



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

B45027

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April 16, 2015

Charter School Board  
Neighbor's Educational Opportunities, Inc.  
5391 Central Avenue  
Portage, IN 46368

We have reviewed the Supplemental Audit Report prepared by Fitzgerald/Isaac LLC, Independent Public Accountants, for the period July 1, 2013 to June 30, 2014. 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 findings in the report. Page 3 contains one audit result and comment. Management's response is on page 5.

In addition to the report presented herein, a Financial Statements and Independent Auditors' Report for Neighbor's Educational Opportunities, 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  
**NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.**  
PORTER COUNTY, INDIANA  
July 1, 2013 to June 30, 2014

NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.

PORTER COUNTY, INDIANA

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NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.

PORTER COUNTY, INDIANA

School Officials

July 1, 2013 to June 30, 2014

<u>Office</u>	<u>Official</u>	<u>Term</u>
President of Board of Directors	Sharon Mortensen	07/01/13 – 06/30/14
Executive Director	Rebecca Reiner	07/01/13 – 06/30/14
Director of Operations	Shanta Belyeu	07/01/13 – 06/30/14

The Board of Directors  
Neighbors' Educational Opportunities, Inc.

We have audited the financial statements of **Neighbors' Educational Opportunities, Inc.** (the "School") as of and for the year ended June 30, 2014 and have issued our report thereon dated February 27, 2015. As part of our audit, we tested the School's compliance with provisions of the *Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools* issued by the Indiana State Board of Accounts and related provisions of laws, regulations, contracts and grant agreements. Reported in the Audit Results and Comments are matters where we believe the School was not in compliance with those provisions.

*Fitzgerald Isaac LLC*

Indianapolis, IN  
February 27, 2015

NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.

PORTER COUNTY, INDIANA

Audit Results and Comments

July 1, 2013 to June 30, 2014

RECEIPTS AND DEPOSITS

The School collects amounts for various purposes including registration fees, contributions, student meals, child care, and other items. In our sample of 25 cash receipts transactions, we noted 16 instances where the bank deposit was not made in a timely manner. The length of time between receipt of funds and deposit in the bank ranged from 3 to 13 days.

All charter school money must be deposited in the designated depository not later than the business day following the receipt of funds on business days of the depository in the same form in which the funds were received. Timely receipts and deposits are required to provide the organizer and charter school administration with current information necessary for all financial decisions. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 8)

NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.

PORTER COUNTY, INDIANA

Exit Conference

July 1, 2013 to June 30, 2014

The contents of this report were discussed on March 27, 2015 with Rebecca Reiner (Executive Director), Sharon Mortensen (Board Chair), and Shanta Belyeu (Director of Operations). The Official Response has been made a part of this report and may be found on page 5.

**Official Response**

**Receipts and Deposits**

The following actions were taken in or around October 2014 to ensure timely depositing of monies collected:

1. All monies collected between Monday and Wednesday afternoons would be deposited by the close of the day on Wednesday. All monies collected between Wednesdays after the deposit until Friday afternoons would be deposited on Friday by the close of the day.
2. Payments will only be accepted Monday – Thursday from 8:30 to 4:00 pm and Friday 8:30 am to 12:00 pm and will be placed immediately in the locked safe.

The following procedure will be implemented immediately:

- At any point that the monies collected totals five-hundred dollars (\$500) in cash a deposit will be made by the close of that day.



Shanta M. Belyeu, Director of Operations



Rebecca A. Reiner, Executive Director



Sharon Mortensen, Board President