



IMAGINE SCHOOLS GOVERNING BOARD MEETING TYPE: Regular Special

August 29, 2017

I. **Call to Order:** 6:45 p.m.

II. **Roll Call** Quorum 2/3rd in attendance: yes no

Board Member's Name	Position	Present	Absent
Renan Felix	President	X Present	
Roger Goff	Member	X Present	
Nancy Morris	Member	X Present (Phone)	
Faith Christopher	Parent Liaison	X Present	

Imagine Schools	Position	Present	Absent
Aimee Williams	Principal	X Present	
Kathy Helean	RD	X Present	
Rod Sasse	EVP	X Present	
Christine Miller	Regional Finance	X Present	
Other			
Imagine Schools			
Special Guests			
Guest Speakers			

III. **Notice of Public Posting of Meeting – Newsletter/Reader Board/Website**

IV. **Financials –Financial Analysis through 6/17 presented by Regional Finance, Christine Miller.**

Motion was made and accepted to approve Final Budget for FY17, (in lieu of monthly)

Motion: Renan Felix

Support: Roger Goff

Ayes: 3 Nays: 0

V. **Financials – 2017 Fiscal Audit – Letter from King and Walker**

Motion was made to approve 2017 Fiscal Audit Draft, was signed and accepted by Renan Felix, President

Motion: Roger Goff

Support: Nancy Morris

Ayes: 3 Nays: 0



VI. ISLOL Campus Expansion Update (Karl Huber/Kathy Helean)

Karl updated the board on the progression of an agreement between ESJ, owner, and ISLOL. Karl expects the board will have a lease to review within a week or two.

VII. Inventory Disposal approval

A list of inventory items to be disposed of was presented and reviewed, Board agreed to hire local company to pick up and dispose of items.

Motion: Renan Felix

Support: Nancy Morris

Ayes: 3 Nays: 0

VIII. Teacher Out of Field Approval – per district reports the following are the ISLOL instructional staff who are currently listed as out of field:

I have forwarded this information to your HR (Certification contact). According to HR (Certification), the following teachers at Imagine School at Land O' Lakes are currently Out of Field (OOF). Please follow up with your assigned certification specialist (Tricia Graham, (813) 794-2389). I have included her in this e-mail so you can communicate any questions.

Heather Metz – OOF in ESOL. She is currently in a class, and she is on track. She will be OOF until all 5 courses have been completed and ESOL is added to her cert

Susan Reiss – OOF in Art last school year

Monica Jarosi-Kwong – OOF in ESOL, not currently in a course

Dawn Henderson – OOF in ESOL. She has taken all the courses, she needs to add the endorsement to her certificate

Devon Allgood – OOF General Knowledge Exam – test is scheduled

Doug Cuveron – OOF in MG Gen Science. He took the test, he just needs to add to his certificate

Motion: Roger Goff

Support: Renan Felix

Ayes: 3 Nays: 0

IX. Best and Brightest – Pasco County Memo

Aimee Williams shared the memo from Pasco County with the board. Members reviewed the document and set timeline for staff communication.



X. Beginning of the Year Compliance Checklist

Pasco County Charter Compliance Checklist was presented by Aimee Williams and reviewed by Board. All items assist in keeping employees informed of policies and procedures.

- a. Employee Handbook
- b. Active Threat Plan
- c. Equity Policy
- d. Student Code of Conduct
- e. Civility Policy
- f. Anti-Bullying Policy

Motion: Roger Goff made a motion to accept items and include as part of ISLOL compliance documentation.

Support: Renan Felix

Ayes: 3 Nays: 0

XI. State of the School – Leader

Kathy Helean, Regional Director discussed decrease in capital for schools, (school millage dollars) and impacts to school budgets.

- a. **Board Membership** – interviewing potential new board members
- b. **Enrollment** – Budget set at enrollment for 775 students. We are still adding students.

XII. Public Comment *(limit to 3 minutes per person on any matter not listed on the agenda)*

The board heard comment from _____ related to _____

XIII. Next Meeting Tuesday, September 26, 2017 at 6:00pm in the Media Center

Board asked about the possibility of moving Future Board Meetings to 6:00 p.m.

Motion: Roger Goff

Support: Nancy Morris

Ayes: 3 Nays: 0

XIV. Meeting adjourned at 7:56 p.m. by Aimee Williams.

Imagine Schools Land O Lakes
2940 Sunlake Blvd. Land O Lakes, FL. 34638
(813)428-7444 www.imagineol.org



Minutes Certification:

Proposed minutes respectfully submitted,

Jeannie Murphy
Recording Secretary

9/21/2017
Date

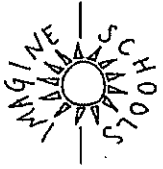
Approved by the Board President

[Signature]
Board President

9/21/2017
Date

As a national family of public charter school campuses, Imagine Schools partners with parents and guardians in the education of their children by providing high quality schools that prepare students for lives of leadership, accomplishment, and exemplary character.

Academic Excellence Framework



Imagine School at Land O'Lakes

2940 Sunlake Boulevard, Land O'Lakes, Florida 34638

August 15, 2017

King & Walker, CPAs
2803 W. Busch Blvd Ste 106
Tampa, FL 33618

Dear King & Walker, CPAs;

This representation letter is provided in connection with your audit of the financial statements of Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes, which comprise the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information as of June 30, 2017, and the respective changes in financial position year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of August 15, 2017, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter for the 2017 fiscal year.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- 7) All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed. No events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through August 15, 2017 that would require adjustment to or disclosure in the aforementioned financial statements.

Telephone: 813.428.7444

Fax: 813.428.7445

- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the Board of Directors of the Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have disclosed to you all known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 18) We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

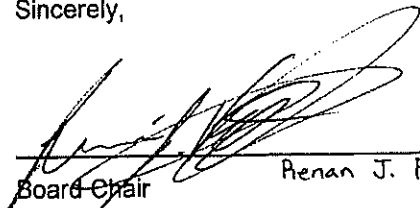
Government—specific

- 19) We have made available to you all financial records and related data and all audit or relevant monitoring reports, if any, received from funding sources.
- 20) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 21) We have a process to track the status of audit findings and recommendations, if noted in the prior audits.

- 22) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 23) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report, if applicable
- 24) The School District which granted our charter has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 25) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and related. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 28) The School District which granted our charter has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 29) We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
- 30) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 31) The financial statements properly classify all funds and activities.
- 32) All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net assets (net investment in capital assets; restricted; and unrestricted) and equity amounts are properly classified and, if applicable, approved.
- 34) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 35) Provisions for uncollectible receivables have been properly identified and recorded.
- 36) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 37) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 38) Inter-fund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 39) Special and extraordinary items are appropriately classified and reported, if applicable.
- 40) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.

- 41) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 42) We have appropriately disclosed the School District which granted our charter's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available and have determined that net assets were properly recognized under the policy.
- 43) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 44) With respect to the management discussion and analysis and budgetary comparison schedule:
- a) We acknowledge our responsibility for presenting this information in accordance with accounting principles generally accepted in the United States of America, and we believe this information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of this information has not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the management discussion and analysis and budgetary comparison schedule is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the August 15, 2017 we issue the supplementary information and the auditor's report thereon.
 - c) We are responsible for preparing and implementing a corrective action plan for each audit finding.
 - d) We have disclosed to you all contracts or other agreements with service organizations, and we have disclosed to you all communications from the service organizations relating to noncompliance at the service organizations.

Sincerely,


Board Chair Renan J. Felix

IMAGINE – PASCO COUNTY, LLC
D/B/A
IMAGINE SCHOOL AT LAND O’LAKES
A Charter School and Component Unit of the
District School Board of Pasco County, Florida
INDEPENDENT AUDITOR’S REPORT
for the fiscal year ended JUNE 30, 2017

DRAFT

King & Walker, CPAs, PL

Certified Public Accountants

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**IMAGINE – PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O’LAKES**

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Members:
Florida Institute of CPAs
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Government Audit Quality Center

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Tampa, FL 33618
office (813) 892-4274 fax (813) 932-1913
www.KingandWalker.com

Independent Auditor's Report

To the Board of Directors of the Imagine – Pasco County, LLC
d/b/a Imagine School at Land O’Lakes,
a Charter School and Component Unit of the District
School Board of Pasco County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Imagine – Pasco County, LLC d/b/a Imagine School at Land O’Lakes (“School”), a charter school and component unit of the District School Board of Pasco County, Florida, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School’s basic financial statements as listed in the table of contents.

Management’s Responsibility for the Financial Statements

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

Auditor’s Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes, as of June 30, 2017, and the respective changes in financial position thereof for the year ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 15, 2017 on our consideration of Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes' internal control over financial reporting and compliance.

Respectfully submitted,

King & Walker, CPAs

August 15, 2017
Tampa, Florida

**IMAGINE - PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O'LAKES**

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

MANAGEMENT'S DISCUSSION AND ANALYSIS - (Unaudited)

The Management's Discussion and Analysis (MD&A) section of the annual financial report of the Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes ("School") provides an overview of the School's activities for the fiscal year ended June 30, 2017.

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

FINANCIAL HIGHLIGHTS

- The School reported an Unrestricted Net Position balance of \$559,802, as shown on the Statement of Net Position.
- For the fiscal year ended June 30, 2017, the School's revenues exceeded expenses by \$114,137 as shown on the School's statement of activities.

OVERVIEW OF THE FINANCIAL STATEMENTS

The basic financial statements consist of three components:

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

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of Net Position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the School presented on the accrual basis of accounting. The statement of Net Position provides information about the government's financial position, its assets and liabilities, using an economic resources measurement focus. The difference between the assets and liabilities, the Net Position, is a measure of the financial health of the School.

The statement of activities presents information about the change in the School's Net Position and the results of operations, during the fiscal year. An increase or decrease in Net Position is an indication of whether the School's financial health is improving or deteriorating. To assess the overall financial position of the School, one needs to consider additional non-financial factors such as changes in the School student base funding level.

Fund Financial Statements

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

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

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

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the School's most significant funds. The School operates two funds: a General Fund and a Capital Projects Fund. The School has elected to show each fund as a major fund.

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

Notes to Financial Statements

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

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Position may serve over time as a useful indicator of a government’s financial position. The following is a summary of the School’s Net Position as of June 30, 2016, and June 30, 2017:

	Net Position, End of Year		
	Governmental Activities		
	6-30-16	6-30-17	Increase (Decrease)
ASSETS			
Current and Other Assets	\$ 834,267	\$ 850,310	\$ 16,043
Capital Assets, net	539,424	625,110	85,686
Total Assets	<u>1,373,691</u>	<u>1,475,420</u>	<u>101,729</u>
LIABILITIES			
Current Liabilities	249,078	290,508	41,430
Long-term Liabilities	292,494	238,656	(53,838)
Total Liabilities	<u>541,572</u>	<u>529,164</u>	<u>(12,408)</u>
NET POSITION			
Net Investment in Capital Assets	246,930	386,454	139,524
Unrestricted	585,189	559,802	(25,387)
Total Net Position	<u>\$ 832,119</u>	<u>\$ 946,256</u>	<u>\$ 114,137</u>

Current assets consist primarily of cash. The School’s investment in capital assets consist of furniture, fixtures and equipment, vehicles, and leasehold improvements net of depreciation and related debt. Liabilities are comprised mainly of salaries & benefits payable, a long term loan, and accounts payable.

Total Net Position amounted to \$946,256 as of June 30, 2017, representing an increase of \$114,137 over the prior fiscal year.

The key elements of the changes in the School's Net Position for the fiscal years ended June 30, 2016, and June 30, 2017 are as follows:

	Operating Results for the Year		
	Governmental Activities		Increase (Decrease)
	6-30-16	6-30-17	
Revenues:			
State Sources	\$ 4,808,354	\$ 5,322,660	\$ 514,306
Local and Other	290,038	386,671	96,633
Total Revenues	5,098,392	5,709,331	610,939
Expenses:			
Instruction	2,242,986	2,723,491	480,505
Pupil Personnel Services	792	691	(101)
Instructional Media	37,661	52,012	14,351
Instruction and Curriculum Development	52,686	57,182	4,496
Instructional Staff Training		5,104	5,104
Instruction Related Technology	15,927	11,370	(4,557)
Board of Education	7,000	7,050	50
General Administration	592,959	651,805	58,846
School Administration	338,452	360,797	22,345
Fiscal Services	110,432	101,884	(8,548)
Food Services	21,746	31,495	9,749
Central Services	809	776	(33)
Transportation	125,672	160,997	35,325
Operation of Plant	1,094,638	1,105,501	10,863
Maintenance of Plant	90,200	90,905	705
Community Service	45,941	99,366	53,425
Debt Service - Interest	1,568	13,739	12,171
Unallocated Depreciation	83,016	121,029	38,013
Total Expenses	4,862,485	5,595,194	732,709
Increase in Net Position	\$ 235,907	\$ 114,137	\$ (121,770)

The largest revenue source for the School is the State of Florida (93 percent). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula and Charter School Capital Outlay funds. Both sources utilize student enrollment data to determine the funds available for the School. As a result of increased student enrollment, State revenue sources increased by \$514,306.

The largest concentration of expense was for instruction, which comprised 49% of total expenses. Instruction expenses increased from the previous fiscal year due to an increase in staffing needs for the increased student enrollment. The other expense categories experienced increases and decreases between fiscal years due to general economic conditions and the financial needs of the school.

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

Governmental Funds

As the School completed the year, its governmental funds reported a combined fund balance of \$559,802.

BUDGETARY HIGHLIGHTS

The general fund budget for the fiscal year ended June 30, 2017, was developed based on the School's anticipated revenues and expenditures and the expected student population for the school year. Over the course of the year, the school revised its general fund budget several times. Refer to the Budgetary Comparison Schedule for additional information.

CAPITAL ASSETS & LONG-TERM DEBT

Capital Assets

The School's investment in capital assets for its governmental activities as of June 30, 2017, amounts to \$625,110 (net of accumulated depreciation). This investment in capital assets includes leasehold improvements, vehicles, and furniture, fixtures, and equipment. Additional information regarding the School's capital assets can be found in the subsequent notes to the financial statements.

Long-Term Debt

At June 30, 2017, the School had \$238,656 in long-term debt outstanding, a net decrease of \$53,838 from last year. Additional information regarding the School's capital assets can be found in the subsequent notes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes' finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director, Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes 2940 Sunlake Blvd., Land O' Lakes, FL 34638.

**IMAGINE - PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O'LAKES
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**

STATEMENT OF NET POSITION

June 30, 2017

	<u>Governmental Activities</u>
ASSETS	
Cash & Cash Equivalents	\$ 735,253
Accounts Receivable	3,333
Due From Other Agency	28,660
Prepaid Expenses & Deposits	83,064
Capital Assets:	
Furniture, Fixtures, and Equipment, Net	157,754
Vehicles, Net	286,612
Leasehold Improvements, Net	180,744
Total Capital Assets, Net	<u>625,110</u>
TOTAL ASSETS	<u><u>1,475,420</u></u>
LIABILITIES	
Salaries and Benefits Payable	254,283
Accounts Payable	31,425
Unearned Revenue	4,800
Long-Term Liabilities:	
Note Payable, due within one year	56,549
Note Payable, due after one year	182,107
TOTAL LIABILITIES	<u><u>529,164</u></u>
NET POSITION	
Net Investment in Capital Assets	386,454
Unrestricted	559,802
TOTAL NET POSITION	<u><u>\$ 946,256</u></u>

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

**IMAGINE - PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O' LAKES
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**

STATEMENT OF ACTIVITIES

For the Fiscal Year Ended June 30, 2017

	Expenses	Program Revenues			Net (Expenses) Revenue and Changes in Net Position Governmental Activities
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities:					
Instruction	\$ 2,723,491	\$ -	\$ -	\$ -	(2,723,491)
Pupil Personnel Services	691				(691)
Instructional Media	52,012				(52,012)
Instructional and Curriculum Development	57,182				(57,182)
Instructional Staff Training	5,104				(5,104)
Instruction Related Technology	11,370				(11,370)
Board of Education	7,050				(7,050)
General Administration	651,805				(651,805)
School Administration	360,797				(360,797)
Fiscal Services	101,884				(101,884)
Food Services	31,495				(31,495)
Central Services	776				(776)
Transportation	160,997				(160,997)
Operation of Plant	1,105,501			215,424	(890,077)
Maintenance of Plant	90,905				(90,905)
Community Service	99,366				(99,366)
Debt Service - Interest	13,739				(13,739)
Unallocated Depreciation	121,029				(121,029)
Total Governmental Activities	\$ 5,595,194	\$ -	\$ -	\$ 215,424	\$ (5,379,770)

General Revenues:

State Sources	5,107,236
Local and Other	386,671
Total General Revenues	5,493,907
Change in Net Position	114,137
Net Position - July 1, 2016	832,119
Net Position - June 30, 2017	\$ 946,256

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

**D/B/A IMAGINE SCHOOL AT LAND O'LAKES
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**

**BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2017**

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash & Cash Equivalents	\$ 735,253	\$ -	\$ 735,253
Accounts Receivable	3,333		3,333
Due From Other Agency	10,165	18,495	28,660
Due From Other Funds	18,495		18,495
Prepaid Expenses & Deposits	83,064		83,064
	<u>\$ 850,310</u>	<u>\$ 18,495</u>	<u>\$ 868,805</u>
Total Assets			
LIABILITIES			
Salaries and Benefits Payable	\$ 254,283	\$ -	\$ 254,283
Accounts Payable	31,425		31,425
Unearned Revenue	4,800		4,800
Due to Other Funds		18,495	18,495
	<u>290,508</u>	<u>18,495</u>	<u>309,003</u>
Total Liabilities			
FUND BALANCE			
Nonspendable	83,064		83,064
Unassigned	476,738		476,738
	<u>559,802</u>	<u>-</u>	<u>559,802</u>
Total Fund Balances			
Total Liabilities and Fund Balances	<u>\$ 850,310</u>	<u>\$ 18,495</u>	<u>\$ 868,805</u>

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

**IMAGINE - PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O'LAKES
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DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**

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

June 30, 2017

Total Fund Balances - Governmental Funds	\$ 559,802
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and therefore, are not reported as assets in governmental funds.	625,110
Long-term liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in the governmental funds.	<u>(238,656)</u>
Total Net Position - Governmental Activities	<u><u>\$ 946,256</u></u>

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

**IMAGINE - PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O'LAKES
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Fiscal Year Ended June 30, 2017**

	General Fund	Capital Projects Fund	Total Governmental Funds
Revenues			
Intergovernmental:			
State	\$ 5,107,236	\$ 215,424	\$ 5,322,660
Local and Other	386,671	-	386,671
Total Revenues	<u>5,493,907</u>	<u>215,424</u>	<u>5,709,331</u>
Expenditures			
Current - Education:			
Instruction	2,723,491		2,723,491
Pupil Personnel Services	691		691
Instructional Media	52,012		52,012
Instructional and Curriculum Development	57,182		57,182
Instructional Staff Training	5,104		5,104
Instruction Related Technology	11,370		11,370
Board of Education	7,050		7,050
General Administration	651,805		651,805
School Administration	360,797		360,797
Fiscal Services	101,884		101,884
Food Services	31,495		31,495
Central Services	776		776
Transportation	160,997		160,997
Operation of Plant	890,077	215,424	1,105,501
Maintenance of Plant	90,905		90,905
Community Service	99,366		99,366
Fixed Capital Outlay:			
Facilities Acquisition	156,650		156,650
Other Capital Outlay	50,065		50,065
Debt Service:			
Principal	53,838		53,838
Interest	13,739		13,739
Total Expenditures	<u>5,519,294</u>	<u>215,424</u>	<u>5,734,718</u>
Net Change in Fund Balances	(25,387)	-	(25,387)
Fund Balances, July 1, 2016	<u>585,189</u>	<u>-</u>	<u>585,189</u>
Fund Balances, June 30, 2017	<u>\$ 559,802</u>	<u>\$ -</u>	<u>\$ 559,802</u>

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

**IMAGINE - PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O'LAKES
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**

**RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
TO THE STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2017**

Net Change in Fund Balances - Governmental Funds	\$ (25,387)
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Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of capital outlays (\$206,715) in excess of depreciation expense (\$121,029) in the current period.	85,686
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Repayment of debt principal is an expenditure in the governmental funds, but the payment reduces long-term liabilities in the statement of net position.	<u>53,838</u>
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Change in Net Position - Governmental Activities	<u>\$ 114,137</u>
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The accompanying notes to the financial statements are an integral part of this statement.

**IMAGINE – PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O’LAKES**

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

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

➤ **Reporting Entity**

The Imagine – Pasco County, LLC d/b/a Imagine School at Land O’ Lakes (“School”), is a limited liability company organized pursuant to Chapter 608.407, Florida Statutes. The School qualifies for derivative exempt status within the meaning of Section 501(c)(3) of the Internal Revenue Code by virtue of its relationship with its single member, Imagine Schools Non-Profit, Inc. (“the Management Company”), a Virginia non-stock corporation. The governing body of the School is the not-for-profit corporation Board of Directors, which is comprised of five members.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the District School Board of Pasco County, Florida, (“District”). The current charter is effective until June 30, 2028, and is subject to annual review and may be renewed by mutual agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter. In this case, the District is required to notify the school in writing at least 90 days prior to the charter’s expiration. During the term of the charter, the District may also terminate the charter if good cause is shown. In the event of termination of the charter, the District shall assume operation of the School. The School is considered a division of the Charter holder, and a component unit of the District; therefore, for financial reporting purposes, the School is required to follow generally accepted accounting principles applicable to state and local governmental units.

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

➤ **Basis of Presentation**

Government-wide Financial Statements: Government-wide financial statements, including the statement of Net Position and the statement of activities, present information about the School as a whole. Government-wide financial statements are prepared using the economic resources measurement focus. The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the School’s governmental activities. Direct

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NOTES TO FINANCIAL STATEMENTS

June 30, 2017

expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function.

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

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

The School considers all of its funds as major governmental funds:

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

➤ **Basis of Accounting**

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

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

Governmental fund financial statements are prepared using the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The School considers revenues to be available if they are collected within 30 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime

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NOTES TO FINANCIAL STATEMENTS

June 30, 2017

factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Under the modified accrual basis of accounting, expenditures are generally recognized when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due. Allocations of cost, such as depreciation, are not recognized in governmental funds.

➤ **Cash and Cash Equivalents**

Cash deposits are held by banks qualified as public depositories under Florida law. All deposits are insured by Federal depository insurance and collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

➤ **Capital Assets**

Expenditures for capital assets acquired or constructed for general School purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of Net Position but are not reported in the governmental fund financial statements. Capital assets are defined by the School as those costing more than \$750. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at fair value at the date of donation.

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

<u>Description</u>	<u>Estimated Lives</u>
Furniture, Fixtures and Equipment	3-5 years
Vehicles	10 years
Leasehold Improvements	15 years

Current-year information relative to changes in capital assets is described in a subsequent note.

➤ **Long Term Debt**

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

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

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

➤ **Deferred Outflows/Inflows of Resources**

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

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

➤ **Net Position and Fund Balance Classification**

Government-wide Financial Statements

Net Position are classified and reported in three components:

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

Fund Financial Statements

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

- Nonspendable – fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned). All nonspendable fund balances at year end relate to assets that are in nonspendable form.

**IMAGINE – PASCO COUNTY, LLC
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NOTES TO FINANCIAL STATEMENTS

June 30, 2017

- Restricted – fund balance that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.
- Committed – fund balance that can be used only for the specific purposes determined by a formal action of the School’s Board of Governance.
- Assigned – fund balance that is intended to be used by the School’s management for specific purposes but does not meet the criteria to be classified as restricted or committed.
- Unassigned – fund balance that is the residual amount for the School’s general fund and includes all spendable amounts not contained in the other classifications.

➤ **Order of Fund Balance Spending Policy**

The School’s policy is to apply expenditures against nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, nonspendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including nonspendable amounts). Any remaining fund balance amounts for the non-general funds are to be classified as restricted fund balance. It is possible for the non-general funds to be classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the amount of restricted fund balances for specific purposes exceed the positive fund balance for non-general fund.

➤ **Revenue Sources**

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

Under provisions of Section 1011.62, Florida Statutes, the District reports the number of full-time equivalent students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (FEFP). Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent (FTE) students reported by the School during designated full-time equivalent student survey periods. The Department may also adjust subsequent fiscal period allocations based upon an audit of the School’s compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the year when the adjustments are made. The District receives a 5% administrative fee from the

**IMAGINE – PASCO COUNTY, LLC
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A Charter School and Component Unit of the District School Board of Pasco County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

School, which is reflected in the accompanying statement of activities and statement of revenues, expenditures and change in fund balances – governmental funds.

The basic amount of funding through the FEFP under Section 1011.62 is the product of (1) weighed FTE, multiplied by (2) the cost factor for each program, multiplied by (3) the base student allocation established by the Legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes. For the fiscal year ended June 30, 2017, the School reported 764.85 unweighted FTE and 799.1118 weighted FTE.

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

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

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

The School also receives state funds through the District under charter school capital outlay funding pursuant to Section 1013.62, Florida Statutes. Funds are based upon a capital outlay plan submitted to the District and are to be used for lease, rent or construction of school facilities. The School also receives funding through donations and fundraising efforts, school lunch sales and local property tax collections. The School follows the policy of applying restricted resources prior to applying unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted assets are available. A schedule of revenue sources for the current year is presented in a subsequent note.

➤ **Income Taxes**

The School is exempt from Federal tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been included in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related note to financial statements.

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

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

The School’s income tax returns for the past three years are subject to examination by tax authorities and may change upon examination.

➤ **Use of Estimates**

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

➤ **Subsequent Events**

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

2. CASH DEPOSITS

Custodial Credit Risk – Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the School’s deposits may not be returned to the School. The School does not have a custodial credit risk policy. All cash deposits are held in banks that qualify as public depositories under Florida law. All such deposits are insured by federal depository insurance and/or collateralized with securities held in Florida’s multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

3. DUE FROM OTHER AGENCY

Amounts Due from Other Agency included in the accompanying statement of Net Position and balance sheet – governmental funds consists of amounts due from the Pasco County District School Board for FEFP and Capital Outlay funds. This receivable is considered to be fully collectible and as such, no allowance for uncollectibles is accrued.

4. INTERFUND RECEIVABLES/PAYABLES

At June 30, 2017, the School’s Capital Projects Fund owed the General Fund \$18,495 for rent expenditures paid out of the General Fund. These amounts are netted together and not reported in the statement of Net Position.

**IMAGINE – PASCO COUNTY, LLC
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A Charter School and Component Unit of the District School Board of Pasco County, Florida

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

5. CHANGES IN CAPITAL ASSETS

Changes in capital assets are presented in the table below.

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<u>Governmental Activities:</u>				
Furniture, Fixtures and Equipment	\$ 459,220	\$ 50,065	\$ -	\$ 509,285
Vehicles	466,253			466,253
Leasehold Improvements	45,755	156,650		202,405
Total Capital Assets Being Depreciated	<u>971,228</u>	<u>206,715</u>		<u>1,177,943</u>
Less Accumulated Depreciation for:				
Furniture, Fixtures and Equipment	(286,513)	(65,018)		(351,531)
Vehicles	(133,473)	(46,168)		(179,641)
Leasehold Improvements	(11,818)	(9,843)		(21,661)
Total Accumulated Depreciation	<u>(431,804)</u>	<u>(121,029)</u>		<u>(552,833)</u>
Governmental Activities Capital Assets, net	<u>\$ 539,424</u>	<u>\$ 85,686</u>	<u>\$ -</u>	<u>\$ 625,110</u>

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

6. NOTES PAYABLE

Notes payable consist of the following:

	<u>Balance at 6-30-17</u>
<u>Note Payable - TCF Equipment Finance</u>	
\$296,399, Borrowed 4-29-2016, to purchase 3 school buses. Interest rate of 5.045%. Payments are to be made in 60 equal monthly installments of \$5,608.08.	<u>238,656</u>
Total Notes Payable	<u>\$ 238,656</u>

**IMAGINE – PASCO COUNTY, LLC
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A Charter School and Component Unit of the District School Board of Pasco County, Florida

**NOTES TO FINANCIAL STATEMENTS
June 30, 2017**

Amounts payable for notes payable are as follows:

Fiscal Year Ending June 30	Total	Principal	Interest
2018	\$ 67,297	\$ 56,549	\$ 10,748
2019	67,297	59,469	7,828
2020	67,297	62,540	4,757
2021	61,628	60,098	1,530
Total	<u>\$ 196,222</u>	<u>\$ 238,656</u>	<u>\$ 14,115</u>

7. CHANGES IN LONG-TERM LIABILITIES

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

	Beginning Balance	Additions	Deductions	Ending Balance	Due in One Year
GOVERNMENTAL ACTIVITIES:					
Notes Payable	\$ 292,494	\$ -	\$ (53,838)	\$ 238,656	\$ 56,549
Total Governmental Activities	<u>\$ 292,494</u>	<u>\$ -</u>	<u>\$ (53,838)</u>	<u>\$ 238,656</u>	<u>\$ 56,549</u>

8. FUNDING AND CREDIT CONCENTRATIONS

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

**IMAGINE – PASCO COUNTY, LLC
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**NOTES TO FINANCIAL STATEMENTS
June 30, 2017**

9. SCHEDULE OF STATE REVENUE SOURCES

The following is a schedule of the School's State revenue:

<u>Source</u>	<u>Amount</u>
Florida Education Finance Program	\$ 3,281,163
Class Size Reduction	859,173
Charter School Capital Outlay	215,424
Supplementary Academic Instruction	201,114
Discretionary Local Effort	186,054
Discretionary Millage	157,953
Transportation	137,550
School Recognition	71,841
ESE Guaranteed Allocation	70,458
Instructional Materials	61,702
Miscellaneous State	23,615
Digital Classroom Allocation	17,341
Safe Schools	14,331
Florida Teachers Classroom Supply	12,583
Discretionary Lottery	12,358
Total State Revenue	<u>\$ 5,322,660</u>

As provided in the charter school contract, the District has charged the School an administrative fee totaling \$32,681.

Accounting policies relating to certain State revenue sources are described in Note 1.

10. RELATED PARTY TRANSACTIONS

a) **Management Service Contract:**

The School entered into a service agreement with Imagine Schools Non-Profit, Inc. (the management company), commencing September 1, 2008, and effective for twenty years (240 months), and may be cancelled or terminated pursuant to the terms and conditions set forth in the charter. This agreement has been amended and was effective as of July 1, 2011.

This agreement calls for a Development Allocation for the pre-opening charter school development support. On September 1, of the first year of operation of the Charter School, the Development Allocation amount of \$2,500 shall be paid to the management company on the first of each month thereafter for the period of 240 months. Current year Development Allocation fees charged to operations totaled \$30,000.

This agreement also calls for an Indirect Cost Allocation, for performance of its responsibilities, equal to twelve percent (12%) of State revenue. The Indirect Cost Allocation shall be paid monthly in an amount equal to one-twelfth of the annual

**IMAGINE – PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O'LAKES**

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

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

budgeted allocation. Current year Indirect Cost Allocation fees charged to operations totaled \$621,805.

In the event there are not sufficient funds to pay operating expenses, the operating company will provide Operating Advances to cover such shortfalls. The operating company shall be reimbursed for such advances on the first date of each month in which funds reside in the School's operating account for which not otherwise reserved by the operating budget.

If, at the end of a fiscal year, the School's defined fund balance, as determined prior to final completion of the School's annual audit, is not sufficiently positive, consistent with Section 218.503(1), F.S. (2011), and the fund balance requirements of the District School Board of Pasco County (the "Authorizer"), if any, to reimburse the management company for all Operating Advances made during such fiscal year, the management company shall forgive the amount of outstanding Operating Advances that will enable the Defined Fund Balance to reflect a net surplus as of the end of such fiscal year equal to at least one dollar (\$1.00) or, if greater, the fund balance required by the Authorizer, if any. In no event shall the management company be required to make any Operating Advances, which, if forgiven, may result in a cumulative Operating Advance forgiveness in excess of one million five hundred dollars (\$1,500,000).

The management company shall be entitled to payment of a fee for services, including for providing Operating Advances (the "Fund Balance Assistance Fee"), in any year in which (i) no amounts were required to be forgiven pursuant to the previous paragraph, and (ii) the Defined Fund Balance, after consideration of the repayments of all outstanding Operating Advances, exceeds the fund balance required by the Authorizer, if any. The Fund Balance Assistance Fee for such year shall equal the lesser of (x) the amount which, when recorded for such year would cause the Defined Fund Balance to equal at least one dollar (\$1.00) or, if greater, the Fund Balance required by the Authorizer, if any, and (y) 2% of State revenues. The Fund Balance Assistance fee shall be due and payable as of the 15th day of December following the fiscal year of such determination, to allow for time to complete the School's annual audit. "Defined Fund Balance" for purposes of this agreement, shall mean that portion of the School's fund balance not classified as restricted, committed, or nonspendable, as reported on the fund financial statements.

b) Facilities and equipment:

On January 1, 2012, the School entered a lease agreement continuing so long as the Charter Agreement with the District School Board of Pasco County, Florida remains in effect. The lease calls for an annual base rent of \$757,989 payable in advance in monthly installments. The base rent shall escalate annually on July 1 at a rate equal to the lesser of the overall Consumer Price Index for the immediate preceding calendar year. Total rent expense charged to operations for the year ended June 30, 2017 totaled \$814,850.

**IMAGINE – PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O’LAKES**

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

NOTES TO FINANCIAL STATEMENTS

June 30, 2017

The total future minimum payments for the years ended June 30, are as follows:

Fiscal Year Ending June 30:	Development Allocation	Facilities
2018	\$ 30,000	\$ 757,989
2019	30,000	757,989
2020	30,000	757,989
2021	30,000	757,989
2022	30,000	757,989
2023-27	150,000	3,789,945
2028-29	90,000	1,515,978
Total Minimum Payments	\$ 390,000	\$ 9,095,868

11. RETIREMENT PLAN

The School participates in a 401(k) Retirement Savings Plan for employees with more than three months of service with the School. Contributions are directed to individual employee’s accounts, and the individual employees allocate contributions and account balances among various available investment choices, therefore, the School has no liability for the administration or payments of benefits of the plan, and accordingly, the present value of the related benefits is not reflected in these financial statements. Contributions made by the School totaled \$73,855 for the year ended June 30, 2017. The School is currently making matching contributions up to 5% for participating employees. The rate of contribution is set annually by the School’s Board of Directors.

12. RISK MANAGEMENT PROGRAMS

The School is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. There have been no significant reductions in insurance coverage and settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

13. LEGAL MATTERS

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. In the opinion of management, the ultimate resolution of such legal matters will not have a significant adverse effect on the accompanying financial statements.

**D/B/A IMAGINE SCHOOL AT LAND O'LAKES
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA**

**REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND - (UNAUDITED)**

For the Fiscal Year Ended June 30, 2017

	General Fund			Variance with Final Budget - Positive (Negative)
	Original Budget	Final Budget	Actual	
Revenues:				
Intergovernmental:				
State	\$ 4,959,429	\$ 5,107,236	\$ 5,107,236	\$ -
Local and Other	145,046	386,671	386,671	-
Total Revenues	<u>5,104,475</u>	<u>5,493,907</u>	<u>5,493,907</u>	<u>-</u>
Expenditures:				
Current - Education:				
Instruction	2,597,811	2,723,491	2,723,491	-
Pupil Personnel Services	60,440	691	691	-
Instructional Media		52,012	52,012	-
Instructional and Curriculum Development		57,182	57,182	-
Instructional Staff Training	1,100	5,104	5,104	-
Instruction Related Technology		11,370	11,370	-
Board of Education	7,000	7,050	7,050	-
General Administration	639,600	651,805	651,805	-
School Administration	367,167	360,797	360,797	-
Fiscal Services	85,541	101,884	101,884	-
Food Services	27,937	31,495	31,495	-
Central Services	1,100	776	776	-
Transportation	149,786	160,997	160,997	-
Operation of Plant	981,044	890,077	890,077	-
Maintenance of Plant	94,312	90,905	90,905	-
Community Service		99,366	99,366	-
Fixed Capital Outlay:				
Facilities Acquisition		156,650	156,650	-
Other Capital Outlay		50,065	50,065	-
Debt Service:				
Principal	53,771	53,838	53,838	-
Interest	12,516	13,739	13,739	-
Total Expenditures	<u>5,079,125</u>	<u>5,519,294</u>	<u>5,519,294</u>	<u>-</u>
Net Change in Fund Balance	25,350	(25,387)	(25,387)	-
Fund Balance, July 1, 2016	<u>585,189</u>	<u>585,189</u>	<u>585,189</u>	<u>-</u>
Fund Balance, June 30, 2017	<u>\$ 610,539</u>	<u>\$ 559,802</u>	<u>\$ 559,802</u>	<u>\$ -</u>

See Independent Auditor's Report

**IMAGINE – PASCO COUNTY, LLC
D/B/A IMAGINE SCHOOL AT LAND O’LAKES**

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

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2017

1. BUDGETARY BASIS OF ACCOUNTING

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

DRAFT

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

To the Board of Directors of Imagine - Pasco County, LLC
d/b/a Imagine School at Land O'Lakes,
a Charter School and Component Unit of the District
School Board of Pasco County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes ("School"), a charter school and component unit of the District School Board of Pasco County, Florida, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated August 15, 2017.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

Respectfully submitted,

King & Walker, CPAs

August 15, 2017
Tampa, Florida

DRAFT

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

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Tampa, FL 33618
office (813) 892-4274 fax (813) 932-1913
www.KingandWalker.com

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

To the Board of Directors of Imagine - Pasco County, LLC
d/b/a Imagine School at Land O'Lakes,
a Charter School and Component Unit of the
District School Board of Pasco County, Florida

Report on the Financial Statements

We have audited the financial statements of Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes ("School"), a Charter School and Component Unit of the District School Board of Pasco County Florida, as of and for the fiscal year ended June 30, 2017, and have issued our report thereon dated August 15, 2017.

Auditor's Responsibility

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

Other Reports and Schedules

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in those reports and schedule, which are dated August 15, 2017, should be considered in conjunction with this management letter.

Prior Audit Findings

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

Official Title

Section 10.854(1)(e)5, Rules of the Auditor General, requires the name or official title of the entity. The official title of the entity is Imagine - Pasco County, LLC d/b/a Imagine School at Land O'Lakes.

Financial Condition

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

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

Transparency

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

Other Matters

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

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

Purpose of this Letter

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

Respectfully submitted,

King & Walker, CPAs

August 15, 2017
Tampa, Florida

FY17 Financial Analysis through June 2017

	FTE-769.54	FTE-775		
	Actuals	Revised board approved budget 11/29/16	Variance	Comment
REVENUES				
Fed, State & Local Revenue				
1	FEFF - FTE Generated Funds	4,950,569	4,968,059	(17,490)
2	Charter Capital Outlay Funding (not local)	205,642	208,334	(1,692)
3	Miscellaneous State Revenue (includes local gov't)	120,190	-	120,190
4	<i>Sub-total Fed, State & Local Revenue</i>	<i>5,277,401</i>	<i>5,176,393</i>	<i>101,008</i>
5				
6	Supplemental Fee Revenue			
7	Rental of Facilities Fees	75,149	66,271	8,878
8	Other Local Revenues	311,522	148,989	162,533
9	<i>Sub-total Supplemental Fee Revenue</i>	<i>386,671</i>	<i>215,260</i>	<i>171,411</i>
10				
11	Imagine Contribution			
12				
13	TOTAL REVENUES	5,664,072	5,391,654	272,418
14				
EXPENSES				
15				
16	Salaries & Benefits	3,102,121	2,947,195	154,926
17	<i>Sub-total Salaries & Benefits</i>	<i>3,102,121</i>	<i>2,947,195</i>	<i>154,926</i>
18				
19	Facility Expenses (Rent)			
20	Rentals (Building Lease Payment)	817,312	820,923	(3,610)
21	<i>Sub-total Facility Expenses (Rent)</i>	<i>817,312</i>	<i>820,923</i>	<i>(3,610)</i>
22				
23	Direct Educational Expenses			
24	Direct Educational Expenses	32,866	29,907	2,958
25	Textbooks	44,955	35,800	9,156
26	Food Service	964	4,800	(3,836)
	Other Supplies/Expenses			
27		94,861	66,266	28,595
28	<i>Sub-total Direct Educational Expenses</i>	<i>173,646</i>	<i>136,773</i>	<i>36,873</i>
29				
30	Facility Operating Expenses			
31	Facility Operating Expenses	169,319	190,810	(21,491)
32	<i>Sub-total Facility Operating Expenses</i>	<i>169,319</i>	<i>190,810</i>	<i>(21,491)</i>
33				
34	Imagine Fees			
35	Imagine Indirect & Start up Costs	651,806	658,749	(6,944)
36	<i>Sub-total Imagine Fees</i>	<i>651,806</i>	<i>658,749</i>	<i>(1,923)</i>
37				
38	General & Administrative			
39	Interest Expense	13,739	13,616	123
40	Depreciation Expense	121,030	75,418	44,613
41	Insurance	103,124	103,124	-
42	Board Expenses	7,000	7,000	-
	Other G&A			
43		153,152	98,086	55,066
44	<i>Sub-total General & Administrative</i>	<i>398,045</i>	<i>298,243</i>	<i>99,802</i>
45				
46	Other School Services			
47	Travel	26,059	16,448	9,611
48	Field Trips	47,532	9,222	38,310
49	Transportation	40,668	59,238	(18,572)
50	PT/OT/Speech	31,873	34,272	(2,400)
51	Other Contracted Services	91,556	80,185	11,371
52		237,688	199,367	38,320
53				
54	TOTAL EXPENSES	5,549,936	5,252,060	302,897
55				
56	Contingency			
57				
58	OPERATING SURPLUS (DEFICIT)	114,136	139,593	(30,479)
59				
60	FUND BALANCE, PRIOR YEAR	585,189		
61				
62	Depreciation Expense	121,030		
63	Capital Purchases/Fixed Assets	(206,715)		
		Revised board approved budget 11/29/16	Variance	Comment
64	Debt Service (Principal) - Construction Note			
65	Debt Service (Principal) - Bus Note	(53,838)		
66	Debt Service (Principal) - Capital Advance Note			
67				
68	NET CHANGE IN FUND BALANCE	(25,387)		
69				
70	PROJECTED YEAR END FUND BALANCE	559,802		

Assumed
Expansion
Cost \$2,000,000

Year	Current Facility				Expansion		Total Facility	
	Prime Lease Rent	Sublease Rent CPI*	Sublease Rent 3%	Difference	Prime Lease Rent	Sublease Rent	Prime Lease Rent	Sublease Rent
FY 18	\$ 849,100	\$ 832,752	\$ 832,752		\$180,000	\$200,000	\$ 1,054,573	\$ 1,057,735
FY 19	\$ 874,573	\$ 853,571	\$ 857,735	\$ 4,164	\$ 185,400	\$ 206,000	\$ 1,086,210	\$ 1,089,467
FY 20	\$ 900,810	\$ 874,910	\$ 883,467	\$ 8,557	\$ 190,962	\$ 212,180	\$ 1,118,796	\$ 1,122,151
FY 21	\$ 927,834	\$ 896,783	\$ 909,971	\$ 13,188	\$ 196,691	\$ 218,545	\$ 1,152,360	\$ 1,155,815
FY 22	\$ 955,669	\$ 919,202	\$ 937,270	\$ 18,067	\$ 202,592	\$ 225,102	\$ 1,186,931	\$ 1,190,490
FY 23	\$ 984,339	\$ 942,182	\$ 965,388	\$ 23,205	\$ 208,669	\$ 231,855	\$ 1,222,539	\$ 1,226,204
FY 24	\$ 1,013,870	\$ 965,737	\$ 994,349	\$ 28,612	\$ 214,929	\$ 238,810	\$ 1,259,215	\$ 1,262,990
FY 25	\$ 1,044,286	\$ 989,880	\$ 1,024,180	\$ 34,299	\$ 221,377	\$ 245,975	\$ 1,296,992	\$ 1,300,880
FY 26	\$ 1,075,614	\$ 1,014,627	\$ 1,054,905	\$ 40,278	\$ 228,019	\$ 253,354	\$ 1,335,901	\$ 1,339,906
FY 27	\$ 1,107,883	\$ 1,039,993	\$ 1,086,552	\$ 46,559	\$ 234,859	\$ 260,955	\$ 1,375,978	\$ 1,380,104
FY 28	\$ 1,141,119	\$ 1,065,993	\$ 1,119,149	\$ 53,156	\$ 241,905	\$ 268,783	\$ 1,417,258	\$ 1,421,507
FY 29	\$ 1,175,353	\$ 1,092,643	\$ 1,152,724	\$ 60,081	\$ 249,162	\$ 276,847	\$ 1,459,775	\$ 1,464,152
FY 30	\$ 1,210,613	\$ 1,119,959	\$ 1,187,305	\$ 67,346	\$ 256,637	\$ 285,152	\$ 1,503,569	\$ 1,508,077
FY 31	\$ 1,246,932	\$ 1,147,958	\$ 1,222,924	\$ 74,967	\$ 264,336	\$ 293,707	\$ 1,548,676	\$ 1,553,319
FY 32	\$ 1,284,340	\$ 1,176,657	\$ 1,259,612	\$ 82,955	\$ 272,266	\$ 302,518	\$ 1,595,136	\$ 1,599,918
FY 33	\$ 1,322,870	\$ 1,206,073	\$ 1,297,400	\$ 91,327	\$ 280,434	\$ 311,593	\$ 1,642,990	\$ 1,647,916
FY 34	\$ 1,362,556	\$ 1,236,225	\$ 1,336,322	\$ 100,097				

*Assuming CPI average 2.5% annual increase

8/28/17

Dell CPU's

4323800 - 239

4323800 - 317

432311 - 28

4323800 - 299

4323800 - 246

4323112 - 28

4323800 - 335

4323800 - 293

43231500 - 10

4323800 - 336

4323800 - 282

43231500 - 04

4323111 - 100

8608033

8607181

8608021

8606989

8608505

8608053

8608043

8608502

8/28/17

Dell Monitors

4323119-05	Dell	-
4323800-321	Dell	8608100
4323800-312	Dell	8608026
4323800-342	Dell	8608009
4323800-327	Dell	8608030
4323133-28	Dell	-
43231500-08	Dell	-
4323111-38	Dell	-
4323102-49	Dell	-
43231400-07	Dell	-
43231204-04	Dell	-
4323800-291	Dell	8608044
43231500-05	Dell	-

8/28/17

CD Players

4323113 - 75

4323112 - 286

4323101 - 60

Key Boards

4323111 - 08 Dell

4323212 - 353 Dell

4323800 - 170 Dell

43231700 - 56 Dell

43231500 - 09 Dell

8608503

4323800 - 304 Dell

8608054

43231700 - 57 Dell

4323800 - 292 Dell

8608045

4323143 - 115 Dell

8608451

432313 - 375 Dell

Printer

43231400 - 10 Dell

4323133 - 30 Dell

HP office Jet Pro L7555

Laptop Presario CQ50

8/28/17

Battery Back up

43231500 - 101

8608636

TRIPP-Lite NONE

TRIPP-Lite NONE

4323171-105

TRIPP-Lite NONE

TRIPP-Lite NONE

8608495

APC Room 307

4323783 - 05

8608498

43231204 - 105

43231200 - 205

Poly.com telePhone

43231800 - 01 BROKEN

0004F2/E0668 BROKEN

Aimee Williams

From: Jeffrey Allan Yungmann <jyungman@pasco.k12.fl.us>
Sent: Tuesday, August 29, 2017 4:14 PM
To: Ray Polk; Tami Flournory; Marcia Dwyer; 'Kathy Hobby'; Evan Markowitz; Danielle Nichols; Ben Davis; gdvirgilio@classicalprep.org; Margene Avery; Jasmine Brightman; Stacie McIntyre; Catherine Baro; Mike Rom; Lori Spurr; Michael Picone; wfinlay@dayspringacademy.org; Diana Greenier; Tim Greenier; slegg@dayspringacademy.org; Buck, Walter (K12); Bridget White; Aimee Williams; BreAnne Kilmer; Kerrie Cuffe; brenyer@learninglodgeacademy.com; Celeste Kellar; Maxfield, Alexis; Katherine Burns; Jennifer Perez; Sonberg, Sandra; Baldree, Joy
Cc: Laura Ellen Lisi; Tammy L. Rabon
Subject: 2017-18 Best and Brightest Teacher Scholarship Program Information
Attachments: Best and Brightest_Application_2017-18.pdf; BABTitleListing_8.1.16.pdf; 1_Best and Brightest Scholarship Template 2017-18.xlsx; BAB_Application_2017-18.docx

Importance: High

Charter School Administrators,

The state of Florida is continuing to fund the **Best and Brightest Teacher Scholarship Program** (F.S. 1012.731), which was designed to attract and retain high academic achievers in the teaching profession. This year's scholarship amounts are estimated to be around \$6,000 per teacher; however, final amounts may be adjusted based on the total number of statewide eligible teachers submitted to the Florida Department of Education. Details regarding new scholarships, including the **Best and Brightest Principal Scholarship** and additional payments to teachers based on evaluations, will be distributed once we receive more information from the FLDOE.

Applicants

No later than November 1, 2017 (deadline determined by charter school):

An eligible teacher must submit an official score report of his or her SAT or ACT score demonstrating that the teacher scored at or above the 80th percentile based on the percentile ranks in effect when the teacher took the assessment to the charter school for determination of eligibility. The eligible teacher would need to submit the **Best and Brightest Application** with supportive documentation directly to the charter school designee. **Note:** The District's Best and Brightest webpage is listed on the 1st attachment as a reference. Charter schools may adapt the application (last attachment) as needed. (For example: Charter school employees should reapply, even if they were approved last school year.)

Each teacher will be evaluated based on current title and evaluation score to determine eligibility for the 2017-2018 school year.

Teachers who are interested in applying should review the following information contained on HREQ's [Best & Brightest web page](#) **before submitting their application:**

- Important dates and deadlines
- Eligibility requirements for new and returning teachers
- Eligible titles
- Required documentation, including additional required documentation for teachers who transferred from another Florida school district
- Definition of a Classroom Teacher
- How to obtain ACT or SAT scores

- ACT/SAT percentiles by year

Helpful links:

[2016-17 Best & Brightest Application](#)

[Best & Brightest webpage](#)

[Current Statute](#)

Charter School Administrators

No later than November 15, 2017:

Charter school administrators submit their school's completed spreadsheet (3rd attachment) to Jeff Yungmann, jyungman@pasco.k12.fl.us , Program Coordinator for Charter Schools by e-mail.

Note: If there are specific questions about the **Best and Brightest Scholarship** eligibility requirements, please contact Laura Lisi, Manager, Compensation and Position Control (see contact information below).

District's Best and Brightest Contact

Laura Lisi	Manager, Compensation & Position Control	(813) 794-2851	llisi@pasco.k12.fl.us	Compensation & Position Control
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Important: Charter school are responsible for collecting information and submitting this information to the Sponsor (District). Charter school governing boards would typically review that eligibility requirements have been met at the school level prior to submitting this spreadsheet to the District for final approval.

Please email me if you have additional questions.

Jeff Yungmann
 Pasco County Schools
 Charter Schools Program Coordinator
 Office for Teaching and Learning (Building 3)
 (813) 794-2408
jyungman@pasco.k12.fl.us





BEST & BRIGHTEST Teacher Scholarship Program

2017-2018 Application

Complete all sections of the form below and email the completed form along with all required supporting documentation to bestandbrightest@pasco.k12.fl.us no later than the application deadline of **November 1, 2017**. Forms received after November 1, 2017 will not be considered.

If you received the scholarship in 2016-17, you will automatically be considered for the 2017-18 payment and do not need to reapply.

Supporting Documentation

You must include an official copy of your College Board (SAT) or ACT scores **OR** a high school or college transcript that includes these scores in order to be considered for the scholarship. *The District reserves the right to request an original official score report if eligibility cannot be determined from the documentation provided.*

Employees new to the District who were employed by another Florida public school district or charter school in 2016-2017 must **also** provide an official copy of the final *summative* evaluation for 2016-2017 from the previous district or charter school in order to be considered.

Application

Name: Employee ID #:

Name on Score report (if different from above):

Current School: Title:

Is your score report being sent directly to the District? Yes No

Qualifying Exam: SAT ACT Year Taken:

Please complete the sections of the chart below that correspond to your qualifying exam. If your score report is being sent directly to the District, you may leave this section blank.

Exam	SAT		ACT	
	Score(s)	Critical Reading	<input type="text"/>	Composite:
	Math	<input type="text"/>		
Percentile(s)	Critical Reading	<input type="text"/>	Composite:	<input type="text"/>
	Math	<input type="text"/>		

By checking this box and entering my name below, I certify that the information and documentation provided by me in this application is true and correct to the best of my knowledge. I understand and agree that any false information, misrepresentation, or omission of facts in this application and the application process may result in ineligibility and/or disciplinary action.

Name: Date:

For additional information on eligibility requirements, including the definition of a Classroom Teacher, how to obtain ACT or SAT scores, scholarship payment details, and other Frequently Asked Questions, please visit the District's [Best & Brightest web page](#).

Best and Brightest Eligibility Listing by Title 2016-2017

Job Code	Title	Eligibility
<u>3050</u>	TCHR MENTOR	Eligible
<u>3022</u>	TCHR MUSIC ELEM	Eligible
<u>3023</u>	TCHR MUSIC HS	Eligible
<u>3024</u>	TCHR MUSIC MJ	Eligible
<u>3025</u>	TCHR NAVY CADET CORPS	Eligible
<u>3027</u>	TCHR PHYS ED ELEM	Eligible
<u>3308</u>	TCHR PHYS IMPAIRED	Eligible
<u>3026</u>	TCHR PHYSICAL ED	Eligible
<u>3028</u>	TCHR PHYSICAL ED HS	Eligible
<u>3029</u>	TCHR PHYSICAL ED MJ	Eligible
<u>3309</u>	TCHR PREK VE	Not Eligible
<u>3030</u>	TCHR PREKINDERGARTEN	Not Eligible
<u>3031</u>	TCHR READING HS	Eligible
<u>3032</u>	TCHR READING MJ	Eligible
<u>3900</u>	TCHR RESOURCE	Not Eligible
<u>3916</u>	TCHR RESOURCE COMPLIANCE	Not Eligible
<u>3920</u>	TCHR RESOURCE CR	Not Eligible
<u>3901</u>	TCHR RESOURCE ESOL	Not Eligible
<u>3903</u>	TCHR RESOURCE GRAD ENHANCE CR	Eligible
<u>3904</u>	TCHR RESOURCE GRANT INCL	Not Eligible
<u>3907</u>	TCHR RESOURCE PASCO FDLRS	Not Eligible
<u>3917</u>	TCHR RESOURCE PLACE	Not Eligible
<u>3908</u>	TCHR RESOURCE PRESCHL ESE	Not Eligible
<u>3910</u>	TCHR RESOURCE PRESCHL PREK 196	Not Eligible
<u>3909</u>	TCHR RESOURCE PRESCHL PREK 216	Not Eligible
<u>3911</u>	TCHR RESOURCE SEC FINE ARTS	Not Eligible
<u>3051</u>	TCHR ROTC 216	Eligible
<u>3033</u>	TCHR ROTC 237	Eligible
<u>3034</u>	TCHR SAFETY DRIVER ED	Eligible
<u>3035</u>	TCHR SCIENCE HS	Eligible
<u>3036</u>	TCHR SCIENCE MJ	Eligible
<u>3037</u>	TCHR SOCIAL STUDIES H	Eligible
<u>3038</u>	TCHR SOCIAL STUDIES MJ	Eligible
<u>3057</u>	TCHR STEM K5 BASIC	Eligible
<u>3039</u>	TCHR THERAPEUTIC PRESCH	Not Eligible
<u>3310</u>	TCHR VE	Eligible
<u>TV01</u>	TCHR VIRTUAL	Eligible
<u>TV02</u>	TCHR VIRTUAL ADJUNCT	Eligible
<u>3311</u>	TCHR VISION IMPAIRED	Eligible
<u>3040</u>	TCHR WORK EVALUATOR	Not Eligible

**Best and Brightest Eligibility Listing by Title
2016-2017**

Job Code	Title	Eligibility
<u>3302</u>	TCHR AUTISTIC	Eligible
<u>3052</u>	TCHR AVID	Eligible
<u>3501</u>	TCHR CTE AGRIBUS NATURAL RES	Eligible
<u>3520</u>	TCHR CTE AV TECH	Eligible
<u>3518</u>	TCHR CTE AVIATION ED	Eligible
<u>3502</u>	TCHR CTE BUSINESS ED	Eligible
<u>3514</u>	TCHR CTE COSMETOLOGY	Eligible
<u>3516</u>	TCHR CTE CRITICAL THINK HS	Eligible
<u>3519</u>	TCHR CTE CRITICAL THINK MJ	Eligible
<u>3504</u>	TCHR CTE CULINARY ARTS	Eligible
<u>3505</u>	TCHR CTE DIVERSIFIED OCCUP	Eligible
<u>3506</u>	TCHR CTE ENERGY	Eligible
<u>3507</u>	TCHR CTE FAM CONSUMER SCI	Eligible
<u>3508</u>	TCHR CTE HLTH PUB SERV OCC	Eligible
<u>3509</u>	TCHR CTE INDUSTRIAL ED	Eligible
<u>3914</u>	TCHR CTE LEADERSHIP SKILLS	Eligible
<u>3510</u>	TCHR CTE MKTG & DISTRIB ED	Eligible
<u>3512</u>	TCHR CTE PUBLIC SVC OCCUP	Eligible
<u>3513</u>	TCHR CTE TECH ED	Eligible
<u>3006</u>	TCHR CYESIS PROGRAM	Eligible
<u>3041</u>	TCHR DANCE HS	Eligible
<u>3055</u>	TCHR DANCE MJ	Eligible
<u>3303</u>	TCHR DEAF HARD HEARING	Eligible
<u>3007</u>	TCHR DRAMA MJ	Eligible
<u>3042</u>	TCHR DRAMA SR HIGH	Eligible
<u>3008</u>	TCHR DROPOUT PREV INST ELEM	Eligible
<u>3304</u>	TCHR EBD	Eligible
<u>3009</u>	TCHR ELEM K5	Eligible
<u>3919</u>	TCHR ESCHOOL SALARY	Eligible
<u>3054</u>	TCHR FOREIGN LANGUAGE ELEM	Eligible
<u>3010</u>	TCHR FOREIGN LANGUAGE HS	Eligible
<u>3011</u>	TCHR FOREIGN LANGUAGE MJ	Eligible
<u>3305</u>	TCHR GIFTED	Eligible
<u>3056</u>	TCHR GRAD ENHANCE HS CR	Eligible
<u>3012</u>	TCHR GRAD ENHANCE HS NC	Eligible
<u>3013</u>	TCHR GRAD ENHANCE MJ NC	Eligible
<u>3306</u>	TCHR HOMEBOUND	Eligible
<u>3307</u>	TCHR INTEL DISABILITY	Eligible
<u>3014</u>	TCHR INTENSIVE MATH HS	Eligible
<u>3047</u>	TCHR INTENSIVE MATH MS	Eligible
<u>3016</u>	TCHR INTENSIVE READING HS	Eligible
<u>3017</u>	TCHR INTENSIVE READING MATH	Eligible
<u>3015</u>	TCHR INTENSIVE READING MS	Eligible
<u>3018</u>	TCHR LANGUAGE ARTS HS	Eligible
<u>3019</u>	TCHR LANGUAGE ARTS MJ	Eligible
<u>3044</u>	TCHR LIFE MGMT SKILLS	Eligible
<u>3020</u>	TCHR MATH HS	Eligible
<u>3021</u>	TCHR MATH MJ	Eligible

**Best and Brightest Eligibility Listing by Title
2016-2017**

Job Code	Title	Eligibility
<u>2001</u>	AUDIOLOGIST ITINERATE HS	Not Eligible
<u>2045</u>	BEHAVIOR SPEC 245	Not Eligible
<u>2002</u>	BEHAVIOR SPECIALIST	Not Eligible
<u>2003</u>	CAREER SPECIALIST	Not Eligible
<u>2005</u>	CERT SCH COUNS AD VOC	Not Eligible
<u>2006</u>	CERT SCH COUNS DOP	Not Eligible
<u>2007</u>	CERT SCH COUNS ELEM	Not Eligible
<u>2008</u>	CERT SCH COUNS HS	Not Eligible
<u>2009</u>	CERT SCH COUNS MJ	Not Eligible
<u>2004</u>	COUNSELOR PREV INTERVENTION	Not Eligible
<u>2043</u>	ECP COACH	Not Eligible
<u>2041</u>	ECP INTERVENTIONIST 196	Not Eligible
<u>2042</u>	ECP INTERVENTIONIST 216	Not Eligible
<u>2011</u>	INSTRUCT TRAINER COACH	Not Eligible
<u>2012</u>	JOB PLCMT TRANS SPEC CR	Eligible
<u>2048</u>	JOB PLCMT TRANS SPEC NC	Eligible
<u>2037</u>	LEARN DESIGN COACH	Not Eligible
<u>2038</u>	MIGRANT ADVOCATE	Not Eligible
<u>2035</u>	ORIENTATION MOBILITY SPEC	Not Eligible
<u>2046</u>	RESOURCE TCHR PLACE 245	Not Eligible
<u>2020</u>	SCH NURSE 196	Not Eligible
<u>2021</u>	SCH NURSE 216	Not Eligible
<u>2050</u>	SCH NURSE CYESIS 196	Not Eligible
<u>2040</u>	SCH PSYCHOLOGIST 196	Not Eligible
<u>2047</u>	SCH PSYCHOLOGIST 206	Not Eligible
<u>TP01</u>	SCH PSYCHOLOGIST 206	Not Eligible
<u>2024</u>	SCH PSYCHOLOGIST 216	Not Eligible
<u>2025</u>	SCH PSYCHOLOGIST PREK	Not Eligible
<u>2026</u>	SCH SOCIAL WORKER 196	Not Eligible
<u>2027</u>	SCH SOCIAL WORKER 216	Not Eligible
<u>TN01</u>	SCHOOL NURSE	Not Eligible
<u>TS01</u>	SCHOOL SOCIAL WORKER	Not Eligible
<u>2028</u>	SPECIAL POPULAT COORD	Not Eligible
<u>2044</u>	SPEECH LANG PATH ASST	Not Eligible
<u>2029</u>	SPEECH LANG PATH CR	Not Eligible
<u>2049</u>	SPEECH LANG PATH NC	Not Eligible
<u>3407</u>	TCH ADULT ED AUTO SVC TECH	Eligible
<u>3001</u>	TCHR ACCEL LIT LEARNING	Eligible
<u>3301</u>	TCHR ADAPTIVE PHYS ED	Eligible
<u>3400</u>	TCHR ADULT ED ADULT GENERAL	Eligible
<u>3401</u>	TCHR ADULT ED COSMETOLOGY	Eligible
<u>3402</u>	TCHR ADULT ED FAMILY CONSUMER	Eligible
<u>3403</u>	TCHR ADULT ED HEALTH	Eligible
<u>3406</u>	TCHR ADULT ED HEAT & AIR	Eligible
<u>3002</u>	TCHR AMERICAN SIGN LANGUAGE	Eligible
<u>3003</u>	TCHR ART ELEM	Eligible
<u>3004</u>	TCHR ART HIGH SCHOOL	Eligible
<u>3005</u>	TCHR ART MIDDLE JR	Eligible