



Mary Taylor, CPA
Auditor of State

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

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Mary Taylor, CPA

Auditor of State

INDEPENDENT ACCOUNTANTS' REPORT

Lancaster Fairfield Digital Academy
Fairfield County
345 East Mulberry Street
Lancaster, Ohio 43130

To the Board of Directors:

We have audited the accompanying financial statements of Lancaster Fairfield Digital Academy, Fairfield County, Ohio (the Academy), a component unit of Lancaster City School District as of and for the year ended June 30, 2009, which collectively comprise the Academy's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Academy's management. 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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of Lancaster Fairfield Digital Academy, Fairfield County, Ohio, as of June 30, 2009, and the changes in financial position and cash flows, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 25, 2009, on our consideration of the Academy's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information accounting principles generally accepted in the United States of America requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

A handwritten signature in black ink that reads "Mary Taylor". The signature is written in a cursive, flowing style.

Mary Taylor, CPA
Auditor of State

September 25, 2009

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
UNAUDITED**

The discussion and analysis of the Lancaster-Fairfield Digital Academy's (LFDA) financial performance provides an overall review of the LFDA's financial activities for the fiscal year ended June 30, 2009. Readers should also review the basic financial statements and notes to enhance their understanding of the LFDA's financial performance.

Highlights

LFDA completed its sixth year of operation during fiscal year 2009 as a kindergarten through twelfth grade online internet school. Each student is provided a computer, scanner, and printer which are used to access a curriculum based on the state model and which uses certified/licensed instructors. Enrollment varied during the year but averaged 71 students.

Key highlights for fiscal year 2009 are as follows:

- Net assets increased \$14,100.
- LFDA had an operating loss of \$1,877 compared to an operating income of \$53,546 in fiscal year 2008.
- Total assets increased \$35,205 or 6 percent, due to an \$80,523 increase in cash and cash equivalents, an increase in accounts receivable of \$35, and an increase in prepaids of \$78. Increases were offset by decreases in intergovernmental receivables in the amount of \$1,695 and a \$43,736 decrease in capital assets.
- Total liabilities increased \$21,105 due mainly to amounts owed to the Lancaster City School District (Sponsor) totaling \$20,188.

Using this Annual Financial Report

This annual report consists of a series of financial statements and notes to those statements.

The statement of net assets and the statement of revenues, expenses, and changes in net assets reflect how LFDA did financially during fiscal year 2009. These statements include all assets and liabilities using the accrual basis of accounting similar to that which is used by most private-sector companies. This basis of accounting considers all of the current fiscal years' revenues and expenses regardless of when cash is received or paid.

These statements report LFDA's net assets and changes in those assets. This change in net assets is important because it tells the reader whether the financial position of LFDA has increased or decreased from the prior year. Over time, these increases and/or decreases are one indicator of whether the financial position is improving or deteriorating.

LFDA uses enterprise presentation for all of its activities.

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
UNAUDITED**

Table 1 provides a summary of LFDA's net assets for 2009 compared to 2008:

Table 1
Net Assets

| | <u>2009</u> | <u>2008</u> | <u>Change</u> |
|----------------------------|-------------------------|-------------------------|------------------------|
| <u>Assets:</u> | | | |
| Current Assets | \$579,129 | \$500,188 | \$78,941 |
| Capital Assets | 45,050 | 88,786 | (43,736) |
| Total Assets | <u>624,179</u> | <u>588,974</u> | <u>35,205</u> |
| <u>Liabilities:</u> | | | |
| Current Liabilities | <u>25,830</u> | <u>4,725</u> | <u>21,105</u> |
| <u>Net Assets:</u> | | | |
| Invested in Capital Assets | 45,050 | 88,786 | (43,736) |
| Unrestricted | <u>553,299</u> | <u>495,463</u> | <u>57,836</u> |
| Total Net Assets | <u><u>\$598,349</u></u> | <u><u>\$584,249</u></u> | <u><u>\$14,100</u></u> |

Total assets increased \$35,205. The increase was due to an increase in cash and cash equivalents in the amount of \$80,523, an increase in accounts receivable of \$35, and an increase in prepaids of \$78. Increases were offset by decreases in intergovernmental receivables in the amount of \$1,695 and a \$43,736 decrease in capital assets. Liabilities increased \$21,105 due mainly to LFDA owing the Sponsor \$20,188 for services rendered during fiscal year 2009.

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
UNAUDITED**

Table 2 reflects the changes in net assets for fiscal year 2009.

Table 2
Change in Net Assets

| | 2009 | 2008 | Change |
|------------------------------------|-----------------|------------------|--------------------|
| <u>Operating Revenues:</u> | | | |
| Foundation | \$474,653 | \$488,627 | (\$13,974) |
| <u>Non-Operating Revenues:</u> | | | |
| Operating Grants | 17,622 | 53,302 | (35,680) |
| Interest Revenue | 4,522 | 13,350 | (8,828) |
| Other | 420 | 0 | 420 |
| Total Revenues | <u>497,217</u> | <u>555,279</u> | <u>(58,062)</u> |
| <u>Operating Expenses:</u> | | | |
| Purchased Services | 437,720 | 396,688 | 41,032 |
| Materials and Supplies | 1,661 | 2,637 | (976) |
| Depreciation | 37,149 | 35,756 | 1,393 |
| Loss on Disposal of Capital Assets | 6,587 | 1,165 | 5,422 |
| Total Expenses | <u>483,117</u> | <u>436,246</u> | <u>46,871</u> |
| Total Increase in Net Assets | <u>\$14,100</u> | <u>\$119,033</u> | <u>(\$104,933)</u> |

During fiscal year 2009, foundation revenues and expenses reflect decreases due to fewer students being served by the LFDA. The purchased services expenses were mainly for computer services with the Metropolitan Educational Council, for guidance and computer services with Tri-Rivers Educational Association, and computer imaging, technical, fiscal and administrative services with the Sponsor. The decrease in materials and supplies was due to LFDA purchasing a large amount of computer supplies during fiscal year 2008 that did not reoccur in fiscal year 2009.

Budgeting

LFDA is not required to follow the budgetary provisions set forth in Ohio Revised Code Chapter 5705.

Capital Assets and Debt Administration

Capital Assets

At the end of fiscal year 2009, LFDA had \$45,050 invested in computer equipment. Table 3 shows fiscal year 2009 balances compared to 2008.

Table 3
Capital Assets (Net of Depreciation)

| | 2009 | 2008 |
|--------------------|-----------------|-----------------|
| Computer Equipment | <u>\$45,050</u> | <u>\$88,786</u> |

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
UNAUDITED**

Debt

LFDA has not incurred any debt.

Current Issues

The nature of instruction over the internet has improved over the course of the schools existence. Delivery of education materials has shifted to a web based system that will standardize delivery in the long run. The change to web based delivery has caused a shift from legacy methods to the "Angel" web based delivery. The LFDA remains an alternative to traditional schooling.

Contacting the LFDA's Financial Management

This financial report is designed to provide citizens, taxpayers, and creditors with a general overview of the LFDA's finances and to show the LFDA's accountability for the money it receives. If you have any questions about this report or need additional financial information contact Julie Taylor, Treasurer, Lancaster-Fairfield Digital Academy, 345 East Mulberry Street, Lancaster, Ohio 43130. Or E-Mail at J_TAYLOR@LANCASTER.K12.OH.US.

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**STATEMENT OF NET ASSETS
JUNE 30, 2009**

| | |
|---|-------------------------|
| <u>Assets:</u> | |
| Current Assets: | |
| Cash and Cash Equivalents | \$522,312 |
| Intergovernmental Receivable | 55,674 |
| Accounts Receivable | 35 |
| Prepaid Items | 1,108 |
| Total Current Assets | <u>579,129</u> |
| Noncurrent Assets: | |
| Depreciable Capital Assets, Net of Accumulated Depreciation | <u>45,050</u> |
| Total Assets | <u>624,179</u> |
| <u>Liabilities:</u> | |
| Accounts Payable | 577 |
| Intergovernmental Payable | 25,253 |
| Total Liabilities | <u>25,830</u> |
| <u>Net Assets:</u> | |
| Invested in Capital Assets | 45,050 |
| Unrestricted | 553,299 |
| Total Net Assets | <u><u>\$598,349</u></u> |

See accompanying notes to the basic financial statements

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009**

| | |
|---|-------------------------|
| <u>Operating Revenues:</u> | |
| Foundation | <u>\$474,653</u> |
| | |
| <u>Operating Expenses:</u> | |
| Purchased Services | 437,720 |
| Materials and Supplies | 1,661 |
| Depreciation | 37,149 |
| Total Operating Expenses | <u>476,530</u> |
| | |
| Operating Loss | <u>(1,877)</u> |
| | |
| <u>Non-Operating Revenues and Expenses:</u> | |
| Operating Grants | 17,622 |
| Interest Revenue | 4,522 |
| Other Non-Operating Revenue | 420 |
| Loss on Disposal of Capital Assets | (6,587) |
| Total Non-Operating Revenues and Expenses | <u>15,977</u> |
| | |
| Change in Net Assets | 14,100 |
| | |
| Net Assets at Beginning of Year | <u>584,249</u> |
| Net Assets at End of Year | <u><u>\$598,349</u></u> |

See accompanying notes to the basic financial statements

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**STATEMENT OF CASH FLOWS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009**

Increase (Decrease) in Cash and Cash Equivalents

Cash Flows from Operating Activities:

| | |
|---|---------------|
| Cash Received from Foundation | \$481,720 |
| Cash Payments to Suppliers for Goods and Services | (418,354) |
| Other Revenues | 385 |
| Net Cash Provided by Operating Activities | <u>63,751</u> |

Cash Flows from Noncapital Financing Activities:

| | |
|---------------------------|--------|
| Operating Grants Received | 12,250 |
|---------------------------|--------|

Cash Flows from Investing Activities:

| | |
|-------------------------|--------------|
| Interest on Investments | <u>4,522</u> |
|-------------------------|--------------|

| | |
|---|--------|
| Net Increase in Cash and Cash Equivalents | 80,523 |
|---|--------|

| | |
|---|----------------|
| Cash and Cash Equivalents Beginning of Year | <u>441,789</u> |
|---|----------------|

| | |
|---------------------------------------|-------------------------|
| Cash and Cash Equivalents End of Year | <u><u>\$522,312</u></u> |
|---------------------------------------|-------------------------|

Reconciliation of Operating Loss to

Net Cash Provided by Operating Activities:

| | |
|----------------|-----------|
| Operating Loss | (\$1,877) |
|----------------|-----------|

Adjustments to Reconcile Operating Loss

to Net Cash Provided by Operating Activities:

| | |
|------------------------------|--------|
| Depreciation | 37,149 |
| Other Non-Operating Revenues | 420 |

Changes in Assets and Liabilities:

| | |
|--|---------------|
| Decrease in Intergovernmental Receivable | 7,067 |
| Increase in Accounts Receivable | (35) |
| Increase in Prepaid Items | (78) |
| Decrease in Accounts Payable | (152) |
| Increase in Intergovernmental Payable | <u>21,257</u> |

| | |
|---|------------------------|
| Net Cash Provided by Operating Activities | <u><u>\$63,751</u></u> |
|---|------------------------|

See accompanying notes to the basic financial statements

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**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009**

Note 1 - Description of the School

The Lancaster-Fairfield Digital Academy (LFDA) is a nonprofit corporation established pursuant to Ohio Revised Code Chapters 3314 and 1702. LFDA is an approved tax-exempt conversion school. Management is not aware of any course of action or series of events that have occurred that might adversely affect LFDA's tax exempt status. LFDA's mission is to enhance and facilitate student learning by providing state of the art digital curriculum and instruction; innovative, collaborative leadership; and technical expertise and support that will prepare students to become lifelong learners and intelligent decision makers. The students may include, but will not be limited to, home schoolers, children with special physical and mental needs, students removed from the regular classroom for discipline concerns, students who need an alternative to the traditional classroom for various reasons, including religious reasons, transient students, and students within the Lancaster City School District, Sponsor school district, that desire a specific course not currently offered but is available through online instruction.

LFDA was created on August 27, 2002 by entering into a contract with the Lancaster City School District (the Sponsor). The Sponsor is responsible for evaluating the performance of LFDA and has the authority to deny renewal of the contract at its expiration. The Treasurer of the Sponsor completes the role of Treasurer for the LFDA.

LFDA was created to operate under the direction of a five-member Board of Directors made up of individuals from the community and parents of the students served by the LFDA. Five board members were approved in the bylaws to serve on the Board but currently LFDA only has four members. The Sponsor has attempted to recruit new board members but has been unsuccessful. LFDA is a component unit of the Sponsor. The Sponsor appoints the board and is able to impose its will on the LFDA. The Sponsor can suspend the LFDA's operations for any of the following reasons: 1) The LFDA's failure to meet student performance requirements stated in its contract with the Sponsor, 2) The LFDA's failure to meet generally accepted standards of fiscal management, 3) The LFDA's violation of any provisions of the contract with the Sponsor or applicable state or federal law, or 4) Other good cause. The Board of Directors are responsible for carrying out the provisions of the contract which include, but are not limited to, helping create, approve, and monitor the annual budget, develop policies to guide operations, secure funding, and maintain a commitment to vision, mission, and belief statements of LFDA and the children it serves. During fiscal year 2009, LFDA paid purchased services to TRECA for providing the planning, design, implementation, and instructional services. Thus, LFDA did not have any employees. LFDA rented facilities from the Sponsor.

LFDA participates in the Ohio School Plan which is considered an insurance purchasing pool. This organization is presented in Note 10 to the basic financial statements.

Note 2 - Summary of Significant Accounting Policies

The financial statements of the LFDA have been prepared in conformity with generally accepted accounting principals (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. LFDA also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, provided they do not conflict with or contradict GASB pronouncements. The entity has elected not to apply FASB pronouncements and interpretations issued after November 30, 1989. The more significant of the LFDA's accounting policies are described below.

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
(Continued)**

Note 2 - Summary of Significant Accounting Policies (Continued)

A. Basis of Presentation

The LFDA's basic financial statements consist of a statement of net assets; a statement of revenues, expenses, and changes in net assets; and a statement of cash flows.

LFDA uses a single enterprise presentation for its financial reports. Enterprise reporting focuses on the determination of operating income, changes in net assets, financial position, and cash flows.

B. Measurement Focus

The enterprise activity is accounted for using a flow of economic resources measurement focus. All assets and liabilities associated with the operation of LFDA are included on the statement of net assets. The statement of revenues, expenses, and changes in net assets presents increases (e.g. revenues) and decreases (e.g. expenses) in total net assets. The statement of cash flows reflects how LFDA finances meet its cash flow needs.

C. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. LFDA's financial statements are prepared using the accrual basis of accounting. Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. Revenue resulting from nonexchange transactions, in which LFDA receives value without directly giving equal value in return, such as grants and entitlements, are recognized in the period in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the period when the resources are required to be used or the period when use is first permitted, matching requirements, in which LFDA must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to LFDA on a reimbursement basis. Expenses are recognized at the time they are incurred.

D. Budgetary Process

Unlike other public schools located in the State of Ohio, community schools are not required to follow the budgetary provisions set forth in Ohio Revised Code Chapter 5705, unless specifically provided by LFDA's contract with its Lead Sponsor. The contract between LFDA and its Lead Sponsor prescribes an annual budget requirement as part of preparing a five year forecast, which is updated on an annual basis.

E. Cash and Cash Equivalents

Cash received by LFDA is reflected as "Cash and Cash Equivalents" on the statement of net assets. LFDA had no investments during the fiscal year ended June 30, 2009.

F. Prepaid Items

LFDA records payments made to vendors for services that will benefit periods beyond June 30, 2009, as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expense is reported in the year in which services are consumed.

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
(Continued)**

Note 2 - Summary of Significant Accounting Policies (Continued)

G. Capital Assets

LFDA's capital assets during fiscal year 2009 consisted of computer equipment. All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the fiscal year. Donated capital assets are recorded at their fair market values as of the date received. LFDA maintains a capitalization threshold of five hundred dollars. All of LFDA's reported capital assets are depreciated using the straight-line method over six years of useful life.

H. Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by LFDA or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. LFDA applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

The statement of net assets reports no restricted net assets and has no monies restricted by enabling legislation.

I. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of LFDA. Operating expenses are necessary costs incurred to provide the service that is the primary activity of LFDA. All revenues and expenses not meeting this definition are reported as non-operating.

J. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

Note 3 - Deposits

Custodial credit risk is the risk that, in the event of a bank failure, LFDA's deposits may not be returned. LFDA does not have a deposit policy for custodial credit risk. At June 30, 2009, the bank balance of LFDA's deposits was \$522,312. \$250,000 of the bank balance was covered by federal depository insurance. Based on the criteria described in GASB Statement No. 40, "Deposits and Investment Risk Disclosures", \$272,312 was uninsured and uncollateralized. There are no significant statutory restrictions regarding the deposit and investment of funds by the nonprofit corporation.

Note 4 - Receivables

Receivables at June 30, 2009, consisted of intergovernmental grants. The receivables are expected to be collected in full within one year.

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
(Continued)**

Note 4 – Receivables (Continued)

A summary of principal items of intergovernmental receivables follows:

| Governmental Activities | <u>Amounts</u> |
|---------------------------------|------------------------|
| Title V Grant | \$213 |
| Title II-D Grant | 250 |
| Drug Free School Grant | 564 |
| Improving Teacher Quality Grant | 1,537 |
| Title I Grant | 25,391 |
| IDEA Part B Grant | <u>27,719</u> |
| Total | <u><u>\$55,674</u></u> |

Note 5 – Contract with TRECA

LFDA contracted with TRECA for management consulting services. Under the contract, the following terms were agreed upon:

- TRECA shall provide LFDA with instructional, supervisory/administrative, and technical services sufficient to effectively implement LFDA's educational plan and LFDA's assessment and accountability plan.
- All personnel providing services to LFDA on behalf of TRECA under the agreement shall be employees of TRECA and TRECA shall be solely responsible for all payroll functions, including retirement system contributions and all other legal withholding and/or payroll taxes, with respect to such personnel. All shall possess any certification or licensure which may be required by law.
- The technical services provided by TRECA to LFDA shall include access to, and the use of, computer software, computer hardware, networking hardware, network services, and the services of technical support personnel necessary to implement the plan of operation.
- LFDA shall secure the services of an Executive Director, who shall be the chief operating officer of the school, with primary responsibility for day-to day operations of LFDA.
- Curricular services provided by TRECA shall be limited to the standardized curriculum developed by TRECA.
- LFDA shall pay TRECA up to \$3,875 per full-time student K-12 student enrollment in LFDA per school year. Part-time students may be enrolled on such terms as are agreed to by the parties.

For fiscal year 2009, \$317,725 was paid to TRECA under this contract and \$4,753 was a payable to TRECA at June 30, 2009.

To obtain TRECA's audited June 30, 2009, financial statements please contact Scott Armstrong, Treasurer, at scott@treca.org.

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
(Continued)**

Note 6 - Capital Assets

Capital asset activity for the fiscal year ended June 30, 2009, was as follows:

| | Balance June 30, 2008 | Additions | Deletions | Balance June 30, 2009 |
|-------------------------------|--------------------------|-------------------|------------------|--------------------------|
| Computer Equipment | \$222,895 | \$0 | (\$57,922) | \$164,973 |
| Less Accumulated Depreciation | (134,109) | (37,149) | 51,335 | (119,923) |
| Capital Assets, Net | <u>\$88,786</u> | <u>(\$37,149)</u> | <u>(\$6,587)</u> | <u>\$45,050</u> |

Note 7 - Risk Management

LFDA is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. During fiscal year 2009, LFDA joined together with other school districts in Ohio to participate in the Ohio School Plan (OSP), a public entity insurance purchasing pool, for insurance coverage. Each individual school district enters into an agreement with the OSP and its premium is based on types of coverage, limits of coverage, and deductibles that it selects. The types and amounts of coverage provided are as follows:

| | |
|---|-------------|
| Educational General Liability: | |
| General Aggregate Limit | \$4,000,000 |
| Sexual Abuse Injury | 2,000,000 |
| Products - Completed Operations Aggregate Limit | 2,000,000 |
| Personal and Advertising Injury | 2,000,000 |
| Employee Benefits Injury: | |
| Each Occurrence (deductible \$2,500) | 2,000,000 |
| Aggregate (deductible \$2,500) | 4,000,000 |
| Employer's Liability for Each Accident | 2,000,000 |
| Errors and Omissions: | |
| Each Occurrence (deductible \$2,500) | 2,000,000 |
| Aggregate Limit (deductible \$2,500) | 4,000,000 |
| Employment Practices Injury: | |
| Each Occurrence (deductible \$2,500) | 2,000,000 |
| Aggregate (deductible \$2,500) | 4,000,000 |

Settled claims have not exceeded this commercial coverage in any prior years and there have been no significant reductions in insurance coverage from the prior year.

Note 8 – Purchased Services

For the period July 1, 2008 through June 30, 2009, purchased service expenses were for the following services:

| Type | Amount |
|-------------------------------------|------------------|
| Professional and Technical Services | \$414,981 |
| Rent | 17,920 |
| Audit Services | 4,819 |
| Total | <u>\$437,720</u> |

**LANCASTER-FAIRFIELD DIGITAL ACADEMY
FAIRFIELD COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009
(Continued)**

Note 9 – Related Party Transactions

Lancaster City School District, Sponsor, appoints all of the five board members of the LFDA. LFDA is presented as a component unit of the Sponsor. During fiscal year 2009, LFDA paid \$79,233 to their Sponsor for administrative services, the development of web delivered services, technology relating to those services and curricular design, rent, and for reimbursements of miscellaneous services. As of June 30, 2009, LFDA owed \$20,188 to their Sponsor for rent and administrative services.

Note 10 – Pool

LFDA participates in the Ohio School Plan (OSP), and insurance purchasing pool. The OSP is created and organized pursuant to and as authorized by Section 2744.081 of the Ohio Revised Code. The OSP is an unincorporated, non-profit association of its members and an instrumentality for each member for the purpose of enabling members of the Plan to provide for a formalized, joint insurance purchasing program to maintain adequate insurance protection, risk management programs and other administrative services. The OSP's business and affairs are conducted by a twelve member Board of Directors consisting of school district superintendents and treasurers. Hylant Administrative Services, LLC is the Administrator of the OSP and is responsible for providing underwriting, claims management, risk management, accounting, system support services, sales, and marketing.

Note 11 - Contingencies

A. Grants

LFDA received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the LFDA. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the LFDA at June 30, 2009.

B. Ohio Department of Education Enrollment Review

The Ohio Department of Education (ODE) conducts reviews of enrollment data and full-time equivalency (FTE) calculations made by LFDA. These reviews are conducted to ensure LFDA is reporting accurate student enrollment data to the State, upon which foundation funding is calculated. During fiscal year 2009, LFDA received \$7,067 from the State through their foundation revenues for an underpayment from fiscal year 2008 which was shown as an intergovernmental receivable as of June 30, 2008. The fiscal year 2009 review has not been completed at this time.



Mary Taylor, CPA

Auditor of State

INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Lancaster Fairfield Digital Academy
Fairfield County
345 East Mulberry Street
Lancaster, Ohio 43130

To the Board of Directors:

We have audited the basic financial statements of Lancaster Fairfield Digital Academy, Fairfield County, (the Academy), a component unit of Lancaster City School District as of and for the year ended June 30, 2009, and have issued our report thereon dated September 25, 2009. 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 the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Academy's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinion on the financial statements, but not to opine on the effectiveness of the Academy's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Academy's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Academy's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Academy's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the Academy's internal control will not prevent or detect a material financial statement misstatement.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all internal control deficiencies that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

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Compliance and Other Matters

As part of reasonably assuring whether the Academy's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We intend this report solely for the information and use of management, the Board of Directors and the Lancaster City School District. We intend it for no one other than these specified parties.

A handwritten signature in cursive script that reads "Mary Taylor".

Mary Taylor, CPA
Auditor of State

September 25, 2009



Mary Taylor, CPA

Auditor of State

Independent Accountants' Report on Applying Agreed-Upon Procedures

Lancaster Fairfield Digital Academy
Fairfield County
345 East Mulberry Street
Lancaster, Ohio 43130

To the Board of Directors:

Ohio Rev. Code Section 117.53 states "the auditor of state shall identify whether the school district or community school has adopted an anti-harassment policy in accordance with Section 3313.666 of the Revised Code. This determination shall be recorded in the audit report. The Auditor of State shall not prescribe the content or operation of any anti-harassment policy adopted by a school district or community school."

Accordingly, we have performed the procedures enumerated below, which were agreed to by the Board, solely to assist the Board in evaluating whether Lancaster Fairfield Digital Academy, Fairfield County, Ohio has adopted an anti-harassment policy in accordance with Ohio Rev. Code Section 3313.666. Management is responsible for complying with this requirement. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the Board. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

1. We noted the Board adopted an anti-harassment policy at its meeting on June 28, 2007.
2. We read the policy, noting it included the following requirements from Ohio Rev. Code Section 3313.666(B):
 - (1) A procedure for reporting prohibited incidents;
 - (2) A statement prohibiting harassment, intimidation, or bullying of any student on school property or at school-sponsored events;
 - (3) A definition of harassment, intimidation, or bullying that shall include the definition in division (A) of Ohio Rev. Code Section 3313.666;
 - (4) A requirement that school personnel report prohibited incidents of which they are aware to the school principal or other administrator designated by the principal;

- (5) A requirement that the district administration semiannually provide the president of the district board a written summary of all reported incidents and post the summary on its web site, if the district has a web site, to the extent permitted by section 3319.321 of the Revised Code and the "Family Educational Rights and Privacy Act of 1974," 88 Stat. 571, 20 U.S.C. 1232q, as amended.
 - (6) A procedure for documenting any prohibited incident that is reported.
3. We read the policy, noting it did not include the following requirements from Ohio Rev. Code Section 3313.666(B):
- (1) A requirement that parents or guardians of any student involved in a prohibited incident be notified and, to the extent permitted by Section 3319.321 of the Revised Code and the "Family Educational Rights and Privacy Act of 1974," 88 Stat. 571, 20 U.S.C. 1232q, as amended, have access to any written reports pertaining to the prohibited incident;
 - (2) A procedure for responding to and investigating any reported incident;
 - (3) A strategy for protecting a victim from additional harassment, intimidation, or bullying, and from retaliation following a report;
 - (4) A disciplinary procedure for any student guilty of harassment, intimidation, or bullying, which shall not infringe on any student's rights under the first amendment to the Constitution of the United States;

Official's Response: The Academy will update their policy with all requirements in the future.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance with the anti-harassment policy. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Directors, Management, and Lancaster City School District (Sponsor) and is not intended to be and should not be used by anyone other than these specified parties.



Mary Taylor, CPA
Auditor of State

September 25, 2009



Mary Taylor, CPA
Auditor of State

LANCASTER-FAIRFIELD DIGITAL ACADEMY

FRANKLIN COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
DECEMBER 8, 2009**