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April 5, 2021

Charter School Board
Herron High School, Inc.
d/b/a Indianapolis Classical Schools
110 East 16th Street
Indianapolis, IN 46202

We have reviewed the Supplemental Audit Report for Herron High School, Inc. d/b/a Indianapolis Classical Schools prepared by Katz, Sapper & Miller, LLP, Independent Public Accountants, for the period July 1, 2019 to June 30, 2020. 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 three audit results and comments. Management's response is on pages 5 through 6.

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

A handwritten signature in blue ink that reads "Paul D. Joyce".

Paul D. Joyce, CPA
State Examiner

**SUPPLEMENTAL AUDIT REPORT
OF
HERRON HIGH SCHOOL, INC.
d/b/a INDIANAPOLIS CLASSICAL SCHOOLS
AND ITS WHOLLY-OWNED SUBSIDIARIES**

MARION COUNTY, INDIANA
JULY 1, 2019 TO JUNE 30, 2020

**HERRON HIGH SCHOOL, INC.
d/b/a INDIANAPOLIS CLASSICAL SCHOOLS
AND ITS WHOLLY-OWNED SUBSIDIARIES**

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**HERRON HIGH SCHOOL, INC.
d/b/a INDIANAPOLIS CLASSICAL SCHOOLS
AND ITS WHOLLY-OWNED SUBSIDIARIES**

SCHOOL OFFICIALS

Office	Official	Term
Treasurer and Chief Financial Officer	Juli Woodrum	07-01-19 to 06-30-20
President of Indianapolis Classical Schools	Janet H. McNeal	07-01-19 to 06-30-20
Board Treasurer	Adrian Miller	07-01-19 to 06-30-20
President of the Charter School Board	John Watson	07-01-19 to 06-30-20

Independent Auditors' Supplemental Audit Report

Board of Directors
Herron High School, Inc. d/b/a Indianapolis Classical Schools
and Its Wholly-Owned Subsidiaries

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the *Uniform Compliance Guidelines for Audits of Charter Schools Performed by Private Examiners*, issued by the Indiana State Board of Accounts, the consolidated financial statements of Herron High School, Inc. d/b/a Indianapolis Classical Schools and its Wholly-Owned Subsidiaries as of and for the year ended June 30, 2020, and have issued our report thereon dated March 15, 2021.

In connection with our audit, nothing came to our attention that caused us to believe that Herron High School, Inc. d/b/a Indianapolis Classical Schools and its Wholly-Owned Subsidiaries failed to comply with the conditions of the *Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, established by the Indiana State Board of Accounts, except as stated in the Audit Results and Comments.

This report is intended solely for the information and use of the Board of Directors and management of Herron High School, Inc. d/b/a Indianapolis Classical Schools and Its Wholly-Owned Subsidiaries and the Indiana State Board of Accounts, and is not intended to be and should not be used by anyone other than these specified parties.

Katz, Sapper & Miller, LLP

Indianapolis, Indiana
March 15, 2021

**HERRON HIGH SCHOOL, INC.
d/b/a INDIANAPOLIS CLASSICAL SCHOOLS
AND ITS WHOLLY-OWNED SUBSIDIARIES
MARION COUNTY, INDIANA**

**AUDIT RESULTS AND COMMENTS
Year Ended June 30, 2020**

EMPLOYEE REIMBURSEMENT FORMS

Various employees did not submit reimbursement forms for expenses which the Organization reimbursed. We selected 10 reimbursable expenses for testing noting 2 instances where reimbursement forms were not submitted. Receipts were available to support the reimbursement amounts paid.

Travel and mileage reimbursement claims should be in writing, itemized and supported by original receipts. This documentation should also include proper documentation that the expenses were incurred for Organization business. (*Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, Chapter 8 and Chapter 10)

PRESCRIBED FORMS

The capital asset inventory is not kept on a prescribed or approved form.

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (*Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, Chapter 10)

FEES AND INTEREST INCURRED

The December 2019 credit card statement included fees of \$35 and interest of \$242.66 which were charged to the Organization for untimely payment of the credit card bill. We tested 5 credit card statements noting fees and interest on 1 statement tested.

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. (*Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, Chapter 10)

**HERRON HIGH SCHOOL, INC.
d/b/a INDIANAPOLIS CLASSICAL SCHOOLS
AND ITS WHOLLY-OWNED SUBSIDIARIES
MARION COUNTY, INDIANA
EXIT CONFERENCE**

The contents of this report were discussed on November 19, 2020 with Juli Woodrum, Treasurer and Chief Financial Officer; Adrian Miller, Board Treasurer; Janet McNeal, President of Indianapolis Classical Schools; Stacey Roberts and Bill Harris. The officials concurred with our audit findings.

The Official Response has been included on pages 5 and 6 of this report. The Official Response has not been subjected to the auditing procedures applied in the audits of the financial statements, and accordingly, we express no opinion on the Official Response.

March 9, 2021

Katz, Sapper & Miller
800 East 96th Street, Suite 500
Indianapolis, IN 46240

Re: OFFICIAL RESPONSE

To Whom It May Concern:

As an official response to recommendations provided in the Supplemental Audit Report that accompanies the audit report of Herron High School, Inc. for the year ended June 30, 2020, management respectively submits the following response to your recommendations:

Employee Reimbursement Forms

Various employees did not submit reimbursement forms for travel expenses which the Organization reimbursed. Receipts were available to support the reimbursement amounts paid.

Travel and mileage reimbursement claims should be in writing, itemized and support by original receipts. This documentation should also include proper documentation that the expenses were incurred for School business. (*Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, Chapter 8 and Chapter 10).

Management Response Management implemented the travel reimbursement form in late 2017. The form is available in digital format for all employees. While the utilization of the form by faculty has improved, it is not consistently used by all employees. Management will continue to communicate to all employees the requirement and will specifically communicate to those that submit a reimbursement without the form.

Prescribed Forms

The capital asset inventory is not kept on a prescribed or approved form.

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (*Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools*, Chapter 10)

Management Response The capital asset inventory is maintained in the Fixed Asset module of Intacct. It is my understanding that SBOA will be removing this requirement from their manual.

Fees and Interest Incurred

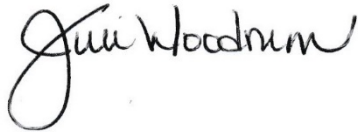
The December 2019 credit card statement included fees of \$35 and interest of \$242.66 which were charged to the Organization for untimely payment of the credit card bill.

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 unite. (*Accounting and Uniform Compliance Guidelines Manual for Indiana Charter Schools, Chapter 10*).

Management Response The November 2019 statement was overlooked and not paid until the December 2019 payment was due. In a review of credit card payments since 2019, it appears that all payments have been made in a timely manner.

We appreciate the recommendations provided by your team. If you require further information or clarification, please do not hesitate to contact me directly at jwoodrum@indianapolisclassicalschoools.org or 317.231.0010 x1109.

Respectfully,



Juli Woodrum
Vice President & Chief Financial Officer