



Paul D. Joyce, CPA
State Examiner

INDIANA STATE BOARD OF ACCOUNTS

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April 2, 2025

Charter School Board
The Hammond Urban Academy, Inc.
Lake County, Indiana

We have reviewed the supplemental report for The Hammond Urban Academy, Inc. prepared by CliftonLarsonAllen LLP, Independent Public Accountants, for the period July 1, 2023 to June 30, 2024. In our opinion, the supplemental report was prepared in accordance with the guidelines established by the Indiana State Board of Accounts.

We call your attention to the findings in the report on page 3. Management's response can be found on page 5.

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

Tammy R. White CPA
Deputy State Examiner

SUPPLEMENTAL AUDIT REPORT
THE HAMMOND URBAN ACADEMY, INC.
LAKE COUNTY, INDIANA
JULY 1, 2023 TO JUNE 30, 2024



CPAs | CONSULTANTS | WEALTH ADVISORS

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**THE HAMMOND URBAN ACADEMY, INC.
LAKE COUNTY, INDIANA
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JULY 1, 2023 TO JUNE 30, 2024**

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**THE HAMMOND URBAN ACADEMY, INC.
LAKE COUNTY, INDIANA
SCHOOL OFFICIALS
JULY 1, 2023 TO JUNE 30, 2024**

<u>Office</u>	<u>Official</u>	<u>Term</u>
President of Board of Directors	Kris Sakelaris	07/01/2023 – 06/30/2024
Superintendent/School Leader	Dr. Deborah Snedden	07/01/2023 – 06/30/2024
CFO/Business Manager	Deborah Czmiel	07/01/2023 – 06/30/2024



CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITORS' REPORT

School Officials
The Hammond Urban Academy, Inc.
Hammond, Indiana

We have audited the financial statements of The Hammond Urban Academy, Inc. (the School) as of and for the year ended June 30, 2024, and have issued our report thereon dated February 25, 2025. 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.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Indianapolis, Indiana
February 25, 2025

THE HAMMOND URBAN ACADEMY, INC.
LAKE COUNTY, INDIANA
AUDIT RESULTS AND COMMENTS
JULY 1, 2023 TO JUNE 30, 2024

CAPITAL ASSETS

The School was unable to provide records showing a complete inventory was taken within the last two years as required.

Every charter school must have a complete inventory of all capital assets owned which reflects their acquisition value. Such inventory must be recorded on the applicable Capital Asset Ledger. A complete inventory shall be taken for good internal control and for verifying account balances carried in the accounting records. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 15).

PAYROLL – EMPLOYMENT CONTRACTS

During our testing of payroll, we noted that there were seven (7) individuals out of forty (40) selected for testing that the School was unable to provide contracts for the audit period.

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).

CREDIT CARD –APPROVED POLICY

During our testing of credit card expenditures, it was noted that while the School had internal controls over the use of the credit cards, the School did not have a formal approved credit card policy in place during the audit period.

The charter school must authorize credit card use through an appropriate policy. The purposes for which the credit card may be used must be specifically stated in the policy. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 10).

**THE HAMMOND URBAN ACADEMY, INC.
LAKE COUNTY, INDIANA
EXIT CONFERENCE
JULY 1, 2023 TO JUNE 30, 2024**

The contents of this report were discussed on February 14, 2025 with Deborah Czmil (CFO/Business Manager), Deborah Snedden (Superintendent/School Leader), Megan Flores (Board Treasurer), and Kris Sakelaris (Board President). The Official Response has been made a part of this report and may be found on page 5.

HAMMOND
ACADEMY
OF SCIENCE & TECHNOLOGY



CliftonLarsonAllen LLP
9365 Counselors Row, Ste 200
Indianapolis, IN. 46240
Attn: Kyla Greenhoe

Re: Response to Audit – 7/1/23-6/30/24 SBOA Findings

February 12, 2025

1. Capital Assets
 - a. A physical inventory of capital assets will be done in the spring of 2025 and every other year following. Adjustments to financials will be recorded as necessary upon completion of physical inventory.
 - b. The associated balance sheet (Cost and Accum Depreciation) accounts will be reconciled regularly.
 - c. A Capital (Fixed) Asset policy will be created and presented to Board for approval.
 - d. The purchase of capital assets will be individually tied to the depreciation schedule (by serial number and asset tag number) and maintained by Bookkeeping Plus, Inc.
2. Payroll Employment Contracts
 - a. All salaried employees will have a current employment contract on file; non salaried employees will have a current agreement on file. Every contract will be signed by employee, Board President, Superintendent and CFO.
3. Credit Card – Approved Policy
 - a. A formal policy will be developed using our existing credit card process and presented to our Board for approval.

Respectfully,

A handwritten signature in blue ink that reads "Deborah S. Czmieł". The signature is written in a cursive, flowing style.

Deborah S. Czmieł
Business Manager / Chief Financial Officer



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