



STATE OF INDIANA
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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 28, 2018

Charter School Board
Aspire Charter Academy, Inc.
4900 W. 15th Avenue
Gary, IN 46406

We have reviewed the Supplemental Audit Report for Aspire Charter Academy, Inc. prepared by Donovan CPAs, Independent Public Accountants, for the period July 1, 2017 to June 30, 2018. 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.

The Supplemental Audit Report and associated audited Financial Statements are filed in our office as a matter of public record.

Paul D. Joyce
Paul D. Joyce, CPA
State Examiner

SUPPLEMENTAL AUDIT REPORT
OF
ASPIRE CHARTER ACADEMY, INC.

LAKE COUNTY, INDIANA

July 1, 2017 to June 30, 2018



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ASPIRE CHARTER ACADEMY, INC.
LAKE COUNTY, INDIANA
School Officials
July 1, 2017 to June 30, 2018

<u>Office</u>	<u>Official</u>	<u>Term</u>
President of Board of Directors	Denise Dillard	07/01/17 – 06/30/18
School Leader	ReNae Robinson	07/01/17 – 06/30/18
Board Treasurer	LaCrecia Lott	07/01/17 – 06/30/18



Donovan CPAs

The Board of Directors
Aspire Charter Academy, Inc.

We have audited the financial statements of Aspire Charter Academy, Inc. (the “School”) as of and for the year ended June 30, 2018 and have issued our report thereon dated December 14, 2018. 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

Indianapolis, Indiana
December 14, 2018

www.cpadonovan.com

Avon | 5151 E. US Hwy 36, Avon, IN 46123 | 317.745.6411

Indianapolis | 9292 N. Meridian Street, Suite 150, Indianapolis, IN 46260 | 317.844.8300

ASPIRE CHARTER ACADEMY, INC.
LAKE COUNTY, INDIANA
Audit Results and Comments
July 1, 2017 to June 30, 2018

FORM USAGE

The School does not use the prescribed forms required for receipting funds.

The form is to be prenumbered by the printing supplier in duplicate, five receipts to the page. A receipt must be written on the form each time any money is received by the charter school regardless of whether it is in the form of cash, check, money order, bank card/credit card, EFT (all on which must be indicated as payment type and amount) or other negotiable instrument. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 2)

MINIMUM INTERNAL CONTROL STANDARDS

Per review and discussion with school personnel, it was determined that the School was not in compliance with the minimum internal control requirements as set forth by IC 5-11-1-27(g). The standards were adopted, but personnel did not receive training.

After June 30, 2016, the legislative body of a political subdivision shall ensure that:

1. the internal control standards and procedures developed under subsection (e) are adopted by the political subdivision; and
2. personnel received training concerning the internal control standards and procedures adopted by the political subdivision.

(IC 5-11-1-27(g))

ASPIRE CHARTER ACADEMY, INC.
LAKE COUNTY, INDIANA
Exit Conference
July 1, 2017 to June 30, 2018

The contents of this report were discussed on December 14, 2018, with Janet Thatcher, Corey Balkon, and Christine Paulen from National Heritage Academies. The official response has been made a part of this report and may be found on page 5.



CORRECTIVE ACTION PLAN – STATE COMPLIANCE AUDIT FINDINGS

Finding: *The Academy does not use the prescribed forms required for receipting funds.*

The form is to be prenumbered by the printing supplier in duplicate, five receipts to the page. A receipt must be written on the form each time any money is received by the charter school regardless of whether it is in the form of cash, check, money order, bank card/credit card, EFT (all on which must be indicated as payment type and amount) or other negotiable instrument. (Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Part 2)

Response: The Academy does use electronic forms for the majority of its receipting process in place of the above listed prescribed manual forms. The Academy is in the process of providing the manual forms to the individuals at the school for the minimal amount of money that is not collected through their electronic system.

Finding: *The Academy is not in compliance with minimum control standards.*

Per review and discussion with school personnel, it was determined that the School was not in compliance with the minimum internal control requirements as set forth by IC 5-11-1-27(g). The standards were adopted, but personnel did not receive training.

After June 30, 2016, the legislative body of a political subdivision shall ensure that:

1. The internal control standards and procedures developed under subsection (e) are adopted by the political subdivision; and
2. Personnel received training concerning the internal control standards and procedures adopted by the political subdivision.

Response: The Academy will ensure all the school personnel responsible for minimum control standards have completed the necessary training prior to the next audit.

12/18/18