



**PINELLAS COUNTY DISTRICT SCHOOL
BOARD - SCHOOL INTERNAL FUNDS**

Financial Statement Audit

For the Fiscal Year Ended
June 30, 2018

Director, Auditing and Property Records
Dawn T. Meyers, CPA

PINELLAS COUNTY DISTRICT SCHOOL BOARD

SCHOOL INTERNAL FUNDS

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EXECUTIVE SUMMARY

Summary of Report on Financial Statement

Our audit disclosed that the School Internal Funds basic financial statement was presented fairly, in all material respects, in accordance with prescribed financial reporting standards.

Summary of Report on Internal Control and Compliance

Our audit did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* issued by the Comptroller General of the United States; however, we noted certain additional matters summarized in the SUMMARY SCHEDULE OF FINDINGS.

Audit Objectives and Scope

Our audit objectives were to determine whether the District staff with administrative and stewardship responsibilities for School operations had:

- Presented the District's School Internal Funds basic financial statement in accordance with generally accepted accounting principles;
- Established and implemented internal control over financial reporting and compliance with requirements that could have a direct and material effect on the financial statement;
- Established internal controls designed and placed in operation to promote and encourage the achievement of management's control objectives of compliance, economic and efficient operations, reliability of records and reports, and safeguarding of assets, and identify the weakness in those controls;
- Complied with the various provisions of laws, rules, regulations, contracts, and grant agreements that are material to the financial statement, and those applicable to the District's trust accounts; and
- Taken corrective actions for findings included in previous audit reports.

The scope of this audit included an examination of the school internal funds basic financial statement as of and for the fiscal year ended June 30, 2018. We obtained an understanding of the Schools' environment, including its internal control, and assessed the risk of material misstatement necessary to plan the audit of the basic financial statement. We also examined various transactions to determine whether they were executed, both in manner and substance, in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

Audit Methodology

The methodology used to develop the findings in this report included the examination of pertinent School records in connection with the application of procedures required by auditing standards generally accepted in the United States of America and applicable standards contained in *Government Auditing Standards* issued by the Comptroller General of the United States.



DAWN T. MEYERS, CPA
DIRECTOR, AUDITING AND PROPERTY RECORDS
PHONE: 727-588-6228

**Pinellas County District School Board
Administration Building
301 Fourth St. SW
Largo, Florida 33770**

The Honorable Members of the School Board

INDEPENDENT AUDITOR'S REPORT

Report on the Financial Statement

We have audited the accompanying statement of fiduciary assets and liabilities of the Pinellas County District School Board, as of and for the fiscal year ended June 30, 2018, and the related notes to the financial statement which collectively comprise the basic financial statement as listed in the table of contents.

Managements' Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement 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 this financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on this financial statement 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 *Government Auditing Standards* issued by the Comptroller General of the United States, except for the required peer review. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement 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 entity'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 statement.

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

Opinions

In our opinion, based on our audit, the financial statement referred to above presents fairly, in all material respects, the fiduciary assets and liabilities of the Pinellas County District School Board School Internal Funds as of June 30, 2018, in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note I, the financial statement presents only the School Internal Funds and do not purport to, and do not, present fairly the financial position of the Pinellas County District School Board as of June 30, 2018, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

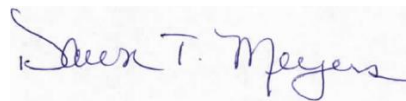
Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statement. The accompanying **SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS** for the fiscal year ended June 30, 2018, is presented for purposes of additional analysis and is not a required part of the financial audit. The **SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS** is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the **SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS** is fairly stated, in all material respects, in relation to the basic financial statement as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated March 29, 2019, on our consideration of the District's School Internal Funds internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Respectfully submitted,



Dawn T. Meyers, CPA
Director, Auditing and Property Records
March 29, 2019

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the District’s School Internal Funds. Questions concerning information provided in the supplementary information, and financial statement and notes thereto, or requests for additional financial information should be addressed to the Director of Auditing and Property Records, Pinellas County District School Board, Post Office Box 2942, Largo, Florida 33779-2942.

NOTES TO FINANCIAL STATEMENT

JUNE 30, 2018

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Background

State Board of Education Rule 6A-1.001, requires districts to keep adequate records and accounts of transactions in the manner prescribed by the Commissioner in the publication titled *Financial and Program Cost Accounting and Reporting for Florida Schools*, referred to as Red Book, pursuant to requirements of Sections 1010.01, 1010.20, and 1011.07, Florida Statutes. Red Book, Chapter 8 – School Internal Funds, requires an annual audit of internal funds.

Internal funds are monies collected and expended within a school which is used for financing activities not otherwise financed by the School Board. These monies are collected in connection with school athletic events, fundraising activities, various student activities and class field trips, gifts and contributions made by the band or athletic booster clubs, civic organizations, parent-teacher organizations, commercial agencies and all other similar monies, properties or benefits.

The principal and staff of each individual school are charged with the responsibility of performing the internal accounting functions in accordance with applicable Florida Statutes, Florida Board of Education Administrative Rules, Florida Department of Education's publication *Financial and Program Cost Accounting and Reporting For Florida Schools*, as incorporated by reference in State Board of Education Rule 6A-1.001, Florida Administrative Code, and the *Bylaws and Policies of The School Board of Pinellas County* which include procedures as described in the *Manual of Internal Fund Accounting*. Each school administers their internal funds separately through an operational checking account.

Various fundraising activities are conducted by independent, school-related organizations such as booster clubs, parent-teacher associations, etc. If these fundraising activities are conducted entirely by these organizations and no board employee handles or keeps custody of the funds or merchandise, these activities are not recorded in the schools'/centers' internal funds and consequently are not audited by us.

B. Reporting Entity

The Pinellas County District School Board (District), School Internal Funds are comprised of individual account balances of 134 public schools and centers (Schools). The Board has direct responsibility for operation, control, and supervision of District schools and is considered a primary government for financial reporting. The District is considered part of the Florida system of public education, operates under the general direction of the Florida Department of Education, and is governed by State law and State Board of Education (SBE) rules. The governing body of the District is the Board, which is composed of seven elected members. The appointed Superintendent of Schools is the executive officer of the Board. The general operating authority of the School Board and Superintendent is contained in Chapters 1000 through 1013 of the Florida Statutes. Geographic boundaries of the District correspond with those of Pinellas County.

The District's School Internal Funds, which are used to administer monies collected at several schools in connection with school, student athletic, class, and club activities, are included as agency funds in the District's annual financial report. The accompanying financial statement presents only the District's School Internal Funds and is not intended to present fairly the financial position and results of operations of the District in accordance with accounting principles generally accepted in the United States of America.

NOTES TO FINANCIAL STATEMENT (CONTINUED)
JUNE 30, 2018

C. Basis of Accounting and Measurement Focus

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements; and relates to the timing of the measurements made, regardless of the measurement focus applied.

In accordance with Florida Statutes, the District accounts for its School Internal Funds as an agency fund in the District's Comprehensive Annual Financial Report. Agency funds use the accrual basis of accounting to report assets and liabilities. This fund is organized by cost center to account for each school in the District. The measurement focus is custodial because the fund is not involved with the performance of government activities. An agency fund has no revenues or expenditures and therefore, no net asset balance or need to measure the results of operations for a period.

The District School Internal Funds at the individual school level recognize cash receipts and cash disbursements using the cash basis of accounting during the year, which are adjusted to accrual basis at fiscal year-end for this financial statement in accordance with accounting principles generally accepted in the United States of America.

D. Assets and Liabilities

1. Cash

The District's School Internal Funds cash is considered to be cash on hand and demand deposits.

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

2. Inventories

Inventories consist primarily of items purchased for resale to students during the ordinary course of business in the postsecondary career technical center bookstores. Inventories are stated at cost.

3. Due to Other Funds

These amounts represent p-card transactions, transportation charges, internal funds compensation, warehouse delivery charges, central printing, and other charges paid by the District as a convenience on behalf of the schools. All balances are expected to be repaid within one year.

NOTES TO FINANCIAL STATEMENT (CONTINUED)

JUNE 30, 2018

II. CASH DEPOSITS WITH FINANCIAL INSTITUTIONS

At June 30, 2018, book cash balances were \$8,158,165.37. Differences between book and bank balances are due to reconciling items, such as deposits in transit and outstanding checks and petty cash and change fund balances. Deposits are covered by Federal depository insurance or collateral pledged with the State Treasurer pursuant to Chapter 280, Florida Statutes. In the event of default participating financial institutions are obligated to reimburse the governmental entity for any losses. Petty cash was held on various school sites and not within a bank which is included in the book cash balance.

III. ACCOUNTS RECEIVABLE

The majority of receivables are due from students for textbook and library obligations and are considered to be fully collectible. As such, no allowance for uncollectible accounts receivable is recorded.

IV. SUBSEQUENT EVENTS

The District's School Internal Funds have evaluated subsequent events through March 29, 2019 in connection with the preparation of the financial statement, which is the date the financial statement was available to be issued.

SUPPLEMENTARY INFORMATION

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
For the Fiscal Year Ended June 30, 2018**

| | Beginning Cash Balance | Receipts | Disbursements | Ending Cash Balance |
|--------------------------------|------------------------------|--------------|---------------|---------------------------|
| Elementary Schools | | | | |
| Anona | \$ 34,385.18 | \$ 43,494.28 | \$ 38,986.76 | \$ 38,892.70 |
| Azalea | 21,119.35 | 108,743.74 | 105,832.17 | 24,030.92 |
| Bardmoor | 24,739.88 | 66,896.63 | 70,399.13 | 21,237.38 |
| Bauder | 13,550.97 | 186,890.71 | 184,024.07 | 16,417.61 |
| Bay Point | 38,223.43 | 40,119.44 | 52,556.20 | 25,786.67 |
| Bay Vista Fundamental | 45,097.45 | 96,946.58 | 96,768.82 | 45,275.21 |
| Bear Creek | 3,430.81 | 29,934.17 | 26,744.40 | 6,620.58 |
| Belcher | 23,886.41 | 111,255.63 | 108,219.37 | 26,922.67 |
| Belleair | 25,446.63 | 40,098.99 | 43,426.16 | 22,119.46 |
| Blanton | 34,768.16 | 51,792.25 | 50,954.31 | 35,606.10 |
| Brooker Creek | 73,969.96 | 137,398.88 | 125,140.71 | 86,228.13 |
| Campbell Park | 6,466.36 | 5,899.88 | 5,094.27 | 7,271.97 |
| Cross Bayou | 17,476.30 | 46,595.48 | 44,371.71 | 19,700.07 |
| Curlew Creek | 29,756.31 | 101,280.46 | 104,956.29 | 26,080.48 |
| Curtis Fundamental | 55,765.74 | 60,474.16 | 54,260.15 | 61,979.75 |
| Cypress Woods | 89,037.54 | 258,040.94 | 282,507.04 | 64,571.44 |
| Douglas L. Jamerson Jr. | 42,759.07 | 100,620.40 | 74,577.13 | 68,802.34 |
| Dunedin | 18,001.70 | 58,603.63 | 55,082.25 | 21,523.08 |
| Eisenhower | 9,088.32 | 80,131.55 | 75,416.95 | 13,802.92 |
| Fairmount Park | 10,516.89 | 4,658.50 | 8,903.84 | 6,271.55 |
| Forest Lakes | 5,332.70 | 110,474.38 | 102,785.99 | 13,021.09 |
| Frontier | 35,713.68 | 123,803.03 | 120,740.15 | 38,776.56 |
| Fuguitt | 6,339.36 | 68,491.35 | 69,502.35 | 5,328.36 |
| Garrison-Jones | 59,475.43 | 119,131.82 | 111,849.92 | 66,757.33 |
| Gulf Beaches Elementary Magnet | 7,512.79 | 61,624.96 | 58,879.29 | 10,258.46 |
| Gulford | 20,619.47 | 28,949.59 | 36,981.52 | 12,587.54 |
| High Point | 12,062.88 | 41,285.79 | 39,272.96 | 14,075.71 |
| Highland Lakes | 29,949.69 | 77,730.63 | 68,520.50 | 39,159.82 |
| John M. Sexton | 29,912.48 | 84,854.01 | 96,675.86 | 18,090.63 |
| Kings Highway | 6,551.18 | 18,595.29 | 15,725.29 | 9,421.18 |
| Lake St. George | 32,080.72 | 130,682.40 | 129,139.85 | 33,623.27 |
| Lakeview Fundamental | 22,787.09 | 17,467.18 | 19,246.34 | 21,007.93 |
| Lakewood | 14,098.65 | 3,981.35 | 9,508.72 | 8,571.28 |
| Lealman Avenue | 12,466.58 | 27,895.21 | 28,802.10 | 11,559.69 |
| Leila Davis | 43,925.25 | 156,065.61 | 153,092.32 | 46,898.54 |
| Lynch | 55,876.72 | 51,219.38 | 59,640.44 | 47,455.66 |
| Marjorie Kinnan Rawlings | 23,468.67 | 50,814.39 | 59,404.34 | 14,878.72 |
| Maximo | 10,317.52 | 18,218.50 | 24,023.90 | 4,512.12 |
| McMullen-Booth | 50,107.14 | 88,316.30 | 104,142.54 | 34,280.90 |
| Melrose | 1,332.81 | 16,724.41 | 16,063.82 | 1,993.40 |
| Mildred Helms | 28,435.97 | 44,070.42 | 50,894.07 | 21,612.32 |
| Mount Vernon | 34,649.34 | 48,228.94 | 50,968.69 | 31,909.59 |
| New Heights | 16,578.42 | 43,286.02 | 40,244.98 | 19,619.46 |
| North Shore | 18,167.74 | 52,028.59 | 47,828.75 | 22,367.58 |
| Northwest | 11,696.02 | 47,459.33 | 47,934.43 | 11,220.92 |
| Oakhurst | 50,148.87 | 88,084.72 | 94,609.99 | 43,623.60 |
| Oldsmar | 75,673.00 | 109,302.58 | 110,931.71 | 74,043.87 |
| Orange Grove | 53,223.01 | 59,001.62 | 61,699.52 | 50,525.11 |
| Ozona | 53,208.40 | 164,831.53 | 125,492.25 | 92,547.68 |
| Pasadena Fundamental | 37,317.19 | 68,519.88 | 72,067.59 | 33,769.48 |
| Perkins | 50,107.63 | 81,199.69 | 88,235.72 | 43,071.60 |
| Pinellas Central | 23,616.95 | 51,135.25 | 52,197.33 | 22,554.87 |
| Pinellas Park | 31,572.33 | 28,112.63 | 27,879.37 | 31,805.59 |
| Plumb | 46,445.24 | 87,972.45 | 77,356.44 | 57,061.25 |
| Ponce de Leon | 15,945.10 | 39,765.35 | 38,450.49 | 17,259.96 |
| Ridgecrest | 35,182.45 | 150,626.25 | 146,087.69 | 39,721.01 |
| Safety Harbor | 29,688.08 | 121,244.14 | 120,194.89 | 30,737.33 |
| San Jose | 7,603.90 | 46,828.18 | 47,099.52 | 7,332.56 |
| Sandy Lane | 12,381.59 | 17,999.56 | 11,271.46 | 19,109.69 |
| Sawgrass Lake | 18,252.90 | 49,482.74 | 43,196.35 | 24,539.29 |
| Seminole | 15,148.50 | 44,075.23 | 37,045.81 | 22,177.92 |
| Seventy-Fourth St. | 20,760.75 | 50,997.68 | 51,241.72 | 20,516.71 |
| Shore Acres | 9,501.62 | 61,390.58 | 59,760.66 | 11,131.54 |
| Skycrest | 10,747.68 | 44,886.42 | 43,866.77 | 11,767.33 |
| Skyview | 32,457.48 | 51,199.88 | 40,251.45 | 43,405.91 |
| Southern Oak | 5,739.00 | 44,782.15 | 46,501.25 | 4,019.90 |
| Starkey | 50,015.23 | 124,114.53 | 115,717.42 | 58,412.34 |
| Sunset Hills | 9,741.53 | 117,689.55 | 118,365.18 | 9,065.90 |
| Sutherland | 88,649.76 | 75,828.03 | 76,928.66 | 87,549.13 |
| Tarpon Springs | 20,635.38 | 38,986.78 | 38,520.34 | 21,101.82 |
| Tarpon Springs Fundamental | 17,453.09 | 51,251.64 | 46,646.54 | 22,058.19 |
| Walsingham | 7,837.67 | 21,482.87 | 23,662.73 | 5,657.81 |
| Westgate | 34,940.95 | 21,486.94 | 20,987.37 | 35,440.52 |
| Woodlawn | 12,241.91 | 34,734.74 | 37,068.25 | 9,908.40 |

SUPPLEMENTARY INFORMATION (CONTINUED)

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS- Continued
For the Fiscal Year Ended June 30, 2018**

| | Beginning Cash Balance | Receipts | Disbursements | Ending Cash Balance |
|--|------------------------------|-------------------------|-------------------------|---------------------------|
| <u>Middle Schools</u> | | | | |
| Azalea | \$ 11,984.91 | \$ 51,038.62 | \$ 48,708.44 | \$ 14,315.09 |
| Bay Point | 43,164.81 | 82,105.19 | 72,909.85 | 52,360.15 |
| Clearwater Fundamental | 112,843.69 | 104,044.18 | 114,324.56 | 102,563.31 |
| Dunedin Highland | 83,361.50 | 80,151.57 | 74,758.68 | 88,754.39 |
| East Lake | 31,818.72 | 84,529.86 | 88,596.46 | 27,752.12 |
| Fitzgerald | 41,447.67 | 74,242.79 | 67,887.41 | 47,803.05 |
| John Hopkins | 26,941.54 | 66,684.91 | 64,531.36 | 29,095.09 |
| Joseph L. Carwise | 46,012.43 | 112,335.11 | 109,557.02 | 48,790.52 |
| Largo | 45,245.59 | 58,246.27 | 67,165.44 | 36,326.42 |
| Meadowlawn | 37,945.55 | 99,428.60 | 100,746.32 | 36,627.83 |
| Oak Grove | 23,503.59 | 37,849.51 | 39,424.83 | 21,928.27 |
| Osceola | 62,479.80 | 133,713.01 | 150,849.26 | 45,343.55 |
| Palm Harbor | 121,797.68 | 121,263.29 | 123,096.75 | 119,964.22 |
| Pinellas Park | 11,666.50 | 74,117.85 | 68,505.47 | 17,278.88 |
| Safety Harbor | 59,924.54 | 121,236.37 | 101,726.72 | 79,434.19 |
| Seminole | 28,428.85 | 143,117.89 | 153,352.47 | 18,194.27 |
| Tarpon Springs | 61,718.29 | 117,126.19 | 115,060.53 | 63,783.95 |
| Thurgood Marshall Fundamental | 83,805.36 | 152,462.50 | 147,515.51 | 88,752.35 |
| Tyrene | 27,716.99 | 64,125.17 | 58,268.00 | 33,574.16 |
| <u>High Schools</u> | | | | |
| Boca Ciega | 147,852.48 | 465,537.78 | 439,142.28 | 174,247.98 |
| Clearwater | 133,035.29 | 475,683.61 | 421,516.10 | 187,202.80 |
| Countryside | 177,317.73 | 579,094.90 | 597,158.60 | 159,254.03 |
| Dixie M. Hollins | 148,286.04 | 373,443.49 | 345,553.10 | 176,176.43 |
| Dunedin | 194,945.43 | 319,185.96 | 300,834.19 | 213,297.20 |
| East Lake | 274,653.84 | 647,860.97 | 652,033.08 | 270,481.73 |
| Gibbs | 168,319.60 | 401,879.43 | 407,943.43 | 162,255.60 |
| Lakewood | 156,653.08 | 383,122.83 | 399,467.74 | 140,308.17 |
| Largo | 139,257.27 | 455,476.54 | 422,426.81 | 172,307.00 |
| Northeast | 166,090.24 | 426,435.67 | 422,584.93 | 169,940.98 |
| Osceola Fundamental | 375,394.70 | 645,151.66 | 597,051.00 | 423,495.36 |
| Palm Harbor University | 340,147.57 | 771,921.91 | 763,398.93 | 348,670.55 |
| Pinellas Park | 190,341.91 | 331,892.02 | 381,569.69 | 140,664.24 |
| Seminole | 295,939.17 | 642,100.59 | 685,407.21 | 252,632.55 |
| St. Petersburg | 166,374.13 | 514,953.93 | 470,674.46 | 210,653.60 |
| Tarpon Springs | 173,565.27 | 709,355.22 | 736,723.30 | 146,197.19 |
| <u>ESE Education Centers, Multi-Level & Educational Alternative</u> | | | | |
| Bayside | 15,181.27 | 7,847.94 | 8,913.68 | 14,115.53 |
| Calvin A. Hunsinger | 9,339.07 | 8,797.73 | 6,619.98 | 11,516.82 |
| Clearwater Intermediate | 4,181.40 | 9,665.10 | 10,903.92 | 2,942.58 |
| Disston Academy | 7,709.46 | 13,218.63 | 19,438.22 | 1,489.87 |
| Gus A. Stavros Institute | 47,480.57 | 111,580.67 | 111,690.92 | 47,370.32 |
| James B. Sanderlin PK-8 | 41,752.37 | 137,224.45 | 137,601.36 | 41,375.46 |
| Lealman Innovation Academy | 11,541.38 | 22,334.71 | 25,678.81 | 8,197.28 |
| Madeira Beach Fundamental K-8 | 92,361.03 | 180,188.06 | 184,669.34 | 87,879.75 |
| Midtown Academy | 1,772.93 | 7,757.08 | 7,509.95 | 2,020.06 |
| Nina Harris | 25,385.26 | 30,734.75 | 30,708.68 | 25,411.33 |
| Paul B. Stephens | 31,398.45 | 22,207.18 | 22,229.22 | 31,376.41 |
| Pinellas Gulf Coast Academy | 3,919.28 | 3,357.93 | 4,278.85 | 2,998.36 |
| Pinellas Virtual | | 611.78 | 111.71 | 500.07 |
| Pinellas Secondary | 30,646.81 | 5,123.91 | 2,161.80 | 33,608.92 |
| Richard L. Sanders | 2,138.03 | 2,710.25 | 2,739.20 | 2,109.08 |
| <u>Career, Technical, Adult Education & PTCs</u> | | | | |
| Clearview Adult Education Center | | 17,902.46 | 17,604.94 | 297.52 |
| Clearwater Adult Education Center | 12,048.48 | 64,230.00 | 64,690.82 | 11,587.66 |
| Department of Career, Technical, and Adult Education | 10,099.49 | 3,053.51 | 9,434.69 | 3,718.31 |
| Dixie Hollins Adult Education Center | 3,692.42 | 69,395.00 | 72,684.97 | 402.45 |
| Lakewood Community | 999.74 | 13,999.17 | 14,034.03 | 964.88 |
| Northeast Community | 157.46 | | 157.46 | |
| Palm Harbor Community | 2,135.62 | 26,861.04 | 26,866.28 | 2,130.38 |
| Pinellas Technical College - Clearwater | 678,530.18 | 2,538,748.45 | 2,530,291.23 | 686,987.40 |
| Pinellas Technical College - St. Petersburg | 673,424.39 | 2,730,042.57 | 2,783,454.99 | 620,011.97 |
| Richard O. Jacobson Technical High School at Seminole | 18,049.79 | 11,863.65 | 12,211.98 | 17,701.46 |
| Tomlinson Adult Learning Center | 26,841.87 | 96,197.91 | 90,060.90 | 32,978.88 |
| | \$ 8,043,950.46 | \$ 21,164,858.09 | \$ 21,050,643.18 | \$ 8,158,165.37 |



DAWN T. MEYERS, CPA
DIRECTOR, AUDITING AND PROPERTY RECORDS
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Administration Building
301 Fourth St. SW
Largo, Florida 33770

The Honorable Members of the School Board

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

We have audited, in accordance with 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, except for the required peer review, the statement of fiduciary assets and liabilities of the Pinellas County District School Board, School Internal Funds, as of June 30, 2018, and the related notes to the financial statement, which collectively comprise the District's School Internal Funds basic financial statement, and have issued our report thereon dated March 29, 2019, included under the heading **INDEPENDENT AUDITOR'S REPORT**.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statement, we considered the District's School Internal Funds internal control over financial reporting (internal control) to determine audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the District's School Internal Funds internal control. Accordingly, we do not express an opinion on the effectiveness of the District's School Internal Funds 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 District's financial statement will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all 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 District's School Internal Funds financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, rules, 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*.

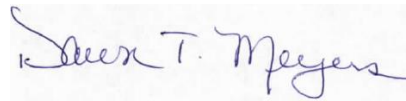
We noted certain additional matters that are discussed in the **SUMMARY SCHEDULE OF FINDINGS** section of this report.

A reference to Managements' response to the findings described in the **SUMMARY SCHEDULE OF FINDINGS** section of this report is included in **REQUESTS FOR FINDINGS AND MANAGERMENTS' RESPONSES**. We did not audit managements' response and, accordingly, we express no opinion on it.

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 District'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 District's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,



Dawn T. Meyers, CPA
Director, Auditing and Property Records
March 29, 2019

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

SECTION 1 - SUMMARY OF AUDITOR'S RESULTS

Financial Statement

| | |
|--|---------------|
| Type of auditor's report issued: | Unmodified |
| Internal control over financial reporting: | |
| Material weakness(es) identified? | No |
| Significant deficiency(ies) identified? | None reported |
| Noncompliance material to financial statement noted? | No |

SECTION II – FINANCIAL STATEMENT FINDINGS

No matters are reported.

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS (CONTINUED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2018
ADDITIONAL MATTERS**

AUDIT FINDINGS LEGEND

Cash-Timeliness of Collection, Deposit, Posting & Disbursement

- A Untimely Deposits
- B Untimely Receipting
- C Deficit Cash
- D Due to District

Transfers, Adjustments, Corrections & Bank Reconciliations

- E Bank Reconciliation Issues or Extensive Assistance
- F Transfers and Adjustments - incorrect transaction used
- G Transfers and Adjustments - transaction processed incorrectly
- H Transfers and Adjustments - not posted timely
- I Transfers and Adjustments - incorrect account

Internal Controls and Procedures

- J Data Back-up
- K Monthly Financial Statements
- L Cross Training/Back-up
- M Improper Deposits
- N Stale-Dated Checks
- O Commercial Carriers
- P Inventory Controls
- Q General Procedures
- R Insufficient Documentation

Financial Records

- S Trust Accounts - Field Trip
- T Trust Accounts – Adopt-a-Class
- U Trust Accounts - Deficit Balances
- V Improper Expenditure
- W Accounts Receivable/Accounts Payable Misstated

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS (CONTINUED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

REQUESTS FOR FINDINGS AND MANAGERMENTS' RESPONSES

Specific findings for each school and Managements' responses to each finding noted in the **SUMMARY SCHEDULE OF FINDINGS** are on file in the Auditing and Property Records office and available upon request. See **REQUESTS FOR INFORMATION** for contact information.

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF SCHOOLS WITH NO REPORTABLE FINDINGS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

We have audited 134 schools and centers that maintain School Internal Funds. The following 57 sites (43% of the 134 sites audited) did not have reportable findings, indicating exceptional proficiency in internal controls, financial and operational management, and compliance with statutes, regulations, and policies governing School Activity Funds. We commend these schools for their efforts. It takes a dedicated team, including the Principal's Secretary/Bookkeeper(s) or Bookkeeper(s) and faculty sponsors, working together with daily diligence to accomplish this level of proficiency.

| | |
|--|---|
| Azalea Middle School | North Shore Elementary School |
| Bauder Elementary School | Northwest Elementary School |
| Belcher Elementary School | Oakhurst Elementary School |
| Boca Ciega High School | Oldsmar Elementary School |
| Campbell Park Elementary School | Orange Grove Elementary School |
| Clearview Adult Education Center | Osceola Middle School |
| Clearwater Intermediate School | Palm Harbor Community School |
| Countryside High School | Perkins Elementary School |
| Curlew Creek Elementary School | Pinellas Gulf Coast Academy |
| Curtis Fundamental Elementary School | Pinellas Virtual School |
| Cypress Woods Elementary School | Ponce de Leon Elementary School |
| Department of Career, Technical, and Adult Education | Richard O. Jacobson Technical High School at Seminole |
| Dixie M. Hollins High School | Ridgecrest Elementary School |
| Dunedin Elementary School | Safety Harbor Elementary School |
| Fairmount Park Elementary School | Safety Harbor Middle School |
| Forest Lakes Elementary School | Sandy Lane Elementary School |
| Frontier Elementary School | Seminole Elementary School |
| Gus A. Stavros Institute | Seventy-Fourth St. Elementary School |
| High Point Elementary School | Shore Acres Elementary School |
| James B. Sanderlin PK-8 | Skycrest Elementary School |
| Joseph L. Carwise Middle School | Skyview Elementary School |
| Kings Highway Elementary School | Sunset Hills Elementary School |
| Lake St. George Elementary School | Sutherland Elementary School |
| Lakeview Fundamental Elementary School | Tarpon Springs Elementary School |
| Lynch Elementary School | Tarpon Springs Fundamental Elementary School |
| Madeira Beach Fundamental K-8 | Tomlinson Adult Learning Center |
| Mildred Helms Elementary School | Walsingham Elementary School |
| New Heights Elementary School | Westgate Elementary School |
| Nina Harris ESE Center | |

PRIOR AUDIT FOLLOW-UP

Except as noted in the **SUMMARY SCHEDULE OF FINDINGS**, school management had taken corrective actions for findings included in the 2016-17 fiscal year audit report, No. 2018-002.