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July 2, 2014

Charter School Board
Christel House Academy, Inc.
2717 S. East Street
Indianapolis, IN 46225

We have reviewed the Supplemental Audit Report prepared by Sikich, LLP, Independent Public Accountants, for the period July 1, 2012 to June 30, 2013. In our opinion, the Supplemental Audit Report was prepared in accordance with the guidelines established by the State Board of Accounts.

We call your attention to the finding in the report. Page 5 contains one audit result and comment. Management's response is on page 7.

In addition to the report presented herein, a Financial Statements and Independent Auditors' Report for the Christel House Academy, Inc. was prepared in accordance with the guidelines established by the State Board of Accounts.

The Supplemental Audit Report and the Financial Statements and Independent Auditors' Report are filed in our office as a matter of public record.

Paul D. Joyce
Paul D. Joyce, CPA
State Examiner



SUPPLEMENTAL AUDIT REPORT
OF
CHRISTEL HOUSE ACADEMY, INC.

MARION COUNTY, INDIANA

JULY 1, 2012 to JUNE 30, 2013



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CHRISTEL HOUSE ACADEMY, INC

SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer	Carey Dahnchke	07-01-09 to 06-30-13
Business Manager	Monica Vicente	07-01-11 to 04-30-13
Chairman of the Board of Directors	Murvin Enders	07-01-09 to 06-30-13
Chief School Business Officer	Lynda Brooks	04-17-13 to 06-30-13



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Certified Public Accountants & Advisors
Members of American Institute of Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To The Board of Directors
of Christel House Academy, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States, the financial statements of Christel House Academy, Inc., which comprise the statement of financial position as of June 30, 2013, and the related statement of activities and cash flows, and have issued our report thereon dated June 19, 2014.

In connection with our audit, we noted that Christel House Academy, Inc. failed to comply with the penalties and late payments provision of the *Accountant and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, as outlined in the *Guidelines for Audits of State and Local Governments by Authorized Independent Public Accountants*, issued by the Indiana State Board of Accounts. Our audit was not directed primarily toward obtaining knowledge as to whether Christel House Academy, Inc. failed to comply with the terms of the *Accountant and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, issued by the Indiana State Board of Accounts, insofar as they relate to accounting matters. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding noncompliance with the above-referenced *Accountant and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, issued by the Indiana State Board of Accounts, insofar as they relate to accounting matters.

This report is intended solely for the information and use of the Board of Directors and management of Christel House Academy, Inc. and the Indiana State Board of Accounts, 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 'Sikich, LLP' in a cursive, slightly slanted script.

Sikich LLP

June 19, 2014

CHRISTEL HOUSE ACADEMY, INC.

AUDIT RESULTS AND COMMENTS

PENALTIES AND INTEREST PAID FOR LATE PAYMENTS

On the September 2012 credit card statement, a late fee of \$39 and interest of \$12.53 was assessed. The following statement in October 2012 had an additional \$3.61 in interest, but also credited the \$39 late fee.

Officials and employees have the duty to pay credit cards in a timely fashion. Policies and procedures should be implemented to ensure future credit card statements are paid on time and in full.

Additionally, officials and employees have a responsibility to perform duties in a manner which would not result in any unreasonable fees being assessed against the school.

Any penalties, interest or other charges paid by the governmental unit may be the personal obligation of the responsible official or employee.

(Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Chapter 10)

CHRISTEL HOUSE ACADEMY, INC.

MARION COUNTY, INDIANA

EXIT CONFERENCE

The contents of this report were discussed on May 20, 2014, with Carey Dahncke, Treasurer, and Lynda Brooks, Chief School Business Officer. The officials concurred with our audit findings.



Sikich
8555 N. River Rd, Suite 300
Indianapolis, IN 46240

OFFICIAL RESPONSE

Re: Audit Results and Comments in the Supplemental Audit Report of Christel House Academy, Inc.:
Management Response

Our independent auditors completed its examination of our books and records of Christel House Academy (the "Academy") on March 25, 2014. The examination resulted in one finding. Management's response to said finding follows:

Comment

On the September 2012 credit card statement, a late fee of \$39 and interest of \$12.53 was assessed. The following statement in October 2012 had an additional \$3.61 in interest, but also credited the \$39 late fee.

Management's Response

We concur with the findings noted therein and have revised internal practices to reduce the risk of future occurrences.

We wish to express our gratitude to our independent auditors for professionally performing the examination of the Academy for the period ended June 30, 2013.

A handwritten signature in black ink, appearing to read "Lynda Brooks".

Lynda Brooks, *Chief School Business Officer*

A handwritten signature in black ink, appearing to read "Carey Dahncke".

Carey Dahncke, *Chief Academic Officer / Treasurer*