

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida

INDEPENDENT AUDITOR'S REPORT

for the fiscal year ended JUNE 30, 2016

King & Walker, CPAs, PL

Certified Public Accountants

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LUTZ PREPARATORY SCHOOL, INC.

TABLE OF CONTENTS

	PAGE NO.
FINANCIAL SECTION	
Independent Auditor's Report	1
Management's Discussion and Analysis – (Unaudited)	3
Basic Financial Statements	
<i>Government-Wide Financial Statements:</i>	
Statement of Net Position	8
Statement of Activities	9
<i>Fund Financial Statements:</i>	
Balance Sheet – Governmental Funds	10
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	11
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	12
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities	13
Notes to Financial Statements	14
Other Required Supplementary Information	
Budgetary Comparison Schedule – General Fund – (Unaudited)	24
Note to Required Supplementary Information	25
COMPLIANCE AND INTERNAL CONTROL	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Governmental Auditing Standards</i>	26
Management Letter as required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, <i>Charter School Audits</i> .	28

Independent Auditor's Report

To the Board of Directors of the Lutz Preparatory School, Inc.
a Charter School and Component Unit of the District
School Board of Hillsborough County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Lutz Preparatory School, Inc. ("School"), a charter school and component unit of the District School Board of Hillsborough County, Florida, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the School, as of June 30, 2016, and the respective changes in financial position thereof for the year ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Budgetary Comparison Schedule, and Note to Required Supplementary Information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 28, 2016 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

Respectfully submitted,

A handwritten signature in black ink that reads "King & Walker, CPAs". The signature is written in a cursive, flowing style.

September 28, 2016
Tampa, Florida

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

MANAGEMENT'S DISCUSSION AND ANALYSIS - (Unaudited)

The Management's Discussion and Analysis (MD&A) section of the annual financial report of the Lutz Preparatory School, Inc. ("School") provides an overview of the School's activities for the fiscal year ended June 30, 2016.

Because the information contained in the MD&A is intended to highlight significant transactions, events, and conditions, it should be considered in conjunction with the School's financial statements and notes to financial statements, as listed in the table of contents.

In previous years, Lutz Preparatory School, Inc. operated Lutz Preparatory School and Lutz Preparatory Middle School. In 2015-16, Lutz Preparatory School, Inc. was granted a 15 year charter school contract to combine the elementary and the middle school into a single charter agreement. Lutz Preparatory School, Inc. now serves grades kindergarten through eighth grade. The following financial statements also include the activity of the preschool Lutz Pre-Prep, LLC, an entity under common control, that serves children ages 3 and 4.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended June 30, 2016, the School's revenues exceeded expenses as shown on the School's statement of activities by \$517,530.
- As shown on the statement of net position, the School reported an unrestricted net position balance of \$1,149,727.

OVERVIEW OF THE FINANCIAL STATEMENTS

The basic financial statements consist of three components:

- ✓ Government-wide financial statements
- ✓ Fund financial statements
- ✓ Notes to financial statements

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of net position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the School presented on the accrual basis of accounting. The statement of net position provides information about the government's financial position, its assets and liabilities, using an economic resources measurement focus. The difference between the assets and liabilities, the net position, is a measure of the financial health of the School. The statement of activities presents information about the change in the School's net position and the results of operations, during the fiscal year. An increase or decrease in net position is an indication of whether the School's financial health is improving or deteriorating. To assess the overall financial position of the School, one needs to consider additional non-financial factors such as changes in the School student base funding level.

Fund Financial Statements

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund financial statements provide more detailed information about the School's financial activities, focusing on its most significant funds rather than fund types. This is in contrast to the entity-wide perspective contained in the government-wide statements.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds utilize a spendable financial resources measurement focus rather than the economic resources measurement focus found in the government-wide financial statements. The financial resources measurement focus allows the governmental fund statements to provide information on near-term inflows and outflows of spendable resources as well as balances of spendable resources available at the end of the fiscal year.

The governmental fund statements provide a detailed short-term view that may be used to evaluate the School's near-term financing requirements. This short-term view is useful when compared to the long-term view presented as governmental activities in the government-wide financial statements. To facilitate this comparison, both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation of governmental fund to governmental activities.

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the School's most significant funds. The School operates the following funds; a General Fund and a Capital Projects Fund. Each of these funds are major funds.

The School adopts an annual budget for its governmental funds. A budgetary comparison schedule, as required, has been provided for the General Fund to demonstrate compliance with the budget.

Notes to Financial Statements

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of a government's financial position. The following is a summary of the School's net position as of June 30, 2015 and June 30, 2016. (For comparison purposes, the 2014-15 fiscal year amounts reflect the combined amounts of the Elementary and Middle Schools).

	Net Position, End of Year		
	<u>Governmental Activities</u>		
	<u>6-30-15</u>	<u>6-30-16</u>	<u>Increase (Decrease)</u>
ASSETS			
Current and Other Assets	\$ 1,977,364	\$ 1,758,354	\$ (219,010)
Capital Assets, net	1,010,726	10,052,656	9,041,930
Total Assets	<u>2,988,090</u>	<u>11,811,010</u>	<u>8,822,920</u>
LIABILITIES			
Current Liabilities	478,819	608,627	129,808
Long Term Liabilities	464,042	8,639,624	8,175,582
Total Liabilities	<u>942,861</u>	<u>9,248,251</u>	<u>8,305,390</u>
NET POSITION			
Net Investment in Capital Assets	546,684	1,413,032	866,348
Unrestricted	1,498,545	1,149,727	(348,818)
Total Net Position	<u>\$ 2,045,229</u>	<u>\$ 2,562,759</u>	<u>\$ 517,530</u>

The assets of the School primarily consist of cash and cash equivalents, prepaid expenses, and the School's investment in capital assets. Liabilities consist primarily of accrued salaries and benefits payable, unearned revenue, and long-term liabilities. Total net position amounted to \$2,562,759, which included an unrestricted net position balance of \$1,149,727.

The School's long-term liabilities increased due to the School entering into a promissory note payable for the purchase of the building.

The key elements of the changes in the School's net position for the fiscal years ended June 30, 2015 and June 30, 2016 are as follows. (For comparison purposes, the 2014-15 fiscal year amounts reflect the combined amounts of the Elementary and Middle Schools).

	Operating Results for the Year		
	Governmental Activities		
	6-30-15	6-30-16	Increase (Decrease)
Revenues:			
State Sources	\$ 4,483,622	\$ 5,141,268	\$ 657,646
Local and Other	1,316,596	1,510,661	194,065
Total Revenues	5,800,218	6,651,929	851,711
Expenses:			
Instruction	2,427,400	2,910,358	482,958
Student Support Services	38,499	41,672	3,173
Instructional Media Services	11,397	14,341	2,944
Instructional Staff Training	7,906	35,661	27,755
Board	15,917	17,382	1,465
General Administration	128,287	32,610	(95,677)
School Administration	403,608	553,171	149,563
Facilities Acq. & Construction	405,277	268,054	(137,223)
Fiscal Services	26,387	29,548	3,161
Food Services	37,094	33,147	(3,947)
Central Services	33,288	41,275	7,987
Operation of Plant	391,471	451,134	59,663
Maintenance of Plant	50,532	244,845	194,313
Community Service	757,195	909,488	152,293
Unallocated Depreciation	207,979	344,667	136,688
Debt Service - Interest	21,521	207,046	185,525
Total Expenses	4,963,758	6,134,399	1,170,641
Increase/(Decrease) in Net Position	\$ 836,460	\$ 517,530	\$ (318,930)

The largest revenue source for the School is the State of Florida (77 percent). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula and Charter School Capital Outlay funds. Both sources utilize student enrollment data to determine the funds available for the School.

The largest concentration of expenses was for Instruction related functions which represents 49% of total expenses. Instruction expenses increased primarily due to an increase in instructional staffing. Maintenance of Plant expenses increased due to painting and repairs on the building that were reimbursed by the landlord. The other expense categories experienced increases and decreases between fiscal years due to general economic conditions and the financial needs of the school.

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

Governmental Funds

As the School completed the year, its governmental funds reported an unassigned fund balance of \$1,149,727.

BUDGETARY HIGHLIGHTS

The general fund budget for the fiscal year ended June 30, 2016, was developed based on the School's anticipated revenues and expenditures and the expected student population for the school year. Over the course of the year, the school revised its general fund budget several times. Refer to the Budgetary Comparison Schedule for additional information.

CAPITAL ASSETS

The School's investment in capital assets for its governmental activities as of June 30, 2016, amounts to \$10,052,656 (net of accumulated depreciation). This investment in capital assets includes buildings, furniture, fixtures, and equipment, and leasehold improvements. Additional information regarding the School's capital assets can be found in the notes to the financial statements.

DEBT

The School entered into a loan agreement for \$579,737 in the 2014-15 fiscal year to purchase the modular building for Lutz Pre-Prep, LLC, an entity under common control. The promissory note is included in the Notes Payable amount on the financial statements with a total balance due of \$352,573. In 2015-16 fiscal year, the School entered into a promissory note payable for \$8,400,000 to purchase the educational facility. The remaining balance of this note is \$8,287,051 at June 30, 2016. Additional information regarding the School's long-term debt is located in the notes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the School's management, 17951 N. US Highway 41, Lutz, FL 33549.

LUTZ PREPARATORY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

STATEMENT OF NET POSITION

June 30, 2016

	<u>Governmental Activities</u>
ASSETS	
Cash & Cash Equivalents	\$ 1,715,264
Accounts Receivable	4,218
Due from Other Agency	12,687
Deposit Receivable	2,615
Prepaid Expenses	23,570
Capital Assets:	
Buildings, Net	9,398,231
Furniture, Fixtures, and Equipment, Net	67,585
Leasehold Improvements, Net	586,840
Total Capital Assets, Net	<u>10,052,656</u>
TOTAL ASSETS	<u><u>11,811,010</u></u>
LIABILITIES	
Salaries and Benefits Payable	194,212
Accounts Payable	116,542
Unearned Revenue	297,873
Long-term Liabilities:	
Note Payable, due within one year	334,178
Note Payable, due after one year	8,305,446
TOTAL LIABILITIES	<u><u>9,248,251</u></u>
NET POSITION	
Net Investment in Capital Assets	1,413,032
Unrestricted	1,149,727
TOTAL NET POSITION	<u><u>\$ 2,562,759</u></u>

The accompanying notes to the financial statements are an integral part of this statement.

LUTZ PREPARATORY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2016

		Program Revenues			Net (Expenses) Revenue and Changes in Net Position	
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Total
Governmental Activities:						
Instruction	\$ 2,910,358	\$ -	\$ -	\$ -	\$ (2,910,358)	\$ (2,910,358)
Student Support Services	41,672				(41,672)	(41,672)
Instructional Media Services	14,341				(14,341)	(14,341)
Instructional Staff Training	35,661				(35,661)	(35,661)
Board	17,382				(17,382)	(17,382)
General Administration	32,610				(32,610)	(32,610)
School Administration	553,171				(553,171)	(553,171)
Facilities Acquisition & Construction	268,054			111,481	(156,573)	(156,573)
Fiscal Services	29,548				(29,548)	(29,548)
Food Services	33,147	11,292			(21,855)	(21,855)
Central Services	41,275				(41,275)	(41,275)
Operation of Plant	451,134				(451,134)	(451,134)
Maintenance of Plant	244,845				(244,845)	(244,845)
Community Service	909,488	888,159			(21,329)	(21,329)
Unallocated Depreciation	344,667				(344,667)	(344,667)
Debt Service - Interest	207,046				(207,046)	(207,046)
Total Governmental Activities	\$ 6,134,399	\$ 899,451	\$ -	\$ 111,481	(5,123,467)	(5,123,467)
General Revenues:						
State Sources					5,029,787	5,029,787
Local and Other					611,210	611,210
Total General Revenues					5,640,997	5,640,997
Change in Net Position					517,530	517,530
Net Position - July 1, 2015					2,045,229	2,045,229
Net Position - June 30, 2016					\$ 2,562,759	\$ 2,562,759

The accompanying notes to the financial statements are an integral part of this statement.

LUTZ PREPARATORY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2016

	General Fund	Capital Projects Fund	Total Governmental Funds
ASSETS			
Cash & Cash Equivalents	\$ 1,715,264	\$ -	\$ 1,715,264
Accounts Receivable	4,218		4,218
Due from Other Funds	12,687		12,687
Due from Other Agency		12,687	12,687
Deposit Receivable	2,615		2,615
Prepaid Expenses	23,570		23,570
Total Assets	\$ 1,758,354	\$ 12,687	\$ 1,771,041
LIABILITIES			
Salaries and Benefits Payable	\$ 194,212	\$ -	\$ 194,212
Accounts Payable	116,542		116,542
Due to Other Funds		12,687	12,687
Unearned Revenue	297,873		297,873
Total Liabilities	608,627	12,687	621,314
FUND BALANCE			
Nonspendable	26,185	-	26,185
Unassigned	1,123,542	-	1,123,542
Total Fund Balances	1,149,727	-	1,149,727
Total Liabilities and Fund Balances	\$ 1,758,354	\$ 12,687	\$ 1,771,041

The accompanying notes to the financial statements are an integral part of this statement.

LUTZ PREPARATORY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION

June 30, 2016

Total Fund Balance - Governmental Funds	\$ 1,149,727
Amounts reported for governmental activities in the statement of net position are different because:	
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the governmental funds. Long-term liabilities at year-end consist of a note payable.	(8,639,624)
Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and therefore, are not reported as assets in governmental funds.	<u>10,052,656</u>
Total Net Position - Governmental Activities	<u><u>\$ 2,562,759</u></u>

The accompanying notes to financial statements are an integral part of this statement.

LUTZ PREPARATORY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Fiscal Year Ended June 30, 2016

	General Fund	Capital Projects Fund	Total Governmental Funds
Revenues			
Intergovernmental:			
State Sources	\$ 5,029,787	\$ 111,481	\$ 5,141,268
Local and Other	1,510,661		1,510,661
Total Revenues	<u>6,540,448</u>	<u>111,481</u>	<u>6,651,929</u>
Expenditures			
Current - Education:			
Instruction	2,910,358		2,910,358
Pupil Personnel Services	41,672		41,672
Instructional Media Services	14,341		14,341
Instructional Staff Training	35,661		35,661
Board	17,382		17,382
General Administration	32,610		32,610
School Administration	553,171		553,171
Facilities Acquisition & Construction	156,573	111,481	268,054
Fiscal Services	29,548		29,548
Food Services	33,147		33,147
Central Services	41,275		41,275
Operation of Plant	451,134		451,134
Maintenance of Plant	244,845		244,845
Community Service	909,488		909,488
Fixed Capital Outlay:			
Facilities Acquisition & Construction	9,326,568		9,326,568
Other Capital Outlay	60,029		60,029
Debt Service:			
Principal	224,418		224,418
Interest	207,046		207,046
Total Expenditures	<u>15,289,266</u>	<u>111,481</u>	<u>15,400,747</u>
Excess (Deficiency) of Revenues			
Over Expenditures	<u>(8,748,818)</u>	<u>-</u>	<u>(8,748,818)</u>
Other Financing Sources (Uses):			
Proceeds from Loan	<u>8,400,000</u>	<u>-</u>	<u>8,400,000</u>
Total Other Financing Sources (Uses)	<u>8,400,000</u>	<u>-</u>	<u>8,400,000</u>
Net Change in Fund Balances	(348,818)	-	(348,818)
Fund Balances, July 1, 2015	1,498,545	-	1,498,545
Fund Balances, June 30, 2016	<u>\$ 1,149,727</u>	<u>\$ -</u>	<u>\$ 1,149,727</u>

The accompanying notes to financial statements are an integral part of this statement.

LUTZ PREPARATORY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
TO THE STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2016

Net Change in Fund Balance - Governmental Funds	\$ (348,818)
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Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures.

However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.

This is the amount of capital outlay expenditures (\$9,386,597) in excess of depreciation expense (\$344,667) in the current period.	9,041,930
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Principal payments on long-term debt are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.	224,418
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Long-term debt proceeds are reported as other financing sources in Governmental Funds and as long-term liabilities in the Statement of Net Position	<u>(8,400,000)</u>
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Change in Net Position - Governmental Activities	<u><u>\$ 517,530</u></u>
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The accompanying notes to the financial statements are an integral part of this statement.

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

➤ **Reporting Entity**

Lutz Preparatory School, Inc. ("School") is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act. In previous years, Lutz Preparatory School, Inc. operated Lutz Preparatory School and Lutz Preparatory Middle School. In 2015-16, the elementary and the middle school were combined into a single charter school. The governing body of the School is the not-for-profit corporation Board of Directors, which is comprised of not less than three members.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the District School Board of Hillsborough County, Florida, ("District"). The current charter is effective until June 30, 2030 and is subject to annual review and may be renewed by mutual agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter. In this case, the District is required to notify the school in writing at least 90 days prior to the charter's expiration. During the term of the charter, the District may also terminate the charter if good cause is shown. In the event of termination of the charter, the District shall assume operation of the School. The School is considered a component unit of the District; therefore, for financial reporting purposes, the School is required to follow generally accepted accounting principles applicable to state and local governmental units.

Criteria for determining if other entities are potential component units which should be reported within the School's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School's basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included within the reporting entity of the School.

➤ **Basis of Presentation**

Government-wide Financial Statements - Government-wide financial statements, including the statement of net position and the statement of activities, present information about the School as a whole.

Government-wide financial statements are prepared using the economic resources measurement focus. The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the School's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function.

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School.

Fund Financial Statements - Fund financial statements report detailed information about the School in the governmental funds. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is reported in a separate column. Because the focus of governmental fund financial statements differs from the focus of government-wide financial statements, a reconciliation is presented with each of the governmental fund financial statements.

The School's major governmental funds are as follows:

- General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.
- Capital Projects Fund – to account for all resources for the acquisition of capital and related items purchased by the School with capital outlay funds.

➤ Basis of Accounting

Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are prepared using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are prepared using the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The School considers revenues to be available if they are collected within 30 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Under the modified accrual basis of accounting, expenditures are generally recognized when the related fund liability is incurred, except for principal and interest on long-term

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

debt, claims and judgments, and compensated absences, which are recognized when due. Allocations of cost, such as depreciation, are not recognized in governmental funds.

➤ **Cash and Investments**

Cash deposits consist of demand deposits and a money market account with a financial institution. Deposits on hand at financial institutions are insured by the Federal Deposit Insurance Company up to \$250,000.

➤ **Capital Assets**

Expenditures for capital assets acquired or constructed for general School purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of net position but are not reported in the governmental fund financial statements. Capital assets are defined by the School as those costing more than \$1,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at fair value at the date of donation.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings	10-39 years
Furniture, Fixtures and Equipment	5-7 years
Leasehold Improvements	3-10 years

➤ **Long-term Debt**

Long-term obligations that will be financed by resources to be received in the future by the general fund are reported in the government-wide financial statements, not in the general fund. Current-year information relative to changes in long-term debt is described in subsequent notes.

➤ **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The School does not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until then. The School does not have any items that qualify for reporting in this category.

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

➤ **Net Position and Fund Balance Classification**

Government-wide Financial Statements

Net Position are classified and reported in three components:

- Net Investment in Capital Assets – consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowings that are attributed to the acquisition or improvement of those assets.
- Restricted Net Position – consists of net position with constraints placed on their use either by external groups such as creditors, contributors, or laws or regulations of other governments.
- Unrestricted Net Position – all other net position that does not meet the definition of “restricted” or “net investment in capital assets.”

Fund Financial Statements

GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions*, defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be reported within one of the following fund balance categories:

- Nonspendable – fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned). All nonspendable fund balances at year end relate to assets that are in nonspendable form.
- Restricted – fund balance that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.
- Committed – fund balance that can be used only for the specific purposes determined by a formal action of the School’s Board of Governance.
- Assigned – fund balance that is intended to be used by the School’s management for specific purposes but does not meet the criteria to be classified as restricted or committed.
- Unassigned – fund balance that is the residual amount for the School’s general fund and includes all spendable amounts not contained in the other classifications.

➤ **Order of Fund Balance Spending Policy**

The School’s policy is to apply expenditures against nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, nonspendable fund balances are determined. Then restricted fund balances for specific purposes are

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

determined (not including nonspendable amounts). Any remaining fund balance amounts for the non-general funds are to be classified as restricted fund balance. It is possible for the non-general funds to be classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the amount of restricted fund balances for specific purposes exceed the positive fund balance for non-general fund.

➤ Revenue Sources

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33(17), Florida Statutes, the School reports the number of full-time equivalent students and related data to the District.

Under provisions of Section 1011.62, Florida Statutes, the District reports the number of full-time equivalent students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (FEFP). Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent students (FTE) reported by the School during designated full-time equivalent student survey periods. The Department may also adjust subsequent fiscal period allocations based upon an audit of the School's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the year when the adjustments are made.

The basic amount of funding through the FEFP under Section 1011.62 is the product of the (1) unweighted FTE, multiplied by (2) the cost factor for each program, multiplied by (3) the base student allocation established by the legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes. For the fiscal year ended June 30, 2016, the School reported 759.50 unweighted FTE and 799.4111 weighted FTE. Weighted funding represents approximately 5% of total State funding.

FEFP funding may also be adjusted as a result of subsequent FTE audits conducted by the Florida Auditor General pursuant to Section 1010.305, Florida Statutes, and Rule 6A-1.0453, Florida Administrative Code (FAC). Schools are required to maintain the following documentation for three years or until the completion of an FTE audit:

- Attendance and membership documentation (Rule 6A-1.044, FAC).
- Teacher certificates and other certification documentation (Rule 6A-1.0503, FAC).
- Documentation for instructors teaching out-of-field (Rule 6A-1.0503, FAC).
- Procedural safeguards for weighted programs (Rule 6A-6.03411, FAC).
- Evaluation and planning documents for weighted programs (Section 1010.305, Florida Statutes, and Rule 6A-6.03411, FAC).

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

The School receives federal or state awards for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by various granting agencies. For federal or state awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred.

The School receives state funds through the District under charter school capital outlay funding pursuant to Section 1013.62, Florida Statutes. Funds are based upon a capital outlay plan submitted to the District and are to be used for lease, rent or construction of school facilities. The School also receives funding through donations and fundraising efforts, school lunch sales and local property tax collections.

The School follows the policy of applying restricted resources prior to applying unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted assets are available.

➤ **Income Taxes**

The School is exempt from Federal tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been included in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related notes to financial statements. The School's income tax returns for the past three years are subject to examination by tax authorities and may change upon examination.

➤ **Use of Estimates**

In preparing the financial statements in conformity with generally accepted accounting principles in the United States management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the statement of net position and affect revenues and expenditures for the period presented. Actual results could differ from those estimates.

➤ **Subsequent Events**

Management has evaluated all events subsequent to the balance sheet date and through the report date, which is the date these financial statements were available to be issued. Management determined that there were no subsequent events that require disclosure.

2. CASH DEPOSITS

Custodial Credit Risk – Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the School's deposits may not be returned to the School. The School does not have a custodial credit risk policy. Deposits on hand at financial institutions are insured by the Federal Deposit Insurance Company (FDIC) up to \$250,000. As of June 30, 2016, the School was exposed to custodial credit risk. The School's bank accounts exceeded the FDIC insurance limit by \$714,568.

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

3. DUE FROM OTHER AGENCY

The amounts Due from Other Agency included in the accompanying statement of net position and balance sheet – governmental funds consists of amounts due from Florida Department of Education funds for Charter School Capital Outlay recorded in the Capital Projects Fund. These receivables are considered to be fully collectible and as such, no allowance for uncollectibles is accrued.

4. INTERFUND RECEIVABLES AND PAYABLES

At June 30, 2016, the School's Capital Projects Fund owed the General Fund \$12,687 for expenditures awaiting reimbursement from other agencies. These amounts are netted together and not reported in the statement of net position.

5. CHANGES IN CAPITAL ASSETS

Changes in capital assets are presented in the table below.

	Beginning Balance	Additions	Deletions	Ending Balance
<u>Governmental Activities:</u>				
Capital Assets Being Depreciated:				
Buildings	\$ 720,000	\$ 9,000,000	\$ -	\$ 9,720,000
Furniture, Fixtures and Equipment	50,470	60,029	-	110,499
Leasehold Improvements	616,523	326,568	-	943,091
Total Capital Assets Being Depreciated	<u>1,386,993</u>	<u>9,386,597</u>	<u>-</u>	<u>10,773,590</u>
Less Accumulated Depreciation for:				
Buildings	(144,000)	(177,769)	-	(321,769)
Furniture, Fixtures and Equipment	(23,697)	(19,217)	-	(42,914)
Leasehold Improvements	(208,570)	(147,681)	-	(356,251)
Total Accumulated Depreciation	<u>(376,267)</u>	<u>(344,667)</u>	<u>-</u>	<u>(720,934)</u>
Governmental Activities Capital Assets, net	<u>\$ 1,010,726</u>	<u>\$ 9,041,930</u>	<u>\$ -</u>	<u>\$ 10,052,656</u>

All depreciation expense was shown as unallocated on the Statement of Activities.

6. COMMITMENTS AND CONTINGENT LIABILITIES

The School participates in state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies, therefore, to the extent that the School has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectability of any related receivables at June 30, 2016, may be impaired.

In the opinion of the School, there are no significant liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

7. PROMISSORY NOTES PAYABLE

All long-term debt represents amounts to be repaid from governmental activities. As of June 30, 2016, the Schools long-term debt consisted of the following promissory notes payable:

	Balance at 6-30-16
<u>Note Payable - Wells Fargo Equipment Finance</u>	
Note Payable for purchase of modular building for Lutz Pre-Prep, LLC, refinanced in May 2014. Interest Rate of 4.12%. Payments are to be made in equal monthly installments of \$10,708 through May 2019.	\$ 352,573
<u>Note Payable - Trust for Rehabilitation and Nurturing Youth and Families, Inc.</u>	
Note Payable for purchase of building in December 2015. Interest Rate of 3.5%. Payments are to be made in equal monthly installments of \$42,050 through November 2025 with the outstanding unpaid principal due in December 2025.	8,287,051
Total Notes Payable	\$ 8,639,624

Scheduled payments for the note payable follows:

Fiscal Year	Total	Principal	Interest
Ending June 30	Total	Principal	Interest
2017	\$ 633,098	\$ 334,178	\$ 298,920
2018	633,098	346,809	286,289
2019	622,390	349,213	273,177
2020	504,600	242,130	262,470
2021	504,600	250,742	253,858
2022-2026	8,143,870	7,116,552	1,027,318
Total	\$ 11,041,656	\$ 8,639,624	\$ 2,402,032

The School rents the modular building to Lutz Pre-Prep, LLC, an entity under common control. The School received \$128,498 from Lutz Pre-Prep as rental income for the 2015-16 fiscal year.

8. CHANGES IN LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities:

	Beginning Balance	Additions	Deductions	Ending Balance	Due in One Year
GOVERNMENTAL ACTIVITIES:					
Note Payable	\$ 464,042	\$ 8,400,000	\$ (224,418)	\$ 8,639,624	\$ 334,178
Total Governmental Activities	\$ 464,042	\$ 8,400,000	\$ (224,418)	\$ 8,639,624	\$ 334,178

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

9. SCHEDULE OF STATE REVENUE SOURCES

The following is a schedule of the School's State revenue for the 2015-16 fiscal years:

Source	Amount
Florida Education Finance Program	\$ 3,338,382
Class Size Reduction	882,151
Charter School Capital Outlay	111,481
ESE Guaranteed Allocation	181,266
Discretionary Local Effort	204,111
Supplementary Academic Instruction	146,448
Discretionary Millage	116,913
School Recognition	63,414
Instructional Materials	59,069
Florida Teachers Classroom Assistance Program	12,152
Safe Schools	12,620
Digital Classroom Allocation	12,451
Miscellaneous State Revenue	810
Total State Revenue	<u>\$ 5,141,268</u>

As provided in the charter school contract, the District has charged the School an administrative fee of \$32,610.

10. OPERATING LEASE

The School entered into lease agreements for modular buildings through June 30, 2018. The agreement calls for total monthly rent payments of \$12,077. Total rent expense charged to operations for the year ended June 30, 2016, totaled \$101,588.

Future minimum lease payments the under non-cancellable operating lease as of June 30, 2016 follows:

Fiscal Year Ending June 30:	Minimum Lease Payments
2017	\$ 144,924
2018	144,924
Total Minimum Lease Payments	<u>\$ 289,848</u>

11. FUNDING AND CREDIT RISK CONCENTRATIONS

The School receives substantially all of its support and revenue from federal, state and local funding sources, passed through the District, in the form of performance and budget based contracts. Continuing operation of the School is greatly dependent upon the continued support of these governmental agencies.

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2016

12. PENSION PLAN

The School participates in a defined contribution tax sheltered annuity 403(b) plan for participating employees. Contributions made by the School totaled \$139,670 for the year ended June 30, 2016, which were computed at 5% of employee compensation for each participating employee. Contributions are directed to individual employee's accounts, and the individual employees allocate contributions and account balances among various available investment choices, therefore, the School has no liability for the administration or payments of benefits of the plan, and accordingly, the present value of the related benefits is not reflected in these financial statements. The rate of contribution is set annually by the School's Board of Directors.

13. LEGAL MATTERS

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. The School has no legal actions or pending proceedings in progress.

LUTZ PREPARATORY SCHOOL, INC.

A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

REQUIRED SUPPLEMENTARY INFORMATION BUDGETARY COMPARISON SCHEDULE - GENERAL FUND - (Unaudited) *For the Fiscal Year Ended June 30, 2016*

	General Fund			
	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)
Revenues:				
Intergovernmental:				
State Sources	\$ 5,090,689	\$ 4,992,205	\$ 5,029,787	\$ 37,582
Local and Other	1,021,350	1,114,148	1,510,661	396,513
Total Revenues	<u>6,112,039</u>	<u>6,106,353</u>	<u>6,540,448</u>	<u>434,095</u>
Expenditures:				
Current - Education:				
Instruction	3,183,597	3,095,363	2,910,358	185,005
Pupil Personnel Services	46,660	46,660	41,672	4,988
Instructional Media Services	14,520	14,520	14,341	179
Instruction and Curriculum Development	53,899	-	-	-
Instructional Staff Training	39,000	39,000	35,661	3,339
Board	12,500	12,500	17,382	(4,882)
General Administration	90,000	79,207	32,610	46,597
School Administration	510,453	510,453	553,171	(42,718)
Facilities Acquisition & Construction	312,020	158,197	156,573	1,624
Fiscal Services	25,705	25,705	29,548	(3,843)
Food Services	46,871	46,871	33,147	13,724
Central Services	31,300	31,300	41,275	(9,975)
Operation of Plant	435,093	435,093	451,134	(16,041)
Maintenance of Plant	100,000	192,798	244,845	(52,047)
Community Service	792,863	792,863	909,488	(116,625)
Fixed Capital Outlay:				
Facilities Acquisition & Construction	140,000	9,332,270	9,326,568	5,702
Other Capital Outlay	-	-	60,029	(60,029)
Debt Service:				
Principal	-	224,418	224,418	-
Interest	-	207,046	207,046	-
Total Expenditures	<u>5,834,481</u>	<u>15,244,264</u>	<u>15,289,266</u>	<u>(45,002)</u>
Excess (Deficiency) of Revenues Over/(Under) Expenditures	<u>277,558</u>	<u>(9,137,911)</u>	<u>(8,748,818)</u>	<u>389,093</u>
Other Financing Sources/(Uses):				
Proceeds from Loan	-	8,400,000	8,400,000	-
Total Other Financing Sources/Uses)	<u>-</u>	<u>8,400,000</u>	<u>8,400,000</u>	<u>-</u>
Net Change in Fund Balance	277,558	(737,911)	(348,818)	389,093
Fund Balance, July 1, 2015	1,498,545	1,498,545	1,498,545	-
Fund Balance, June 30, 2016	<u>\$ 1,776,103</u>	<u>\$ 760,634</u>	<u>\$ 1,149,727</u>	<u>\$ 389,093</u>

See Independent Auditor's Report.

LUTZ PREPARATORY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hillsborough County, Florida

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2016

1. BUDGETARY BASIS OF ACCOUNTING

Budgets are presented on the modified accrual basis of accounting. During the fiscal year, expenditures were controlled at the object level (e.g., salaries and benefits, purchased services, materials and supplies and capital outlay) within each activity (e.g., instruction, pupil personnel services and school administration). Budgets may be amended by resolution at any Board meeting prior to the date for the annual report.

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Board of Directors of the Lutz Preparatory School, Inc.
a Charter School and Component Unit of the District
School Board of Hillsborough County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Lutz Preparatory School, Inc. ("School"), a charter school and component unit of the District School Board of Hillsborough County, Florida, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated September 28, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting ("internal control") to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the School's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

A handwritten signature in black ink that reads "King & Walker, CPAs". The signature is written in a cursive, flowing style.

September 28, 2016
Tampa, Florida

Members:
Florida Institute of CPAs
American Institute of CPAs
Government Audit Quality Center

2803 W. Busch Blvd Ste 106
Tampa, FL 33618
office (813) 892-4274 fax (813) 932-1913
www.KingandWalker.com

**Management Letter as Required by Rules of the Florida Auditor General,
Chapter 10.850, Florida Statutes, *Charter School Audits***

To the Board of Directors of the Lutz Preparatory School, Inc.
a Charter School and Component Unit of the District
School Board of Hillsborough County, Florida

Report on the Financial Statements

We have audited the financial statements of the Lutz Preparatory School (“School”), a charter school and a component unit of the District School Board of Hillsborough County, Florida, as of and for the fiscal year ended June 30, 2016, and have issued our report thereon dated September 28, 2016.

Auditor’s Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.850, Rules of the Auditor General.

Other Reports and Schedules

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in those reports and schedule, which are dated September 28, 2016, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no prior audit findings or recommendations.

Official Title

Section 10.854(1)(e)5, Rules of the Auditor General, requires the name or official title of the entity. The official title of the entity is Lutz Preparatory School, Inc.

Financial Condition

Sections 10.854(1)(e)2., Rules of the Auditor General, requires that we report the results of our determination as to whether or not the School has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific

condition(s) met. In connection with our audit, we determined that the School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the School. It is management's responsibility to monitor the School's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require that we report the results of our determination as to whether the School maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the School maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

Other Matters

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Directors, applicable management, and the District School Board of Hillsborough County and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

Handwritten signature of King Q. Walker, CPAs in black ink.

September 28, 2016
Tampa, Florida