



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

B52531

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April 5, 2019

Charter School Board  
Neighbors' Educational Opportunities, Inc.  
5391 Central Avenue  
Portage, IN 46368

We have reviewed the Supplemental Audit Report for Neighbors' Educational Opportunities, 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 finding in the report. Page 3 contains one audit result and comment. 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, CPA  
State Examiner

SUPPLEMENTAL AUDIT REPORT  
OF  
**NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.**

PORTER COUNTY, INDIANA

July 1, 2017 to June 30, 2018



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**NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.**  
**PORTER 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 | Deborah Birch   | 07/01/17 – 06/30/18 |
| Executive Director              | Rebecca Reiner  | 07/01/17 – 06/30/18 |
| Director of Operations          | Shanta Belyeu   | 07/01/17 – 06/30/18 |



# Donovan CPAs

The Board of Directors  
Neighbors' Educational Opportunities, Inc.

We have audited the financial statements of Neighbors' Educational Opportunities, Inc. (the "Corporation") as of and for the year ended June 30, 2018, and have issued our report thereon dated January 21, 2019. As part of our audit, we tested the Corporation'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  
January 21, 2019

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[www.cpadonovan.com](http://www.cpadonovan.com)

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**NEIGHBORS' EDUCATIONAL OPPORTUNITIES, INC.**  
**PORTER COUNTY, INDIANA**  
**Audit Results and Comments**  
**July 1, 2017 to June 30, 2018**

**MINIMUM INTERNAL CONTROL STANDARDS**

Per review and discussion with personnel, it was determined that the Corporation was not in compliance with item 2 of the minimum internal control requirements as set forth by IC 5-11-1-27(g).

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)).

**NEIGHBORS' EDUCATION OPPORTUNITIES, INC.**  
**PORTER COUNTY, INDIANA**  
**Exit Conference**  
**July 1, 2017 to June 30, 2018**

The contents of this report were discussed on December 19, 2018 with Debbie Birch (Board President), Marie Robinson (Board Treasurer), Rebecca Reiner (Executive Director), and Anthony Smith (Accounts Payable). The Official Response has been made a part of this report and may be found on page 5.

**NEO Board of Directors**

**Debbie Birch**  
*President*

**Isaac Carr**  
*Member*

**Eva Ludwiczuk**  
*Member*

**Marie Robinson**  
*Treasurer*

**Paul Schreiner**  
*Secretary*

**Alicia Rios**  
*Member*

**Rebecca Reiner**  
*NEO Executive Director*

**Neighbors' Educational Opportunities  
2018 Audit Response Letter**

January 21, 2019

To Whom it May Concern:

Here are the official responses to the findings in the preliminary (draft) Supplemental Audit Report from Donovan CPAs issued on January 9, 2019.

**Minimum Control Standards:**

1. The Board of Directors for Neighbors' Educational Opportunities (NEO) took the necessary action to ensure compliance with Internal Control Standards and Procedures for the organization as set forth by IC5-11-1-27(g) by adopting Policy 6111 - Internal Controls Standards and Procedures on August 15, 2018.
2. Neighbors' Educational Opportunities will remedy the requirement that all personnel who handle money will be trained according to the internal control standards and procedures adopted by the NEO Board of Directors no later than January 31, 2019 and prior to handling any money. This will be documented and sent to Donovan and the NEO Board of Directors.

Sincerely,



Rebecca Reiner  
Cc Deborah Birch