

METROVISION SCHOOL TO CAREER PARTNERSHIP, INC.

**ACCOUNTANT'S COMPILATION AND ATTESTATION REPORTS,
WITH FINANCIAL STATEMENTS AND NOTES
TO THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED JUNE 30, 2004

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date: 10-18-04

Metrovision School To Career Partnership, Inc
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Accountant's Compilation Report

To the Board of Director's of
The Metrovision School To Career Partnership, Inc.

I have compiled the accompanying statement of financial position of The Metrovision School To Career Partnership, Inc. as of June 30, 2004, and the related statement of activities, cash flows, and schedule of functional expenses for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. I have not audited or reviewed the accompanying financial statements, and accordingly, do not express an opinion or any other form of assurance on them.


Deemer CPA and Consulting Services, LLC
New Orleans, Louisiana
September 28, 2004

METROVISION SCHOOL TO CAREER PARTNERSHIP, INC.
Statement of Financial Position
June 30, 2004

Assets

Current Assets

Cash	100
Grant Receivable	<u>3,913</u>
Total Current Assets	<u>\$ 4,013</u>

Liabilities and Net Assets

Current Liabilities

Due To Other Consortium	<u>\$ 3,913</u>
Total Liabilities	3,913

Net Assets

Unrestricted	<u>100</u>
Total Net Assets	100
Total Liabilities and Net Assets	<u>\$ 4,013</u>

The accompanying notes are an integral part of these financial statements

HETROMISION SCHOOL TO CAREER PARTNERSHIP, INC.**Statement of Activities****For the Year Ended June 30, 2004****Changes in Unrestricted Net Assets**

Unrestricted Donated Support	\$ 100
Assets Released from Restrictions	151,908
Program Expenses	(99,879)
Management and General expenses	<u>(56,742)</u>
Decrease in Unrestricted Net Assets	(3,813)

Changes in Temporarily Restricted Net Assets

Grant Revenues	<u>155,821</u>
Assets released from restrictions	<u>(151,908)</u>
Total Increase in Temporarily Restricted Net Assets	3,913

Increase in Net Assets	100
Net Assets Beginning of Period	<u>0</u>
Net Assets End of Period	<u>\$ 100</u>

The accompanying notes are an integral part of these financial statements.

METROWISDOM SCHOOL TO CAREER PARTNERSHIP, INC.
Statement of Cash Flows
For the Fiscal Year Ended June 30, 2004

Cash Flows From Operating Activities:

Changes in Net Assets	\$ 100
Adjustments to Reconcile Net Revenues over Expenditures to Net Cash Provided by Operating Activities	
Depreciation Expense	0
Changes in Operating Assets and Liabilities	
Grant Receivable	(3,013)
Due to Consortium	<u>3,013</u>
Net Cash Provided by Operating Activities	100
Cash Flows From Investing Activities:	
Net Cash Provided by Investing Activities	0
Cash Flows From Financing Activities:	
Net Cash Provided by Financing Activities	<u>0</u>
Net Cash Increase for Period	100
Cash, At Beginning of Period July 1, 2003	<u>0</u>
Cash, At End of Period June 30, 2004	<u>\$ 100</u>

The accompanying notes are an integral part of these financial statements.

1. Summary of Significant Accounting Principles

General - The Metrovision School To Career Partnership, Inc. (School To Career) is a non-profit agency whose goal is to link business and education to produce a more qualified emerging workforce. The home office of School To Career is located at 601 Poydras Street, Suite 1700, New Orleans, Louisiana 70130. The agency's mission is "to create and support collaborative relationships that prepare all youth for academic achievement, careers and lifelong learning by providing rigorous and relevant learning experiences."

Basis of Accounting - The financial statements of School To Career are prepared on the accrual basis of accounting. Accordingly, revenue is recorded when earned and expenses are recorded when incurred.

Cash - Cash is comprised of cash on hand and in banks.

2. Net Assets

Temporarily Restricted Net Assets

Temporarily Restricted Net Assets are subject to donor-imposed restrictions that may be met over time or by action of School To Career. Once, restrictions are met assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

3. Liabilities

Due to Consortium - The Metrovision School to Career Partnership, Inc. is an agency which is linked to a Consortium of other agencies. The sole source of funding for School to Career is a cost reimbursement contract from the State of Louisiana Department of Economic Development. As such, another agency in the consortium made funds available to School to Career which will be returned when the agency receives reimbursement from the State Department of Economic Development.

Unrestricted Donated Support - The Metrovision School to Career Partnership, Inc. received one hundred dollars (\$100) from an agency in their Consortium for the purpose of maintaining an open bank account. There is no agreement for repayment of the funds.

METROVISION SCHOOL TO CAREER PARTNERSHIP, INC.**Schedule of Functional Expenses****For the Year Ended June 30, 2004****State Dep't of Economic Development**

Expenses:	Program Services	Admin. & Gen'l	Total
Payroll Expenses	89,733	45,590	135,323
Payroll Taxes	17,026	11,152	28,178
Office Supplies	1,078		1,078
Office Expense	11,238		11,238
Travel Expenses	677		677
Miscellaneous	2,327		2,327
Total	\$ 112,079	\$ 56,742	\$ 168,821

The accompanying notes are an integral part of these financial statements

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Quasi-public Entities)

September 3, 2004 (Date Transmitted)

Deemer CPA & Consulting Services, LLC

4330 Thruway Drive

New Orleans, Louisiana 70118

(Auditors)

In connection with your review of our financial statements as of June 30, 2004 and for the period then ended, and as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of September 3, 2004.

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

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 grantor officials.

Yes No

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

Yes No

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

Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

Yes No

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

Prior Year Comments

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

Yes No

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the federal, state, and local grants, to include the applicable laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agency any known noncompliance which may occur up to the date of your report.

<u>Melinda Schlegel</u>	Secretary	<u>9/29/04</u>	Date
<u>Ernie Stockwell</u>	Treasurer	<u>9/29/04</u>	Date
<u>Janis Finke</u>	President	<u>9/20/04</u>	Date

**ATTESTATION REPORT
(Quasi-Public Entity)
Independent Accountant's Report
on Applying Agreed-Upon Procedures**

To the Management of Metrovision School To Career Partnership, Inc.

I have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of Metrovision School to Career Partnership, Inc. (School to Career), the Legislative Auditor, State of Louisiana, and applicable state grantor agency/agencies solely to assist the users in evaluating management's assertions about School to Career's compliance with certain laws and regulations during the period ended June 30, 2004 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of Government Auditing Standards. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below, either for the purpose for which this report has been requested or for any other purpose.

Federal, State, and Local Awards

1. Determine the amount of Federal, state and local award expenditures for the fiscal year, by grant and grant year.

Metrovision School To Career Partnership, Inc. received \$155,821 in funding through a social services agreement with the State of Louisiana, Department of Economic Development. The contract term began July 1, 2003 and ended June 30, 2004 which also corresponds with the fiscal year of the agency.

2. For each Federal, state, and local award, I randomly selected 6 disbursements from the award administered during the period under examination.

There was one funding source, from which 6 disbursements were randomly selected during the period of July 1, 2003 through June 30, 2004.

3. For the items selected in procedure 2, I attempted to trace the six disbursements to supporting documentation as to proper amount and payee.

I have examined cancelled checks for each of the six selected disbursements to determine whether or not the proper amount was made to the correct payee, there were no inconsistencies noted as a result of this testwork.

4. For the items selected in procedure 2, I attempted to determine if the six disbursements were properly coded to the correct fund and general ledger account.

Six of the payments were coded to the only fund utilized which was that of the State Department of Education grant fund and they were recorded in the appropriate expense account of the general ledger. No exceptions were noted for this sample selection.

5. For the items selected in procedure 2, I attempted to determine whether the six disbursements received approval from proper authorities.

Appropriate documentation including check requisition forms and canceled checks were provided for the six randomly selected disbursements. The check request forms were completed by agency staff and were noted as consistent with the checks signed by the Executive Director of the agency.

6. For the items selected in procedure 2: For federal, state and local awards, I determined whether the disbursements complied with the grant agreement, relating to:

Activities allowed or unallowed:

I reviewed the previously listed disbursements for types of services allowed or not allowed. The allowability requirements appeared to be met for the six disbursements, because expenditures were included in the approved budget and appeared to coincide with the goals of the program.

Eligibility

I reviewed the previously listed disbursements for eligibility requirements. Disbursements were in accordance with the approved budget for the six disbursements.

Reporting

I reviewed the previously listed disbursements for reporting requirements. The six disbursements were reported to the State of Louisiana, Department of Economic Development in accordance with the contract agreement on a monthly basis.

7. For the program selected for testing in item (2), I planned to compare the close-out report, when required, with the entity's financial records to determine whether the amounts agree.

A closeout report was completed and the amounts reported agreed with the financial statements of the agency. The total amount of the contract (\$155,821) had been expended and reported by budgeted line item.

Meetings

8. I examined evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

Management has asserted that "open meetings" documents were properly posted on the door of board meetings, and complete agendas were made available, as required. I was provided a copy of the documents that were posted which appeared to have met the open meetings LSA-RS 42:1 through 42:12 requirements.

Comprehensive Budget

9. For all grants exceeding five thousand dollars, we determined that each applicable federal, state, or local grantor agency/agency was provided with a comprehensive budget of these grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

School To Career, Inc. provided comprehensive budgets to the applicable local grantor for the program mentioned previously. These budgets specified the anticipated uses of the funds, estimates of the duration of the project, and plans showing specific goals and objectives that included measures of performance.

Prior Comments and Recommendations

10. I reviewed the prior year compilation/attestation report for any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

The year reported (July 1, 2003 through June 30, 2004) was the first year the agency operated and received any funding. There are no prior year reports to comment on.

I was not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the use of the management of Metrovision School To Career Partnership, Inc., the Legislative Auditor (State of Louisiana), and the applicable state grantor agency/agencies and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Deemer CPA and Consulting Services, LLC
September 28, 2004