



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
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January 10, 2024

Charter School Board
Educating Children Matters, Inc.
d/b/a Indianapolis Indy STEAM Academy
Marion County, Indiana

We have reviewed the Supplemental Audit Report for Educating Children Matters, Inc. d/b/a Indianapolis Indy STEAM Academy prepared by Greenwalt CPAs, Inc., Independent Public Accountants, for the period July 1, 2021 to June 30, 2022. 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 on pages 3 through 4.

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

A handwritten signature in cursive script that reads "Tammy R. White".

Tammy R. White, CPA
Deputy State Examiner

SUPPLEMENTAL AUDIT REPORT OF
EDUCATING CHILDREN MATTERS, INC.
D/B/A INDIANAPOLIS INDY STEAM ACADEMY

MARION COUNTY, INDIANA
JULY 01, 2021 TO JUNE 30, 2022

EDUCATING CHILDREN MATTERS, INC.
D/B/A INDIANAPOLIS INDY STEAM ACADEMY
SUPPLEMENTAL AUDIT REPORT
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SCHOOL OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
President of Board of Directors	Tanya Mack	07/01/2021 – to date
Treasurer	Cassandra Faulkner	07/01/2021 – 12/30/2022
Chief Executive Officer	Yvonne Bullock	07/01/2021 – to date



To the Board of Directors of
Educating Children Matters, Inc. d/b/a Indianapolis Indy STEAM Academy:

We have audited the financial statements of Educating Children Matters, Inc. d/b/a Indianapolis Indy Steam Academy (the School) as of and for the year ended June 30, 2022 and have issued our report thereon dated December 8, 2023.

In connection with that audit and with our consideration of the School's internal controls as required by the *Guidelines for the Audits of Charter Schools Performed by Private Examiners* (Guide), issued by the Indiana State Board of Accounts, we performed procedures prescribed under the Guide for the year ended June 30, 2022.

As required by the Guide, we performed procedures to test compliance with the requirements that are applicable to the School. Our procedures were substantially narrower in scope than an audit, the objective of which is the expression of an opinion on the School's compliance with these requirements. Accordingly, we do not express such an opinion.

The results of our tests disclosed instances of noncompliance with those requirements, which are described in the accompanying Schedule of Audit Results and Comments.

The purpose of this report is solely to describe the scope of our testing over compliance with the requirements prescribed under the Guide and the results of that testing, and not to provide a legal determination of compliance with those requirements. Accordingly, this report is not suitable for any other purpose.

Greenwalt CPAs, Inc.

December 8, 2023

MARION COUNTY

SCHEDULE OF AUDIT RESULTS AND COMMENTS

Late charges paid due to late payment for services

The School paid aggregate late fees of \$1,374 due to late payment for services.

Officials and employees have the duty to pay claims and remit taxes in a timely fashion. 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 governmental unit. 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, Part 10).

Annual Financial Report

The School could not provide documentation that the Annual Financial Report (AFR) was submitted via the Gateway website.

Charter schools are required to file an Annual Financial Report with the State Examiner within 60 days following the fiscal year end. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 9). All financial records must be kept up-to-date and reconciled monthly (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 8).

Use of Prescribed Forms

The School did not use the Accounts Payable (AP) Voucher (Form 523).

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. The AP Voucher form must be used in accordance with the following conditions: Charter Schools may not draw a warrant or check for payment of a claim unless: (1) there is a fully itemized invoice or bill for the claim; (2) the invoice or bill is approved by the officer or person receiving the goods and services; (3) the invoice or bill is filed with the fiscal officer; (4) the fiscal officer audits and certifies before payment the invoice or bill is true and correct; and (5) payment of the claim is allowed by the board having jurisdiction over the allowance of the payment of the claim. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Parts 2 and 9).

MARION COUNTY

SCHEDULE OF AUDIT RESULTS AND COMMENTS

Student enrollment did not contain all supporting documentation

For one (1) out of ten (10) students selected for Average Daily Membership (ADM) testing, the School was unable to provide documents supporting students' existence . Another one (1) out of ten (10) students also did not have an enrollment application. The School had attendance records to support that the students were actively attending.

Officials shall maintain records (enrollment applications, attendance records, reporting forms, etc.) which substantiate the number of students claimed for ADM. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 9).

Pay rate per employment contracts did not agree to pay rate per payroll report.

For twelve (10) out of fifteen (15) payroll items tested, the pay rate per the payroll report did not match the rate per the employee's personnel file. Seven (7) of the employment contracts stated that the salary would be paid over 26 periods, however the employees were paid over 23 periods. The pay rate for those seven (7) agreed to the payroll report using the 23 periods. For the remaining three (3) employees, GCPAs was unable to recalculate the rate of pay per the payroll report based on the employment contract.

All compensation and benefits paid to employees must be included in the at-will employment agreement or letter, or labor contract or salary schedule, unless otherwise authorized by statute. All compensation and benefits paid to employees must be included in the labor contract or salary schedule unless otherwise authorized by statute. Compensation must be made in a manner that will facilitate compliance with state and federal reporting requirements. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 10).

Proper personnel records were not available

The School changed payroll providers after the school year. For all fifteen (15) payroll items tested, the School was unable to provide a calendar year 2022 payroll report that would allow GCPAs to confirm that pay for the period selected was properly posted to the employee's earnings record and that the employee's overall earnings record for the year matched their W-2 forms for the year.

All compensation and benefits paid to employees must be included in the at-will employment agreement or letter, or labor contract or salary schedule, unless otherwise authorized by statute. All compensation and benefits paid to employees must be included in the labor contract or salary schedule unless otherwise authorized by statute. Compensation must be made in a manner that will facilitate compliance with state and federal reporting requirements. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 10).

EDUCATING CHILDREN MATTERS, INC. D/B/A INDIANAPOLIS INDY STEAM ACADEMY

MARION COUNTY, INDIANA

EXIT CONFERENCE

The contents of this report were discussed on November 30, 2023 with Yvonne Bullock (Chief Executive Officer), Tamara Chaney (Outsourced Accountant with Milestone Accounting) and Tanya Mack (President). The officials concurred with our findings.