### SINGLE AUDIT

## FOR THE FISCAL YEAR ENDED JUNE 30, 2012



Dave Yost • Auditor of State

#### TABLE OF CONTENTS

TITLE	PAGE
Independent Accountants' Report	1
Management's Discussion and Analysis	3
Basic Financial Statements:	
Statement of Net Assets	7
Statement of Revenues, Expenses, and Changes in Net Assets	8
Statement of Cash Flows	9
Notes to the Basic Financial Statements	11
Schedule of Federal Award Receipts and Expenditures	23
Notes to the Schedule of Federal Awards Receipts and Expenditures	24
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and other Matters Required by <i>Government Auditing Standards</i>	25
Independent Accountants' Report on Compliance with Requirements Applicable to Each Major Federal Program and Internal Control Over Compliance in Accordance with OMB Circular A-133	27
Schedule of Findings	29

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## Dave Yost • Auditor of State

#### INDEPENDENT ACCOUNTANTS' REPORT

Madison Avenue School of Arts Lucas County 1511 Madison Avenue Toledo, Ohio 43604

To the Governing Board:

We have audited the accompanying basic financial statements of Madison Avenue School of Arts, Lucas County, Ohio (the School), as of and for the year ended June 30, 2012, 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 did not audit the management company's expenses which totaled \$4,212,344 as indicated in Note 10. Other auditors audited these amounts and have furnished their report thereon to us and we based our opinion, insofar as it relates to the amounts included for Note 10, on the report of the other auditors.

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, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the financial position of Madison Avenue School of Arts, Lucas County, Ohio, as of June 30, 2012, 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 March 20, 2013, 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.

One Government Center, Suite 1420, Toledo, Ohio 43604-2246 Phone: 419-245-2811 or 800-443-9276 Fax: 419-245-2484 www.ohioauditor.gov Madison Avenue School of Arts Lucas County Independent Accountants' Report Page 2

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 or provide any other assurance.

We conducted our audit to opine on the financial statements that collectively comprise the School's basic financial statements taken as a whole. The schedule of federal awards receipts and expenditures provides additional information required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. The schedule is management's responsibility, and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. We also applied certain additional procedures, including comparing and reconciling this information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, in accordance with auditing standards generally accepted in the United States of America. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Dave Yost Auditor of State

March 20, 2013

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 UNAUDITED

The discussion and analysis of Madison Avenue School of Arts (the "School") financial performance provides an overall review of the School's financial activities for the fiscal year ended June 30, 2012. The intent of this discussion and analysis is to look at the School's financial performance as a whole; readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the School's financial performance.

#### **Financial Highlights**

Key financial highlights for 2012 are as follows:

- In total, net assets were a deficit of \$311 at June 30, 2012.
- The School had operating revenues of \$4,299,789, operating expenses of \$5,601,571 and nonoperating revenues of \$1,301,445 for fiscal year 2012.

#### **Using these Basic Financial Statements**

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the School's financial activities. The statement of net assets and statement of revenues, expenses and changes in net assets provide information about the activities of the School, including all short-term and long-term financial resources and obligations.

#### **Reporting the School's Financial Activities**

## Statement of Net Assets, Statement of Revenues, Expenses, and Changes in Net Assets and the Statement of Cash Flows

These documents look at all financial transactions and asks the question, "How did we do financially during 2012?" The statement of net assets and the statement of revenues, expenses and changes in net assets answer this question. These statements include *all assets, liabilities, revenues and expenses* using the *accrual basis of accounting* similar to the accounting used by most private-sector companies. This basis of accounting will take into account all of the current year's revenues and expenses regardless of when cash is received or paid.

These two statements report the School's *net assets* and changes in those assets. This change in net assets is important because it tells the reader that, for the School as a whole, the *financial position* of the School has improved or diminished. The causes of this change may be the result of many factors, some financial, some not.

The statement of cash flows provides information about how the School finances and meets the cash flow needs of its operations.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 UNAUDITED

The table below provides a summary of the School's net assets for fiscal years 2012 and 2011.

#### **Net Assets** 2012 2011 Assets Current assets 317,800 184,121 \$ \$ Liabilities Current liabilities 318,111 184,095 **Net Assets** Unrestricted (Deficit) \$ (311)\$ 26

Over time, net assets can serve as a useful indicator of a government's financial position. At June 30, 2012, the School's net assets totaled (\$311) compared to net assets of \$26 at June 30, 2011.

The School reported an intergovernmental receivable for grants at June 30, 2012 and June 30, 2011 in the amount of \$282,901 and \$173,517, respectively. As a result of the full-time equivalency reviews by the Ohio Department of Education at June 30, 2012 and June 30, 2011, additional intergovernmental receivables in the amount of \$19,519 and \$2,494, respectively, were reported (see Note 13.B for detail). At June 30, 2012 and June 30, 2011, the School reported intergovernmental receivables in the amount of \$15,139 and \$7,996, respectively, for refunds due from the School Employees Retirement System.

The School had accounts and intergovernmental payables of \$280,796 and \$184,095 for fiscal years 2012 and 2011, respectively, due to Imagine Schools, Inc. and other vendors.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 UNAUDITED

The table below shows the changes in net assets for fiscal years 2012 and 2011.

#### **Change in Net Assets**

	2012		2011	
Operating Revenues:				
Sales	\$	3,394	\$	2,516
State foundation		4,296,395		2,838,253
Other				7,588
Total operating revenue		4,299,789		2,848,357
Operating Expenses:				
Purchased services - management fees		4,585,671		3,342,517
Sponsorship fees		117,125		85,121
Legal		20,898		25,366
Professional services	51,648 195,		195,189	
Operating lease payments	814,760		612,660	
Other	11,469			11,205
Total operating expenses	5,601,571			4,272,058
Non-operating Revenues:				
Federal and State grants		1,301,445		1,416,524
Change in net assets		(337)		(7,177)
Net assets at beginning of year		26		7,203
Net assets (Deficit) at end of year	\$	(311)	\$	26

The revenue generated by a community school is almost entirely dependent on per-pupil allotment given by the State foundation and from Federal entitlement programs. The School received more State foundation revenue and had increased expenses during the year as a result of increased student enrollment of 402 students in fiscal year 2011 to 572 students in fiscal year 2012. During fiscal year 2012, the School received State monies through the State fiscal stabilization fund and Federal grant monies through the American Recovery and Reinvestment Act, the Title VI-B, Title I and Education Jobs programs.

#### Debt

The School had no debt obligations outstanding at June 30, 2012.

#### **Capital Assets**

The School had no capital assets over the threshold to report at June 30, 2012.

#### **Restrictions and Other Limitations**

The future stability of the School is not without challenges. The School does not receive any funds from taxes. The primary source of funding is the State foundation program. An economic slowdown in the State could result in budgetary cuts to education, which would have a negative impact on the School.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 UNAUDITED

#### **Current Financial Related Activities**

The School is sponsored by St. Aloysius Orphanage. The School is reliant upon State Foundation monies and Federal Sub-Grants to offer quality, educational services to students.

In order to continually provide learning opportunities to the School's students, the School will apply resources to best meet the needs of its students. It is the intent of the School to apply for other State and Federal funds that are made available to finance its operations.

#### **Contacting the School's Financial Management**

This financial report is designed to provide our clients and creditors 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 financial information contact Ms. Arlene Wilson, Treasurer, Charter School Specialists, 1511 Madison Avenue, Toledo, Ohio 43604.

#### STATEMENT OF NET ASSETS JUNE 30, 2012

Assets: Current assets: Cash	\$ 241
Receivables: Intergovernmental	 317,559
Total assets.	 317,800
Liabilities:	
Current liabilities: Accounts payable.	280,796
Intergovernmental payable	 37,315
Total liabilities	 318,111
<b>Net assets:</b> Unrestricted (Deficit)	\$ (311)

#### SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

#### STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS FOR THE FISCAL YEAR ENDED JUNE 30, 2012

Operating revenues:	
Sales	\$ 3,394
State foundation	4,296,395
Total operating revenues	 4,299,789
Operating expenses:	
Purchased services - management fees	4,585,671
Sponsorship fees	117,125
Legal	20,898
Professional services	51,648
Operating lease payments	814,760
Other	11,469
Total operating expenses	 5,601,571
	 -,
Operating loss	(1,301,782)
	 (',''''','''''')
Non-operating revenues:	
Federal and State grants.	1,301,445
	 1,001,440
Change in net assets	(337)
	()
Net assets at beginning of year	26
Net assets (Deficit) at end of year	\$ (311)

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

#### STATEMENT OF CASH FLOWS FOR THE FISCAL YEAR ENDED JUNE 30, 2012

Cash flows from operating activities: Cash received from sales	\$ 3,394 4,279,370 (4,324,346) (117,125)
Cash payments for legal fees	 (20,988) (186,022) (814,760) (11,457)
Net cash used in operating activities	 (1,191,934)
Cash flows from noncapital financing activities: Cash received from Federal and State grants	1,192,061
Net increase in cash	127
Cash at beginning of year	\$ 114 241
Reconciliation of operating loss to net cash used in operating activities:	
Operating loss.	\$ (1,301,782)
Changes in assets and liabilities: (Increase) in intergovernmental receivable Increase in accounts payable	(24,168) 96,701 37,315
Net cash used in operating activities	\$ (1,191,934)

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

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#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012

#### **NOTE 1 - DESCRIPTION OF THE SCHOOL**

The Madison Avenue School of Arts (the "School") is a nonprofit corporation established pursuant to Ohio Revised Code Chapters 3314 and 1702. The school provides students in grades K-5 with instruction in core content areas and provides instruction in the visual arts, dance, and theatre. The School's mission is to help parents and guardians educate their children by creating learning communities of achievement and hope. 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 was approved under contract with The St. Aloysius Orphanage (the "Sponsor") commencing on April 11, 2008 and ending on June 30, 2010. On June 28, 2010 the contract was renewed commencing on July 1, 2010 and ending on June 30, 2013. The Sponsor is responsible for evaluating the performance of the School and has the authority to deny renewal of the contract at its expiration.

The School operates under the direction of a Governing Board which must contain at least five Directors who are not owners or employees, or relatives of owners or employees, of any for-profit company that operates or manages the School. The Governing Board is responsible for carrying out the provisions of the contract, which include, but are not limited to, State-mandated provisions regarding student population, curriculum, academic goals, performance standards, admission standards and qualification of teachers. The Governing Board controls the School's intructional/support facility staffed by employees of the management company who provide services to 572 students.

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The basic financial statements (BFS) of the School have been prepared in conformity with accounting principles generally accepted in the United States of America (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. The School also applies Financial Accounting Standards Board (FASB) Statements and Interpretations issued prior to November 30, 1989, provided those pronouncements do not conflict with or contradict GASB pronouncements. The School has elected not to apply FASB Statements and Interpretations issued after November 30, 1989. The School's significant 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.

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

#### **B.** Measurement Focus

Enterprise activity is accounted for using a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of the School 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 the School finances meet its cash flow needs.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

#### C. Basis of Accounting

Basis of accounting determines when transactions are recognized in the financial records and reported on the financial statements. The School'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 non-exchange transactions, in which the School 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 the School must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the School on a reimbursement basis. Expenses are recognized at the time they are incurred.

#### D. Budgetary Process

The contract between the School and its Sponsor prescribes an annual budget requirement in addition to preparing a 5-year forecast, which is to be updated on an annual basis. Chapter 5705.39 of the Ohio Revised Code also requires the School to prepare a 5-year forecast, update it annually and submit it to the Superintendent of Public Instruction at the Ohio Department of Education.

#### E. Cash

Cash received by the School is reflected as "cash" on the statement of net assets. Unless otherwise noted, all monies received by the School are pooled and deposited in a central bank account as demand deposits. The School did not have any investments during fiscal year 2012.

#### F. Capital Assets

Capital assets are capitalized at cost or estimated historical cost and updated for additions and deletions during the year. The School has established a capitalization threshold of \$5,000. The School does not have any infrastructure. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

The School had no capital assets over the threshold to report at June 30, 2012.

#### G. Net Assets

Net assets represent the difference between assets and liabilities. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The School applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

#### H. Intergovernmental Revenues

The School currently participates in the State Foundation Program, Special Education, and the Parity Aid Program. Revenue received from these programs is recognized as operating revenues. Amounts awarded under these programs for the 2012 school year totaled \$4,296,395.

Grants and entitlements are recognized as non-operating revenues in the accounting period in which all eligibility requirements have been met. Eligibility includes 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. Federal and State grant revenue received during fiscal year 2012 was \$1,301,445.

#### I. Accrued Liabilities and Long-Term Obligations

All payables and other accrued liabilities are reported on the statement of net assets.

#### J. Operating Revenues and Expenses

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

#### K. Estimates

The preparation of financial statements in conformity with GAAP 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 - ACCOUNTABILITY AND COMPLIANCE

#### Change in Accounting Principles

For fiscal year 2012, the School has implemented GASB Statement No. 57, "<u>OPEB</u> <u>Measurements by Agent Employers and Agent Multiple-Employer Plans</u>", and GASB Statement No. 64, "<u>Derivative Instruments</u>: <u>Application of Hedge Accounting Termination Provisions - an</u> <u>Amendment of GASB Statement No. 53</u>".

GASB Statement No. 57 addresses issues related to the use of the alternative measurement method and the frequency and timing of measurements by employers that participate in agent multiple-employer other postemployment benefit (OPEB) plans. The implementation of GASB Statement No. 57 did not have an effect on the financial statements of the School.

GASB Statement No. 64 clarifies the circumstances in which a hedge accounting should continue when a swap counterparty, or a swap counterparty's credit support provider, is replaced. The implementation of GASB Statement No. 64 did not have an effect on the financial statements of the School.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### **NOTE 4 - DEPOSITS**

Custodial credit risk is the risk that, in the event of bank failure, the School's deposits may not be returned. The School does not have a deposit policy for custodial credit risk. At June 30, 2012, the carrying amount of the School's deposits and the bank balance was \$241. The entire bank balance was covered by the Federal Deposit Insurance Corporation (FDIC). There are no significant statutory restrictions regarding the deposit and investment of funds by the non-profit corporation.

#### **NOTE 5 - RECEIVABLES/PAYABLES**

Receivables at June 30, 2012, consisted of intergovernmental receivables arising from grants and entitlements and amounts due from other governments. All receivables are considered collectible in full. A summary of the intergovernmental receivables follows:

Intergovernmental receivables:	 Amount
Federal breakfast and lunch reimbursement	\$ 44,232
Medicaid School Program reimbursement	14,651
Race to the Top, ARRA	2,800
Title VI-B	19,261
Title II-D	1,083
Title I	157,933
Early Childhood Education	932
Improving Teacher Quality	4,694
Education Jobs	37,315
Ohio Department of Education - FY12 enrollment	
and full-time equivalency adjustment	19,519
SERS refund	 15,139
Total intergovernmental receivables	\$ 317,559

Under the terms of the operating contract with Imagine Schools, Inc. (see Note 9.B for detail), the School has recorded accounts payable to Imagine Schools, Inc. in the amount of \$245,586 for 100 percent of any State and Federal grant monies uncollected or unpaid as of June 30, 2012, \$15,139 for 100 percent of the School Employees Retirement System (SERS) refund and \$17,567 for 90 percent of the amount of the Ohio Department of Education full-time equivalency adjustment at June 30, 2012.

Under the terms of the employee lease agreement with Great Western Academy (see Note 12 for detail), the School has recorded an intergovernmental payable in the amount of \$37,315 for 100 percent of any Education Jobs program grant monies uncollected or unpaid as of June 30, 2012.

#### **NOTE 6 - PENSION PLANS**

The School has contracted with Imagine (See Note 9.B.) to provide employee services and to pay those employees. 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 the systems noted as follows:

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### **NOTE 6 - PENSION PLANS - (Continued)**

#### A. School Employees Retirement System

Plan Description - Imagine Schools, Inc., on behalf of the School, contributes to the School Employees Retirement System (SERS), a cost-sharing, multiple-employer defined benefit pension plan. SERS provides retirement, disability, survivor benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by 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 may be obtained by writing to the School Employees Retirement System, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746. It is also posted on the SERS' Ohio website, <u>www.ohsers.org</u>, under *"Employers/Audit Resources"*.

Funding Policy - Plan members are required to contribute 10 percent of their annual covered salary and the School is required to contribute at an actuarially determined rate. The current School rate is 14 percent of annual covered payroll. A portion of the School's contribution is used to fund pension obligations with the remainder being used to fund health care benefits. For fiscal year 2012, 12.65 percent and 0.05 percent of annual covered salary was the portion used to fund pension obligations and death benefits, respectively. The contribution requirements of plan members and employers are established and may be amended by the SERS' Retirement Board up to a statutory maximum amount of 10 percent for plan members and 14 percent for employers. Chapter 3309 of the Ohio Revised Code provides statutory authority for member and employer contributions. The School's required contributions for pension obligations and death benefits to SERS for the fiscal years ended June 30, 2012, 2011 and 2010 were \$46,613, \$37,455 and \$49,125, respectively; 100 percent has been contributed for fiscal years 2012, 2011 and 2010.

#### B. State Teachers Retirement System of Ohio

Plan Description - Imagine Schools, Inc., 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 website at www.strsoh.org, under "Publications".

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. 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

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### NOTE 6 - PENSION PLANS - (Continued)

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 fiscal year 2012, plan members were required to contribute 10 percent of their annual covered salaries. The School was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. 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.

The School's required contributions for pension obligations to STRS Ohio for the fiscal years ended June 30, 2012, 2011 and 2010 were \$138,411, \$147,307 and \$114,894, respectively; 100 percent has been contributed for fiscal years 2012, 2011 and 2010. Contributions to the DC and Combined Plans for fiscal year 2012 were \$18,309 made by the School and \$13,078 made by the plan members.

#### NOTE 7 - POSTEMPLOYMENT BENEFITS

#### A. School Employees Retirement System

Plan Description - Imagine Schools, Inc., on behalf of the School, participates in two costsharing, multiple employer postemployment benefit plans administered by the School Employees Retirement System (SERS) for non-certificated retirees and their beneficiaries, a Health Care Plan and a Medicare Part B Plan. The Health Care Plan includes hospitalization and physicians' fees through several types of plans including HMO's, PPO's, 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 Medicare Part B Plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries as set forth in Section 3309.69 of the Ohio Revised Code. 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 (latest information available) was \$96.40 for most participants, but could be as high as \$369.10 per month depending on their income and the SERS' reimbursement to retirees was \$45.50. Benefit provisions and the obligations to contribute are established by the System based on authority granted by State statute. The financial reports of both Plans are included in the SERS Comprehensive Annual Financial Report which is available by contacting SERS at 300 East Broad St., Suite 100, Columbus, Ohio 43215-3746. It is also posted on the SERS' Ohio website, www.ohsers.org, under "Employers/Audit Resources".

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### NOTE 7 - POSTEMPLOYMENT BENEFITS - (Continued)

Funding Policy - State statute permits SERS to fund the health care benefits through employer contributions. Each year, after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer contribution of 14 percent of covered payroll to the Health Care Fund. The Health Care Fund was established and is administered in accordance with Internal Revenue Code Section 105(e). For 2012, 0.55 percent of covered payroll was allocated to health care. 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 2.0 percent of that employer's SERS-covered payroll for the health care surcharge. For fiscal year 2012, the actuarially determined amount was \$35,800.

Active members do not contribute to the postemployment benefit plans. The 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.

The School's contributions for health care for the fiscal years ended June 30, 2012, 2011 and 2010 were \$2,019, \$4,535 and \$1,768, respectively; 100 percent has been contributed for fiscal years 2012, 2011 and 2010.

The Retirement Board, acting with advice of the actuary, allocates a portion of the employer contribution to the Medicare B Fund. For fiscal year 2012, this actuarially required allocation was 0.75 percent of covered payroll. The School's contributions for Medicare Part B for the fiscal years ended June 30, 2012, 2011, and 2010 were \$2,753, \$2,410 and \$2,921, respectively; 100 percent has been contributed for fiscal years 2012, 2011 and 2010.

#### B. State Teachers Retirement System of Ohio

Plan Description - Imagine Schools, Inc., on behalf of the School, contributes to the cost sharing, multiple employer defined benefit Health Plan (the "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, under "Publications" 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, 2012, 2011 and 2010 were \$10,647, \$11,331 and \$8,838, respectively; 100 percent has been contributed for fiscal years 2012, 2011 and 2010.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### **NOTE 8 - RISK MANAGEMENT**

The School is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During fiscal year 2012, the School maintained the following coverage: general liability, automobile liability, excess/umbrella liability, crime liability, and personal property liability through Philadelphia Indemnity Insurance Co.; workers compensation through Twin City Fire Insurance Co.; and school leader's liability through the National Fire Union of Pennsylvania.

Coverage	Limits of Coverage
General liability: Each occurrence General aggregate Medical expenses Personal & advertising injury Damages to rented premises, per occurrence Products - aggregate	<pre>\$ 1,000,000 3,000,000 10,000 1,000,000 100,000 3,000,000</pre>
Automobile liability: Combined single limit - each accident	1,000,000
Excess/umbrella liability: Each occurrence Aggregate Retention	15,000,000 15,000,000 10,000
Crime liability	1,000,000
Personal property liability: Limit Deductible/coinsurance Coinsurance	500,000 5,000 90%
Workers compensation and employers liability: Each accident Disease - each employee Disease - policy limit	1,000,000 1,000,000 1,000,000
School leader's liability: Directors and officers/errors and omissions	3,000,000

Settled claims have not exceeded commercial coverage in the past three years. There was no significant reduction in coverage from the prior fiscal year.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### **NOTE 9 - CONTRACTS**

#### A. Sponsor Contract

The School entered into a sponsorship contract commencing on April 11, 2008 and ending on June 30, 2010 with St. Aloysius Orphanage (the "Sponsor") for its establishment. On June 28, 2010, the contract was renewed commencing on July 1, 2010 and ending on June 30, 2013. The Sponsor shall carry out the responsibilities established by law, including:

- Monitor the School's compliance with the laws applicable to the School and with the terms of this contract;
- Monitor and evaluate the academic and fiscal performance and the organization of the School on at least an annual basis;
- Provide reasonable technical assistance to the School in complying with this contract and with applicable laws (provided, however, the Sponsor shall not be obligated to give legal advice to the School);
- Take steps to intervene in the School's operation to correct problems in the School's overall performance, declare the School to be on probationary status under Ohio Revised Code Section 3314.073, suspend operation of the School pursuant to Ohio Revised Code Section 3314.072, or terminate or non-renew this contract pursuant to Ohio Revised Code Section 3314.07, as determined necessary by the Sponsor;
- Establish and/or require a plan of action to be undertaken if the School experiences financial difficulties or losses before the end of the school year; and
- Abide by the requirements of its contract with the Ohio Department of Education, even should those requirements affect the School.

The School paid the Sponsor \$117,125 for services during fiscal year 2012.

#### B. Management Contract

The School entered into a management contract with Imagine Schools, Inc. for management consulting services. Imagine Schools, Inc. is required to provide the following services:

- Personnel & human resources administration
- Program of instruction
- Purchasing & contracts
- Budgeting, financial reporting and audit preparation
- Compliance issues
- Curriculum research and development
- Marketing and publicity
- Equipment and facilities
- Grant preparation and management

For the services listed above, the School is required to pay a fee to Imagine Schools, Inc. The fee is equal to approximately 90 percent of the total per pupil allowance received from the State of Ohio and 100 percent of state and/or federal grant funds received by the School

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### NOTE 9 - CONTRACTS - (Continued)

for the creation and operation of its school. Payments to Imagine Schools, Inc. amounted to \$4,585,671 during fiscal year 2012.

#### C. Service Contract

The School entered into a service contract for a period of twenty-four months, commencing on July 1, 2010 and ending on June 30, 2012, with Charter School Specialists, LLC (CSS), to provide fiscal and Comprehensive Continuous Planning consulting services. The School paid CSS \$32,940 during fiscal year 2012 for these services.

#### **NOTE 10 - MANAGEMENT COMPANY EXPENSES**

For the fiscal year ended June 30, 2012, Imagine Schools, Inc. and its affiliates incurred the following expenses (reported on cash-basis) on behalf of the School:

Expenses	2012
Direct Expenses:	
Salaries and wages	\$ 1,438,737
Employees' benefits	501,158
Purchased services	1,369,343
Supplies and materials	224,485
Capital outlay	63,228
Other direct costs	44,604
Indirect Expenses	570,789
Total expenses	\$ 4,212,344

Overhead charges included in other direct costs are assigned to the School based on a percentage of revenue. These charges represent the indirect cost of services 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.

#### NOTE 11 - OPERATING LEASES

The School entered into a lease agreement on October 1, 2008, with Schoolhouse Finance, LLC to lease classroom space for the School. The term of the lease commenced October 1, 2008, and shall continue through June 30, 2023. Thereafter the lease shall automatically extend for two additional five year terms, unless written notice of intent not to extend is delivered by either party at least one hundred eighty days prior to the end of the then current lease term. The School shall pay to Schoolhouse Finance, LLC \$577,236 in annual base rent payable in advance in monthly installments of one-twelfth each on the fifteenth day of each month of the term. The base rent shall escalate annually on July 1 at a rate equal to the greater of the increase in the overall Consumer Price Index All-Urban Consumers, all items less food and energy, and three percent.

#### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 2012 (Continued)

#### **NOTE 11 - OPERATING LEASES - (Continued)**

On March 5, 2009, an amendment was made to the lease that increased the annual base rent payable to \$577,493. On June 8, 2011, an amendment was made to the lease that increased the annual base rent payable by \$270,516 effective September 1, 2011 or the date Schoolhouse Finance, LLC receives a certificate of occupancy for the new building space. The School made \$814,760 in payments to Schoolhouse Finance, LLC during fiscal year 2012.

#### NOTE 12 - EMPLOYEE LEASE AGREEMENT

The School entered into an Employee Lease Agreement with Great Western Academy on August 1, 2011, to lease employees qualified to perform on-site school services for the 2011-2012 school year. The School agreed to pay Great Western Academy an amount not to exceed the Education Jobs program funding allocation of \$176,297 for the services performed under the agreement.

#### **NOTE 13 - CONTINGENCIES**

#### A. Grants

The School received financial assistance from federal and State agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds.

#### B. State Foundation Funding

The Ohio Department of Education (ODE) conducts reviews of enrollment data and full-time equivalency (FTE) calculations made by the schools. These reviews are conducted to ensure the schools are reporting accurate student enrollment data to the State, upon which State foundation funding is calculated. As a result of the fiscal year 2012 reviews, the School is due \$17,567 from ODE. This amount has been reported as an intergovernmental receivable on the statement of net assets.

#### NOTE 14 - FEDERAL TAX STATUS

The School was approved under § 501(c)(3) of the Internal Revenue Code as a tax exempt organization on February 11, 2010. Management is not aware of any course of action or series of events that might adversely affect the School's tax exempt status.

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#### SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES FOR THE FISCAL YEAR ENDED JUNE 30, 2012

FEDERAL GRANTOR Pass Through Grantor	Federal CFDA		
Program Title	Number	Receipts	Disbursements
U.S. DEPARTMENT OF AGRICULTURE Passed Through Ohio Department of Education			
Child Nutrition Cluster:			
School Breakfast Program	10.553	\$ 86,590	\$ 98,125
National School Lunch Program	10.555	181,519	207,437
Total Child Nutrition Cluster		268,109	305,562
Fresh Fruit and Vegetable Program	10.582	15,701	20,652
Total U.S. Department of Agriculture		283,810	326,214
U.S. DEPARTMENT OF EDUCATION Passed Through Ohio Department of Education			
Special Education Grants to States (IDEA Part B)	84.027	66,205	71,145
Title I Cluster:			
Title I Grants to Local Educational Agencies	84.010	469,413	586,515
Title I Grants to Local Educational Agencies - ARRA	84.389	28,067	376
Total Title I Cluster		497,480	586,891
Ed Jobs	84.410	138,368	175,683
Safe and Drug-Free Schools and Communities State Grants	84.186	68,841	68,834
Education Technology	84.318	1,851	
Improving Teacher Quality State Grants	84.367	5,072	9,594
Total U.S. Department of Education		777,817	912,147
Total Federal Awards Receipts and Expenditures		\$ 1,061,627	\$ 1,238,361

The accompanying notes are an integral part of this schedule.

#### NOTES TO THE SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES FOR THE FISCAL YEAR ENDED JUNE 30, 2012

#### **NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

The accompanying Schedule of Federal Awards Receipts and Expenditures (the Schedule) reports the Madison Avenue School of Art's (the School's) federal award programs' receipts and disbursements. The Schedule has been prepared on the cash basis of accounting.

#### **NOTE B - CHILD NUTRITION CLUSTER**

The School commingles cash receipts from the U.S. Department of Agriculture with similar State grants. When reporting expenditures on this Schedule, the School assumes it expends federal monies first.

#### **NOTE C - MATCHING REQUIREMENTS**

Certain Federal programs require the School to contribute non-Federal funds (matching funds) to support the Federally-funded programs. The School has met its matching requirements. The Schedule does not include the expenditure of non-Federal matching funds.



Dave Yost · Auditor of State

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

Madison Avenue School of Arts Lucas County 1511 Madison Avenue Toledo, Ohio 43604

To the Governing Board:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of Madison Avenue School of Arts, Lucas County, Ohio (the School), as of and for the year ended June 30, 2012, and the related notes to the financial statements, which collectively comprise the School's basic financial statements and have issued our report thereon dated March 20, 2013, which indicated that the amounts presented in Note 10 were audited by other auditors.

#### Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the School's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinions on the financial statements, but not to the extent necessary to opine on the effectiveness of the School's internal control. Accordingly, we have not opined on it.

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 internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the School's financial statements. 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.

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

#### **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, opining 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*.

Madison Avenue School of Arts Lucas County Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* 

Page 2

We did note certain matters not requiring inclusion in this report that we reported to the School's management in a separate letter dated March 20, 2013.

#### Purpose of this Report

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

re Yort

Dave Yost Auditor of State

March 20, 2013



Dave Yost · Auditor of State

#### INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

Madison Avenue School of Arts Lucas County 1511 Madison Avenue Toledo, Ohio 43604

To the Governing Board:

#### Compliance

We have audited the compliance of Madison Avenue School of Arts, Lucas County, Ohio (the School), with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that could directly and materially affect each of the School's major federal programs for the year ended June 30, 2012. The *summary of auditor's results* section of the accompanying schedule of findings identifies the School's major federal programs. The School's management is responsible for complying with the requirements of laws, regulations, contracts and grants applicable to each major federal program. Our responsibility is to opine on the School's compliance based on our audit.

Our compliance audit followed auditing standards generally accepted in the United States of America; the standards applicable to financial audits included in the Comptroller General of the United States' *Government Auditing Standards*; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. These standards and OMB Circular A-133 require that we plan and perform the audit to reasonably assure whether noncompliance occurred with the compliance requirements referred to above that could directly and materially affect a major federal program. An audit includes examining, on a test basis, evidence about the School's compliance with these requirements and performing other procedures we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the School's compliance with these requirements.

In our opinion, Madison Avenue School of Arts complied, in all material respects, with the requirements referred to above that could directly and materially affect each of its major federal programs for the year ended June 30, 2012.

#### Internal Control Over Compliance

The School's management is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the School's internal control over compliance with requirements that could directly and materially affect a major federal program, to determine our auditing procedures for the purpose of opining on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of opining on the effectiveness of internal control over compliance.

One Government Center, Suite 1420, Toledo, Ohio 43604-2246 Phone: 419-245-2811 or 800-443-9276 Fax: 419-245-2484 www.ohioauditor.gov Madison Avenue School of Arts Lucas County Independent Accountants' Report on Compliance with Requirements Applicable to Each Major Federal Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133 Page 2

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, when performing their assigned functions, to prevent, or to timely detect and correct, noncompliance with a federal program compliance requirement. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance is a reasonable possibility that material noncompliance with a federal program compliance with a federal program compliance.

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

We noted matters involving federal compliance and internal control over federal compliance not requiring inclusion in this report that we reported to the School's management in a separate letter dated March 20, 2013.

We intend this report solely for the information and use of the audit committee, management, Governing Board, the School's sponsor, others within the School, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

Dave Yost Auditor of State

March 20, 2013

#### SCHEDULE OF FINDINGS OMB CIRCULAR A -133 § .505 JUNE 30, 2012

#### 1. SUMMARY OF AUDITOR'S RESULTS

(d)(1)(i)	Type of Financial Statement Opinion	Unqualified
(d)(1)(ii)	Were there any material control weaknesses reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any significant deficiencies in internal control reported at the financial statement level (GAGAS)?	No
(d)(1)(iii)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
(d)(1)(iv)	Were there any material internal control weaknesses reported for major federal programs?	No
(d)(1)(iv)	Were there any significant deficiencies in internal control reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified
(d)(1)(vi)	Are there any reportable findings under § .510(a)?	No
(d)(1)(vii)	Major Programs (list):	Title I Cluster: Title I Grants to Local Educational Agencies - CFDA # 84.010; ARRA Title I Grants to Local Educational Agencies - CFDA #84.389 Child Nutrition Cluster: School Breakfast Program CFDA #10.553, National School Lunch Program CFDA #10.555
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	Yes

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

None

#### 3. FINDINGS FOR FEDERAL AWARDS

None

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# Dave Yost • Auditor of State

#### MADISON AVENUE SCHOOL OF ARTS

#### LUCAS 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 Babbett

**CLERK OF THE BUREAU** 

CERTIFIED APRIL 4, 2013

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