



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

December 21, 2023

Charter School Board
Signature School, Inc.
Vanderburgh County, Indiana

We have reviewed the Supplemental Audit Report for Signature School, Inc. prepared by Kemper CPA Group, LLP, Independent Public Accountants, for the period July 1, 2022 to June 30, 2023. 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 on page 4 of the report. Management's response is on page 6.

The report is filed with this letter in our office as a matter of public record.

A handwritten signature in black ink that reads "Tammy R. White".

Tammy R. White, CPA
Deputy State Examiner

SIGNATURE SCHOOL, INC.

Vanderburgh County, Indiana

**SUPPLEMENTAL COMPLIANCE
EXAMINATION REPORT**

Year Ended June 30, 2023



SIGNATURE SCHOOL, INC.

TABLE OF CONTENTS

	<u>Pages</u>
School Officials	1
Transmittal Letter	2
Independent Accountant's Report	3
Audit Results and Comments:	4
Textbook Rental Receipts	
Exit Conference	5
Official Response	6

SIGNATURE SCHOOL, INC.

SCHOOL OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
President of the Charter School Board	Robert L. Koch, II	7/1/22 to 6/30/23
Executive Director	Jean Hitchcock	7/1/22 to 6/30/23
Treasurer	Susan Parsons	7/1/22 to 6/30/23
Finance Director	John Bertram	7/1/22 to 6/30/23




TRANSMITTAL LETTER

The Officials of
Signature School, Inc.

We have audited the records of Signature School, Inc. (School) for the period from July 1, 2022 to June 30, 2023, and have issued our report thereon dated November 14, 2023. As part of our audit, we tested the School's compliance with provisions of the *Accounting and Uniform Compliance Manual for the audits of Indiana Charter Schools* issued by the Indiana State Board of Accounts and related provisions of laws, regulations, contract, and grant agreements. Reported in the Audit Results and Comments are matters where we believe the School was not in compliance with those provisions.

November 14, 2023


Certified Public Accountants and Consultants
Evansville, Indiana



INDEPENDENT ACCOUNTANT'S REPORT

Board of Directors
Signature School, Inc.

We have examined Signature School, Inc.'s (School) compliance with the *Accounting and Uniform Compliance Manual for the audits of Indiana Charter Schools* issued by the Indiana State Board of Accounts (Manual) during the year ended June 30, 2023. Management is responsible for the School's compliance with those requirements. Our responsibility to express an opinion on the School's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the requirements prescribed by the Indiana State Board of Accounts in *Guidelines for the Audits of Charter Schools Performed by Private Examiners*, and, accordingly, included examining, on a test basis, evidence about the School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the School's compliance with specified requirements.

Our examination disclosed certain instances of noncompliance with the Manual, as described in the Audit Results and Comments.

In our opinion, except for the noncompliance described in the third paragraph, the School complied, in all material respects, with the aforementioned requirements for the year ended June 30, 2023.

This report is intended solely for the information and use of management, the Board of Directors, and the Indiana State Board of Accountants, and is not intended to be and should not be used by anyone other than these specified parties.

November 14, 2023

A handwritten signature in black ink that reads 'Kemper CPA Group, LLP'.

Certified Public Accountants and Consultants
Evansville, Indiana

SIGNATURE SCHOOL, INC.
Vanderburgh County, Indiana
Audit Results and Comments
Year Ended June 30, 2023

Textbook Rental Receipts

Our testing of textbook rental receipts revealed that the School does not use prescribed form TBR-2.

Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools Part 2: Textbook rental receipts should be issued on the Textbook Rental Form TBR-2.

SIGNATURE SCHOOL, INC.
Vanderburgh County, Indiana
Exit Conference
Year Ended June 30, 2023

The contents of this report were discussed on October 27, 2023, with the following persons:

Susan Parsons, Treasurer
John Bertram, Finance Director

The Official Response has been made a part of this report and may be found on page 6.



John Bertram
Finance Director
610 Main Street
Evansville, IN 47708
Voice: 812-253-4358
Fax: 812-421-9189
E-mail: john.bertram@signature.edu

October 27, 2023,

Michelle Smith
Kemper CPA Group Evansville, IN

Dear Michelle:

Please see our official response below to the Audit Results letter you provided for our June 30, 2023, audit.

Textbook Rental Receipts

The school issues receipts to guardians for all payments made to the school but failed to use prescribed form TBR-2 at the time textbooks were issued to students. We anticipate this no longer being a requirement in the 2023-2024 school year as part of House Enrolled Act 1001. House Enrolled Act 1001 prohibits Indiana schools from charging students for curricular materials. Therefore, this TBR-2 form should not be a requirement in the 2023-2024 school year as we will no longer be charging curricular material fees.

Sincerely,

John Bertram
Finance Director