



Dave Yost • Auditor of State



LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY

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# Dave Yost • Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

Life Skills Center of Hamilton County  
Hamilton County  
7710 Reading Road, Suite 300  
Cincinnati, Ohio 45237

To the Board of Directors:

We have audited the accompanying financial statements of the Life Skills Center of Hamilton County, Hamilton County, Ohio (the School), as of and for the year ended June 30, 2011, which collectively comprise the School's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School'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 the Life Skills Center of Hamilton County, Hamilton County, Ohio, as of June 30, 2011, and the respective changes in financial position and its 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 February 29, 2012, on our consideration of the School'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.

Accounting principles generally accepted in the United States of America require this presentation to include *Management's discussion and analysis*, as listed in the table of contents, to supplement the basic financial statements. Although this information is not part of the basic financial statements, the Governmental Accounting Standards Board considers it essential for placing the basic financial statements in an appropriate operational, economic, or historical 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 the 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 other assurance.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping initial "D".

**Dave Yost**  
Auditor of State

February 29, 2012

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2011**

**(Unaudited)**

The discussion and analysis of the Life Skills Center of Hamilton County's (the School) financial performance provides an overall review of the School's financial activities for the fiscal year ended June 30, 2011. The intent of this discussion and analysis is to look at the School's financial performance as a whole; readers should also review the basic financial statements and the notes to the basic financial statements to enhance their understanding of the School's financial performance.

The Management's Discussion and Analysis (MD&A) is an element of the reporting model adopted by the Governmental Accounting Standard Board (GASB) in their Statement No. 34 ***Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*** issued June 1999. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

**Financial Highlights**

- In total, net assets decreased \$16,803, which represents a 12.3 percent decrease from 2010.
- Total assets increased \$13,846, which represents a 4.3 percent increase from 2010. This was primarily a result of an increase in the School's grants funding receivable.
- Liabilities increased \$30,649, which represents a 16.5 percent increase from 2010. The reason for the increase in liabilities is primarily a result of an increase in grants funding payable.

**Using this Financial Report**

This report consists of three parts, the MD&A, the basic financial statements, and notes to those statements. The basic financial statements include a Statement of Net Assets, a Statement of Revenues, Expenses and Changes in Net Assets, and a Statement of Cash Flows.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2011**

**(Unaudited)**

**Statement of Net Assets**

The Statement of Net Assets answers the question of how the School did financially during 2011. This statement includes all assets and liabilities, both financial and capital, and short-term and long-term using the accrual basis of accounting and economic resources focus, which is similar to the accounting used by most private-sector companies. This basis of accounting takes into account all revenues and expenses during the year, regardless of when the cash is received or paid.

Table 1 provides a summary of the School's net assets for fiscal year 2011 and fiscal year 2010.

(Table 1)

**Statement of Net Assets**

	<u>2011</u>	<u>2010</u>
<b>Assets</b>		
Current Assets	<u>\$ 336,296</u>	<u>\$ 322,450</u>
<b>Liabilities</b>		
Current Liabilities	<u>\$ 216,725</u>	<u>\$ 186,076</u>
<b>Net Assets</b>		
Unrestricted	<u>119,571</u>	<u>136,374</u>

Total assets increased \$13,846. This increase was primarily due to the increase in grants funding receivable. Liabilities increased by \$30,649 from 2010. This increase is primarily due to the increase in the amount of grant funding due to the management company.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2011**

(Unaudited)

**Statement of Revenues, Expenses, and Changes in Net Assets**

Table 2 shows the changes in net assets for fiscal year 2011 and fiscal year 2010, as well as a listing of revenues and expenses.

(Table 2)

**Change in Net Assets**

	2011	2010
<b>Operating Revenue</b>		
State Aid	\$ 1,201,102	\$ 1,678,742
<b>Non-Operating Revenues</b>		
Grants	543,210	513,302
Interest	172	263
Total Revenues	1,744,484	2,192,307
<b>Operating Expenses</b>		
Purchased Services: Management Fees	1,147,104	1,628,380
Purchased Services: Grant Programs	524,979	513,302
Purchased Services: Ed Jobs	18,231	-
Sponsorship Fees	23,933	8,393
Legal	8,260	8,848
Advertising	-	99
Insurance	15,719	15,763
Auditing and Accounting	6,011	6,121
Depreciation	-	1,204
Board of Education	16,808	18,405
Miscellaneous	242	71
Total Expenses	1,761,287	2,200,586
Change in Net Assets	\$ (16,803)	\$ (8,279)

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2011**

**(Unaudited)**

State Aid revenues decreased in 2011 due to the significant decrease in full-time equivalent (FTE) enrollment. The School's most significant expense, "Purchased Services: Management Fees" decreased because of the decrease in state aid in accordance with the management agreement in place between the School and WHLS. "Purchased Services: Grant Programs" increased because of the increase in grant revenue which is paid to the management company in accordance with the management agreement. The agreement provides that specific percentages of the revenues received by the School will be paid to WHLS to fund operations (See Notes to the Basic Financial Statements: Note 10).

**Capital Assets**

At the end of fiscal year 2011 the School had \$0 invested in capital assets.

For more information on capital assets, see Note 8 in the Notes to the Basic Financial Statements.

**Current Financial Issues**

The Life Skills Center of Hamilton County received revenue for 174 students in 2011 and continues to enroll students on a daily basis. State law governing community schools allows for the School to have open enrollment across traditional school district boundaries.

The School receives its support almost entirely from State Aid. Per pupil revenue from State Aid for the School averaged \$6,903 in fiscal year 2011. The School receives additional revenues from grant subsidies.

Although there is a continuing possibility that State Aid will be cut in future years due to the economic climate, the School feels that the relationship with the management company will insulate them from any significant change. The relationship brings stability to the School since specific percentages of revenues are payable to the management company (See Notes to the Basic Financial Statements, Note 10).

**Contacting the School's Financial Management**

This financial report is designed to provide our readers with a general overview of the School's finances and to show the School's accountability for the money it receives. If you have questions about this report or need additional information, contact the Fiscal Officer for the Life Skills Center of Hamilton County, 121 South Main Street, Suite 200 Akron, Ohio 44308.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY  
STATEMENT OF NET ASSETS  
AS OF JUNE 30, 2011**

**ASSETS**

Current Assets

Cash and Cash Equivalents	\$	141,395
Continuing Fees Receivable		12,904
Grants Funding Receivable		181,727
Sponsorship Fees Receivable		270
		<hr/>

<b>Total Assets</b>	<b>\$</b>	<b>336,296</b>
		<hr/> <hr/>

**LIABILITIES**

Current Liabilities

Accounts Payable	\$	1,188
State Funding Payable		13,512
Grants Funding Payable		202,025
		<hr/>

<b>Total Liabilities</b>	<b>\$</b>	<b>216,725</b>
		<hr/> <hr/>

**NET ASSETS**

Unrestricted Net Assets		<hr/> 119,571
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<b>Total Net Assets</b>	<b>\$</b>	<b>119,571</b>
		<hr/> <hr/>

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

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2011**

**OPERATING REVENUE**

State Aid	\$ 1,201,102
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**OPERATING EXPENSES**

Purchased Services: Management Fees	1,147,104
Purchased Services: Grant Programs	524,979
Purchased Services: Ed Jobs	18,231
Sponsorship Fees	23,933
Board of Education	16,808
Legal	8,260
Insurance	15,719
Auditing and Accounting	6,011
Miscellaneous	242
<b>Total Operating Expenses</b>	<b>1,761,287</b>
<b>Operating Loss</b>	<b>(560,185)</b>

**NON-OPERATING REVENUES**

Grants	543,210
Interest	172
<b>Total Non-Operating Revenues</b>	<b>543,382</b>
<b>Change in Net Assets</b>	<b>(16,803)</b>
<b>Net Assets, July 1, 2010</b>	<b>136,374</b>
<b>Net Assets, June 30, 2011</b>	<b>\$ 119,571</b>

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

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2011**

**INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Cash Received from State Sources	\$ 1,207,480
Cash Payments to Suppliers for Goods and Services	(1,743,204)
	(535,724)
Net Cash Used for Operating Activities	(535,724)

**CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES**

Cash Received from Grant Programs	516,623
	516,623

**CASH FLOWS FROM INVESTING ACTIVITIES**

Cash Received from Interest Income	172
	172
Net Decrease in Cash and Cash Equivalents	(18,929)
Cash and Cash Equivalents at Beginning of Year	160,324
	160,324
Cash and Cash Equivalents at End of Year	\$ 141,395

**RECONCILIATION OF OPERATING LOSS TO NET CASH  
USED FOR OPERATING ACTIVITIES**

Operating Loss	\$ (560,185)
	(560,185)

**ADJUSTMENTS TO RECONCILE OPERATING LOSS TO NET  
CASH USED FOR OPERATING ACTIVITIES**

Changes in Assets and Liabilities:	
Continuing Fees Receivable	(5,954)
Sponsorship Fees Receivable	(234)
Accounts Payable	(1,209)
State Funding Payable	6,378
Grants Funding Payable	25,480
	24,461
Total Adjustments	24,461
Net Cash Used for Operating Activities	\$ (535,724)

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

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**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011**

**1. DESCRIPTION OF THE SCHOOL AND REPORTING ENTITY**

Life Skills Center of Hamilton County (the School) is a federal 501(c)(3) tax exempt, state nonprofit corporation established pursuant to Ohio Rev. Code Chapters 3314 and 1702 to maintain and provide a school exclusively for any educational, literary, scientific and related teaching service. The School, which is part of the State's education program, is independent of any school district. The School may sue and be sued, acquire facilities as needed, and contract for any services necessary for the operation of the School.

The School contracts with WHLS of Ohio, LLC (WHLS) for most of its functions. (See Note 10.)

The School signed a contract with Ohio Council of Community Schools (OCCS) (Sponsor) to operate for a period from July 1, 2005 through June 30, 2010. The contract with the Sponsor has since been renewed for an additional three year term commencing July 1, 2010 and running through June 30, 2013. The School operates under a self-appointing, five-member Board of Directors (the Board). The School's Code of Regulations specify that vacancies that arise on the Board will be filled by the appointment of a successor director by a majority vote of the then existing directors. The Board is responsible for carrying out the provisions of the contract with the Sponsor, which include, but are not limited to, state-mandated provisions regarding student population, curriculum, academic goals, performance standards, admission standards, and qualifications of teachers. The School began operations in January 2003 and has one instructional/support facility, which is leased by WHLS. The facility is staffed with teaching personnel employed by WHLS, who provide services to 174 students.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

**A. BASIS OF PRESENTATION**

The School'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. Enterprise fund reporting focuses on the determination of the change in net assets, financial position and cash flows.

Auditor of State of Ohio Bulletin No. 2000-005 requires the presentation of all financial activity to be reported within one enterprise fund for year-end reporting purposes. Enterprise accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Enterprise accounting uses a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities are included on the Statement of Net Assets. Operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in total net assets. The accrual basis of accounting is utilized for reporting purposes. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

**C. BUDGETARY PROCESS**

Unlike traditional public schools located in the State of Ohio, community schools are not required to follow budgetary provisions set forth in Ohio Rev. Code Section 5705, unless specifically provided in the School's contract with its Sponsor. The contract between the School and its Sponsor requires a detailed school budget for each year of the contract. In addition, the Board adopted an operating budget at the beginning of fiscal year 2011. However, the budget does not have to follow the provisions of Ohio Rev. Code Section 5705, except for section 5705.391 as it relates to five-year forecasts.

**D. CASH AND CASH EQUIVALENTS**

All cash received by the School is maintained in a demand deposit account and STAROhio. For purposes of the Statement of Cash Flows and for presentation on the Statement of Net Assets, investments with an original maturity of three months or less at the time they are purchased are considered to be cash equivalents.

During fiscal year 2011, investments were limited to the State Treasurer's Investment Pool, STAROhio. STAROhio is an investment pool managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAROhio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's share price, which is the price the investment could be sold for on June 30, 2011.

**E. INTERGOVERNMENTAL REVENUES**

The School currently participates in the State Foundation Program and the Career Based Intervention (CBI) Program, which are reflected under "State Aid" on the Statement of Revenues, Expenses, and Changes in Net Assets. Revenues received from these programs are recognized as operating revenues in the accounting period in which all eligibility requirements have been met.

Non-exchange transactions, in which the School receives value without directly giving equal value in return, include grants, entitlements, and contributions. Grants, entitlements, and contributions are recognized as non-operating revenues in the accounting period in which all eligibility requirements have been met.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. INTERGOVERNMENTAL REVENUES (Continued)**

Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the School must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the School on a reimbursement basis. Amounts awarded under the above programs for the 2011 school year totaled \$1,744,312.

**F. CAPITAL ASSETS AND DEPRECIATION**

For purposes of recording capital assets, the Board has a capitalization threshold of \$5,000.

The capital assets are recorded on the accompanying Statement of Net Assets at cost, net of accumulated depreciation. As of June 30, 2011 the net book value of capital assets was \$0 and accumulated depreciation was recorded in the amount of \$58,450. Depreciation is computed by the straight-line method over five years for "Equipment" and three years for "Computers & Software."

Aside from those mentioned above, the School has no other capital assets, as the School operates under a management agreement with WHLS. (See Note 10.)

**G. USE OF ESTIMATES**

In preparing the financial statements, management is sometimes required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**H. NET ASSETS**

Net assets represent the difference between assets and liabilities. Net assets consist of unrestricted net assets.

**I. OPERATING REVENUES AND EXPENSES**

Operating revenues are those revenues that are generated directly from the School's primary activities. For the School, these revenues are primarily State Aid payments. Operating expenses are necessary costs incurred to provide the goods and services that are the main activities of the School. Any other revenues and expenses are reported as non-operating.

**3. DEPOSITS AND INVESTMENTS**

**A. Deposits with Financial Institutions**

At June 30, 2011, the carrying amount of all School deposits was \$7,772. Based on the criteria described in GASB Statement No. 40, "Deposits and Investment Risk Disclosures", as of June 30, 2011, none of the School's bank balance of \$11,327 was exposed to custodial risk as discussed below, since all of the bank balance was covered by the Federal Depository Insurance Corporation.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**3. DEPOSITS AND INVESTMENTS (Continued)**

**A. Deposits with Financial Institutions (Continued)**

Custodial credit risk is the risk that, in the event of bank failure, the School's deposits may not be returned. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the School.

**B. Investments**

As of June 30, 2011, the School had the following investments and maturities:

<u>Investment type</u>	<u>Balance at Fair Value</u>	<u>Investment Maturities</u>		
		<u>6 months or less</u>	<u>7 to 12 months</u>	<u>Greater than 24 months</u>
STAROhio	\$ 133,623	\$ 133,623	\$ -	\$ -

*Interest Rate Risk:* As a means of limiting its exposure to fair value losses arising from rising interest rates and according to state law, the School's investment policy limits investment portfolio maturities to five years or less.

*Credit Risk:* Standard & Poor's has assigned STAROhio an AAAM money market rating.

*Concentration of Credit Risk:* The School places no limit on the amount that may be invested in any one issuer. The following table includes the percentage of each investment type held by the School at June 30, 2011:

<u>Investment type</u>	<u>Fair Value</u>	<u>% to Total</u>
STAROhio	\$ 133,623	100.00

**4. STATE FUNDING PAYABLE**

The School has recognized on its Statement of Net Assets a "State Funding Payable" for the amount of State Aid directly related to FTE, estimated to be repaid by the School to the Ohio Department of Education (ODE) based on the difference in the amount the School actually received versus the amount earned through student full-time equivalent (FTE) enrollment as determined at the end of the year. A payable reflects that the School was funded on a higher estimated enrollment figure throughout the year than what the actual FTE enrollment figure was calculated to be at year-end. At June 30, 2011, the amount of "State Funding Payable" was \$13,512.

**5. CONTINUING FEES RECEIVABLE**

A "Continuing Fees Receivable" from WHLS has been recorded by the School in the amount of \$12,904 for 95.5 percent of the "State Funding Payable" due to the State for the FTE liability. (See Note 4.)

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**6. GRANTS FUNDING RECEIVABLE/PAYABLE**

The School has recorded "Grants Funding Receivable" in the amount of \$181,727 to account for the remainder of State and Federal awards allocated to the School, but not received as of June 30, 2011. Part of this receivable is due to the American Recovery and Reinvestment Act (ARRA) funding that is outstanding at June 30, 2011.

Under the terms of the management agreement (See Note 10.), the School has recorded a liability to WHLS in the amount of \$198,242 for 100 percent of any State and Federal monies uncollected or unpaid to WHLS as of June 30, 2011.

The School entered into an agreement with the Life Skills Center of Dayton, to provide special education services. The School recorded a liability to Dayton for the lease of their employees in the amount of \$3,785. This is included in the total grants funding payable.

**7. SPONSORSHIP FEES RECEIVABLE**

A "Sponsorship Fees Receivable" from OCCS has been recorded by the School in the amount of \$270 for two percent (2%) of the "State Funding Payable" due to the State for the FTE liability. (See Note 4.)

**8. CAPITAL ASSETS AND DEPRECIATION**

For the year ended June 30, 2011, all of the School's capital assets were fully depreciated.

**9. RISK MANAGEMENT**

**Property and Liability** - The School is exposed to various risks of loss related to torts; theft or damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. As part of its management agreement with WHLS, WHLS has contracted with an insurance company for property and general liability insurance pursuant to the Management Agreement (See Note 10). There was no significant reduction in insurance coverage from the prior year and claims have not exceeded insurance coverage over the past three years.

**Director and Officer** - Coverage has been purchased by the School with a \$5,000,000 aggregate limit and a \$15,000 deductible.

**10. AGREEMENT WITH WHLS**

On July 14, 2009, the School entered into an Amended Management Agreement (Agreement) with WHLS, which is an educational consulting and management company. The Agreement's term expires on June 30, 2014 with the School's charter agreement and will renew for two additional, successive five (5) year terms unless one party notifies the other party on or before the February 1<sup>st</sup> prior to the expiration of the then-current term of its intention to not renew the Agreement. Substantially all functions of the School have been contracted to WHLS. WHLS is responsible and accountable to the School's Board of Directors for the administration and operation of the School. The School is required to pay WHLS a monthly continuing fee of 95.5 percent of the School's "Qualified Gross Revenues", defined as all revenues and income received by the School except for charitable contributions. Also WHLS shall receive 100 percent of any and all grants (except for the Educational Jobs Grant) or funding of any kind generated by WHLS, and its affiliates beyond the regular per pupil state funding received by the School, subject to any terms and conditions attached to the grants, if any. This continuing fee is paid to WHLS based on the qualified gross revenues.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**10. AGREEMENT WITH WHLS (Continued)**

An amended management agreement went into effect in March 2011 to “permit the employment by the Non-profit of school level employees who are funded by Ed Jobs”. This agreement allowed the School to utilize their Ed Jobs funds for special education services supplied by another entity. Both parties agree that the “Amendment will expire upon the Non-profit’s expenditure of the Education Jobs Fund Program Funding”.

The School had purchased service expenses for the year ended June 30, 2011, to WHLS of \$1,672,083 of which \$198,242 (See Note 6) was payable to WHLS at June 30, 2011. WHLS will be responsible for all costs incurred in providing the educational program at the School, which include but are not limited to, salaries and benefits of all personnel, curriculum materials, textbooks, library books, computers and other equipment, software, supplies, building payments, maintenance, capital, and insurance.

**11. SPONSORSHIP FEES**

Under Paragraph D(5) of the sponsor contract with OCCS, it states that the School “...shall pay to the Sponsor the amount two percent (2%) of the total state funds received each year, in consideration for the time, organization, oversight, fees and costs of the Sponsor pursuant to this contract.” Such fees are paid to the OCCS monthly. As indicated on the Statement of Revenues, Expenses, and Changes in Net Assets, the School incurred \$23,933 in sponsorship fees to OCCS.

**12. MANAGEMENT COMPANY EXPENSES**

For the year ended June 30, 2011, WHLS of Ohio, LLC and its affiliates incurred the following expenses on behalf of the School.

	<b>2011</b>
<b>Expenses</b>	
<b>Direct Expenses:</b>	
Salaries & wages	\$ 595,268
Employees' benefits	166,511
Professional & technical services	241,890
Property services	195,876
Travel	5,254
Communications	7,266
Utilities	205
Books, periodicals, & films	2,195
Other supplies	77,624
Depreciation	24,196
Other direct costs	49,366
<b>Indirect Expenses:</b>	
Overhead	336,186
<b>Total Expenses</b>	<b>\$ 1,701,837</b>

Overhead charges are assigned to the School based on a percentage of revenue. These charges represent the indirect cost of services provided in the operation of the School. Such services include, but are not limited to facilities management, equipment, operational support services, management and management consulting, board relations, human resources management, training and orientation, financial reporting and compliance, purchasing and procurement, education services, technology support and marketing and communications.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**13. DEFINED BENEFIT PENSION PLANS**

The School has contracted with WHLS to provide employee services and to pay those employees (See Note 10). However, these contract services do not relieve the School of the obligation for remitting pension contributions. The retirement systems consider the School as the Employer-of-Record and the School ultimately responsible for remitting retirement contributions to each of the systems noted below:

**A. SCHOOL EMPLOYEES RETIREMENT SYSTEM**

Plan Description – WHLS, on behalf of the School, contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple-employer defined benefit pension plan. SERS provides retirement, disability, and survivor benefits; annual cost-of-living adjustments; and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by state statute per Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report can be obtained by contacting SERS, 300 East Broad Street, Suite 100, Columbus, Ohio 43215 or by calling toll free (800) 878-5853. It is also posted on SERS' website at [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

Funding Policy - Plan members are required to contribute 10 percent of their annual covered salary and WHLS, on behalf of the School, is required to contribute 14 percent of annual covered payroll. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts, by the SERS' Retirement Board. The Retirement Board acting with the advice of the actuary, allocates the employer contribution rate among four of the funds (Pension Trust Fund, Death Benefit Fund, Medicare B Fund, and Health Care Fund) of the System. For fiscal year ending June 30, 2011, the allocation to pension and death benefits is 11.81 percent. The remaining 2.19 percent of the 14 percent employer contribution rate is allocated to the Health Care and Medicare B Funds. The School's contributions to SERS for the years ended June 30, 2011, 2010, and 2009, were \$9,719, \$10,594, and \$9,190, respectively, which equaled the required contributions each year.

**B. STATE TEACHERS RETIREMENT SYSTEM**

Plan Description – WHLS, on behalf of the School, participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing, multiple employer public employee retirement plan. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone financial report that may be obtained by writing to STRS Ohio, 275 E. Broad St., Columbus, OH 43215-3771, by calling (888) 227-7877, or by visiting the STRS Ohio Web site at [www.strsoh.org](http://www.strsoh.org).

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on a member's lifetime contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**13. DEFINED BENEFIT PENSION PLANS (Continued)**

**B. STATE TEACHERS RETIREMENT SYSTEM (Continued)**

The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5 percent of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The member may elect to receive a lifetime monthly annuity or a lump sum withdrawal. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. The DB portion of the Combined Plan payment is payable to a member on or after age 60; the DC portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50. Benefits are established by Chapter 3307 of the Ohio Revised Code.

A DB or Combined Plan member with five or more years credited service who becomes disabled may qualify for a disability benefit. Eligible spouses and dependents of these active members who die before retirement may qualify for survivor benefits. Members in the DC Plan who become disabled are entitled only to their account balance. If a member of the DC Plan dies before retirement benefits begin, the member's designated beneficiary is entitled to receive the member's account balance.

Funding Policy - For the fiscal year ended June 30, 2011, plan members were required to contribute 10 percent of their annual covered salaries. WHLS, on behalf of the School, was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. For fiscal year 2010, the portion used to fund pension obligations was also 13 percent. Contribution rates are established by the State Teachers Retirement Board, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions.

WHLS' required contributions on behalf of the School for pension obligations to STRS Ohio for the fiscal years ended June 30, 2011, 2010, and 2009, were \$65,656, \$58,247, and \$55,280, respectively; 100 percent has been contributed for fiscal year 2011 and 100 percent for fiscal years 2010 and 2009. Contributions to the DC and Combined Plans for fiscal year 2011 were \$4,286 made by the School and \$3,061 made by the plan members.

**C. SOCIAL SECURITY SYSTEM**

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System of Ohio have an option to choose Social Security or the School Retirement System. The contribution rate is 6.2 percent of wages. As of June 30, 2011, there were no members that elected Social Security.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**14. POSTEMPLOYMENT BENEFITS**

**A. SCHOOL EMPLOYEE RETIREMENT SYSTEM**

Postemployment Benefits - In addition to a cost-sharing multiple-employer defined benefit pension plan the School Employees Retirement System of Ohio (SERS) administers two postemployment benefit plans.

Medicare Part B Plan – The Medicare B plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries as set forth in Ohio Revised Code (ORC) 3309.69. Qualified benefit recipients who pay Medicare Part B premiums may apply for and receive a monthly reimbursement from SERS. The reimbursement amount is limited by statute to the lesser of the January 1, 1999 Medicare Part B premium or the current premium. The Medicare Part B premium for calendar year 2011 was \$96.40 for most participants, but could be as high as \$353.60 per month depending on their income. SERS' reimbursement to retirees was \$45.50. The Retirement Board, acting with the advice of the actuary, allocates a portion of the current employer contribution rate to the Medicare B Fund. For fiscal year 2011, the actuarially required allocation is .76 percent. WHLS' contributions on behalf of the School for the years ended June 30, 2011, 2010, and 2009 were \$625, \$630, and \$758, respectively, which equaled the required contributions each year.

Health Care Plan- ORC 3309.375 and 3309.69 permit SERS to offer health care benefits to eligible retirees and beneficiaries. SERS' Retirement Board reserves the right to change or discontinue any health plan or program. SERS offers several types of health plans from various vendors, including HMOs, PPOs, Medicare Advantage and traditional indemnity plans. A prescription drug program is also available to those who elect health coverage. SERS employs two third-party administrators and a pharmacy benefit manager to manage the self-insurance and prescription drug plans, respectively. The ORC provides the statutory authority to fund SERS' postemployment benefits through employer contributions. Active members do not make contributions to the postemployment benefit plans. The Health Care Fund was established under, and is administered in accordance with Internal Revenue Code 105(e). Each year after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer 14 percent contribution to the Health Care Fund. For the year ended June 30, 2011, the health care allocation is 1.43 percent. An additional health care surcharge on employers is collected for employees earning less than an actuarially determined minimum compensation amount, pro-rated according to service credit earned. Statutes provide that no employer shall pay a health care surcharge greater than 2 percent of that employer's SERS-covered payroll; nor may SERS collect in aggregate more than 1.5 percent of the total statewide SERS-covered payroll for the health care surcharge. For fiscal year 2011, the minimum compensation level was established at \$35,800. The surcharge, added to the unallocated portion of the 14 percent employer contribution rate is the total amount assigned to the Health Care Fund. WHLS' contributions on behalf of the School assigned to health care for the years ended June 30, 2011, 2010, and 2009, were \$2,458, \$1,633, and \$4,206, respectively.

The SERS Retirement Board establishes the rules for the premiums paid by the retirees for health care coverage for themselves and their dependents or for their surviving beneficiaries. Premiums vary depending on the plan selected, qualified years of service, Medicare eligibility, and retirement status.

**LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2011  
(Continued)**

**14. POSTEMPLOYMENT BENEFITS (Continued)**

**A. SCHOOL EMPLOYEE RETIREMENT SYSTEM (Continued)**

The financial reports of SERS' Health Care and Medicare B plans are included in its Comprehensive Annual Financial Report. The report can be obtained by contacting SERS, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling toll free (800) 878-5853. It is also posted on SERS' website at [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

**B. STATE TEACHERS RETIREMENT SYSTEM**

Plan Description – WHLS, on behalf of the School, contributes to the cost sharing multiple employer defined benefit Health Plan administered by the State Teachers Retirement System of Ohio (STRS Ohio) for eligible retirees who participated in the defined benefit or combined pension plans offered by STRS Ohio. Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums. The Plan is included in the report of STRS Ohio which may be obtained by visiting [www.strsoh.org](http://www.strsoh.org) or by calling (888) 227-7877.

Funding Policy – Ohio law authorizes STRS Ohio to offer the Plan and gives the Retirement Board authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. Active employee members do not contribute to the Plan. All benefit recipients pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2011, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. The School's contributions for health care for the fiscal years ended June 30, 2011, 2010, and 2009, were \$5,050, \$4,481, and \$4,252, respectively; 100 percent has been contributed for fiscal year 2011 and 100 percent for fiscal years 2010 and 2009.

**15. CONTINGENCES**

**Grants**

Amounts received from grantor agencies are subject to audit and adjustment by the grantor. Any disallowed costs may require refunding to the grantor. Amounts which may be disallowed, if any, are not presently determinable. However, in the opinion of the School, any such adjustments will not have a material adverse effect on the financial position of the School.

**16. AGREEMENT WITH LIFE SKILLS CENTER OF DAYTON**

The School entered into an Agreement with the Life Skills Center of Dayton, another charter school, to provide special education related services to the School. Ed Jobs funds are being utilized to pay for these services. Once the Ed Jobs funds are expended, the agreement will be terminated. Services provided to the School totaled \$18,231 for fiscal year 2011.



# Dave Yost • Auditor of State

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

Life Skills Center of Hamilton County  
Hamilton County  
7710 Reading Road, Suite 300  
Cincinnati, Ohio 45237

To the Board of Directors:

We have audited the financial statements of the Life Skills Center of Hamilton County, Hamilton County, Ohio, (the School) as of and for the year ended June 30, 2011, and have issued our report thereon dated February 29, 2012. 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 School's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of opining on the effectiveness of the School's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the School's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that material financial statement misstatements will not be prevented, or detected and timely corrected.

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 deficiencies in internal control that might be deficiencies, 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. However, we identified a certain deficiency in internal control over financial reporting, described in the accompanying schedule of findings that we consider a significant deficiency in internal control over financial reporting. We consider finding 2011-01 to be a significant deficiency. A *significant deficiency* is a deficiency, or a 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.

### **Compliance and Other Matters**

As part of reasonably assuring whether the School'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 did note a certain matter not requiring inclusion in this report that we reported to the School's management in a separate letter dated February 29, 2012.

The School's response to the finding identified in our audit is described in the accompanying schedule of findings. We did not audit the School's response and, accordingly, we express no opinion on it.

We intend this report solely for the information and use of management, the audit committee, Board of Directors, the Community School's sponsor, and others within the School. We intend it for no one other than these specified parties.



**Dave Yost**  
Auditor of State

February 29, 2012

LIFE SKILLS CENTER OF HAMILTON COUNTY  
HAMILTON COUNTY

SCHEDULE OF FINDINGS  
JUNE 30, 2011

FINDINGS RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

FINDING NUMBER 2011-01

**Significant Deficiency – ARRA Grant Funding**

The incorrect Final Expenditure Report (FER) was utilized by the Fiscal Officer to determine American Recovery and Reinvestment Act (ARRA) federal expenditures made during the fiscal year 2011. This resulted in the overstatement of Grant Funding Receivables, Grant Revenues, Grant Funding Payables, and Grant Expenditures by \$428,297, although it had no impact on Retained Earnings. The financial statements were adjusted to properly report the activity.

The Fiscal Officer should carefully review all financial records and related journal entries to ensure grant activity is recorded accurately.

**Official's Response:** In the future, the Fiscal Officer will make sure that the correct FER is used when booking the final expenditures and grant receivables at year-end.

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# Dave Yost • Auditor of State

## Independent Accountants' Report on Applying Agreed-Upon Procedure

Life Skills Center of Hamilton County  
Hamilton County  
7710 Reading Road, Suite 300  
Cincinnati, Ohio 45237

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 procedure enumerated below, which was agreed to by the Board, solely to assist the Board in evaluating whether Life Skills Center of Hamilton County (the School) has updated its anti-harassment policy in accordance with Ohio Rev. Code Section 3313.666. Management is responsible for complying with this requirement. This agreed-upon procedure engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of this procedure is solely the responsibility of the Board. Consequently; we make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

1. We noted the Board amended its anti-harassment policy on November 9, 2010 to include violence within a dating relationship within its definition of harassment, intimidation or bullying.

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 and the Community School's sponsor and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Dave Yost".

**Dave Yost**  
Auditor of State

February 29, 2012

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# Dave Yost • Auditor of State

LIFE SKILLS CENTER OF HAMILTON COUNTY

HAMILTON 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  
APRIL 3, 2012