



STATE OF INDIANA
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January 10, 2017

Charter School Board
Montessori Academy at Geist, Inc.
13942 E. 96th Street, Suite 120
McCordsville, IN 46055

We have reviewed the Supplemental Audit Report prepared by Donovan PC, Independent Public Accountants, for the period July 1, 2015 to June 30, 2016. 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 two audit results and comments. Management's response is on page 5.

In addition to the report presented herein, a Financial Statements and Independent Auditors' Report for Montessori Academy at Geist, 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.

A handwritten signature in blue ink that reads "Paul D. Joyce".

Paul D. Joyce, CPA
State Examiner

**SUPPLEMENTAL AUDIT REPORT
OF
MONTESSORI ACADEMY AT GEIST, INC.**

HANCOCK COUNTY, INDIANA

July 1, 2015 to June 30, 2016



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MONTESSORI ACADEMY AT GEIST, INC.
HANCOCK COUNTY, INDIANA
School Officials
July 1, 2015 to June 30, 2016

<u>Office</u>	<u>Official</u>	<u>Term</u>
President of Board of Directors	Robert McGauley	07/01/15 – 06/30/16
Executive Director	Susan Fries	07/01/15 – 06/30/16
Controller	Karinda Holland	07/01/15 – 06/30/16



The Board of Directors
Montessori Academy at Geist, Inc.

We have audited the financial statements of Montessori Academy at Geist, Inc. (the “School”) as of and for the year ended June 30, 2016 and have issued our report thereon dated December 12, 2016. 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.

DONOVAN

A handwritten signature in dark ink that reads 'DONOVAN' in a cursive, slightly stylized font.

Indianapolis, Indiana
December 12, 2016

MONTESSORI ACADEMY AT GEIST, INC.
HANCOCK COUNTY, INDIANA
Audit Results and Comments
July 1, 2015 to June 30, 2016

REQUIRED REPORTS

The financial report to the Indiana Department of Education (Form 9) submitted by the School did not properly reflect the cash activity for the period from July 1, 2015 to June 30, 2016. Expenditures reported in fund 5250 did not accurately reflect the grant activity within the fund. Expenditures per the fund were in excess of those applied to the grant by \$23,687.

Charter schools are required to submit a Form 9 Biannual Financial Report two times per year during the months of January and July. The financial information in the Form 9 shall reflect cash basis information. The January report must include previous calendar year financial and other required information for the period of July 1 to December 31 financial data. The July report must include current calendar year financial and other required information for the period of January 1 to June 30. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 9)

CASH RECEIPTS AND DEPOSITS

In our audit, we examined records relating to cash receipts at the School pertaining to such items as material fees, field trips and donations. In our sample of 25 cash receipts, we noted five instances where the deposit of the receipted funds was not made timely. The delay ranged from seven to twelve days between the date of receipt and date of deposit.

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)

MONTESSORI ACADEMY AT GEIST, INC.
HANCOCK COUNTY, INDIANA
Exit Conference
July 1, 2015 to June 30, 2016

The contents of this report were discussed on December 12, 2016 with Susan Fries (Executive Director), Karinda Holland (Controller), and Robert McGauley (Board President). The Official Response has been made a part of this report and may be found on page 5.

MONTESSORI ACADEMY AT GEIST, INC.
HANCOCK COUNTY, INDIANA
Official Response
July 1, 2015 to June 30, 2016

OFFICIAL RESPONSE TO FINDINGS

In response to the finding about the expenditures reported in Fund 5250, we will make sure that only the expenditures received from the grant are in this category and move the difference to the general fund.

In response to the finding about Receipts & Deposits, since having this finding in last year's audit we have made sure to go to the bank 2-3 times per week if needed, 4 out of the 5 instances were all dated prior to last year's audit report.