Mason Classical Academy, Inc.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Financial Statements with Independent Auditor's Reports Thereon

June 30, 2018



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MASON CLASSICAL ACADEMY, INC. MANAGEMENT'S DISCUSSION AND ANALYSIS

Management of Mason Classical Academy (the "School"), offers the following narrative overview and analysis of the financial activities of the School for the fiscal year ended June 30, 2018. Readers are encouraged to use this information in conjunction with information furnished in the School's financial statements. This summary should not be taken as a replacement for the audit, which consists of the basic financial statements and other supplemental information.

FINANCIAL HIGHLIGHTS

- ❖ The School's total net position increased compared to prior year.
- For the fiscal year ended June 30, 2018, the School's revenues exceeded expenses by approximately \$1,823,000. The School received approximately \$1,368,000 in local capital improvement revenue (LCIR) reflected in the Capital Projects Fund for the year ended June 30, 2018.
- For the fiscal year ended June 30, 2018, the School ended with a net position of \$3,471,912.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to School's basic financial statements. The School's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements. The basic financial statements present two different views of the School through the use of government-wide statements and fund financial statements. In addition to the basic financial statements, this report contains other supplemental information to enhance the reader's understanding of the financial condition of School. This document also includes the 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, as well as the management letter required by the Rules of the Auditor General, Chapter 10.850, Audits of Charter Schools and Similar Entities.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide a broad overview of the School's finances, similar in format to a financial statement of a private-sector business. The government-wide statements provide short and long-term information about the School's financial status as a whole.

The two government-wide statements report the School's net position and the current year changes. The net position is the difference between the School's total assets and total liabilities. Measuring the net position is one way to evaluate the School's financial condition.

The government-wide statements are divided into three categories: 1) governmental activities, 2) business-type activities and 3) component units. The governmental activities include the School's basic services. The business-type activities are those that the School charges for certain services. For the year ended June 30, 2018, the School had no business-type activities or component units.

Fund Financial Statements

The fund financial statements provide a more detailed look at the School's most significant activities. A fund is a group of related accounts used to maintain control over resources segregated for specific activities or objectives. All of the operations of the School are presented in governmental funds only.

Governmental Funds

Governmental funds are used to account for those functions reported as governmental activities. The School's basic services are accounted for in governmental funds. These funds focus on how assets can readily be converted into cash flow in and out, and what money left at year-end is available for spending in the next year. Governmental funds are reported using an accounting method called *modified accrual accounting*. This method also has a current financial resources focus. As a result, the governmental fund financial statements provide a detailed short-term view of the financial resources available to finance the School's programs. The relationship between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is described in a reconciliation that is a part of the fund financial statements.

The School adopts an annual budget for its general fund, as required by the Florida Statutes. The budget is legally adopted by management of the School and its Board. The budgetary comparison schedule has been included as part of the required supplementary information. The budgetary comparison schedule shows four columns: 1) the original budget as adopted by the Board, 2) the final budget as amended by the Board, 3) the actual resources, charges and ending balances in the general fund, and 4) the variance between the final budget and the actual resources and charges.

Notes to Financial Statements

The notes to financial statements provide additional information essential to the full understanding of the information reported in the government-wide and fund financial statements. The notes to the financial statements start on page 15 of this report.

GOVERNMENT-WIDE ANALYSIS OF THE SCHOOL

Net Position

The School's combined net position as of June 30, 2018 is summarized as follows:

Governmental Activities

Assets:	<u></u>	2018		2017		Change
Current assets	\$	2,197,968	\$	1,420,874	\$	777,094
Capital assets, net		3,726,040		3,761,614		(35,574)
Total Assets		5,924,008	·	5,182,488	_	741,520
Liabilities:						
Current liabilities		157,895		240,000		(82,105)
Long-term liabilities		2,294,201		3,293,359		(999,158)
Total Liabilities		2,452,096		3,533,359	_	(1,081,263)
Net position:						
Invested in capital assets, net of						
related debt		1,431,839		468,255		963,584
Restricted for:				,		,
Capital Outlays		450,013		-		450,013
Unrestricted		1,590,060		1,180,874		409,186
Total Net Position	\$	3,471,912	\$	1,649,129	\$	1,822,783

The change in current assets is a result of an increase in operating cash. The net decrease in capital assets is due to depreciation expense exceeding the current year capital additions. The decrease in current liabilities is due to reduction of accrued payroll. Net decrease in long-term liabilities is due to the repayment of borrowings, as five notes with outstanding balances of approximately \$850,000 at June 30, 2017 were paid in full ahead of schedule in the current fiscal year. The increase in total net position is due to current year operating surplus.

Change in Net Position

The School's total revenues exceeded expenses by approximately \$1,823,000 in fiscal 2018—see table below.

	_	Governmen				
	_	2018		2017		Positive Change
Revenue:						
State and local sources Contributions and other revenue Total revenues	\$ _	8,100,536 376,091 8,476,627	\$	6,330,611 329,410 6,660,021	\$	1,769,925 46,681 1,816,606
Expenses:						
Instruction		3,391,485		3,209,715		181,770
Pupil personnel services		210,023		124,601		85,422
Instructional media services		91,416		91,427		(11)
Instructional staff training		28,679		9,421		19,258
Board		54,243		53,947		296
General administration		59,163		76,389		(17,226
School administration		862,531		627,543		234,988
Food services		97,773		76,435		21,338
Operation of plant		1,542,818		1,509,144		33,674
Interest Total expenses	_	315,713	_	335,874		(20,161)
·	_	6,653,844	. <u> </u>	6,114,496	_	539,348
Change in net position	\$_	1,822,783	\$_	545,525	\$_	1,277,258

The change in state and local sources is due to an increase in student population. For 2018, the School's population was 841 students, an increase of 42 students or 5% from 2017. Additionally, the School was allocated approximately \$1,368,000 in local capital improvement revenue (LCIR) during 2018. Fiscal 2018 was the first year the School was allocated LCIR. The change in contributions and other revenues was due to the additional student population.

Instruction, media services and school administration increased due to additional salaries and related benefit expenses to accommodate the growth in student population. Plant increased to additional operating expenses.

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

Governmental Funds

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

As the School completed the year, its governmental funds reported a combined fund balance of \$2,040,073.

General Fund Budgetary Highlights

During the fiscal year, the School made one amendment to its budget. Generally, budget amendments fall into one of three categories: 1) amendments made to adjust the estimates that are used to prepare the original budget once exact information is available; 2) amendments made to recognize changes in funding amounts; and 3) changes in appropriations that become necessary to maintain services.

In the general fund, budgeted revenues exceeded actual amounts by approximately \$73,000. The variance in budget amounts is primarily due to budgeting for more than received from State and Local governments. Expenditures were approximately \$708,000 less than budgeted amounts, which was a result of monitoring expenditures on a function level.

CAPITAL ASSETS AND DEBT ADMINISTRATION

At the end of fiscal 2018, the School had invested approximately \$3,726,000 in capital assets, net of accumulated depreciation of approximately \$834,000.

		Governm	-	Increase		
		2018		2017		(Decreases)
Leasehold improvements	\$	4,144,935	\$	3,945,404	\$	199,531
Furniture, fixtures and equipment		415,334		320,884	_	94,450
	_	4,560,269		4,266,288	-	293,981
Less - accumulated depreciation	_	(834,229)	<u> </u>	(504,674)	-	(329,555)
Total capital assets	\$	3,726,040	\$	3,761,614	\$_	(35,574)

This year's major capital asset additions included the following:

- Leasehold improvements \$211,000
- Furniture, fixtures and equipment \$125,000

The additions to leasehold improvements and furniture, fixtures and equipment, were offset by disposals of approximately \$11,700 and \$30,200, respectively. More detailed information about the School's capital assets is presented in Note 3 to the financial statements.

Long-term Liabilities

Long-term liabilities decreased approximately \$999,000 due to principal payments, of this amount, loans of approximately \$850,000 were paid off ahead of their terms. The school paid interest of approximately \$316,000 during fiscal year June 30, 2018. More detailed information about the School's long-term liabilities is presented in Note 4 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

Budget Highlights for the Fiscal Year Ended June 30, 2019

Amounts available for appropriation in the general fund are approximately \$7.4 million, an increase of approximately \$450,000 over the actual 2018 amount. The change is due to a budgeted increase in student population to 913, as compared to 841 as of the end of fiscal 2018.

Budgeted expenditures in the general fund are approximately \$6.9 million for 2019. The increase is primarily due to additional instructional personnel and other operating cost to accommodate the increase in student population.

If these estimates are realized, the School's general fund balance is expected to increase by approximately \$500,000 in the fiscal year ending June 30, 2018.

CONTACTING THE SCHOOL'S FINANCIAL MANAGEMENT

This financial report is designed to provide interested parties with a general overview of the School's finances and to demonstrate the School's accountability for the money it receives. Should additional information be required, please contact the School's administrative offices at 3073 Horseshoe Dr. S. Ste 104 Naples, FL 34104.



Report of Independent Auditor's on Basic Financial Statements and Supplementary Information

To the Board of Directors of Mason Classical Academy, Inc. a Charter School and Component Unit of the District School Board of Collier County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Mason Classical Academy, a Charter School and Component Unit of the District School Board of Collier County, Florida, (the "School") as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 opinion.

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 the School, as of June 30, 2018, 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

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 1 - 6 and 26 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 20, 2018, 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, and 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 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.

McCrady & Associates, PLLC

Altamonte Springs, Florida August 20, 2018

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A Charter School and Component Unit of the District School Board of Collier County, Florida

Statement of Net Position

June 30, 2018

	 vernmental Activities
Assets	_
Cash and cash equivalents	\$ 2,103,206
Other current assets	94,762
Capital assets:	
Leasehold improvements	4,144,935
Furniture, fixtures and equipment	415,334
Less accumulated depreciation	 (834,229)
Total capital assets, net	 3,726,040
Total assets	\$ 5,924,008
Liabilities	
Accounts payable and accrued expenses	\$ 157,895
Long-term liabilities:	
Portion due or payable within one year:	
Notes payable	162,243
Portion due or payable after one year:	
Notes payable	 2,131,958
Total liabilities	 2,452,096
Net Position	
Invested in capital assets, net of related debt	1,431,839
Unrestricted	2,040,073
Onestricted	 2,040,073
Total net position	 3,471,912
Total liabilities and net position	\$ 5,924,008

A Charter School and Component Unit of the District School Board of Collier County, Florida

Statement of Activities

For the Year Ended June 30, 2018

			Program Revenues				N	et (Expenses) Changes in			
	!	Expenses		harges for Services	Gra	erating nts and ributions	G	Capital rants and ntributions		overnmental Activities	Total
Governmental Activities: Instruction Pupil personnel services Instructional media services Instructional staff training Board General administration School administration Food services Operation of plant	\$	3,391,485 210,023 91,416 28,679 54,243 59,163 862,531 97,773 1,542,818	\$	- - - - - - -	\$	- - - - - - -	\$	- - - - - - 1,206,696	\$	(3,391,485) (210,023) (91,416) (28,679) (54,243) (59,163) (862,531) (97,773) (336,122)	\$ (3,391,485) (210,023) (91,416) (28,679) (54,243) (59,163) (862,531) (97,773) (336,122)
Interest Total primary government	\$	315,713 6,653,844	\$	<u>-</u> -	\$	<u>-</u>	\$	315,713 1,522,409		(5,131,435)	 (5,131,435)
General revenues: State and local sources Contributions and other revenues									6,578,127 376,091	6,578,127 376,091	
		Total gene	eral re	evenues						6,954,218	6,954,218
		Chang	es in	net position						1,822,783	1,822,783
	Ne	t position at be	eginn	ing of year						1,649,129	1,649,129
	Ne	t position at er	nd of	year					\$	3,471,912	\$ 3,471,912

A Charter School and Component Unit of the District School Board of Collier County, Florida

Balance Sheet - Governmental Funds

June 30, 2018

	General Fund
Assets	
Cash and cash equivalents Other assets	\$ 2,103,206 94,762
Total assets	\$ 2,197,968
Liabilities	
Accounts payable and accrued expenses	\$ 157,895
Total liabilities	157,895
Fund Balance	
Nonspendable: Other assets Spendable:	94,762
Unassigned	 1,945,311
Total fund balance	 2,040,073
Total liabilities and fund balance	\$ 2,197,968

A Charter School and Component Unit of the District School Board of Collier County, Florida

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Position

June 30, 2018

Total fund balance - general fund

\$ 2,040,073

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

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The cost of the capital assets are \$4,560,269, and the accumulated depreciation is \$834,229.

3,726,040

Long-term liabilities, including notes payable, are not due and payable in the current period and, therefore, are not reported as liabilities in the governmental funds. Long-term liabilities at year end consist of:

Notes payable (2,294,201)

Total net position - governmental activities

\$ 3,471,912

A Charter School and Component Unit of the District School Board of Collier County, Florida Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds

For the Year Ended June 30, 2018

	Capital General Project Fund Fund		De	ebt Service Fund	Go	Total vernmental Funds	
Revenues State and local sources Contributions and other revenues	\$	6,578,127 376,091	\$ 1,522,409 -	\$	<u>-</u>	\$	8,100,536 376,091
Total revenues		6,954,218	1,522,409				8,476,627
Expenditures Current:							
Instruction		3,335,644	-		-		3,335,644
Pupil personnel services		210,023	-		-		210,023
Instructional media services		91,416	-		-		91,416
Instructional staff training		28,679	-		-		28,679
Board		54,243	-		-		54,243
General administration School administration		59,163 852,161	-		-		59,163 852,161
Food services		97,773	-		-		97,773
Operation of plant		787,641	_		_		787,641
Debt service:		707,041					707,041
Principal Principal		_	_		999,158		999,158
Interest		_	_		315,713		315,713
Capital outlay		-	785,814		-		785,814
Total expenditures		5,516,743	 785,814		1,314,871		7,617,428
Excess (deficiencies) of revenue over expenditures		1,437,475	736,595		(1,314,871)		859,199
over experience.		.,,	 . 55,555		(1,011,011)		
Other Financing Sources (Uses)							
Operating transfer in		-	-		1,314,871		1,314,871
Operating transfer out		(578,276)	 (736,595)		-		(1,314,871)
Total other financing sources		(578,276)	(736,595)		1,314,871		
Net changes in fund balance		859,199	-		-		859,199
Fund balance at beginning of year		1,180,874	 -		-		1,180,874
Fund balance at end of year	\$	2,040,073	\$ 	\$		\$	2,040,073

A Charter School and Component Unit of the District School Board of Collier County, Florida

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities

For the Year Ended June 30, 2018

Net changes in fund balance - governmental funds	\$ 859,199
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 and reported as depreciation expense. This is the amount by which depreciation expense (\$371,375) exceeds capital outlays (\$335,801) in the current period.	(35,574)
Principal payments on long-term debt are expenditures in the governmental funds, but the repayments reduce long-term liabilities in the statement of net position.	 999,158
Change in net position of governmental activities	\$ 1,822,783

MASON CLASSICAL CHARTER ACADEMY, INC.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements

For the Year Ended June 30, 2018

1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Mason Classical Academy (the "School"), is a not-for-profit corporation that operates under a charter approved by the sponsoring district, the District School Board of Collier County Florida (the "School Board"). The governing body of the School is the Board of Directors of School, which is composed of at least three members.

Charter Contract

The School operates under a charter effective July 1, 2017 which had an expiration date of June 30, 2022. In November 2017, upon the School attaining high performing status, the charter was amended to expire on November 30, 2032. Upon the expiration of the charter, the School Board may elect not to renew the charter under grounds specified in the charter. In this case, the School Board is required to notify the School in writing at least 90 days prior to the charter's expiration. However, the School Board may terminate the current charter at any time if good cause is shown. In the event of termination of the charter, any property purchased by the School with public funds and any unencumbered public funds revert to the School Board.

Basis of Presentation

Based on the guidance provided in the American Institute of Certified Public Accountants Audit and Accounting Guide – *Audits for States and Local Governments* and provisions in the Florida Statutes, the School is considered as a governmental organization for financial statement reporting purposes. The School is required by its agreement with the School Board to use the governmental reporting model and follow the fund and accounting structure provided in the "Financial and Program Cost Accounting and Reporting for Florida Schools – The Red Book" issued by the FDOE.

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School in a manner similar to those of a private-sector business. The statement of net position and statement of activities are designed to provide financial information as a whole about the School on an accrual basis of accounting. The statement of net position provides information about the School's financial position, its assets and liabilities, using an economic resources measurement focus.

The statement of activities presents a comparison between direct expenses and program revenue for each function or program of the School's governmental activities. Direct expenses are those that are specifically associated with a program or function, therefore, are clearly identifiable to a particular function.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

Program revenues include charges paid by the recipient for goods and services offered by the program, grants and contributions restricted for meeting the operational or capital requirements of a particular program. Revenues not classified as program revenues are presented as general revenue.

Fund Financial Statements

The governmental fund financial statements report detailed information about the School's most significant funds, not the School as a whole. A fund is a group of related accounts used to maintain control over resources segregated for specific activities or objectives. The School uses fund accounting to ensure and demonstrate compliance with finance related requirements. Certain funds are established by law while others are created by grant agreements. The following are major individual governmental funds reported in the fund financial statements:

- <u>General Fund</u> is the School's primary operating fund that accounts for all financial resources of the school, except those required to be accounted for in another fund.
- <u>Capital Projects Fund</u> to account for all resources for the acquisition of capital items by the School purchased with capital outlay funds.
- <u>Debt Service Fund</u> to account for the accumulation of resources for, and payment of general long-term debt principal, interest, and related costs.

For the purpose of these statements, the general, capital projects and debt service funds are considered major funds.

Basis of Accounting

Basis of accounting refers to when revenues and expenses/expenditures are recognized in the accounts and reports in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recognized when earned and expenses/expenditures are recognized when a liability is incurred, regardless of the timing the related cash flows take place.

Governmental fund financial statements are reported using the modified accrual basis of accounting. Under this method, revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectable within a current period. The School considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenues are recognized at the time the expenditure is made. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

of general long-term debt and acquisition of capital leases are reported as other financing sources.

Budgetary Basis Accounting

Budgets are prepared using the modified accrual basis of accounting and the governing board must approve all budgets and amendments. During the fiscal year, expenditures were controlled at the object level. Budgets may be amended by resolution of the Board prior to the date of the annual report.

Cash and Cash Equivalents

The School's cash and cash equivalents consist primarily of demand deposits with financial institutions.

The School maintains its cash with primarily one financial institution. These accounts total approximately \$1,207,000 of which approximately \$957,000 of these deposits are in excess of the FDIC insurance limits of \$250,000. The School has not experienced any losses associated with these accounts.

Capital Assets and Depreciation

The School's capital assets with useful lives of more than one year are stated at historical cost and reported in the statement of net position in the government-wide financial statements. Donated capital assets are recorded at their estimated fair value on the date of donation. The School capitalizes assets with a cost of \$750 or more. Expenditures of normal maintenance and repair that do not add to the assets value or extend the useful lives are not capitalized. Depreciation is computed using the straight-line method. Estimated useful lives of the assets are as follows:

	<u>Years</u>
Leasehold improvements	10
Furniture, fixtures and equipment	3-7

Interfund Transfers

The School reports its general fund, capital projects fund and debt service fund as major funds. For the year ended June 30, 2018, the general and capital outlay funds transferred approximately \$578,000 and \$737,000, respectively, to the debt service fund for debt service payments.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

Net Position and Fund Balance Classifications

Government-Wide financial statements

Net Position is classified and reported in three components:

- <u>Investment in capital assets, net of related debt</u> consists of capital assets net of accumulated depreciation and reduced by the outstanding balances of any borrowings that are attributed to the acquisition or improvement of those assets.
- <u>Restricted</u> consists of amounts with constraints placed on their use either by external groups such as creditors, grantors, contributors or laws or regulations of other governments.
- <u>Unrestricted</u> all other amounts that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

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 reported within one of the following fund balance categories:

- <u>Nonspendable</u> 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). All nonspendable fund balances at year end relate to assets that are in not spendable form.
- <u>Restricted</u> fund balance category includes amounts that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.
- <u>Committed</u> 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 Governance.
- <u>Assigned</u> fund balance classification includes amounts that are intended to be used by the School's management for specific purposes but do not meet the criteria to be classified as restricted or committed.
- <u>Unassigned</u> fund balance that is the residual amount for the School's general fund and includes all spendable amounts not contained in the other classifications.

This statement also clarifies the definition of the special revenue fund to denote that the special revenue may be used to account for the proceeds of specific revenue sources (other than trust for individual, private organizations or other governmental or for major capital projects) legally restricted to expenditures for specified purposes.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

Order of Fund Balance Spending Policy

The School's policy is to apply expenditures against non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, non-spendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including non-spendable amounts). Any remaining fund balance amounts for the non-general funds are classified as restricted fund balance. It is possible for non-general funds to be classified as restricted fund balance. It is also 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.

Revenue Sources

Revenues for operations are received primarily from the District School Board of Collier County Florida pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33, Florida Statutes, the School reports the number of full-time equivalent (FTE) students and related data to the School District. The School Board receives a 2% administrative fee from the School, which is withheld from the respective FEFP payments. The administrative fee is 2% instead of 5% because the School is considered a high performing school. The administrative expense is reflected as a general administration expense/expenditure in the accompanying statement of activities and statement of revenues, expenditures and changes in fund balances – governmental funds. The administrative fee is calculated on the FEFP revenue up to 250 students.

Under provisions of Section 1011.62, Florida Statutes, the District reports the number of students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (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 period. The FDOE may also adjust subsequent fiscal period allocations based on an audit of the School's compliance in determining and reporting FTE and related data. Generally, such adjustments are treated as reductions or additions of revenues in the year when the adjustments are made.

The basic amount of funding through the FEFP under Section 1011.62 is calculated based on (1) unweighted FTE, multiplied by (2) the cost factor for each program multiplied by (3) the base student allocation established by the Florida legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes. For the year ended June 30, 2018, the School reported 840.55 unweighted FTE.

The School received additional funding under other federal and state grants. This assistance is generally received based on applications submitted to various granting agencies. For federal and state grants in which funding is awarded based on incurring eligible expenditures, revenue is recognized as the amount of eligible expenditures have been incurred.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

Use of Estimates

In preparing the financial statements in conformity with accounting principles generally accepted in the United States, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the balance sheet and revenues and expenses/expenditures for the period presented. Actual results could differ significantly from those estimates.

2 FAIR VALUE MEASUREMENTS

Accounting principles generally accepted in the United States (GAAP) define fair value for an investment generally as the price an organization would receive upon selling the investment in an orderly transaction to an independent buyer in the principal or most advantageous market for the investment. The information available to measure fair value varies depending on the nature of each investment and its market or markets. Accordingly, GAAP recognizes a hierarchy of "inputs" an organization may use in determining or estimating fair value. The inputs are categorized into "levels" that relate to the extent to which an input is objectively observable and the extent to which markets exist for identical or comparable investments. In determining or estimating fair value, an organization is required to maximize the use of observable market data (to the extent available) and minimize the use of unobservable inputs. The hierarchy assigns the highest priority to unadjusted quoted prices in active markets for identical items (Level 1 inputs) and the lowest priority to unobservable inputs (Level 3 inputs).

The fair value hierarchy distinguishes between independent observable inputs and unobservable inputs used to measure fair value as follows:

- Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.
- Level 2: Inputs other than quoted market prices included within Level 1 that are observable for an asset or liability, either directly or indirectly.
- Level 3: Unobservable inputs for an asset or liability. Level 3 inputs should be used to measure fair value to the extent that observable level 1 or 2 inputs are not available.

This statement requires disclosures to be made about fair value measurements, the level of fair value hierarchy, and valuation techniques. The School's significant financial instruments are cash, accounts receivable, accounts payable, short term borrowings, and other short term assets and liabilities. For these financial instruments (level 1), carrying values approximate fair value because of the short maturity of these instruments.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

3 CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2018 was as follows:

Capital assets:	Beginning Balance	Additions	Disposals	Ending Balance
Capital assets being depreciated: Leasehold improvements Furniture, fixtures and equipment Total capital assets	\$ 3,945,404 320,884 4,266,288	\$ 211,181 124,620 335,801	\$ (11,650) (30,170) (41,820)	\$ 4,144,935 415,334 4,560,269
Accumulated depreciation: Leasehold improvements Furniture, fixtures and equipment Total accumulated depreciation	(414,111) (90,563) (504,674)	(242,290) (129,085) (371,375)	11,650 30,170 41,820	(644,751) (189,478) (834,229)
Capital assets, net	\$ 3,761,614	\$ (35,574)	\$ -	\$ 3,726,040
Depreciation expense: Instruction School administration Operation of plant Total governmental activities depreciation expense		\$ 55,841 10,370 305,164 \$ 371,375		

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

4 LONG-TERM LIABILITIES

The School's long-term note payables as described below:

Unsecured note payable. Terms include monthly principal and interest payments of \$2,271, with a fixed interest rate of 6.5% per annum. The note payable matures June 2024.	\$	135,198
Unsecured note payable. Terms include monthly principal and interest payments of \$568, with a fixed interest rate of 6.5% per annum. The note payable matures June 2024.		33,797
Unsecured note payable. Terms include monthly principal and interest payments of \$1,135, with a fixed interest rate of 6.5% per annum. The note payable matures June 2024.		67,585
Unsecured note payable. Terms include monthly principal and interest payments of \$568, with a fixed interest rate of 6.5% per annum. The note payable matures July 2024.		00.707
Unsecured note payable. Terms include monthly principal and interest payments of \$1,135, with a fixed interest rate of 6.5% per annum. The note payable matures July 2024.		33,797 67,590
Unsecured note payable. Terms include monthly principal and interest payments of \$341, with a fixed interest rate of 6.5% per annum. The note payable matures July 2024.		20,277
Unsecured note payable. Terms include monthly principal and interest payments of \$1,135, with a fixed interest rate of 6.5% per annum. The note payable matures September 2024.		68,347
Unsecured note payable. Terms include monthly principal and interest payments of \$1,082, with a fixed interest rate of 8% per annum. The note payable matures June 2027.		589,318
Unsecured note payable. Monthly principal and interest payments of \$19,484 with a fixed interest rate of 14% per annum.		4 070 000
The note payable matures November 2028.	\$	1,278,292 2,294,201
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On March 21, 2018, the School prepaid five notes payable which had an aggregate balance of approximately \$850,600 outstanding at June 30, 2017. The School incurred no prepayment penalties associated with the retirement of this debt.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

The following is a summary of changes in the note payable for the year ended June 30, 2018:

Balance outstanding at the beginning of the year Addition	\$ 3,293,359
Reduction	 (999,158)
Balance outstanding at the end of the year	\$ 2,294,201

Future debt service related to the long-term liabilities is as follows as of June 30, 2018:

	 Principal		Interest		Total		
Year ended June 30,	 				_		
2019	\$ 162,243	\$	248,328	\$	410,571		
2020	178,631		231,940		410,571		
2021	196,893		213,678		410,571		
2022	217,268		193,303		410,571		
2023	240,029		171,313		411,342		
2024-2028	1,204,986		452,571		1,657,557		
2029	94,151		3,322		97,473		
Total	\$ 2,294,201	\$	1,514,455	\$	3,808,656		

Interest paid during the year ended June 30, 2018 totaled approximately \$316,000.

5 SCHEDULE OF STATE AND LOCAL REVENUE SOURCES

District School Board of Collier County, Florida:

Florida Education Finance Program	\$ 3,837,623
Local capital outlay	1,367,686
Discretionary local effort	1,088,744
Class size reduction	979,936
Supplemental academic instruction	165,390
Best and Brightest scholarship	161,600
Capital outlay	154,722
ESE guaranteed allocation	116,217
School recognition funds	79,896
Instructional materials	64,452
Reading allocation	37,932
Digital classroom allocation	22,174
Safe schools	13,511
Teacher lead	8,725
Discretionary lottery funds	1,508
Proration to funds available	 420
Total	\$ 8,100,536

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

During the fiscal year ended June 30, 2018, pursuant to Section 31 of Chapter 2017-116, Laws of Florida, (House Bill 7069), codified in section 1013.62 Florida Statutes (F.S.), which required school districts to distribute to eligible charter schools local capital improvement revenue (LCIR) from the discretionary millage authorized in section 1011.72(2), F.S. For fiscal year 2018, the School received approximately \$1,367,700 which is reported as state funding in the capital projects fund. Funds received under LCIR may only be used for lawful capital outlay expenditures.

The administrative fee paid to the School Board during the year ended June 30, 2018 totaled approximately \$59,000, which is reflected as a general administration expense/expenditure in the accompanying statement of activities and statement of revenues, expenditures and changes in fund – governmental funds.

6 RISK MANAGEMENT PROGRAM

Workers' compensation coverage, health and hospitalization, general liability, professional liability and property coverage are being provided through purchased commercial insurance with minimum deductibles for each line of coverage. Settled claims resulting from these risks have not historically exceeded commercial coverage.

7 COMMITMENTS AND CONTINGENT LIABILITIES

Grants

The School participates in state and federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the School has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectability of any related receivable at year end may be impaired.

Management believes there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

Legal matters

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. In the opinion of management, the ultimate resolution of such legal matters will not have a significant adverse on the accompanying financial statements.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Notes to Financial Statements (continued)

Lease commitments

The School leases it's facility under an operating lease agreement, which was implemented in four separate phases. Phases I, II, and III commenced during fiscal year 2015. Phase IV was effective October 2015. The lease expires June 2020. The lease requires the School to pay property taxes, insurance and normal maintenance costs. Additionally, in September 2017, the School entered into a lease for recreational land. The lease extends through June 2020 and has a monthly base rent of \$14,000.

Future minimum payments under these lease agreements are as follows:

2019	\$ 661,177
2020	 676,198
Total lease payments	\$ 1,337,375

8 INCOME TAXES

The School qualifies as a tax-exempt organization under Internal Revenue Code Section 501(c)(3), and is therefore, exempt from income taxes. Accordingly, no tax provision has been made in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related notes to the financial statements. The School's income tax return for 2016, 2015 and 2014 is subject to examination by tax authorities.

9 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 20, 2018 which is the date the financial statements were available be issued.

A Charter School and Component Unit of the District School Board of Collier County, Florida

Required Supplementary Information

Budgetary Comparison Schedule - General Fund

For the Year Ended June 30, 2018

	Budgeted Amounts							
		Original	Final		Actual		Variance	
REVENUES		_		_		_		_
State and local sources	\$	6,648,608	\$	6,806,208	\$	6,578,127	\$	(228,081)
Contributions and other revenue		221,281		221,281		376,091		154,810
Total revenues		6,869,889		7,027,489		6,954,218		(73,271)
EXPENDITURES								
Current:								
Instruction		3,523,868		3,523,868		3,335,644		(188,224)
Pupil personnel services		155,923		155,923		210,023		54,100
Instructional media services		80,663		80,663		91,416		10,753
Instructional staff training		41,235		41,235		28,679		(12,556)
Board		62,827		62,827		54,243		(8,584)
General administration		39,312		39,312		59,163		19,851
School administration		867,139		1,029,028		852,161		(176,867)
Fiscal services		10,813		10,813		-		(10,813)
Food services		169,446		169,446		97,773		(71,673)
Operation of plant		1,561,634		1,561,634		787,641		(773,993)
Community services		56,611		-				-
Total expenditures		6,569,471		6,674,749		5,516,743		(1,158,006)
Excess (deficiency) of revenue								
over expenditures		300,418		352,740		1,437,475		1,084,735
Other Financing Sources (Uses)								
Operating transfer out		(579,318)		(579,318)		(578,276)		1,042
Total other financing sources		(579,318)		(579,318)		(578,276)		1,042
Net change in fund balance Fund balance at beginning of year		(278,900) 1,180,874		(226,578) 1,180,874		859,199 1,180,874		1,085,777 -
Fund balance at end of year	\$	901,974	\$	954,296	\$	2,040,073	\$	1,085,777



Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based On an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

To the Board of Directors of Mason Classical Academy, Inc. A Charter School and Component Unit of the District School Board of Collier County, 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 Mason Classical Academy, Inc. (the "School"), a charter school and component unit of the District School Board of Collier County, Florida, as of and for the year ended June 30, 2018, 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 20, 2018.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

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

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.

McCrady & Associates, PLLC

Altamonte Springs, Florida August 20, 2018 Additional Information Required by Rules of the Auditor General, Chapter 10.850, Audits of Charter Schools and Similar Entities



Management Letter as Required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, *Charter School Audits*

To the Board of Directors of Mason Classical Academy, Inc. a Charter School and Component Unit of the District School Board of Collier County, Florida

Report on the Financial Statements

We have audited the financial statements of Mason Classical Academy, Inc. (the "School") as of and for the fiscal year ended June 30, 2018, and have issued our report thereon dated August 20, 2018.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with Government Auditing Standards. Disclosures in that report, if applicable, which is dated, August 20, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations in the prior year audit report.

Official Title

Section 10.854(1)(e)5. Rules of the Auditor General, requires the name or official title of the entity be disclosed in this management letter. The official title of the entity is Mason Classical Academy, Inc.

Financial Condition and Management

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

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the School. It is management's responsibility to monitor the 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.

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Transparency

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

Additional Matters

Section 10.854(1)(e)4., Rules of the Auditor General, requires 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 note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Directors, applicable management, and the District School Board of Collier County and is not intended to be and should not be used by anyone other than these specified parties.

McCrady & Associates, PLLC

Altamonte Springs, Florida August 20, 2018

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