Current			
Instruction	814,628	2,206	816,834
Instructional staff training	601	-	601
Board	11,021	-	11,021
School administration	378,624	-	378,624
Facilities acquisition	-	-	-
Fiscal services	49,875	-	49,875
Food services	-	90,632	90,632
Central services	60,355	-	60,355
Operation of plant	101,304	146,546	247,850
Maintenance of plant	16,197	-	16,197
Capital Outlay:			
Other capital outlay	30,348	8,876	39,224
Debt Service:			
Repayment of leasehold improvements payable	80,205	-	80,205
<b>Total Expenditures</b>	<b>1,543,157</b>	<b>248,260</b>	<b>1,791,417</b>
Excess (deficit) of revenues over expenditures	277,823	(9,949)	267,874
Other financing sources (uses)			
Transfers in (out)	(9,949)	9,949	-
Repayment of advances from related parties	(126,145)	-	(126,145)
Net change in fund balance	141,729	-	141,729
Fund Balance at beginning of year	371,776	-	371,776
Fund Balance at end of year	<u>\$ 513,505</u>	<u>\$ -</u>	<u>\$ 513,505</u>

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

Pinecrest Preparatory Academy Charter High School  
(A charter school under Pinecrest 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, 2013

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Net Change in Fund Balance - Governmental Funds \$ 141,729

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 \$39,224 and disposition of asset of \$38,777 exceed depreciation expense of \$127,499 . (127,051)

Governmental funds report outlays for long-term assets as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as amortization expense. This is the amount by which intangible costs incurred in the year of \$0, exceed amortization expense of \$12,719. (12,719)

The proceeds from/repayment of debt issuance provides current financial resources/expenditures to government funds, but issuing/repaying debt increases/decreases long-term liabilities in the statement of net assets. 126,145

The proceeds from long-term debt issuance provide current financial resources to government funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. This is the amount by which repayments of \$80,205 exceeded proceeds of \$0. 80,205

Change in Net Assets of Governmental Activities \$ 208,309

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

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

Reporting Entity

Pinecrest Preparatory Academy Charter High School (the "School"), is a component unit of the School Board of Miami-Dade County, Florida (the "District"). The Schools' charter is held by Pinecrest 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 Pinecrest Academy, Inc., which is composed of eight members and also governs other charter schools.

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 is renewable for an additional term pursuant to law and/or by a mutual written agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under the grounds specified in the charter in which case the District is required to notify the School in writing at least 90 days prior to the charters expiration.

During the term of the charter, the District may terminate the charter if good cause is shown. These financial statements are for the year ended June 30, 2013, when approximately 332 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.

Government-wide and Fund Financial Statements

*Government-wide Financial Statements*

The government-wide financial statements include the statement of net assets 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.

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

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.

*Fund Financial Statements*

Fund financial statements are provided for governmental funds. 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. Major individual governmental funds are reported as separate columns 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 revenue, such as capital outlay funding and federal lunch program that are legally restricted to expenditures for particular purposes.

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.

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

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. 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.

Deposits and Investments

All deposits are held in major banks and high grade investments. The School has not adopted a formal investment policy; however the School invests excess deposit funds in collateralized repurchase agreements. Cash and cash equivalents include all highly liquid investments with a maturity of three months or less. All deposits and investments in repurchase agreements are carried at cost plus accrued interest.

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 funds derived from the National School Lunch Program from the Special Revenue Fund to the General Fund.

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.



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

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 assets 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:

Building and Improvements	10-20 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 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 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 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.

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 assets and Fund balance classifications

#### *Government-wide financial statements*

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

- a) Invested in capital assets, net of related debt - 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 assets - consists of net assets 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 assets - all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

**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 list 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

Pinecrest 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.



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

### Long-Term Debt

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net assets. In the fund financial statements, governmental fund types report the face amount of debt issued as other financing sources.

### 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, 2013, which is the date the financial statements were available to be issued.

### 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.

## **Note 2 – Deposits and Investments**

### Deposits

The School maintains its cash and cash equivalents in major banks and in high grade investments. As of June 30, 2013, the carrying amount of the School's deposits and investments was \$450,343. The bank balances totaled \$16,345 and \$530,000 was fully collateralized under a repurchase agreement with Regions Bank (the "Bank").

Deposits at FDIC-insured institutions are insured up to \$250,000 per depositor, per financial institution. The School is a charter school under Pinecrest Academy, Inc., which also operates various other charter schools. All bank accounts are opened under the account ownership of Pinecrest Academy, Inc., therefore, bank balances at times may potentially be in excess of FDIC coverage. As of June 30, 2013, bank balances in potential excess of FDIC coverage totaled \$16,345.

### Investments and Credit Risk

Custodial credit risk for deposits is the risk that in the event of a failure of a depository financial institution, 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.

**Note 2 – Deposits and Investments (continued)**

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, 2013, all of the School’s investments in repurchase agreements were held as part of the Bank’s investment portfolio.

The School has not formally approved an investment policy regarding custodial credit risk; however it mitigates its credit risk by maintaining excess funds available in overnight repurchase agreements. Amounts invested in repurchase agreements are secured obligations collateralized by securities that include: non-callable U.S. Government and Agency Securities; Callable and Structured Agency Securities; Agency Mortgage-Backed Securities guaranteed by a federal agency, Bonds issued by government sponsored enterprises, Freddie Mac and Fannie Mae. Amounts invested in repurchase agreements are not insured by the FDIC and are subject to investment risks, including possible loss of principal invested, and if the Bank fails the School will become a secured creditor and may become an unsecured general creditor to the extent the market value of the securities used as collateral falls below the outstanding amount of repurchase obligations to the School.

**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, 2013:

	Balance 7/1/12	Additions	Deletions	Balance 06/30/13
Capital Assets:				
Building and Improvements	\$ 523,172	\$ -	\$ -	\$ 523,172
Furniture, Equipment and Textbooks	222,848	30,348	(38,777)	214,419
Computer Equipment	158,030	8,876		166,906
Total Capital Assets	<u>904,050</u>	<u>39,224</u>	<u>(38,777)</u>	<u>904,497</u>
Less Accumulated Depreciation:				
Building and Improvements	(68,593)	(26,223)	-	(94,816)
Furniture, Equipment and Textbooks	(109,837)	(51,958)	-	(161,795)
Computer Equipment	(77,915)	(49,318)	-	(127,232)
Total Accumulated Depreciation	<u>(256,345)</u>	<u>(127,499)</u>	<u>-</u>	<u>(383,843)</u>
Capital Assets, net	<u>\$ 647,705</u>	<u>\$ (88,275)</u>	<u>\$ (38,777)</u>	<u>\$ 520,654</u>

**Note 3 –Capital Assets (continued)**

For the fiscal year ended June 30, 2013, depreciation expense is allocated in the Statement of Activities by function as follows:

Instruction	\$	89,207
School Administration		1,331
Facilities acquisition		26,718
Operation of plant		10,243
Total Depreciation Expense	\$	<u>127,499</u>

**Note 4 – Intangible Asset**

The school capitalized a total of \$63,594 of legal fees in connection with services provided to prepare its facility for use. This amount is being amortized using the straight-line method for the term of five years. For the year ended June 30, 2013, the School recorded \$12,719 in amortization expense relating to the asset.

**Note 5 –Management Agreement**

Academica Dade, LLC, a professional charter school management company, provides management and 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. The agreement between the School and the management company calls for a fee of \$450 per full time equivalent (FTE) student per year. The agreement is with Pinecrest Academy, Inc.. for a period of five years, through June 30, 2016, and unless terminated by the board shall be renewed along with any renewals to the charter agreement. During the year ended June 30, 2013, the School incurred approximately \$149,600 in management fees.

Academica Dade, LLC is located at 6340 Sunset Drive, Miami, Florida 33143 and its officers are:

Fernando Zulueta, President  
Magdalena Fresen, Vice President and Treasurer  
Ignacio Zulueta, Vice President  
Collette Papa, Secretary



### **Note 6 Related Party Transactions**

The School's facility is shared with Pinecrest Preparatory Academy Middle School (a charter schools under Pinecrest Academy, Inc.) ("Pinecrest Middle"). Management allocates a proportionate share of leases, salaries, lunch receipts, food and supplies, and other expenses to each school individually based on student enrollment. In addition, the School's student activities account is recorded in the books of Pinecrest Middle. As of June 30, 2013, approximately \$122,278 was due from Pinecrest Middle related to the sharing of the facility and resources.

The School's lunch program is shared with Pinecrest Middle. Revenues and expenses related to such program have been allocated based on FTE equivalent for purposes of presentation in the financial statements.

Pinecrest Academy, Inc. charges all its affiliated schools an assessment for shared corporate costs and accreditation expenses. Pinecrest Preparatory Academy Charter High School paid Pinecrest Academy, Inc. approximately \$8,325 in connection with these charges during the year.

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, 2013 administrative fees withheld by the School District totaled \$68,856.

### **Note 7 – Commitments, Contingencies, and Leasehold Improvements Payable**

The School currently shares its facility with Pinecrest Preparatory Academy Charter Middle School (a charter school under Pinecrest Academy, Inc.). The School entered into a lease agreement with Meadow View Shopping Center, LLC for its 51,874 square feet facility, including sidewalks, driveways and parking areas. Initial fixed annual payments under this agreement (based on \$20.14 per square foot) are approximately \$1,044,742 adjusted annually based on the Consumer Price Index (CPI) plus additional common area costs including utilities, maintenance and insurance. In addition, a portion of total rent will be applied to tenant improvements through the term of the lease. The agreement continues through July 31, 2014 with four additional five-year term options to renew, provided that the School is not in default under the lease, that the School has been continuously open throughout the lease term, and that it provides written notice 90 days prior to the expiration date.

The School currently shares its facility with Pinecrest Preparatory Academy Charter Middle School (a charter school under Pinecrest Academy, Inc.). Lease payments are allocated among the two schools based on enrollment and usage of facility. The allocation used for 2013, was 33% for the School and 67% for Pinecrest Preparatory Academy Charter Middle School.

**Note 7 – Commitments, Contingencies, and Leasehold Improvements Payable (continued)**

In addition, the School has capitalized leasehold improvements totaling approximately \$3,100,000 and has recorded a related long term liability for non-interest bearing leasehold improvements to be paid over the remaining life of the lease. This liability is applied as a reduction toward rent expense on a monthly basis. As of June 30, 2013, the School had a leasehold improvements payable of \$213,663.

For 2013, rent expense totaled \$163,245, out of which approximately \$162,140 pertained to the facility lease. In addition, approximately \$213,748 of leasehold improvements payable was applied to rent expense.

Future minimum payments for the full amount of the lease and maturities on leasehold improvements payable based on tenant invoice terms (to be shared with Pinecrest Preparatory Academy Middle School) are as follows:

Year	Fixed Rent	Leasehold Improvements	Net Rent Payment
2014	\$ 1,044,742	\$ 442,775	\$ 601,967
2015	87,062	-	-
	<u>\$ 1,131,804</u>	<u>\$ 442,775</u>	<u>\$ 601,967</u>

Contingencies

The School receives substantially all of its funding from 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.

The School participates in a number of Federal and State grant programs which are subject to audit in accordance with Office of Management and Budget Circular A-133 "Audits of States, Local Governments, and Non-Profit Organizations". The School expects such expenditures, if any, which may be disallowed by the granting agencies to be immaterial.

**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.

**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 50% of the employee's contribution up to 4% of the employee's compensation. The School contributed to the Plan \$2,701 for the year ended June 30, 2013. The School does not exercise any control or fiduciary responsibility over the Plans' assets, which are administered by MassMutual Financial Group.

REQUIRED SUPPLEMENTARY INFORMATION



Pinecrest Preparatory Academy Charter High School  
(A charter school under Pinecrest Academy, Inc.)

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the year ended June 30, 2013

	General Fund		
	Original Budget	Final Budget	Actual
<b>REVENUES</b>			
State passed through local	\$ 1,700,000	\$ 1,785,378	\$ 1,820,980
Total Revenues	<u>1,700,000</u>	<u>1,785,378</u>	<u>1,820,980</u>
<b>EXPENDITURES</b>			
Current:			
Instruction	850,000	825,000	814,628
Board	12,000	12,000	11,021
Instructional Staff Training	1,000	1,000	601
School Administration	400,000	390,000	378,624
Fiscal Services	45,000	52,500	49,875
Central Services	50,000	65,000	60,355
Operation of Plant	120,000	110,000	101,304
Maintenance of Plant	10,000	20,000	16,197
Total Current Expenditures	<u>1,488,000</u>	<u>1,475,500</u>	<u>1,432,604</u>
Excess of Revenues Over Current Expenditures	<u>212,000</u>	<u>309,878</u>	<u>388,376</u>
Debt Service:			
Repayment of leasehold improvements Payable	75,000	82,000	80,205
Capital Outlay	25,000	32,000	30,348
Total Capital Outlay and Debt Service Expenditures	<u>100,000</u>	<u>114,000</u>	<u>110,553</u>
Total Expenditures	<u>1,588,000</u>	<u>1,589,500</u>	<u>1,543,157</u>
Excess of Revenues Over Expenditures	112,000	195,878	277,823
Other financing sources			
Transfers in (out)	-	(10,700)	(9,949)
Increase in advances to related parties	<u>(125,000)</u>	<u>(125,000)</u>	<u>(126,145)</u>
Net change in fund balance	(13,000)	60,178	141,729
Fund Balance at beginning of year	<u>371,776</u>	<u>371,776</u>	<u>371,776</u>
Fund Balance at end of year	<u>\$ 358,776</u>	<u>\$ 431,954</u>	<u>\$ 513,505</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.

Pinecrest Preparatory Academy Charter High School  
(A charter school under Pinecrest Academy, Inc.)

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the year ended June 30, 2013

	Special Revenue Fund		
	Original Budget	Final Budget	Actual
<b>REVENUES</b>			
State capital outlay funding	\$ 125,000	\$ 146,500	\$ 146,546
Federal lunch program	40,000	58,000	58,108
Student lunch fees	15,000	22,500	22,572
Federal sources	10,000	11,000	11,085
Total Revenues	<u>190,000</u>	<u>238,000</u>	<u>238,311</u>
<b>EXPENDITURES</b>			
Current:			
Instruction	2,000	2,200	2,206
Food	55,000	91,000	90,632
Operation of Plant	125,000	146,500	146,546
Total Current Expenditures	<u>182,000</u>	<u>239,700</u>	<u>239,384</u>
Excess of Revenues Over Current Expenditures	8,000	(1,700)	(1,073)
Capital Outlay:			
Other Capital Outlay	<u>8,000</u>	<u>9,000</u>	<u>8,876</u>
Total Expenditures	<u>190,000</u>	<u>248,700</u>	<u>248,260</u>
Excess of Revenues Over Expenditures	-	(10,700)	(9,949)
Other financing sources (uses)			
Transfers in (out)	<u>-</u>	<u>10,700</u>	<u>9,949</u>
Net change in fund balance	-	-	-
Fund Balance at beginning of year	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance at end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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*

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Board of Directors of  
Pinecrest Preparatory Academy Charter High School  
Miami, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Pinecrest Preparatory Academy Charter High School (the "School") as of, and for the year ended June 30, 2013, 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, 2013.

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

We noted certain matters that we reported to management in a separate management letter dated August 30, 2013 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.

*HCB Gruner, LLP*

CERTIFIED PUBLIC ACCOUNTANTS

Coral Gables, Florida  
August 30, 2013

MANAGEMENT LETTER

Board of Directors of  
Pinecrest Preparatory Academy Charter High School  
Miami, Florida

We have audited the financial statements of the governmental activities and each major fund of Pinecrest Preparatory Academy Charter High School as of and for the year ended June 30, 2013 and have issued our report thereon dated August 30, 2013.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. We have issued our Independent 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*. Disclosure in those reports, which are dated August 30, 2013, should be considered in conjunction with this management letter.

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

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

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

2. Section 10.854(1)(e)2., Rules of the Auditor General, requires a statement be included as to whether or not the school has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition met.

In connection with our audit, we determined that Pinecrest Preparatory Academy Charter High School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

3. 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 observations and recommendations.



## **ML 13-01 – CAPITAL ASSETS**

### Observation

We noted that the school uses asset manager software to keep track of capital assets and compute depreciation. We noted that there is no procedure to reconcile the capital asset totals in the asset manager to the school's trial balance.

### Recommendation

We recommend that the asset manager total be reconciled to the trial balance at least annually.

4. 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.

5. Section 10.854.(1)(e)5., Rules of the Auditor General, requires the name or official title of the school.

The official title of the school is disclosed in the accompanying financial statements.

6. Pursuant to Sections 10.854(1)(e)6.a. and 10.855(11), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor Pinecrest Preparatory Academy Charter High School'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.

We have applied such procedures and no deteriorating financial condition has been noted.

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

ML 2012-01 – Education Jobs Fund – Special Revenue Funds: During the current year audit procedures, we noted that the School implemented our recommendation and properly included all federal funds in the special revenue fund.

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 and applicable management and is not intended to be and should not be used by anyone other than these specified parties.

*HeB Green, CPA*

CERTIFIED PUBLIC ACCOUNTANTS

Coral Gables, Florida  
August 30, 2013

**Pinecrest Preparatory Academy High School**

August 29<sup>th</sup>, 2013

HLB Gravier, LLP  
396 Alhambra Circle, 9<sup>th</sup> Floor  
Coral Gables, FL 33134

RE: MANAGEMENT'S RESPONSES TO AUDITOR'S RECOMMENDATION

The following is the response by the School's Board of Directors to your recommendations:

**ML 13-02 – CAPITAL ASSETS**

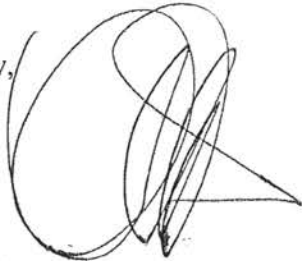
**Recommendation**

We recommend that the asset manager total be reconciled to the trial balance at least annually.

**Management Response**

While Management does reconcile the asset manager to the trial balance, Management will adhere to auditor's recommendation and reconcile the asset manager to the trial balance, at minimum, annually. Management is also purchasing a new asset manager software.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ana Maria Martinez', written over a large, faint circular stamp or watermark.

Ana Maria Martinez  
Authorized Signor for Pinecrest Academy, Inc.