

CIRCLE G EDUCATIONAL SERVICES, INC.
Holden, Louisiana

REVIEWED FINANCIAL STATEMENTS
June 30, 2024



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Board of Directors of
Circle G Educational Services, Inc.
Holden, Louisiana

We have reviewed the accompanying financial statements of Circle G Education Services, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Circle G Education Services, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Supplementary Information

The supplementary information included on page 11 is presented for the purpose of additional analysis and is not a required part of the basis financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

TWRU

CPAs and Financial Advisors
Baton Rouge, Louisiana
December 30, 2024

Circle G Educational Services, Inc.
Holden, Louisiana

STATEMENT OF FINANCIAL POSITION
(See Accompanying Notes and Independent Accountants' Review Report)

June 30, 2024

ASSETS

CURRENT ASSETS:

Cash and Cash Equivalents
Grants Receivable

\$ 29,964
95,803

TOTAL CURRENT ASSETS

\$ 125,767

OTHER ASSETS:

Due from Educational Services of Louisiana

25,039

TOTAL ASSETS

\$ 150,806

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

Accounts Payable
Loan from Executive Director

\$ 44,611
56,000

TOTAL LIABILITIES (ALL CURRENT)

\$ 100,611

NET ASSETS:

Without Donor Restrictions

50,195

TOTAL LIABILITIES AND NET ASSETS

\$ 150,806

Circle G Educational Services, Inc.
Holden, Louisiana

STATEMENT OF ACTIVITIES
(See Accompanying Notes and Independent Accountants' Review Report)

Year Ended June 30, 2024

SUPPORT:

21st Century Federal Grant

\$ 491,436

TOTAL UNRESTRICTED SUPPORT

\$ 491,436

EXPENSES:

Program Services

385,539

Supporting Services - General & Administrative

96,820

TOTAL EXPENSES

482,359

INCREASE IN NET ASSETS WITHOUT DONOR RESTRICTIONS

9,077

NET ASSETS WITHOUT DONOR RESTRICTIONS, BEGINNING OF PERIOD

67,118

Prior Period Adjustment

(26,000)

NET ASSETS WITHOUT DONOR RESTRICTIONS, BEGINNING OF PERIOD (Restated)

41,118

NET ASSETS WITHOUT DONOR RESTRICTIONS, END OF PERIOD

\$ 50,195

Circle G Educational Services, Inc.
Holden, Louisiana

STATEMENT OF CASH FLOWS
(See Accompanying Notes and Independent Accountants' Review Report)

Year Ended June 30, 2024

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash received from Federal grants	\$ 462,606
Cash paid for program purchased professional and technical services	(88,173)
Cash paid for other program expenses	(298,846)
Cash paid for general and administrative expenses	<u>(96,820)</u>

NET CASH USED BY OPERATING ACTIVITIES \$ (21,233)

CASH FLOWS FROM FINANCING ACTIVITIES:

Loans to Related party (net of repayments)	(10,500)
Loan from Executive Director, net of advancements	<u>30,000</u>

NET CASH PROVIDED BY FINANCING ACTIVITIES 19,500

NET DECREASE IN CASH AND CASH EQUIVALENTS (1,733)

CASH AND CASH EQUIVALENTS, BEGINNING OF PERIOD 31,697

CASH AND CASH EQUIVALENTS, END OF PERIOD \$ 29,964

RECONCILIATION OF CHANGE IN NET ASSETS TO NET
CASH USED BY OPERATING ACTIVITIES:

Increase in net assets	\$ 9,077
Adjustments to Reconcile Change in Net Assets to (Increase) Decrease in Assets:	
Grants Receivables	(28,830)
Increase (Decrease) in Liabilities:	
Accounts Payable	<u>(1,480)</u>
NET CASH USED BY OPERATING ACTIVITIES	<u>\$ (21,233)</u>

Circle G Educational Services, Inc.
Holden, Louisiana

STATEMENT OF FUNCTIONAL EXPENSES
(See Accompanying Notes and Independent Accountants' Review Report)

Year Ended June 30, 2024

	Program Services	Support Services General & Administrative	Total
Peer Specialist	\$ 8,000	\$ -	\$ 8,000
Other Expenses	648	-	648
Purchased Professional & Technical Services - Teachers & Paras	88,173	-	88,173
Purchased Professional & Technical Services - Bus Drivers	14,028	-	14,028
Executive Director Compensation	95,031	-	95,031
Fiscal Manager Compensation	-	60,000	60,000
Programs	70,000	-	70,000
Supervisor	4,200	-	4,200
Supplies	748	-	748
Site Coordinator	21,711	-	21,711
Data Entry Clerical	-	9,850	9,850
Educational Liaison	13,750	13,750	27,500
Transportation	8,508	-	8,508
Substitutes	1,838	-	1,838
Custodians	3,804	-	3,804
Bank Service Charge	-	54	54
Insurance	-	1,957	1,957
Interest	-	938	938
Office Supplies	-	9,056	9,056
Accounting Fees	-	1,200	1,200
Field Trips	2,100	-	2,100
Outside Contract Services	53,000	-	53,000
Miscellaneous Business Expenses	-	15	15
TOTAL EXPENSES	\$ 385,539	\$ 96,820	\$ 482,359

CIRCLE G EDUCATIONAL SERVICES, INC.
Holden, Louisiana

NOTES TO FINANCIAL STATEMENTS -1-
June 30, 2024

NOTE 1: NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities – Circle G Educational Services, Inc. (hereafter referred to as the Organization), a Louisiana non-profit organization, is domiciled in Holden, Louisiana. Its mission is to offer academic enrichment activities for children by offering quality and enriching after school and summer educational programming. The Organization currently operates two sites in Tangipahoa Parish: Greenville Park Leadership Academy and Woodland Park Elementary Magnet, both in Hammond, Louisiana. Each site can serve up to 140 children, respectively. Greenville Park Leadership Academy and Woodland Park Elementary Magnet averages around 220-250 students combined.

The Organization's support comes primarily from the Federal 21st Century Grant Program administered through the Louisiana Department of Education. The Organization's grant agreement expired in August 2022 and was renewed for a period that runs through August 31, 2027.

The accounting policies of the Organization conform to accounting principles generally accepted in the United States of America as applicable to non-profit organizations. The significant accounting policies are as follows:

Method of Accounting – The financial statements of the Organization have been prepared utilizing the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Financial Statement Presentation – The Organizations reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions, which are described as follows:

Net Assets without Donor Restrictions are net assets that are not subject to donor-imposed restrictions and are available for use at The Organization's discretion. The only limits on the use of net assets without donor restrictions are the board limits resulting from The Organization, the operation in which it operates, the purposes specified in the corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered in the course of operations. As of June 30, 2024, The Organization had net assets without donor restrictions of \$50,195.

Net Assets with Donor Restrictions are net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. When the donor's restrictions are satisfied, either by using the resources in the manner specified by the donor or the passage of time, the expiration of the restriction is reported in the financial statements by reclassifying the net assets from net assets with donor restrictions to net assets without donor restrictions. Other donor-imposed restrictions are perpetual in nature, such as those that the donor stipulates the resources be maintained in perpetuity. As of June 30, 2024, The Organization had no net assets with donor restrictions.

Revenue Recognition – Revenue is recognized when earned. Program service fees and payments under cost-reimbursable contracts received in advance are deferred to the applicable period in which the related services are performed, or expenditures are incurred, respectively. Contributions are recognized when cash, or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met or the donor has explicitly released the restriction. When a restriction expires, that is when a stipulated time restriction ends or the purpose of the restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as net assets released from restrictions.

CIRCLE G EDUCATIONAL SERVICES, INC.
Holden, Louisiana

NOTES TO FINANCIAL STATEMENTS -2-
June 30, 2024

NOTE 1: NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Cash Equivalents – For purposes of the statements of cash flows, the Organization considers all, restricted and unrestricted, highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Grant Receivables – Grants receivable are stated at net realizable value. The Organization maintains allowances for doubtful accounts for estimated losses resulting from the inability of its grantors to make required payments. Because collection is expected at 100%, an allowance for doubtful accounts has not been estimated in the current year.

Property and Equipment – Donations of property and equipment are recorded as support at their estimated fair value. Such donations are reported as net assets without donor restrictions unless the donor has restricted the donated assets to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as net assets with donor restrictions. Property and equipment purchased by the Organization is recorded at cost. They are depreciated using the straight-line method over the estimated useful lives of the assets (10-25 years for buildings; 3-7 years for equipment/furniture). Capital assets with an original cost of \$2,500 or greater are capitalized. Currently the Organization has no property and equipment.

Contributions – Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support depending on the existence and/or nature of any donor restrictions. Net assets with donor restrictions are reclassified to net assets without donor restrictions upon satisfaction of the time or purpose of the restriction. If a contributions' restriction is met in the same reporting period the contributions were received, the income is classified as net assets without donor restrictions.

Estimates – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Donated Goods and Services – No amounts have been reflected in the financial statements for donated goods or services. The Organization generally pays for services requiring specific expertise. The Organization received donated rent for use of the facilities for the two program sites. This donation is on a month-to-month basis. In addition, the Organization received food donations from the Tangipahoa Food Bank and Our Daily Bread. No value has been assigned to these in-kind donations as management was unable to quantify the value.

Advertising Expense – Advertising costs are expensed as incurred. The Organization paid zero dollars for advertising for the year ended June 30, 2024.

Functional Allocation of Expenses – The costs of providing the program and supporting services of the Organization have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. This allocation is summarized in the statement of functional expenses.

Income Taxes – The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no liability or expense has been recorded in the accompanying financial statements. However, income from certain activities not directly related to the Organization's tax-exempt purpose is subject to taxation as unrelated business taxable income (UBTI). In addition, the Organization qualifies for the charitable deduction under Section 170(b)(1)(A) and has been classified as an organization other than a private foundation under Section 509(a)(2).

CIRCLE G EDUCATIONAL SERVICES, INC.
Holden, Louisiana

NOTES TO FINANCIAL STATEMENTS -3-
June 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The Organization may recognize the tax benefit from a tax position only if it is more likely than not that the tax position will be sustained on examination by taxing authorities based on the technical merits of the position. Examples of tax positions include the tax-exempt status of the Organization and various positions related to the potential sources of UBIT. The Organization has analyzed its tax position taken for filings with the Internal Revenues Services. The Organization believes that its income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse effect on the Organization's financial condition, results of operations, or cash flows.

Estimates – Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. On an ongoing basis, management evaluates the estimates and assumptions based on new information. Management believes the estimates and assumptions are reasonable in the circumstances; however, actual results could differ from those estimates.

NOTE 2: CASH AND CASH EQUIVALENTS

Cash and cash equivalents (book balances) include the following:

Demand deposits	\$ <u>29,964</u>
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NOTE 3: RELATED PARTY TRANSACTIONS

During the year, the executive director loaned funds to the Organization to cover expenses while the organization is waiting on grant revenues to be paid. These loans are borrowed from the executive director's personal line of credit and or personal accounts. These loans have no stated maturity date and interest charged by the bank on the personal line of credit is passed on to the Organization. During the year, it was discovered that a \$26,000 loan n a prior year was incorrectly coded as a contribution rather than as a loan. This correction restated the loan from officer beginning balance from \$0 to \$26,000. During the year, the executive director loaned the Organization an additional \$30,000. As of June 30, 2024, the balance owed to the executive director was \$56,000. During the year interest paid associated with this loan was \$938.

As of June 30, 2023, the Organization had a receivable from a related exempt organization run by the Executive Director's spouse of \$45,039. During the year the Organization received repayments on this loan in the amount of \$20,000. This loan have no maturity date and no stated interest rate. At June 30, 2024, \$25,039 was owed to the Organization from the related, exempt organization and is included in other assets on the statement of financial position.

NOTE 4: CONCENTRATIONS

The Organization received 100% of total revenue from the 21st Century Grant.

NOTE 5: LIQUIDITY OF ASSETS AND LIABILITIES

The liquidity of the Organization's assets and liabilities are as follows:

Cash	\$ 29,964
Plus Current Grants Receivable	<u>95,803</u>
 Financial assets available to meet cash needs for general expenditures within one year	 \$ <u>125,767</u>

CIRCLE G EDUCATIONAL SERVICES, INC.
Holden, Louisiana

NOTES TO FINANCIAL STATEMENTS -4-
June 30, 2024

NOTE 6: UNCERTAIN TAX POSITIONS

The Organization has adopted accounting rules that prescribe when to recognize and how to measure the financial statement effects, if any, of income tax positions taken or expected to be taken on its income tax returns. These new rules require management to evaluate the likelihood that, upon examination by relevant taxing jurisdictions, those income tax positions would be sustained. Based on that evaluation, if it were more than 50% probable that a material amount of income tax would be imposed at the entity level upon examination by the relevant taxing authorities, a liability would be recognized in the accompanying balance sheet along with any interest and penalties that would result from that assessment. Should any such penalties and interest be incurred, the Organization's policy would be to recognize them as operating expenses. Further, no interest or penalties have been accrued or charged to expense as of June 30, 2024, or for the year then ended.

The Organization's income tax returns are subject to examination by taxing authorities for a period of three years from the date they are filed. As of June 30, 2024, tax returns for 2023, 2022, and 2021, are subject to examination.

NOTE 7: PRIOR PERIOD ADJUSTMENT

During the year, it was noted that a loan from the Executive Director was incorrectly recorded as a contribution. An adjustment was made resulting in a decrease in net assets by \$26,000 and increasing the loan from Executive Director by the same amount.

NOTE 8: SUBSEQUENT EVENTS

The Organization has evaluated all subsequent events through December 30, 2024, the date the financial statements were available to be issued.

CIRCLE G EDUCATIONAL SERVICES, INC.
Holden, Louisiana

SUMMARY SCHEDULE OF FINDINGS AND RESPONSES
For the Years Ended June 30, 2024 and 2023

Corrective Action Plan for Current Year Finding

There are no findings for the current year ended June 30, 2024.

Corrective Action Plan for Prior Year Finding

There were no findings related to the reviewed financial statements for the current year ended June 30, 2023.

Circle G Educational Services, Inc.
Holden, Louisiana

SCHEDULE OF COMPENSATION, REIMBURSEMENTS, BENEFITS AND OTHER PAYMENTS TO AGENCY
HEAD, POLITICAL SUBDIVISION HEAD, OR CHIEF EXECUTIVE OFFICER

(See Independent Accountants' Review Report)

For the Year Ended June 30, 2024

Agency Head

Paula Green

Compensation - contract labor	\$ 87,528
Reimbursement of expenses	\$ 861

Independent Accountant's Report
on Applying Agreed-Upon Procedures

Board of Directors of
Circle G Educational Services
Holden, Louisiana

We have performed the procedures enumerated below on Circle G Educational Services, Inc. (the Agency) compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended June 30, 2024, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Agency's management is responsible for its financial records and compliance with applicable laws and regulations.

The Agency has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the Agency's compliance with the laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the year ended June 30, 2024. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. The report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

Federal, State, and Local Awards

1. Obtain the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Agency's management.

The Agency provided us with the following list of expenditures made for federal grant awards received during the fiscal year ended June 30, 2024:

Federal, State, or Local Grant Name	Grant Year	AL No. (if applicable)	Amount
21st Century Community Learning Centers (state of LA dept of education)	2023/2024		\$491,436
Total Expenditures			\$491,436

2. For each federal, state, and local grant award, randomly select six disbursements from each grant administered during the fiscal year, provided that no more than 30 disbursements are selected.

Only one grant provided to Circle G so we will only be testing the 21st Century Learning Centers

3. Obtain documentation for the disbursements selected in Procedure 2. Compare the selected disbursements to supporting documentation, and report whether the disbursements agree to the amount and payee in the supporting documentation.
4. Report whether the selected disbursements were coded to the correct fund and general ledger account.

All of the disbursements were coded to the correct fund and general ledger account.

5. Report whether the selected disbursements were approved in accordance with the Agency's policies and procedures.

Inspection of supporting documentation indicate appropriate approval.

6. For each selected disbursement made for federal grant awards, obtain the *Compliance Supplement* for the applicable federal program. For each disbursement made for a state or local grant award, or for a federal program not included in the *Compliance Supplement*, obtain the grant agreement. Compare the documentation for each disbursement to the program compliance requirements or the requirements of the grant agreement relating to activities allowed or unallowed, eligibility, and reporting; and report whether the disbursements comply with these requirements.

Activities allowed or unallowed

We compared documentation for each of the selected disbursements with program compliance requirements related to services allowed or not allowed.

No exceptions were noted.

Eligibility

We compared documentation for each of the selected disbursements with program compliance requirements related to services allowed or not allowed.

No exceptions were noted.

Reporting

We compared documentation for each of the selected disbursements with program compliance requirements related to services allowed or not allowed.

No exceptions were noted.

7. Obtain the close-out reports, if required, for any program selected in Procedure 2 that was closed out during the fiscal year. Compare the close-out reports, if applicable, with the Agency's financial records; and report whether the amounts in the close-out reports agree with the Agency's financial records.

There were no close out report to review.

8. Obtain evidence from management that agendas for meetings recorded in the minute book were posted as required by Louisiana Revised Statute 42:11 through 42:28 (the open meetings law), and report whether there are any exceptions. Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meetings Law" available on the Legislative Auditor's website at [https://app.la.state.la.us/lla.nsf/BAADB2991272084786257AB8006EE827/\\$FILE/Open%20Meetings%20Law%20FAQ.pdf](https://app.la.state.la.us/lla.nsf/BAADB2991272084786257AB8006EE827/$FILE/Open%20Meetings%20Law%20FAQ.pdf), to determine whether a non-profit agency is subject to the open meetings law.

Not applicable

Budget

9. For each grant exceeding five thousand dollars, obtain the comprehensive grant budgets that the agency provided to the applicable federal, state or local grantor agency. Report whether the budgets for federal, state and local grants included the purpose and duration of the grants; and whether budgets for state grants also included specific goals, objectives, and measures of performance.

The Agency provided documentation that comprehensive budgets were submitted to the applicable federal grantor agency for the grants exceeding five thousand dollars. These budgets included the purpose and duration of the grant program.



State Audit Law

10. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The agency's report was submitted to the Legislative Auditor before the statutory due date of December 31, 2024.

11. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

The Agency's management represented that the Agency did not enter into any contracts during the fiscal year that were subject to the public bid law.

Prior-Year Comments

12. Obtain and report management's representation as to whether any prior year suggestions, exceptions, recommendations, and/or comments have been resolved.

Prior year suggestions, exceptions, and recommendation have been resolved.

We were engaged by the Agency to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Agency's compliance with the foregoing matters. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the agency and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on the Agency's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

TWRU

CPAs & Financial Advisors
Baton Rouge, Louisiana
December 30, 2024

Circle G Educational Services, LLC
LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Quasi-public Agencies)

December 30, 2024

TWRU CPAs & Financial Advisors
527 E Airport Ave.
Baton Rouge, LA 70806

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of June 30, 2024 and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Federal, State, and Local Awards

We have detailed for you the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.

Yes ☒ No [] N/A []

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and local grantor officials.

Yes ☒ No [] N/A []

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes ☒ No [] N/A []

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the OMB Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes ☒ No [] N/A []

Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). **Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication “[Open Meeting FAQs](#),” available on the Legislative Auditor’s website to determine whether a non-profit agency is subject to the open meetings law.**

Yes [] No [] N/A ☒

Budget

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

Yes ☒ No [] N/A []

Reporting

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes ☒ No [] N/A []

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes ☒ No [] N/A []

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes ☒ No [] N/A []

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes ☒ No [] N/A []

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes [] No [] N/A ☒

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes ☒ No [] N/A []

We acknowledge that we are responsible for determining that the procedures performed are appropriate for the purposes of this engagement.

Yes ☒ No [] N/A []

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes ☒ No [] N/A []

We have provided you with all relevant information and access under the terms of our agreement.

Yes ☒ No [] N/A []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes ☒ No [] N/A []

We are not aware of any material misstatements in the information we have provided to you.

Yes ☒ No [] N/A []

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes ☒ No [] N/A []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes ☒ No ☐ N/A ☐

The previous responses have been made to the best of our belief and knowledge.

Signature

Paul H. Ghee

Date

12-27-2024