



Dave Yost • Auditor of State



VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY

TABLE OF CONTENTS

TITLE	PAGE
Independent Auditor's Report .....	1
Management's Discussion and Analysis.....	3
Statement of Net Position at June 30, 2013 .....	7
Statement of Revenues, Expenses and Changes in Net Position For the Fiscal Year Ended June 30, 2013 .....	8
Statement of Cash Flows for the Fiscal Year Ended June 30, 2013 .....	9
Notes to the Financial Statements .....	11
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by <i>Government Auditing Standards</i> .....	21
Schedule of Findings.....	23
Schedule of Prior Audit Findings.....	27
Independent Accountants' Report on Applying Agreed-Upon Procedure .....	28

**This page intentionally left blank.**



# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT

Villaview Community School  
Cuyahoga County  
1701 East 12<sup>th</sup> Street  
Cleveland, Ohio 44114

To the Board of Directors:

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

We were engaged to audit the accompanying financial statements of the Villaview Community School, Cuyahoga County, Ohio (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 as listed in the table of contents.

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

Management is responsible for preparing and fairly presenting these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes designing, implementing, and maintaining internal control relevant to preparing and fairly presenting financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Because of the matter described in the Basis for Disclaimer of Opinion paragraph, we were not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

### ***Basis for Disclaimer of Opinion***

Auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in the Comptroller General of the United States' *Government Auditing Standards* require us to obtain written representations from management. Management has not provided the Auditor of State written representations, including but not limited to, management's responsibility for preparing the financial statements in conformity with the School's accounting basis; the availability of original records and related data; management's responsibility for the School's compliance with laws and regulations; the identification and disclosure to the Auditor of State of all laws, regulations, and provisions of contracts and grant agreements directly and materially affecting the determination of financial statement amounts; and; the presence or absence of regulations, and provisions of contracts and grant agreements, and compliance with any debt covenants.

In addition to the circumstances listed above, the School did not maintain sufficient documentation to support amounts recorded as Intergovernmental Receivable, the Statement of Cash Flows, or the Defined Benefit Pension Plans and Post-Employment Benefits disclosure. The effect on the financial statements for the previously mentioned balances and disclosures is presumed to be material and would have resulted in an additional opinion modification if we had opined on the financial statements.

***Disclaimer of Opinion***

Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, we were unable to obtain sufficient appropriate audit evidence to support an opinion. Accordingly, we do not express an opinion on these financial statements.

***Other Matters***

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require this presentation to include *Management's discussion and analysis* listed in the table of contents, to supplement the basic financial statements. Although this information is not part of the basic financial statements, the Governmental Accounting Standards Board considers it essential for placing the basic financial statements in an appropriate operational, economic, or historical context. We applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, consisting of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries to the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not opine or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to opine or provide any other assurance.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated May 19, 2014, on our consideration of the School's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.



**Dave Yost**  
Auditor of State  
Columbus, Ohio

May 19, 2014

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

Our discussion and analysis of the Villaview Community School (VCS) financial performance provides an overall review of VCS's financial activities for the fiscal year ended June 30, 2013. The intent of this discussion and analysis is to look at VCS's financial performance as a whole; readers should also review the basic financial statements and notes to the basic financial statements to enhance their understanding of VCS's financial performance.

The Management's Discussion and Analysis (MD&A) is an element of the new reporting model adopted by the Governmental Accounting Standards Board (GASB) in their Statement No. 34 Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Government issued June 1999. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

### **FINANCIAL HIGHLIGHTS**

Key financial highlights for VCS for the 2012-2013 school year are as follows:

- Total assets increased by \$109,916 as VCS saw the intergovernmental receivable increase in fiscal year 2013. VCS ended the year in a deficit cash position but that is recorded as a liability.
- Total liabilities decreased by \$52,572 as VCS paid down the amount owed to Cleveland Community School by \$100,600 during the year.
- Total net position increased by \$162,488.
- Total operating revenues were \$822,816 while operating expenses were \$896,667.

### **USING THIS ANNUAL REPORT**

This report consists of three parts: the MD&A, the basic financial statements, and notes to those statements. The basic financial statements include a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Fund Net Position, and a Statement of Cash Flows.

The Statement of Net Position and Statement of Revenues, Expenses, and Changes in Net Position reflect how VCS did financially during fiscal year 2013. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting used by most private-sector companies. This basis of accounting includes all of the current year revenues and expenses regardless of when cash is received or paid.

These statements report VCS's net position and changes in that position. This change in net position is important because it tells the reader whether the financial position of VCS has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Non-financial factors include VCS's student enrollment, per-pupil funding as determined by the State of Ohio, change in technology, required educational programs and other factors.

VCS uses enterprise presentation for all of its activities.

**VILLAVIEW COMMUNITY SCHOOL  
 CUYAHOGA COUNTY  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**STATEMENT OF NET POSITION**

The Statement of Net Position answers the question of how VCS did financially during 2013.

This statement includes all assets and liabilities, both financial and capital, and short-term and long-term using the accrual basis of accounting and economic resource focus, which is similar to the accounting used by most private-sector companies. This basis of accounting takes into account all revenues and expenses during the year, regardless of when the cash is received or paid.

Table 1 provides a summary of VCS's net position for fiscal years 2013 and 2012.

**Table 1  
 Statement of Net Position**

	<u>2013</u>	<u>2012</u>	<u>Change</u>
<b>Assets</b>			
Current Assets	<u>\$124,701</u>	<u>\$14,785</u>	<u>\$109,916</u>
<i>Total Assets</i>	<u>124,701</u>	<u>14,785</u>	<u>109,916</u>
<b>Liabilities</b>			
Current Liabilities	201,201	153,173	48,028
Due to Cleveland Community School	<u>59,057</u>	<u>159,657</u>	<u>(100,600)</u>
<i>Total Liabilities</i>	<u>260,258</u>	<u>312,830</u>	<u>(52,572)</u>
<b>Net position</b>			
Unrestricted	<u>(135,557)</u>	<u>(298,045)</u>	<u>162,488</u>
Total Net position	<u>(\$135,557)</u>	<u>(\$298,045)</u>	<u>\$162,488</u>

Net position increased to (\$135,557) a significant increase which resulted from VCS having paid down the obligation to Cleveland Community School during the year and having a larger intergovernmental receivable at year. VCS still ended the fiscal year in a negative reconciled cash position of \$23,635, which was reported as Excess of outstanding checks over bank on the Statement of Net Position.



**VILLAVIEW COMMUNITY SCHOOL  
 CUYAHOGA COUNTY  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**

Table 2 shows the changes in net position for fiscal years 2012 and 2013, as well as a listing of revenues and expenses. This change in net position is important because it tells the reader that, for the VCS as a whole, the financial position of the VCS has improved or diminished. The cause of this may be the result of many factors, some financial, some not. Non-financial factors include the current laws in Ohio restricting revenue growth, facility conditions, required educational programs and other factors.

	<b>Table 2- Change in Net Position</b>		
	<b>2013</b>	<b>2012</b>	<b>Change</b>
<b>Revenues</b>			
Operating revenues:			
Foundation payments	\$792,761	\$511,049	\$281,712
Other operating revenues	30,055	5,119	24,936
Non-operating revenues:			
Federal and state grants	236,339	127,640	108,699
Total revenues	1,059,155	643,808	415,347
<b>Expenses</b>			
Operating expenses:			
Salaries	398,629	312,695	85,934
Fringe benefits	67,996	165,808	(97,812)
Purchased services	379,800	315,732	64,068
Materials and supplies	50,242	30,501	19,741
Total Expenses	896,667	824,736	71,931
Change in Net Position	162,488	(180,928)	\$343,416
Beginning Net Position	(298,045)	(117,117)	
Ending Net Position	(\$135,557)	(\$298,045)	

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

Total revenues increased as the VCA only had 67 in fiscal year 2012 but for fiscal year 2013 VCS ending with 115 students. This increase caused foundation revenue and grant revenue to increase as well. As a result of the additional students, the expenses for salaries were increased to cover the additional student but less benefits were offered given the cash flow issues.

**BUDGETING HIGHLIGHTS**

Unlike other public schools located in the State of Ohio, community schools are not required to follow budgetary provisions set forth in Ohio Rev. Code Chapter 5705, unless specifically provided in the community school's contract with its sponsor.

The contract between VCS and its Sponsor does prescribe a budgetary process. VCS has developed a one year spending plan and a five-year forecast that is reviewed semi-annual by the Board of Trustees. The five-year forecast is also submitted to the Sponsor and the Ohio Department of Education, annually.

**CAPITAL ASSETS**

VCS has no capital assets as of June 30, 2013.

**DEBT OBLIGATIONS**

VCS has no debt obligations as of June 30, 2013.

**CONTACTING VCS'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizen's, taxpayers, investors and creditors with a general overview of VCS's finances and to demonstrate accountability for the money it receives. If you have questions about this report or need additional information contact Dr. Marlaina Palmeri, President and Chief Education Officer – Believe to Achieve International, Superintendent – Cleveland Community Schools (585) 734-3210 or [mpalmeri@b2a-intl.com](mailto:mpalmeri@b2a-intl.com).

VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY, OHIO  
STATEMENT OF NET POSITION

AS OF JUNE 30, 2013

**Assets:**

Current assets:

Intergovernmental Receivable \$ 124,701

**Liabilities:**

Current liabilities

Accounts payable 129,525

Excess of outstanding checks over bank 23,635

Accrued wages and benefits payable 41,612

Intergovernmental payable 6,429

Due to Cleveland Community 59,057

Total current liabilities 260,258

**Total Liabilities** 260,258

**Net Position:**

Unrestricted (135,557)

**Total Net Position** \$ (135,557)

See accompanying notes to the basic financial statements

**VILLAVIEW COMMUNITY SCHOOL  
 CUYAHOGA COUNTY, OHIO  
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**

**For the Fiscal Year Ended June 30, 2013**

<b>Operating Revenues:</b>	
Foundation payments	\$ 792,761
Charges for services	647
Other operating revenues	29,408
	<hr/>
<b>Total operating revenues</b>	<b>822,816</b>
	<hr/>
<b>Operating Expenses:</b>	
Salaries	398,629
Fringe benefits	67,996
Purchased services	379,800
Materials and supplies	50,242
	<hr/>
<b>Total operating expenses</b>	<b>896,667</b>
	<hr/>
Operating Loss	(73,851)
	<hr/>
<b>Non-Operating Revenues:</b>	
Federal grants	223,381
State grants	12,958
	<hr/>
<b>Total non-operating revenues</b>	<b>236,339</b>
	<hr/>
<b>Change in Net Position</b>	<b>162,488</b>
Net Position at beginning of year	(298,045)
Net Position at end of year	<u><u>\$ (135,557)</u></u>

See accompanying notes to the basic financial statements

**VILLAVIEW COMMUNITY SCHOOL  
 CUYAHOGA COUNTY, OHIO  
 STATEMENT OF CASH FLOWS**

**For the Fiscal Year Ended June 30, 2013**

**Increase (Decrease) in cash and cash equivalents**

**Cash flows from operating activities:**

Cash received from State of Ohio - Foundation	\$ 792,761
Cash payments for personal services	(534,534)
Cash payments for contract services	(339,759)
Cash payments for supplies and materials	(15,886)
Cash payments for other expenses	(76,688)
Net cash used by operating activities	<u>(167,963)</u>

**Cash flows from noncapital financing activities:**

Cash received from state and federal grants	130,799
Proceeds from bank overdraft protection	23,635
Net cash provided by noncapital financing activities	<u>154,434</u>

Net change in cash and cash equivalents	(13,529)
Cash and Cash Equivalents at beginning of year	<u>13,529</u>
Cash and Cash Equivalents at end of year	<u><u>-</u></u>

**Reconciliation of operating loss to net cash used by operating activities:**

Operating loss	(73,851)
Adjustments to reconcile operating loss to net cash provided for operating activities:	
Change in assets and liabilities:	
Decrease in due to Villaview Community	(100,600)
Increase in accounts payable	77,237
Decrease in accrued wages and benefits	(29,851)
Decrease in intergovernmental payable	<u>(40,898)</u>

Net cash used by operating activities	<u><u>\$ (167,963)</u></u>
---------------------------------------	----------------------------

See accompanying notes to the basic financial statements

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**1. DESCRIPTION OF ENTITY**

Villaview Community School (VCS) is a nonprofit corporation established pursuant to Ohio Revised Code Chapters 3314 and 1702 to address the needs of students in fifth through the eighth grade. VCS qualified as an exempt organization under Section 501 (c) (3) of the Internal Revenue Code effective August 18, 2005. Management is not aware of any course of action or series of events that have occurred that might adversely affect VCS's tax-exempt status.

VCS, which is part of the State's education program, is independent of any school district and is nonsectarian in its programs, admissions policies, employment practices, and all other operations. VCS may sue and be sued, acquire facilities as needed, and contract for any services necessary for the operation of VCS.

In 2007, the VCS legally changed its name from Cleveland Lighthouse Charter Community School – West to Villaview Lighthouse Community School. In January 2010 the name was changed to Villaview Community School.

On April 18, 2006, VCS was approved for operation under a contract between the governing authority of VCS and Ashe Culture Center, Inc. (the Sponsor), as their sponsor. Under the terms of the contract, the Sponsor will provide sponsorship services for a fee. The Sponsor is responsible for evaluating the performance of VCS and has the authority to deny renewal of the contract at its expiration or terminate the contract prior to its expiration. The Ohio Department of Education took over sponsorship of VCS in September 2011 while it sought another sponsor. Effective July 1, 2013, Portage County Educational Service Center took over sponsorship for VCS.

VCS operates under the direction of a four-member Board of Trustees. The Board is responsible for carrying out the provisions of the contract which include, but are not limited to, state mandated provisions regarding student populations, curriculum, academic goals, performance standards, admissions standards, and qualifications of teachers.

The board members of the VCS are also board members of Cleveland Community School, formerly named Cleveland Lighthouse Charter Community School –East.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The basic financial Statements of the VCS have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. VCS's significant accounting policies are described below.

**A. BASIS OF PRESENTATION**

VCS's basic financial statements consist of a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Net Position, and a Statement of Cash Flows. Enterprise fund reporting focuses on the determination of the changes net position, financial position and cash flows.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**A. BASIS OF PRESENTATION (CONTINUED)**

Auditor of State of Ohio Bulletin No. 2000-005 requires the presentation of all financial activity to be reported within one enterprise fund for year-ending reporting purposes. Enterprise accounting is used to account for operations that are financed and operated in a manner similar to private business enterprise where the intent is that the cost (expense) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

**B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

The accounting and financial reporting treatment is determined by measurement focus. Under this measurement focus, all assets and all liabilities are included on the Statement of Net Position. The operating statement presents increases (e.g., revenues) and decreases (e.g., expenses) in net position.

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting is used for reporting purposes. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

**C. BUDGETARY PROCESS**

Unlike other public schools located in the state of Ohio, community schools are not required to follow budgetary provisions set forth in Ohio Revised Code Chapter 5705, unless specifically provided for in the schools sponsorship agreement. The contract between VCS and its Sponsor requires a budget to be adopted annually, and be reviewed on a monthly basis. The Board also develops a five year forecast which is reviewed semi-annually.

**D. CASH AND CASH EQUIVALENTS**

All monies received by VCS are maintained in a demand deposit account. For internal accounting purposes, VCS segregates its cash. VCS has no investments at June 30, 2013. VCS ended the fiscal year in a negative reconciled cash position. That liability is reported on the statement of net position as excess of outstanding checks over bank.

**E. ESTIMATES**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from these estimates.

**VILLAVIEW COMMUNITY SCHOOL  
 CUYAHOGA COUNTY  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**F. CAPITAL ASSETS**

Capital assets are capitalized at cost. The costs of additions are capitalized and expenditures for repairs and maintenance are expensed when incurred. When property is sold or retired, the related costs and accumulated depreciation are removed from the accounts and any gain or loss is included in additions to or deductions from net position. Depreciation of capital assets is calculated utilizing the straight-line method over the estimated useful lives of the assets. The useful lives follow:

<u>Asset</u>	<u>Useful Life</u>
Furniture, Equipment and Materials	10 years
Computers and Office Equipment	3 years
Leasehold Improvements	10 years

VCS has an asset capitalization threshold policy of \$5,000. VCS has no assets that qualify for capitalization at June 30, 2013.

**G. INTERGOVERNMENTAL REVENUES**

VCS currently participates in the State Foundation Program. Revenues received from this program are recognized as operating revenues in the accounting period in which all eligibility requirements have been met.

Grants and entitlements are recognized as non-operating revenues in the accounting period in which eligibility requirements have been met.

Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which VCS must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to VCS on a reimbursement basis.

VCS also participates in various federal and state programs through the Ohio Department of Education.

Under the above programs VCS received \$1,029,100 this fiscal year.

**H. COMPENSATED ABSENCES**

Vacation is taken in a manner in which corresponds with VCS calendar; therefore, VCS does not accrue vacation time as a liability. Sick days are earned at a rate of four hours per month and can be accrued up to the amount of paid personal days included in the contract year. VCS does not accept a transfer of sick days. No financial accrual for sick leave is made since unused sick leave is not paid to employees upon separation.



**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**I. ACCRUED LIABILITIES**

Obligations incurred but unpaid at June 30 are reported as accrued liabilities in the accompanying financial statements. These liabilities consisted of accounts payable, accrued wages and benefits, due to Cleveland Community School.

**J. EXCHANGE AND NON-EXCHANGE TRANSACTIONS**

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. Non exchange transactions, in which VCS receives value without directly giving equal value in return, include grants, entitlements and donations. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which VCS must provide local resources to be used for a specified purpose, and expenditures requirements, in which the resources are provided to VCS on a reimbursement basis.

**K. NET POSITION**

Net position represents the difference between assets and liabilities. Net investment in capital assets consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use through external restriction imposed by creditors, grantors, or law and regulations of other governments. VCS applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

**L. OPERATING REVENUES AND EXPENSES**

Operating revenues are those revenues that are generated directly from the primary activities of VCS. For VCS, these revenues are primarily the State Foundation program. Operating expenses are necessary costs incurred to provide the good or service that are the primary activity of VCS. Revenue and expenses not meeting this definition are reported as non-operating.

**M. INTERGOVERNMENTAL RECEIVABLES**

All receivables are considered collectible in full due to the stable condition of State programs, and the fiscal year guarantee of federal funds. Intergovernmental receivables of the VCS at June 30, 2013, of which all grant requirements had been satisfied, consisted of title funding grants which totaled \$124,701.

**N. DUE TO CLEVELAND COMMUNITY SCHOOL**

The School received money from Cleveland Community School throughout the year to help cover payroll and other related expenses. The amount recorded on the statement of net position is expected to be repaid within one year.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**3. CASH AND CASH EQUIVALENTS**

The following information classifies deposits by category of risk as defined in GASB Statement No.3 "Deposits with Financial Institutions, Investments (including Repurchase Agreements) and Reverse Repurchase Agreements," as amended by GASB Statement No.40, "Deposit, and Investment Risk Disclosures".

VCS maintains its cash balances at one financial institution located in Ohio. The entire bank balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000, per qualifying account. At June 30, 2013, the book amount of VCS's deposits was (\$23,635) and the bank balance was also \$9,375.

VCS had no deposit policy for custodial risk beyond the requirement of state statute. Ohio law requires that deposits either be insured or be protected by eligible securities pledged to and deposited either with VCS or a qualified trustee by the financial institution as security for repayment or by a collateral pool of eligible securities deposited with a qualified trustee to secure repayment of all public monies deposited in the financial institution whose market value shall be at least 105% of deposits being secured. At June 30, 2013, none of the bank balance was exposed to custodial credit risk.

**4. EDUCATIONAL FACILITY LEASE**

VCS leases its facility at Reserve Square, 1701 East 12<sup>th</sup> Street, Cleveland is leased by Cleveland Community School from Reserve Apartment, Ltd. VCS entered renewed a one year lease from July 2012 to June 2013 and entered into a new one year lease from July 2013 to June 2014. Monthly payments under the terms of the lease increase each year according to an agreed upon schedule. In fiscal year 2013, VCS paid \$33,854 in rental payments. This amount is recorded and reflected in the Statement of Revenues, Expenses and Change in Net Position within purchased services.

**5. RISK MANAGEMENT**

**A. PROPERTY & LIABILITY**

VCS is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. For the fiscal year 2013, VCS contracted with Philadelphia Indemnity Insurance Company for all of its insurance.

**B. WORKERS' COMPENSATION**

VCS pays the State Worker's Compensation System a premium for employee injury coverage. The premium is calculated by multiplying the monthly total gross payroll by a factor that is calculated by the State.

**C. EMPLOYEE BENEFITS**

VCS provides medical, dental, vision, and life insurance benefits to most employees. Depending upon the plan chosen, the employees share the cost of the monthly premium with the Board. The premium varies with employees depending on the terms of the agreement with the employee.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**6. DEFINED BENEFIT PENSIONS PLANS**

**A. SCHOOL EMPLOYEES RETIREMENT SYSTEM OF OHIO (SERS OHIO)**

**Plan Description** – VCS contributes to the School Employees Retirement System (SERS), a cost-sharing multiple employer pension plans. SERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report may be obtained by contacting School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746, or by calling toll free 1-800-878-5853. It is also posted at the SERS' website at [www.ohsers.org](http://www.ohsers.org) under Employer/ Audit Resources.

**Funding Policy** - Plan members are required to contribute 10 percent of their annual covered salary and VCS is required to contribute 14 percent of annual covered payroll. The contribution requirements of plan members and employers are established and may be amended by the SERS' Retirement Board up to a statutory maximum amount by the SERS' Retirement Board. The Retirement Board acting with the advice of the actuary, allocates the employer contribution rate among four of the funds (Pension Trust Fund, Death Benefit Fund, Medicare B and Health Care Fund.) of the System. For the fiscal year ending June 30, 2013, the allocation to pension and death benefits is 13.10 percent. The remaining 0.90 percent of the 14 percent employer contribution rate is allocated to the Health Care and Medicare B Funds. VCS contributions to SERS for the years ended June 30, 2013, 2012, and 2011 were \$34,239, \$18,120, and \$30,086, respectively, which equaled the required contributions each year.

**B. STATE TEACHERS RETIREMENT SYSTEM (STRS OHIO)**

**Plan Description** – VCS contributes to the State Teachers Retirement System of Ohio (STRS Ohio), which is a cost-sharing, multiple-employer public employee retirement system. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone financial report, which may be obtained by writing to STRS Ohio, 275 East Broad Street, Columbus, Ohio 43215-3771, by calling (888) 227-7877, or by visiting the STRS Ohio website at [www.strsoh.org](http://www.strsoh.org).

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan, and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on member's lifetime contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5 percent of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**6. DEFINED BENEFIT PENSIONS PLANS (CONTINUED)**

**B. STATE TEACHERS RETIREMENT SYSTEM (STRS OHIO) (CONTINUED)**

The member may elect to receive a lifetime monthly annuity or a lump sum withdrawal. The Combined Plan offers features of both the DB Plan and the DC Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan.

The DB portion of the Combined Plan payment is payable to a member on or after age 60; the DC portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50. Benefits are established by Chapter 3307 of the Ohio Revised Code.

A DB or Combined Plan member with five or more years credited service that becomes disabled may qualify for a disability benefit. Eligible spouses and dependents of these active members who die before retirement may qualify for survivor benefits. Members in the DC Plan who become disabled are entitled only to their account balance. If a member dies before retirement benefits begin, the member's designated beneficiary is entitled to receive the member's account balance.

**Funding Policy** - For the fiscal year ended June 30, 2013, plan members were required to contribute 10 percent of their annual covered salaries. VCS was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. For fiscal year 2012, the portion used to fund pension obligations was also 13 percent. Contribution rates are established by the State Teachers Retirement Board, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions.

VCS's required contribution for pension obligations to STRS for the fiscal years ended June 30, 2013, 2012, and 2011 were \$35,660, \$22,103, and \$29,861 respectively, of which 100% has been contributed.

The above is the latest information available.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**7. POST EMPLOYMENT BENEFITS**

**A. SCHOOL EMPLOYEE RETIREMENT SYSTEMS (SERS)**

In addition to a cost-sharing multiple-employer defined pension plan the School Employees Retirement System of Ohio (SERS) administers two post-employment benefit plans.

**Medicare Part B**

Medicare B plan reimburse Medicare B premiums paid by eligible retirees and beneficiaries as set forth in Ohio Revised Code (ORC) 3309.69. Qualified benefits recipients who pay Medicare Part B premiums may apply for and receive a monthly reimbursement from SERS. The reimbursement amount is limited by statute to the lesser of the January 1, 1999 Medicare Part premium or the current premium. The Medicare Part B premium for calendar year 2013 was \$99.90 for most participants, but could go as high as \$319.70 per month depending on their income. SERS' reimbursement for retirees was \$45.50.

The Retirement Board, acting with the advice of the actuary, allocates a portion of the current employer contribution rate to the Medicare B Fund, For fiscal 2013, the actuarial required allocation is 0.74 percent VCS's contributions for the years ended June 30, 2013, 2012, and 2011 were \$1,934, \$1,070, and \$4,212, respectively, of which 100% has been contributed.

**Health Care Plan**

ORC 3309.375 and 3309.69 permit SERS to offer health care benefits to eligible retirees and beneficiaries. SERS' Retirement Board reserves the right to change or discontinue any health plan or program. SERS offers several types of health plans from various vendors, including HMO's, PPO's, Medicare Advantage, and traditional indemnity plans. A prescription drug program is also available to those who elect health coverage. SERS employs two third-party administrators and a pharmacy benefit manager to manage the self-insurance and prescription drug plans, respectively.

The ORC provides the statutory authority to fund SERS' postemployment benefits through employer contributions.

The Health Care Fund was established under, and is administered in accordance with the Internal Revenue Code 105(e). Each year after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer 14 percent contribution to the Health Care Fund. For the year ended June 30, 2013, the health care allocation is 0.15. An additional health care surcharge on employers is collected for employees earning less than the actuarially determined minimum compensation amount, pro-rated according to service credit earned. Statutes provides that no employer shall pay a health care surcharge greater than 2 percent of that employer's SERS-covered payroll; nor may SERS collect in aggregate more than 1.5 percent of the total statewide SERS-covered payroll for the health care surcharge.

For the fiscal year June 30, 2013, the minimum compensation level was established at \$20,250. The surcharge added to the unallocated portion of the 14 percent employer contribution rate is the total amount assigned to the Health Care Fund. VCS's contributions assigned to health care for the year ended June 30, 2013 and 2012, was \$418 and \$785, respectively, of which 100% has been contributed.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**7. POST EMPLOYMENT BENEFITS (CONTINUED)**

**A. SCHOOL EMPLOYEE RETIREMENT SYSTEMS (SERS) (CONTINUED)**

The SERS Retirement Board establishes the rules for the premiums paid by the retirees for health care coverage for themselves and their dependents or their surviving beneficiaries. Premiums vary depending on the plan selected, qualified years, Medicare eligibility, and retirement status.

The financial reports of SERS' Health Care and Medicare B plans are included in its Comprehensive Annual Financial Report. The report can be obtained by contacting SERS, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling toll free (800) 878-5853. It is also posted on the SERS' website [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

**B. STATE TEACHERS RETIREMENT SYSTEM (STRS)**

**Plan Description** – VCS contributes to the cost sharing multiple employer defined benefit Health Plan administered by the State Teachers Retirement System of Ohio (STRS Ohio) for eligible retirees who participated in the defined benefit or combined pension plans offered by STRS Ohio. Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums. The Plan is included in the report of STRS Ohio which may be obtained by visiting [www.strsoh.org](http://www.strsoh.org) or by calling (888) 227-7877.

**Funding Policy** - Ohio law authorizes STRS Ohio to offer the Plan and gives the Retirement Board authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. Active employee members do not contribute to the Plan. All benefit recipients pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2013, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. The School's contributions for health care for the fiscal years ended June 30, 2013, 2012, and 2011 were \$2,743, \$1,700, and \$4,240 respectively all of which has been contributed for all fiscal years.

The above is the latest information available.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**8. CONTINGENCIES**

**A. GRANTS**

VCS received financial assistance from federal and state agencies in the form of grants. Amount received from grantor agencies are subject to audit and adjustment by the grantor. Any disallowed costs may require refunding to the grantor. Amount which may be disallowed, if any, are not presently determinable. However, in the opinion of VCS, any such adjustments will not have a material adverse effect on the financial position of VCS.

**B. LITIGATION**

VCS is party to legal proceedings. At this time, VCS is of the opinion that ultimate disposition of claims will not have a material effect on the financial position of the VCS.

**9. SPONSORSHIP- OHIO DEPARTMENT OF EDUCATION**

VCS contracted with the Ohio Department of Education for the year as its sponsor and oversight services as required by law. VCS pays the Sponsor three percent of State Aid. Sponsorship fees are calculated as three percent of state funds received by VCS from the State of Ohio. For the fiscal year ended June 30, 2013, sponsorship fees totaled \$24,098.

**10. JARVIS AND ASSOCIATES – TREASURY SERVICES**

VCS entered into a contract with Jarvis and Associates to provide treasury services, as defined by the contract. Contract provision binds VCS to pay \$1,700 per month for the fiscal year, as well as reimbursements for any mailing fees or loans. VCS paid \$17,000 for these services for the fiscal year ending June 30, 2013.

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2013**

**11. PURCHASED SERVICES**

For the period of July 1, 2012 through June 30, 2013, VCS made the following purchase service commitments. These commitments include sponsor, management and CCIP fees, were applicable.

Professional and Technical Services	\$122,421
Property Services	25,300
Communications	37,800
Utilities	730
Food Service	113,113
Other	<u>80,436</u>
Total Purchased Services	<u>\$379,800</u>

**12. RELATED PARTIES**

The members of VCS Board of Trustees are also members of the Cleveland Community School.

**13. DUE TO CLEVELAND COMMUNITY SCHOOL**

Often VCS receives and distributes monies from or to Cleveland Community School to assist in maintaining cash flow to operate the respective school. At June 30, 2013, VCS owes \$59,057 to Cleveland Community School for advances it received. There is no formal repayment schedule. The monies are returned when resources are available. This amount is reported on the Statement on Net Position as Due to Cleveland Community School.

**14. FISCAL DISTRESS**

As of June 30, 2013, VCS had a deficit of \$135,557. The Treasurer and Board plan institute budgetary constraints which ensure discretionary expenditures remain within annual resources.





# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

Villaview Community School  
Cuyahoga County  
1701 East 12<sup>th</sup> Street  
Cleveland, Ohio 44012

To the Board of Directors:

We were engaged to audit the financial statements of Villaview Community School, Cuyahoga County, Ohio, (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 May 19, 2014, wherein we noted we did not opine on the School's financial statements due to a failure to provide written representations. Additionally the School did not maintain sufficient documentation to support amounts recorded as Intergovernmental Receivable, the Statement of Cash Flows, or the Defined Benefit Pension Plans and Post-Employment Benefits disclosure.

### ***Internal Control Over Financial Reporting***

As part of our financial statement engagement, we considered the School's internal control over financial reporting (internal control) to determine the procedures appropriate in the circumstances to the extent necessary to support our opinion on the financial statements, but not to the extent necessary to opine on the effectiveness of the School's internal control. Accordingly, we have not opined on it.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Therefore, unidentified material weaknesses or significant deficiencies may exist. However, as described in the accompanying schedule of findings we identified certain deficiencies in internal control over financial reporting, that we consider material weaknesses.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or a combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the School's financial statements. 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. We consider findings 2013-001 through 2013-002 described in the accompanying schedule of findings to be material weaknesses.

***Compliance and Other Matters***

As part of reasonably assuring whether the School's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed instances of noncompliance or other matters we must report under *Government Auditing Standards*, which are described in the accompanying schedule of findings as items 2013-001 through 2013-002.

***Entity's Response to Findings***

The School's responses to the findings identified in our audit are described in the accompanying schedule of findings. We did not audit the School's responses and, accordingly, we express no opinion on them.

***Purpose of this Report***

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**Dave Yost**  
Auditor of State  
Columbus, Ohio

May 19, 2014

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHGOA COUNTY**

**SCHEDULE OF FINDINGS  
JUNE 30, 2013**

<b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS</b>
--

**FINDING NUMBER 2013-001**

**Condition of Records- Noncompliance and Material Weakness**

Ohio Admin. Code Section 117-2-02(A) states that all local public offices shall maintain an accounting system and accounting records sufficient to enable the public office to identify, assemble, analyze, classify, record and report its transactions, maintain accountability for the related assets (and liabilities, if generally accepted accounting principles apply), document compliance with finance related legal and contractual requirements and prepare financial statements required by rule 117-2-03 of the Administrative Code.

Management is responsible for implementing and maintaining a system of controls designed to enable management to determine the accuracy of financial transactions of the School. Also, management is responsible for developing and maintaining complete and accurate financial records.

Instead of complete and accurate financial records, we noted the following deficiencies:

- The School does not perform a monthly School-wide bank-to-book reconciliation. The only reconciliation completed is for the School's main checking account and is generated from the School's accounting system on a monthly basis. These reconciliations are not accurate, nor is there evidence they are reviewed;
- Checking account reconciliations contained journal entries and a check that should not have been recorded as outstanding. Outstanding check totals also did not agree to the amounts reported in the financial statements;
- The School had overdraft payments totaling \$102;
- 11 out of 28 non-payroll transactions were not adequately supported;
- Loan repayments to Cleveland Community School were not adequately supported;
- The School did not maintain sufficient documentation to support amounts reported in the Defined Benefit Pension Plans and Post-Employment Benefits note disclosures;
- The School did not provide adequate documentation to ensure that federal income tax amounts and schools share of pension amounts were remitted;
- The amounts reported in the statements as Accounts Payable provided for audit did not agree to underlying financial records;
- There was an unsupported adjustment to the trial balance cash transaction section of \$34,000;
- Amounts reported in the Statement of Cash Flows that did not agree to underlying accounting records and statements;
- Federal and State Grant revenues were improperly classified with state lunch receipts posted to the federal grants account;
- Intergovernmental Receivable was overstated by \$99,739;
- Noted that for two out of five student files we noted that there was no completed withdrawal form stating purpose of the withdraw;
- During our test of payroll disbursements, we noted three out of four employee personnel files tested did not contain the necessary retirement enrollment forms; and
- The report submitted to LGS contained misstatements and there was no evidence provided that a notification in a paper circulated in the taxing district noting the reports were available for review.

VILLAVIEW COMMUNITY SCHOOL  
CUYAHGOA COUNTY

SCHEDULE OF FINDINGS  
JUNE 30, 2013

**FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS**

(Continued)

**FINDING NUMBER 2013-001**

(Continued)

**Condition of Records – Noncompliance and Material Weakness (Continued)**

The School's management has available numerous sources of information describing the process of internal controls, recordkeeping requirements and reporting procedures. It is the responsibility of management to ensure that all responsible parties have access to this literature and training sessions. Failure to implement and maintain a system of controls over the School's financial records increases the chances of misstatement.

We recommend the School implement and maintain controls over accounting records and transactions.

**FINDING NUMBER 2013-002**

**Development and Implementation of a Monitoring Control System - Noncompliance and Material Weakness**

Ohio Admin. Code Section 117-2-01 (A) states that all public officials are responsible for the design and operation of a system of internal control that is adequate to provide reasonable assurance regarding the achievement of objectives for their respective public offices in certain categories. Subsection (C) (5) provides that internal control consists of the following component, among others: monitoring, which is a process that assesses the quality of internal control performance over time.

Monitoring is comprised of regular management and supervisory activities established to oversee whether management's objectives are being achieved. Effective monitoring controls assist management in assessing the quality of internal control performance over time. This process involves assessing the design and operation of controls on a timely basis and taking necessary corrective actions. Monitoring controls should assist management in identifying unexpected results and/or possible misstatements.

Some effective monitoring controls include:

- Regular review of monthly financial statements;
- Review of revenues and expenses with independently accumulated information (budgets, past performances, peer group representatives, etc.);
- Review of large or unusual fluctuations;
- Identification of unusual fluctuations;
- Comparison of financial statement position with financial projections and other internally prepared projections of financial position and operating results;
- Comparison of predefined key performance indicators based on the financial statements;
- Review of items which have been outstanding for extended periods of time (outstanding check listing for payroll and non-payroll transactions);
- Monitoring compliance with grant agreements;
- Ensuring that an adequate segregation of duties exists; and
- Review of monthly bank reconciliations by someone independent of their preparation.

VILLAVIEW COMMUNITY SCHOOL  
CUYAHGOA COUNTY

SCHEDULE OF FINDINGS  
JUNE 30, 2013

FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

(Continued)

FINDING NUMBER 2013-002

(Continued)

**Development and Implementation of a Monitoring Control System - Noncompliance and Material Weakness (Continued)**

The School failed to perform adequate monitoring over financial activities. The lack of effective monitoring could lead to the misallocation or misstatement of School funds, expenditure of funds contrary to the directives of the Board, and non-compliance with federal or state laws or regulations. This could result in a loss of funding from federal and state sources, and errors or irregularities occurring in financial transactions which affect the bank reconciliations could go undetected and also led to a qualification over the financial statement opinion.

We recommend that management prepare monthly financial statements and submit them to the Board at each regularly scheduled meeting. The Board should then review these financial statements and when satisfied as to their accuracy approve them through the minute records. In addition, management should ensure that any reports required by the grantor agencies, per the terms of grant agreements, are completed accurately and filed with the respective grantor agencies in a timely manner. Management should also ensure that proper segregation of duties exists, including an independent review of the monthly bank reconciliations.

*Officials' Response:* Since the current Management Team, Sponsor and Treasurer were not involved with the School during this audit period, we neither concur nor object with the findings as presented.

However, in order to significantly improve compliance and accountability in addressing fiscal oversight under our purview for FY14, Believe to Achieve International will continue to working diligently in close partnership with our Sponsor (Portage County Educational Services Center) and our Treasurer (Mangen and Associates) to address the material findings in this audit.

We want to assure all concerned parties that during our tenure, which began in July of 2014, with full implementation in September 2014, we have adopted a compendium of Board approved policies/procedures, controls and fiscal practices that have vastly improved the fiscal oversight and governance of Cleveland and Villaview Community Schools.

**This page intentionally left blank.**

**VILLAVIEW COMMUNITY SCHOOL  
CUYAHOGA COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
JUNE 30, 2013**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b><i>Explain</i></b>
2012-001	Condition of Records	No	Reissued as Finding 2013-001
2012-002	Development and Implementation of a Monitoring System	No	Reissued as Finding 2013-002
2012-003	Governing Board Membership, Record of Minutes, and Notice of Public Meetings	Yes	Finding No Longer Valid
2012-004	Annual Financial Reporting	No	Partially corrected and reissued as Finding 2013-001



# Dave Yost • Auditor of State

## Independent Accountants' Report on Applying Agreed-Upon Procedure

Villaview Community School  
Cuyahoga County  
1701 East 13<sup>th</sup> Street  
Cleveland, Ohio 44113

To the Board of Directors:

Ohio Rev. Code Section 117.53 states "the auditor of state shall identify whether the school district or community school has adopted an anti-harassment policy in accordance with Section 3313.666 of the Revised Code. This determination shall be recorded in the audit report. The auditor of state shall not prescribe the content or operation of any anti-harassment policy adopted by a school district or community school."

Accordingly, we have performed the procedure enumerated below, which was agreed to by the Board, solely to assist the Board in evaluating whether Villaview Community School (the School) has updated its anti-harassment policy in accordance with Ohio Rev. Code Section 3313.666. Management is responsible for complying with this requirement. This agreed-upon procedure engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of this procedure is solely the responsibility of the Board. Consequently; we make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

We noted the School amended its anti-harassment policy at its meeting on March 22, 2014 to include prohibiting harassment, intimidation, or bullying of any student "on a school bus" or by an "electronic act."

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance with the anti-harassment policy. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board and School's sponsor and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Dave Yost".

**Dave Yost**  
Auditor of State

May 19, 2014





# Dave Yost • Auditor of State

**VILLAVIEW COMMUNITY SCHOOL**

**CUYAHOGA COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
JUNE 10, 2014**