

GLENCOE EDUCATION FOUNDATION, INC.

Franklin, Louisiana

Financial Report

Years Ended June 30, 2024 and 2023

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**DARNALL SIKES
& FREDERICK**

A CORPORATION OF CERTIFIED
PUBLIC ACCOUNTANTS

1201 Brashear Avenue, Suite 301
Morgan City, LA 70380

P 985-384-6264
F 985-384-8140

DSFCPAS.COM

OTHER LOCATIONS:

Lafayette Eunice Abbeville

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Glencoe Education Foundation, Inc.
Franklin, Louisiana

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Glencoe Education Foundation, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2024 and 2023, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Glencoe Education Foundation, Inc. (the Foundation) as of June 30, 2024 and 2023, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits 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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Foundation and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Foundation's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Foundation's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Foundation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of compensation, benefits, and other payments to agency head and schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic 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 basic financial statements.

The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of compensation, benefits, and other payments to agency head and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the financial statements as a whole.

The schedule of the governing board and the schedule of insurance in force have not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2024, on our consideration of the Foundation's 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 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 the effectiveness of the Foundation's 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 Foundation's internal control over financial reporting and compliance.

Darnall, Sikes & Frederick

(A Corporation of Certified Public Accountants)

Lafayette, Louisiana

December 17, 2024

FINANCIAL STATEMENTS

GLENCOE EDUCATION FOUNDATION, INC.

Statements of Financial Position
June 30, 2024 and 2023

	2024	2023 (Restated)
ASSETS		
CURRENT ASSETS		
Cash	\$ 4,555,966	\$ 3,081,891
Certificates of deposit	17,970	17,791
Grants receivable	226,058	301,521
Other receivables	2,183	1,935
Prepaid items	41,893	67,111
Total current assets	4,844,070	3,470,249
PROPERTY AND EQUIPMENT, NET	3,393,174	3,264,236
OPERATING LEASE RIGHT-OF-USE ASSET	695,876	29,041
OTHER ASSETS		
Assets restricted to payment of long-term debt:		
Cash and certificates of deposit	99,924	99,924
TOTAL ASSETS	<u>\$ 9,033,044</u>	<u>\$ 6,863,450</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 52,013	\$ 46,342
Accrued salaries payable	390,187	368,290
Other accrued liabilities	194,839	22,282
Accrued compensated absences payable	41,697	60,227
Current portion of operating lease liabilities	6,756	23,202
Current portion of long-term debt	61,123	58,630
Total current liabilities	746,615	578,973
LONG-TERM LIABILITIES		
Long-term debt, net of current portion	848,544	909,672
Operating lease liabilities, net of current portion	689,120	5,839
Total long-term liabilities	1,537,664	915,511
Total liabilities	2,284,279	1,494,484
NET ASSETS		
Without donor restrictions		
Available for operations	4,224,819	3,054,854
Invested in property and equipment, net of related debt	2,483,507	2,295,934
	6,708,326	5,350,788
With donor restrictions	40,439	18,178
Total net assets	6,748,765	5,368,966
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 9,033,044</u>	<u>\$ 6,863,450</u>

The accompanying notes are an integral part of this statement.

GLENCOE EDUCATION FOUNDATION, INC.

Statements of Activities
Years Ended June 30, 2024 and 2023

	2024	2023 (Restated)
NET ASSETS WITHOUT DONOR RESTRICTIONS		
REVENUES AND SUPPORT		
Minimum Foundation Program	\$ 5,516,367	\$ 5,015,087
Food services	16,902	14,733
Tuition	57,600	29,517
Activity fees	62,325	69,020
Product and supplies sales	20,147	37,550
Contributions	1,530	-
Fundraising	42,185	50,612
Other unrestricted grants	-	653
Miscellaneous	24,054	10,064
Gain on disposal of assets	600	-
Interest income	45,384	19,792
Total revenues and support without donor restrictions	5,787,094	5,247,028
Net assets released from donor restrictions	1,482,354	1,252,050
TOTAL REVENUES, SUPPORT AND OTHER SUPPORT WITHOUT DONOR RESTRICTIONS	7,269,448	6,499,078
EXPENSES		
Instruction:		
Regular programs	2,871,130	2,871,450
Special education	235,765	211,114
Special programs	229,989	196,970
Career and technical education	174,272	173,702
Support services:		
Pupil support	270,838	157,865
Instructional staff	97,601	106,477
General administration	65,396	53,597
School administration	433,149	372,492
Business services	208,867	190,313
Plant services	370,215	422,173
Student transportation services	255,647	230,421
Central services	53,181	-
Non-instructional:		
Food services	397,709	403,098
Facilities acquisition and construction	6,186	-
Debt service:		
Interest and bank charges	41,689	45,099
Depreciation	218,454	204,393
TOTAL EXPENSES	5,930,088	5,639,164
Increase in net assets without donor restrictions	1,339,360	859,914

The accompanying notes are an integral part of this statement.

	2024	2023 (Restated)
NET ASSETS WITH DONOR RESTRICTIONS		
REVENUES AND SUPPORT		
Federal grants:		
Emergency Connectivity Fund Program	-	27,689
Rural Education Achievement Program	13,678	5,356
IDEA - Part B	94,708	80,946
National School Lunch Program	433,511	401,621
Elementary and Secondary School Emergency Relief (ESSERF)	443,684	330,991
Title I Grants to Local Educational Agencies	225,757	188,417
Title II Supporting Effective Instruction State Grants	34,855	17,867
Title IV Safe and Drug Free Schools	3,896	4,016
Other	2,404	1,774
State grants:		
Pre-K	132,804	169,632
Project Lead the Way	-	10,000
Certificated and Support Staff Stipends	109,413	-
Other	28,083	31,919
TOTAL REVENUES AND SUPPORT		
WITH DONOR RESTRICTIONS	1,522,793	1,270,228
Net assets released from donor restrictions	(1,482,354)	(1,252,050)
Change in net assets with donor restrictions	40,439	18,178
CHANGE IN NET ASSETS	1,379,799	878,092
NET ASSETS AT BEGINNING OF YEAR, AS RESTATED	5,368,966	4,490,874
NET ASSETS AT END OF YEAR, AS RESTATED	<u>\$ 6,748,765</u>	<u>\$ 5,368,966</u>

The accompanying notes are an integral part of this statement.

GLENCOE EDUCATION FOUNDATION, INC.

Statements of Functional Expenses
Years Ended June 30, 2024 and 2023

	Instruction				Support Services			
	Regular Programs	Special Education	Special Programs	Career and Technical Education	Pupil Support	Instructional Staff	General Administration	School Administration
2024								
Salary	\$ 1,948,047	\$ 160,229	\$ 176,269	\$ 73,363	\$ 39,923	\$ 62,574	\$ -	\$ 263,545
Employee benefits	676,373	73,077	53,170	28,286	2,440	22,478	-	87,246
Professional services	14,700	-	-	140	221,139	-	48,867	-
Insurance	7,506	271	550	-	2,043	-	15,970	889
Repairs and maintenance	-	-	-	-	-	-	-	230
Energy	-	-	-	-	-	-	-	-
Telephone/postage	5,619	-	-	2,476	87	4,389	-	29,710
Disposal services	-	-	-	-	-	-	-	-
Rental of land/equipment	-	-	-	-	-	-	-	7,142
Travel	17,317	-	-	7,427	120	-	133	544
Materials and supplies	122,095	992	-	34,591	5,086	8,160	-	14,656
Food	-	-	-	-	-	-	-	-
Miscellaneous	79,473	1,196	-	27,989	-	-	426	29,187
Interest	-	-	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-	-	-
	<u>\$ 2,871,130</u>	<u>\$ 235,765</u>	<u>\$ 229,989</u>	<u>\$ 174,272</u>	<u>\$ 270,838</u>	<u>\$ 97,601</u>	<u>\$ 65,396</u>	<u>\$ 433,149</u>
2023								
Salary	\$ 1,831,262	\$ 141,117	\$ 168,922	\$ 61,667	\$ 21,176	\$ 75,136	\$ -	\$ 229,248
Employee benefits	691,488	63,272	28,048	26,331	1,294	20,981	-	78,491
Professional services	28,120	-	-	-	132,177	-	40,957	1,320
Insurance	-	264	-	-	2,395	-	12,601	-
Repairs and maintenance	-	-	-	-	-	-	-	-
Energy	-	-	-	-	-	-	-	-
Telephone/postage	-	-	-	-	-	-	-	9,816
Disposal services	-	-	-	-	-	-	-	-
Rental of land/equipment	-	-	-	-	-	-	-	9,273
Travel	4,444	-	-	1,723	-	-	-	904
Materials and supplies	224,318	4,854	-	52,122	363	9,047	39	17,365
Food	-	-	-	-	-	-	-	-
Miscellaneous	91,818	1,607	-	31,859	460	1,313	-	26,075
Interest	-	-	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-	-	-
	<u>\$ 2,871,450</u>	<u>\$ 211,114</u>	<u>\$ 196,970</u>	<u>\$ 173,702</u>	<u>\$ 157,865</u>	<u>\$ 106,477</u>	<u>\$ 53,597</u>	<u>\$ 372,492</u>

The accompanying notes are an integral part of this statement.

Support Services (continued)				Non-instructional				
Business Services	Plant Services	Student Transportation Services	Central Services	Food Services	Facilities Acquisition and Construction	Debt Service	Depreciation	Total
\$ 140,455	\$ 69,415	\$ 119,559	\$ 33,846	\$ 124,741	\$ -	\$ -	\$ -	\$ 3,211,966
49,615	26,911	8,408	15,563	38,669	-	-	-	1,082,236
6,577	3,581	213	-	-	5,986	-	-	301,203
4,308	87,649	29,757	-	3,372	-	-	-	152,315
-	52,987	61,457	-	6,813	-	-	-	121,487
-	63,698	34,813	-	-	-	-	-	98,511
3,212	-	-	3,616	1,590	-	-	-	50,699
-	12,364	-	-	14,202	-	-	-	26,566
-	24,301	-	-	4,200	-	-	-	35,643
1,090	-	504	156	430	-	-	-	27,721
1,935	28,541	661	-	20,657	-	-	-	237,374
-	-	-	-	181,884	-	-	-	181,884
1,675	768	275	-	1,151	200	-	-	142,340
-	-	-	-	-	-	41,689	-	41,689
-	-	-	-	-	-	-	218,454	218,454
<u>\$ 208,867</u>	<u>\$ 370,215</u>	<u>\$ 255,647</u>	<u>\$ 53,181</u>	<u>\$ 397,709</u>	<u>\$ 6,186</u>	<u>\$ 41,689</u>	<u>\$ 218,454</u>	<u>\$ 5,930,088</u>
\$ 130,992	\$ 93,593	\$ 123,281	\$ -	\$ 126,478	\$ -	\$ -	\$ -	\$ 3,002,872
45,963	53,021	-	-	46,559	-	-	-	1,055,448
6,833	750	-	-	-	-	-	-	210,157
3,282	70,897	39,285	-	5,061	-	-	-	133,785
-	53,707	29,599	-	6,077	-	-	-	89,383
-	73,516	33,467	-	-	-	-	-	106,983
-	-	-	-	-	-	-	-	9,816
-	14,311	-	-	11,353	-	-	-	25,664
-	22,580	-	-	4,499	-	-	-	36,352
214	-	-	-	403	-	-	-	7,688
1,796	36,832	3,976	-	26,218	-	-	-	376,930
-	-	-	-	172,398	-	-	-	172,398
1,233	2,966	813	-	4,052	-	-	-	162,196
-	-	-	-	-	-	45,099	-	45,099
-	-	-	-	-	-	-	204,393	204,393
<u>\$ 190,313</u>	<u>\$ 422,173</u>	<u>\$ 230,421</u>	<u>\$ -</u>	<u>\$ 403,098</u>	<u>\$ -</u>	<u>\$ 45,099</u>	<u>\$ 204,393</u>	<u>\$ 5,639,164</u>

The accompanying notes are an integral part of this statement.

GLENCOE EDUCATION FOUNDATION, INC.

Statements of Cash Flows
Years Ended June 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 1,379,799	\$ 878,092
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	218,454	204,393
Gain on disposal of assets	(600)	-
(Increase) decrease in-		
Certificates of deposit	(179)	(27)
Grants receivable	75,463	77,468
Other receivables	(248)	(1,235)
Prepaid expenses	25,218	(7,142)
Operating lease right-of-use assets	666,835	-
Increase (decrease) in -		
Accounts payable	5,671	(22,610)
Accrued salaries payable	21,897	46,344
Other accrued liabilities	172,557	(8,084)
Accrued compensated absences	(18,530)	(7,061)
Operating lease liabilities	<u>(666,835)</u>	<u>-</u>
Net cash provided by operating activities	1,879,502	1,160,138
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	(229,892)	(176,172)
Additions to construction in progress	(117,500)	-
Proceeds from the sale of property and equipment	<u>600</u>	<u>-</u>
Net cash used by investing activities	(346,792)	(176,172)
CASH FLOWS FROM FINANCING ACTIVITIES		
Principal payments on long-term debt	<u>(58,635)</u>	<u>(56,244)</u>
Net cash used by financing activities	<u>(58,635)</u>	<u>(56,244)</u>
Net increase in cash	1,474,075	927,722
Cash at beginning of year	<u>3,181,815</u>	<u>2,254,093</u>
Cash at end of year	<u>\$ 4,655,890</u>	<u>\$ 3,181,815</u>
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Cash paid during the year for:		
Interest	<u>\$ 40,890</u>	<u>\$ 43,679</u>
Reconciliation of cash per the statements of cash flows to the statements of financial position:		
Cash at beginning of year:		
Cash	\$ 3,081,891	\$ 2,154,169
Restricted cash	<u>99,924</u>	<u>99,924</u>
Total cash at beginning of year	3,181,815	2,254,093
Cash at end of year:		
Cash	\$ 4,555,966	\$ 3,081,891
Restricted cash	<u>99,924</u>	<u>99,924</u>
Total cash at end of year	<u>4,655,890</u>	<u>3,181,815</u>
Net increase in cash	<u>\$ 1,474,075</u>	<u>\$ 927,722</u>

The accompanying notes are an integral part of this statement.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Glencoe Education Foundation, Inc. (the Foundation) was founded in 1999 as a nonprofit organization incorporated under the laws of the State of Louisiana. The Foundation is dedicated to providing for and maintaining an optimum learning environment in which all enrolled children are afforded the opportunity to achieve, attain goals and excel as students and as individual citizens of the world. The focus of instruction is child-centered with curricula designed to meet the educational, social, physical, and emotional needs of each learner as a whole person. The Foundation operates Glencoe Charter School, which is an approved Type 2 charter school under Louisiana Revised Statute 17:3991. The school's operations are located in Franklin, Louisiana. Open student enrollment began in August 1999. During its first year of operations (fiscal year ended June 30, 2000), the school had grades kindergarten through fifth. It has since expanded to add a Pre-k program and grades sixth through twelfth. The Foundation is governed by a board of directors and managed by a director.

Income Tax Exemption

The Foundation is an exempt organization for federal income tax purposes under Section 501(c)(3) of the Internal Revenue Code. Additionally, the Internal Revenue Service has determined that the Foundation does not qualify as a private foundation within the meaning of Section 509(a) of the Internal Revenue Code. Therefore, no provision for income taxes has been made in the accompanying financial statements.

Basis of Accounting

The accompanying financial statements of the Foundation have been prepared on the accrual basis of accounting which follows the recommendations of the Financial Accounting Standards Board in its Statement of Accounting Standards Codification No. 958-205-20, Not-for-Profit Entities – Presentation of Financial Statements. Under FASB ASC 958-205-20, the organization is required to report 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. Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Foundation and changes therein are classified and reported as follows:

Net Assets without Donor Restrictions – Net assets without donor restrictions are resources available to support operations and not subject to donor or grantor restrictions.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

Net Assets with Donor Restrictions - Net assets with donor restrictions are resources that are subject to donor-imposed or grantor-imposed restrictions. Some restrictions are temporary in nature, such as those that are restricted by a donor for use for a particular purpose or in a particular future period. Other restrictions may be perpetual in nature, such as those that are restricted by a donor that the resources be maintained in perpetuity. The Foundation had net assets restricted by donors in the amounts of \$40,439 and \$18,178 June 30, 2024 and 2023, respectively. Restricted amounts represent grant funding to be used for future expenditures.

Revenue Recognition

On May 28, 2014, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers (Topic 606). The standard prescribes a single model for revenue recognition, with a set of principles to be used for determining when revenue should be recognized. It also requires expanded disclosures about the nature, amount, and timing of revenue and cash flows. This standard was effective beginning January 1, 2019.

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.

Tuition

Revenues from tuition and fees are recognized in the year in which they are earned. Tuition and fees collected in the current year that apply to the subsequent year are deferred.

Transaction price – The transaction price of Pre-k tuition revenue is based on a fixed fee schedule based on the student's parents' gross income and family size.

Performance obligations – The Foundation allows students to attend Glencoe Charter School to obtain their education.

Tuition revenue is recognized over the time in which the performance obligations are met. Performance obligations are met monthly as the school year progresses. All contracts for tuition revenue are consistent with the school's fiscal year, and do not span multiple years. Contracts are entered into with the student's guardians. These contracts are legally binding and enforceable.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue With and Without Donor Restrictions

Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. Contributions of property and equipment are reported as net assets with donor restrictions if the donor restricted the use of the property or equipment to a particular program, as are contributions of cash restricted to the purchase of property and equipment. Otherwise, donor restrictions on contributions of property and equipment or assets restricted for purchase of property and equipment are considered to expire when the assets are placed in service.

All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, 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.

Receivables

Receivables are carried at cost less an allowance for credit losses. Based on the payment nature of the receivables, management considers all amounts to be collectible; therefore no allowance was considered necessary as of June 30, 2024.

Allowance for Credit Losses

An allowance for credit losses is an estimate based upon historical account write-off trends, facts about the current financial condition of the debtor, forecasts of future operating results based upon current trends and macroeconomic factors. Credit quality is monitored through the timing of payments compared to payment terms and known facts regarding the financial condition of debtors. Accounts receivable balances are charged off against the allowance for credit losses after recovery efforts have ceased.

Functional Allocation of Expenses

The statement of activities presents expenses of the Foundation's operations functionally between instruction, support services and non-instructional. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Donated Services

The Foundation receives donated services from unpaid volunteers who assist in program services during the year; however, these donated services are not reflected in the statements of activities because the criteria for recognition under FASB ASC 958-605-25 have not been satisfied.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment

All capital assets are capitalized that have a cost or estimated cost of \$5,000 or more. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. Depreciation is computed using the straight-line method at rates based on the following estimated useful lives:

	<u>Years</u>
Transportation equipment	5
Furniture and equipment	5 - 20
Buildings and improvements	15 - 40

Expenses for additions, major renewals, and betterments are capitalized. Expenses for maintenance and repairs are charged to expense as incurred.

Compensated Absences

All twelve-month employees earn vacation leave each year based on years of experience. After one year, 10 days are earned; after four years, 11 days are earned; after five years, 13 days are earned; after ten years, 15 days are earned; after fifteen years, 17 days are earned; and after twenty years, 19 days are earned. A maximum of 10 days can be carried to the next year. Upon discharge or final retirement, all unused and/or accrued vacation leave is paid to the employee at the employee's current rate of pay.

Nine-month employees earn 10 days of sick leave each year. Ten-month employees earn 11 days of sick leave each year. Eleven-month employees earn 12 days of sick leave each year. Twelve-month employees earn sick leave based on the number of years of full-time employment with the Foundation. After one year, 12 days are earned; after four years, 15 days are earned; and after ten years, 18 days are earned. Sick leave may be accumulated. No sick leave is paid upon resignation. Upon retirement or death, unused accumulated sick leave of up to 25 days is paid to the employee or the employee's estate at the employee's current rate of pay.

Under the Teachers' Retirement System of Louisiana and the Louisiana School Employees' Retirement System, all unpaid sick leave, which excludes the 25 days paid, is used in the retirement benefit computation as earned service.

In accordance with the provisions of FASB ASC 710, *Compensation – General*, no liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Cash Equivalents

For the purposes of the statement of cash flows, the Foundation considers all highly-liquid investments to be cash equivalents. The Foundation did not have any cash equivalents at June 30, 2024 and 2023.

Inventory

Inventory consists of commodities granted by the United States Department of Agriculture through the Louisiana Department of Agriculture. The commodities are recorded as revenues when received; however, all inventories are recorded as expenses when consumed. Values are assigned based on information provided by the United States Department of Agriculture.

Advertising Costs

Advertising costs are expensed as incurred. Total advertising expense was \$881 and \$471 for the fiscal years ended June 30, 2024 and 2023, respectively.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Fair Value of Financial Instruments

The Foundation defines the fair value of a financial instrument as the amount at which the instrument could be exchanged in a current transaction between willing parties. Financial instruments included in the Foundation's financial statements include cash and cash equivalents, receivables, and other assets. Unless otherwise disclosed in the notes to the financial statements, the carrying value of financial instruments is considered to approximate fair value due to the short maturity and characteristics of those instruments.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Leases

The Foundation leases certain real property. The determination of whether an arrangement is a lease is made at the lease's inception. Under ASC 842, a contract is (or contains) a lease if it conveys the right to control the use of an identified asset for a period of time in exchange for consideration. Control is defined under the standard as having both the right to obtain substantially all of the economic benefits from use of the asset and the right to direct the use of the asset. Management only reassesses its determination if the terms and conditions of the contract are changed.

Operating leases are included in operating lease right-of-use ("ROU") assets, current portion of operating lease liabilities, and long-term portion of operating lease liabilities in the Foundation's statements of financial position.

ROU assets represent the Foundation's right to use an underlying asset for the lease term, and lease liabilities represent the Foundation's obligation to make lease payments. Operating lease ROU assets and liabilities are recognized at the lease commencement date based on the present value of lease payments over the lease term. The Foundation uses the implicit rate when it is readily determinable. Since the Foundation's lease does not provide an implicit rate, to determine the present value of lease payments, management uses the Foundation's incremental borrowing rate based on the information available at lease commencement. Operating lease ROU assets also includes any lease payments made and excludes any lease incentives. Lease expense for lease payments is recognized on a straight-line basis over the lease term. The Foundation's lease terms may include options to extend or terminate the lease when it is reasonably certain that we will exercise the option.

New Accounting Standard

At the beginning of 2023, the Foundation adopted FASB ASU 2016-13, *Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments*, as amended, which modifies the measurement of expected credit losses on certain financial instruments. The Company adopted this new guidance utilizing the modified retrospective transition method. The adoption of this Standard did not have a material impact on the Company's financial statements but did change how the allowance for credit losses is determined.

Subsequent Events

Subsequent events were evaluated through December 17, 2024, which is the date the financial statements were available to be issued.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 2 CASH AND CERTIFICATES OF DEPOSIT

The Foundation may invest in United States bonds, notes, or bills as well as certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At June 30, 2024, the Foundation had cash and interest-bearing deposits (book balances) totaling \$4,655,890.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Foundation's deposits may not be returned to it. The Foundation maintains cash balances at two financial institutions. Accounts are insured by the Federal Deposit Insurance Corporation (FDIC insured) and the Securities Investor Protection Corporation (SIPC insured) up to \$250,000 at each institution. Additionally, the Foundation had \$4,500,000 of collateral held by the pledging bank's agent not in the Foundation's name. At June 30, 2024, the uninsured balance was \$373,550. The Foundation believes it is not exposed to any significant credit risk on its cash balances.

Assets Restricted to Payment of Long-term Debt

Under the terms of two loans with the USDA, the Foundation is required to maintain cash balances in separate bank accounts, reserved for the repayment of long-term debt equal to the total principal and interest to be paid in one fiscal year. At June 30, 2024, the Foundation had bank balances in those reserve accounts totaling \$140,025, of which \$99,924 was restricted to payment of long-term debt.

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GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 3 AVAILABILITY AND LIQUIDITY OF FINANCIAL ASSETS

The following reflects the Foundation's financial assets available for general use within one year as of June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
Financial assets at year end:		
Cash	\$ 4,655,890	\$ 3,181,424
Certificates of deposit	17,970	17,791
Due from other governmental units	226,058	301,521
Other receivables	<u>2,183</u>	<u>1,935</u>
Total financial assets	4,902,101	3,502,671
Less those unavailable for general expenditures within one year, due to:		
Restricted for debt repayment	<u>(99,924)</u>	<u>(99,924)</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 4,802,177</u>	<u>\$ 3,402,747</u>

NOTE 4 PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
Assets not being depreciated:		
Land	\$ 200,365	\$ 200,365
Construction in progress	<u>267,953</u>	<u>150,453</u>
Total assets not being depreciated	468,318	350,818
Assets being depreciated:		
Building and improvements	5,038,259	4,920,968
Furniture and equipment	314,302	306,701
Transportation equipment	<u>624,542</u>	<u>553,542</u>
Total assets being depreciated	5,977,103	5,781,211
Less accumulated depreciation	<u>(3,052,247)</u>	<u>(2,867,793)</u>
Assets being depreciated, net	<u>2,924,856</u>	<u>2,913,418</u>
Total assets, net	<u>\$ 3,393,174</u>	<u>\$ 3,264,236</u>

Total depreciation expense for the fiscal years ended June 30, 2024 and 2023 was \$218,454 and \$204,393, respectively.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 5 DUE FROM OTHER GOVERNMENTAL UNITS

Due from other governmental units consisted of the following at June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
U.S. Department of Education:		
Passed through Louisiana Department of Education (LDOE):		
Title I - Grants to Local Educational Agencies	\$ 52,568	\$ 10,034
Title II - Supporting Effective Instruction State Grants	9,296	5,495
Title IV - Student Support and Academic Enrichment Grants	1,504	3,328
Special Education - Grants to States (IDEA, Part B)	30,665	20,686
Special Education - Grants to States (IDEA, Preschool)	-	177
Special Education - Grants to States (IDEA, 611 ARP)	-	6,054
Special Education - Preschool Grants (IDEA, 619 ARP)	-	472
P-EBT Local Assistance	-	653
ESSERF II Formula	280	181,907
ESSERF II Incentive	-	22,241
ESSERF III Formula	66,857	16,070
ESSERF III Incentive	8,200	10,080
ESSERF III EB Interventions	<u>51,756</u>	<u>10,932</u>
Total passed through LDOE:	<u>221,126</u>	<u>288,129</u>
Total due from U.S. Department of Education:	221,126	288,129
Louisiana Department of Education:		
Cecil J. Picard LA 4 Early Childhood Program	2,232	13,392
Louisiana Quality Education Support Fund 8(g)	<u>2,700</u>	<u>-</u>
	<u>\$ 226,058</u>	<u>\$ 301,521</u>

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GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 6 LONG-TERM DEBT

Long-term debt consisted of the following at June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
Note payable in the original amount of \$1,600,000, payable in 466 monthly installments of \$7,264 beginning on May 23, 2010 and one final undetermined installment, bearing interest at 4.500%, collateralized by real estate and equipment	\$ 853,570	\$ 901,157
Note payable in the original amount of \$130,000, payable in 143 monthly installments of \$1,063 beginning on April 22, 2017 and one final undetermined installment, bearing interest at 2.750%, collateralized by real estate and equipment	<u>56,097</u>	<u>67,145</u>
	909,667	968,302
Less current portion	<u>61,123</u>	<u>58,630</u>
Long-term portion	<u><u>\$ 848,544</u></u>	<u><u>\$ 909,672</u></u>

Maturities of long-term debt are as follows:

2025	\$ 61,123
2026	63,726
2027	66,443
2028	69,278
2029	68,355
Thereafter	<u>580,742</u>
Total long-term debt	<u><u>\$ 909,667</u></u>

NOTE 7 PENSION PLANS

Eligible employees of the Foundation participate in one of two cost-sharing, multiple-employer defined benefit pension plans, which are controlled and administered by a separate board of trustees. These retirement systems provide retirement, disability, and death benefits to plan members and their beneficiaries. Pertinent information relative to each plan follows.

Teachers' Retirement System of Louisiana – Regular

For the fiscal year ended June 30, 2024, plan members were required to contribute 8.0% of their annual covered salary to the system while the Foundation was required to contribute the statutory rate of 24.1% of total annual covered payroll. The Foundation was also required to contribute the statutory rate of 24.8% of total annual covered payroll for the fiscal year ended June 30, 2023.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 7 PENSION PLANS (CONTINUED)

The Foundation's contributions to the system for the fiscal years ended June 30, 2024 and 2023 were \$672,619 and \$650,521, respectively, equal to the required contribution for each year.

A publicly available financial report that includes financial statements and required supplemental financial information may be obtained by writing to the Teachers' Retirement System of Louisiana, P.O. Box 94123, Baton Rouge, Louisiana 70804-9123, or by calling (225) 925-6446.

Louisiana School Employees' Retirement System

For the fiscal years ended June 30, 2024 and 2023, plan members were required to contribute 7.5%, or 8.0% for members employed subsequent to July 1, 2010, of their annual covered salary to the system while the Foundation was required to contribute the statutory rate of 27.6% of total annual covered payroll.

The Foundation's contributions to the system for the fiscal years ended June 30, 2024 and 2023 were \$32,363 and \$31,319, respectively, equal to the required contribution for each year.

A publicly available financial report that includes financial statements and required supplemental financial information may be obtained by writing to the Louisiana School Employees' Retirement System, P.O. Box 44516, Baton Rouge, Louisiana 70804-4516, or by calling (225) 925-6484.

NOTE 8 LEASE COMMITMENT

The Foundation entered into a non-cancelable operating lease for immovable property with Glencoe-Vacherie Plantation, LLC, which is a related party as a result of one of the Foundation's board members being a managing member in the entity. The lease calls for four quarterly payments of \$6,000 per year. The original lease expired on September 30, 2004. The lease contains an option to renew for four additional five year periods, with the first five year period having begun on October 1, 2004. The fourth option to renew was executed on October 1, 2019. The lease was terminated on December 31, 2023, following execution of a new lease for the property which was effective January 1, 2024.

The new lease calls for four quarterly payments of \$6,300 per year, beginning January 1, 2024 for a lease term of fifty years to expire on December 31, 2074. The lease does not contain an implicit rate; therefore, the Foundation determined the present value of the lease liability using its incremental borrowing rate at the lease commencement date.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 8 LEASE COMMITMENT (CONTINUED)

The following summarizes the line items in the statements of financial position which include amounts for operating leases as of June 30:

	<u>2024</u>	<u>2023</u>
Operating lease right-of-use asset	<u>\$ 695,876</u>	<u>\$ 29,041</u>
Current portion of operating lease liabilities	\$ 6,756	\$ 23,202
Operating lease liabilities, net of current portion	<u>689,120</u>	<u>5,839</u>
Total operating lease liabilities	<u>\$ 695,876</u>	<u>\$ 29,041</u>

The following summarizes the weighted average remaining lease term and discount rate as of June 30:

	<u>2024</u>	<u>2023</u>
Weighted average remaining lease term	49.5 years	1.25 years
Weighted average discount rate	2.75%	2.75%

The maturities of lease liabilities as of June 30, 2024 were as follows:

Year ending <u>June 30,</u>	
2025	\$ 25,200
2026	25,200
2027	25,200
2028	25,200
2029	25,200
Thereafter	<u>1,121,400</u>
Total lease payments	1,247,400
Less: present value discount	<u>(551,524)</u>
Present value of lease liability	<u>\$ 695,876</u>

The following summarizes the line items in the statements of activities which include the components of lease expense for the year ended June 30:

	<u>2024</u>	<u>2023</u>
Lease expense included in Support services,		
Plant services expense	<u>\$ 24,301</u>	<u>\$ 22,580</u>

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 8 LEASE COMMITMENT (CONTINUED)

The following summarizes cash flow information related to leases for the year ended December 31

	<u>2024</u>	<u>2023</u>
Cash paid for amounts included in the measurement of lease liabilities:		
Operating cash flows from operating leases	<u>\$ (24,600)</u>	<u>\$ (24,000)</u>

The Foundation also leases immovable and movable property under cancelable operating leases.

NOTE 9 OTHER POST-EMPLOYMENT BENEFITS

The Foundation provides post-employment healthcare and life insurance benefits for substantially all employees if they reach normal retirement age while working for the Foundation. The Foundation's employees may participate in the State of Louisiana's Other Postemployment Benefit Plan (OPEB Plan), an agent multiple-employer defined benefit OPEB Plan that provides medical and life insurance to eligible active employees, retirees, and their beneficiaries. The State administers the plan through the Office of Group Benefits (OGB). Louisiana Revised Statutes 42:801-883 assigns the authority to establish and amend benefit provisions of the plan. The OGB does not issue a publicly available financial report of the OPEB Plan; however, it is included in the State of Louisiana Comprehensive Annual Financial Report (CAFR). A copy of the CAFR may be obtained on the Office of Statewide Reporting and Accounting Policy's website at www.doa.louisiana.gov/osrap.

The Foundation's contributions to the plan for the fiscal years ended June 30, 2024 and 2023 were \$372,858 and \$387,923, respectively.

NOTE 10 COVID-19 PANDEMIC

As a result of the COVID-19 pandemic, under the Elementary and Secondary School Emergency Relief Fund (ESSER Fund) and the Government Emergency Education Relief Fund (GEER Fund), the Department of Education has awarded grants to State Educational Agencies (SEAs) for the purpose of providing local educational agencies (LEAs), including charter schools that are LEAs, with emergency relief funds to address the impact that Novel Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on elementary and secondary schools across the nation. LEAs must provide equitable services to students and teachers in non-public schools as required under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The Foundation was awarded \$1,888,775 under various CARES Act ESSERF grants during the fiscal years ended June 30, 2024, 2023, 2022 and 2021. The award periods range from January 1, 2021 to September 30, 2024. As of June 30, 2024, the Foundation had earned \$1,353,047.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Financial Statements

NOTE 11 PRIOR PERIOD ADJUSTMENT

During the current year, it was determined that retirement expense payable to TRSL was overstated by \$84,242 and prepaid retirement contributions were understated by \$27,175 as of June 30 2023, as a result of incorrect accounting for these items in previous years. To correct for this error, net assets without donor restrictions and available for operations at July 1, 2022 of \$2,943,046, as previously reported, have been increased by \$111,417.

Also, during the current year, there were outstanding checks from a prior year in the amount of \$391 that were voided and were not required to be reissued. As a result, cash and net assets without donor restrictions and available for operations at July 1, 2022 were increased by \$391.

The effect of these prior period adjustments on net assets without donor restrictions and available for operations at July 1, 2022 was an increase of \$111,808, bringing the adjusted balance to \$3,054,854.

SUPPLEMENTARY INFORMATION

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule of the Governing Board (Unaudited)
Year Ended June 30, 2024

<u>Board Member</u>	<u>Term Expiration</u>
Alison Provost <i>President</i>	June 30, 2027
Stacy Judice <i>Vice President</i>	June 30, 2025
James Evans <i>Member</i>	June 30, 2025
Stephen Schmidt <i>Member</i>	June 30, 2025
Sue Patrick <i>Member</i>	June 30, 2027
Anthony Baham <i>Member</i>	June 30, 2027
Anna Perry <i>Member</i>	June 30, 2025
Dr. Jeff Jordan <i>Member</i>	June 30, 2027

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule of Insurance in Force (Unaudited)
Year Ended June 30, 2024

Type of Coverage	Limits of Coverage	Expires	Company
Workers' Compensation	Bodily injury by accident - \$1,000,000 each occurrence Bodily injury by disease - \$1,000,000 policy limit Bodily injury by disease - \$1,000,000 each employee	5/10/2025	LUBA Workers Comp
Student Accident	Catastrophic limit - \$5,000,000 Base coverage - \$25,000	8/21/2024	United States Fire Insurance Company
General Liability Package	General aggregate limit - \$3,000,000 Products/completed operations aggregate limit - \$3,000,000 Personal & advertising injury - \$1,000,000 any one entity Bodily injury - \$1,000,000 each occurrence Damage to premises rented to you - \$1,000,000 any one premises Medical Expense - \$5,000	8/12/2024	GuideOne
Abuse and Molestation	\$1,000,000 - Each occurrence \$3,000,000 - Aggregate	8/12/2024	GuideOne
Directors and Officers Liability, Employment Practices Liability and Professional Liability	\$1,000,000 - Directors and officers and educators legal liability \$1,000,000 - Shared aggregate limit \$1,000,000 - Employment practices liability \$1,000,000 - Aggregate	8/12/2024	GuideOne
Employee Benefits Liability	\$1,000,000 - Each employee \$3,000,000 - Aggregate	8/12/2024	GuideOne
Property	Buildings and Personal Business Property - \$9,180,299 Total Insured	8/12/2024	Lexington Insurance Company
Property - Wind/Hail	Buildings and Personal Business Property - \$9,180,299 Total Insured	8/12/2024	LA Citizens
Flood	\$500,000 - Building	10/18/2024	Wright National Flood Insurance Company
Auto	\$1,000,000 - Combined Single Limit \$5,000 - Medical \$5,000 - Comp/\$5,000 - Collision	8/12/2024	GuideOne
Crime	\$1,000,000 - Employee theft \$1,000,000 - Forgery and Alteration \$1,000,000 - Inside and outside loss \$1,000,000 - Tech fraud \$150,000 - Claims expense \$150,000 - Cyber deception	8/21/2024	Lloyd's of London
Fiduciary Liability	\$1,000,000	8/12/2024	AGI - Philadelphia Insurance Company
Cyber Liability	\$1,000,000 - Policy limit \$1,000,000 - Incident response costs \$1,000,000 - Legal and regulatory costs \$1,000,000 - Crisis communication costs \$1,000,000 - Extortion \$250,000 - Funds transfer fraud	8/12/2024	Lloyd's of London

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule of Compensation, Benefits, and Other Payments to Agency Head
Year Ended June 30, 2024

Agency Head Name: Loren Decuir, Director

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 101,745
Benefits - insurance	13,328
Benefits - retirement	24,521
Benefits - other (Medicare)	1,332
Reimbursements	<u>984</u>
Total	<u>\$ 141,910</u>

**INTERNAL CONTROL, COMPLIANCE,
AND
OTHER MATTERS**



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
Glencoe Education Foundation, Inc.
Franklin, Louisiana

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 Glencoe Education Foundation, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2024 and 2023, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated December 17, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Glencoe Education Foundation, Inc.'s (the Foundation) internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control. Accordingly, we do not express an opinion on the effectiveness of the Foundation'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 a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements 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 were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Foundation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 organization'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 organization's internal control and compliance. Accordingly, this communication 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; therefore, its distribution is not limited.

Darnall, Sikes & Frederick

(A Corporation of Certified Public Accountants)

Lafayette, Louisiana

December 17, 2024



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE *UNIFORM GUIDANCE*

To the Board of Directors of
Glencoe Education Foundation, Inc.
Franklin, Louisiana

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Glencoe Education Foundation, Inc.'s (the Foundation) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Foundation's major federal programs for the year ended June 30, 2024. The Foundation's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Foundation complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance 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 the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Foundation and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Foundation's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Foundation's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Foundation's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Foundation's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Foundation's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Foundation's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

This report is intended solely for the information and use of the Board of Directors, management, others within the entity, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Darnall, Sikes & Frederick

A Corporation of Certified Public Accountants

Lafayette, Louisiana

December 17, 2024

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule of Expenditures of Federal Awards
Year Ended June 30, 2024

Federal Grantor/Pass Through Grantor/Program Name	Grantor Project Number	CFDA Number	Federal Expenditures
United States Department of Education:			
Passed through the Louisiana Department of Education:			
Title I, Part A Cluster			
Title I Grants to Local Educational Agencies	28-24-T1-7V	84.010A	\$ 225,757
Title II - Supporting Effective Instruction State Grants	28-23-50-7v	84.367A	5,225
Title II - Supporting Effective Instruction State Grants	28-24-50-7v	84.367A	29,630
Title IV - Student Support and Academic Enrichment Grants	28-23-71-7v	84.424A	3,500
Title IV - Student Support and Academic Enrichment Grants	28-24-71-7v	84.424A	396
Special Education Cluster (IDEA)			
Special Education - Grants to States (IDEA, Part B)	28-24-B1-7v	84.027A	94,708
Special Education - Preschool Grants (IDEA, Preschool)	28-24-P1-7v	84.173A	<u>1,884</u>
Total Special Education Cluster (IDEA)			96,592
COVID-19 - Education Stabilization Fund			
Elementary and Secondary School			
Emergency Relief Funds (ESSERF) II Formula	28-21-ES2F-7v	84.425D	48,022
ESSERF II Incentive	28-21-ES2I-7v	84.425D	34,420
ESSERF III Formula	28-21-ES3F-7v	84.425U	271,874
ESSERF III Incentive	28-21-ES3I-7v	84.425U	33,402
ESSERF III EB Interventions	28-21-ESEB-7v	84.425U	<u>55,966</u>
Total Education Stabilization Fund			443,684
Rural Education Achievement Program (REAP)	N/A	84.358B	13,678
United States Department of Agriculture:			
Pass-through programs:			
Child Nutrition Cluster:			
Louisiana Department of Agriculture:			
National School Lunch Program - Non-cash			
Assistance (see note)	N/A	10.555	30,996
National School Lunch Program	N/A	10.555	<u>367,631</u>
Total Child Nutrition Cluster			<u>398,627</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS			<u>\$1,217,089</u>

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Notes to the Schedule of Expenditures of Federal Awards
Year Ended June 30, 2024

NOTE 1 BASIS OF PRESENTATION

The schedule of expenditures of federal awards includes the federal grant activity of Glencoe Education Foundation, Inc. (the Foundation) under programs of the federal government for the year ended June 30, 2024. The information in this schedule is presented in accordance with the requirements of OMB *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the Foundation, it is not intended to and does not present the financial position or changes in net assets of the Foundation.

NOTE 2 BASIS OF ACCOUNTING

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

NOTE 3 RELATIONSHIP TO FEDERAL FINANCIAL REPORTS

Amounts reported in the accompanying schedule agree with the amounts reported in the related federal financial reports except for changes made to reflect amounts in accordance with accounting principles generally accepted in the United States of America.

NOTE 4 INDIRECT COST RATE

The Foundation has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

NOTE 5 NATIONAL SCHOOL LUNCH PROGRAM – NON-CASH ASSISTANCE

Non-cash assistance is reported in the schedule at the fair market value of the USDA commodities received and disbursed.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Summary Schedule of Prior Year Findings
Year Ended June 30, 2024

Section I Internal Control and Compliance Material to the Financial Statements

This section is not applicable for the fiscal year ended June 30, 2024 as there were no findings for the year ended June 30, 2023.

Section II Internal Control and Compliance Material to Federal Awards

This section is not applicable for the fiscal year ended June 30, 2024 as there were no findings for the year ended June 30, 2023.

Section III Management Letter

A management letter was not issued for the year ended June 30, 2023.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule of Findings and Questioned Costs
Year Ended June 30, 2024

Part 1: Summary of Auditor's Results

FINANCIAL STATEMENTS

Auditor's Report – Financial Statements

An unmodified opinion has been issued on Glencoe Education Foundation, Inc.'s financial statements as of and for the years ended June 30, 2024 and 2023.

Deficiencies in Internal Control – Financial Reporting

There were no deficiencies in internal control over financial reporting noted during the audit.

Material Noncompliance – Financial Reporting

The results of our tests disclosed no instances of noncompliance which are required to be reported under *Government Auditing Standards*.

FEDERAL AWARDS

Auditor's Report – Major Programs

An unmodified opinion has been issued on Glencoe Education Foundation Inc.'s compliance with the requirements of its major programs as of and for the year ended June 30, 2024.

Risk Consideration

The Foundation was considered a low-risk auditee for the year ended June 30, 2024.

Major Programs – Identification:

Education Stabilization Fund CFDA # 84.425

Program Type Determination

The dollar threshold to distinguish between Type A and Type B programs was \$750,000 for the fiscal year ended June 30, 2024. The Foundation had no Type A programs for the year.

Deficiencies in Internal Control – Major Programs

Our consideration of internal control over major programs disclosed no instances of internal control deficiencies.

Noncompliance – Major Programs

The result of our tests on compliance for each major program disclosed no instances of noncompliance.

MANAGEMENT LETTER

A management letter was not issued for the fiscal year ended June 30, 2024.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule of Findings and Questioned Costs
Year Ended June 30, 2024

Part 2: Findings Relating to an Audit in Accordance with *Government Auditing Standards*

This section is not applicable for the year ended June 30, 2024.

Part 3: Findings and Questioned Costs Relating to Federal Programs

This section is not applicable for the year ended June 30, 2024.

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Management's Corrective Action Plan for Current Year Findings
Year Ended June 30, 2024

This section is not applicable for the year ended June 30, 2024.



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors of
Glencoe Education Foundation, Inc.
Franklin, Louisiana,
the Louisiana Department of Education,
and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the performance and statistical data accompanying the annual financial statements of Glencoe Education Foundation, Inc. (the Foundation) for the fiscal year ended June 30, 2024; and to determine whether the specified schedules are free of obvious errors and omissions, in compliance with Louisiana Revised Statute 24:514.1. Management of the Foundation is responsible for its performance and statistical data.

The Foundation 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 performance and statistical data accompanying the annual financial statements. Additionally, the Louisiana Department of Education and the Louisiana Legislative Auditor have agreed to and acknowledged that the procedures performed are appropriate for their purposes. This 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:

General Fund Instructional and Support Expenditures and Certain Local Revenue Sources (Schedule 1)

1. We selected a sample of 25 transactions, reviewed supporting documentation, and observed that the sampled expenditures/revenues are classified correctly and are reported in the proper amounts among the following amounts reported on the schedule:
 - Total General Fund Instructional Expenditures,
 - Total General Fund Equipment Expenditures,
 - Total Local Taxation Revenue,
 - Total Local Earnings on Investment in Real Property,
 - Total State Revenue in Lieu of Taxes,
 - Nonpublic Textbook Revenue, and
 - Nonpublic Transportation Revenue.

The Foundation does not receive local taxation revenue, local earnings on investment in real property, state revenue in lieu of taxes, nonpublic textbook revenue, or nonpublic transportation revenue.

Exceptions Noted: None.

Class Size Characteristics (Schedule 2)

2. We obtained a list of classes by school, school type, and class size as reported on the schedule. We then traced a sample of 10 classes to the October 1 roll books for those classes and observed that the class was properly classified on the schedule.

Exceptions Noted: None.

Education Levels/Experience of Public School Staff (No Schedule)

3. We obtained October 1 PEP data submitted to the Department of Education (or equivalent listing prepared by management), including full-time teachers, principals, and assistant principals by classification, as well as their level of education and experience, and obtained management's representation that the data/listing was complete. We then selected a sample of 25 individuals, traced to each individual's personnel file, and observed that each individual's education level and experience was properly classified on the PEP data or equivalent listing prepared by management.

Exceptions Noted: During our testing over public school staff experience, we noted one exception when comparing years of experience in the Profile of Educational Personnel (PEP) file to the related employee's personnel file for 25 teachers, principals, and assistant principals tested. One teacher's years of experience was overstated on the PEP by 5 years.

Public School Staff Data: Average Salaries (No Schedule)

4. We obtained June 30 PEP data submitted to the Department of Education (or equivalent listing provided by management) of all classroom teachers, including base salary, extra compensation, and ROTC or rehired retiree status, as well as full-time equivalents, and obtained management's representation that the data/listing was complete. We then selected a sample of 25 individuals, traced to each individual's personnel file, and observed that each individual's salary, extra compensation, and full-time equivalents were properly included on the PEP data (or equivalent listing prepared by management).

Exceptions Noted: None.

We were engaged by the Foundation 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 performance and statistical data. 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 Foundation 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 performance and statistical data accompanying the annual financial statements of the Foundation, as required by Louisiana Revised Statute 24:514.I, 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.

Darnall, Sikes & Frederick

(A Corporation of Certified Public Accountants)

Lafayette, Louisiana

December 17, 2024

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule 1 – General Fund Instructional and Support Expenditures
and Certain Local Revenue Sources
Year Ended June 30, 2024

General Fund Instructional and Equipment Expenditures

General Fund Instructional Expenditures:

Teacher and Student Interaction Activities:

Classroom Teacher Salaries	\$ 1,765,216	
Other Instructional Staff Activities	277,995	
Instructional Staff Employee Benefits	834,730	
Purchased Professional and Technical Services	13,416	
Instructional Materials and Supplies	27,274	
Instructional Equipment	-	
Total Teacher and Student Interaction Activities		\$ 2,918,631

Other Instructional Activities 29,408

Pupil Support Activities	213,410	
Less: Equipment for Pupil Support Activities	-	
Net Pupil Support Activities		213,410

Instructional Staff Services	95,539	
Less: Equipment for Instructional Staff Services	-	
Net Instructional Staff Services		95,539

School Administration	384,982	
Less: Equipment for School Administration	-	
Net School Administration		384,982

Total General Fund Instructional Expenditures \$ 3,641,970

Total General Fund Equipment Expenditures \$ 117,291

Certain Local Revenue Sources

Local Taxation Revenue:

Constitutional Ad Valorem Taxes	\$ -
Renewable Ad Valorem Taxes	-
Debt Service Ad Valorem Taxes	-
Up to 1% of Collections by the Sheriff on Taxes Other Than School Taxes	-
Sales and Use Taxes	-
Total Local Taxation Revenue	<u>\$ -</u>

Local Earnings on Investments in Real Property:

Earnings from 16th Section Property	-
Earnings from Other Real Property	-
Total Local Earnings on Investment in Real Property	<u>\$ -</u>

State Revenue in Lieu of Taxes:

Revenue Sharing - Constitutional Tax	-
Revenue Sharing - Other Tax	-
Revenue Sharing - Excess Portion	-
Other Revenue in Lieu of Taxes	-
Total State Revenue in Lieu of Taxes	<u>\$ -</u>

Nonpublic Textbook Revenue \$ -

Nonpublic Transportation Revenue \$ -

See Independent Accountant's Report on Applying Agreed-upon Procedures

GLENCOE EDUCATION FOUNDATION, INC.
Franklin, Louisiana

Schedule 2 – Class Size Characteristics
As of October 1, 2023

School Type	Class Size Range							
	1 - 20		21 - 26		27 - 33		34+	
	Percent	Number	Percent	Number	Percent	Number	Percent	Number
Elementary	0.0%	-	0.0%	-	0.0%	-	0.0%	-
Elementary Activity Classes	0.0%	-	0.0%	-	0.0%	-	0.0%	-
Middle/Jr. High	0.0%	-	0.0%	-	0.0%	-	0.0%	-
Middle/Jr. High Activity Classes	0.0%	-	0.0%	-	0.0%	-	0.0%	-
High	0.0%	-	0.0%	-	0.0%	-	0.0%	-
High Activity Classes	0.0%	-	0.0%	-	0.0%	-	0.0%	-
Combination	55.4%	82	42.6%	63	0.7%	1	1.3%	2
Combination Activity Classes	5.6%	1	77.8%	14	0.0%	-	16.6%	3



INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors of Glencoe Education Foundation, Inc. and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2023 through June 30, 2024. Glencoe Education Foundation, Inc.'s (Entity's) management is responsible for those C/C areas identified in the SAUPs.

The Entity 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 C/C areas identified in LLA's SAUPs for the fiscal period July 1, 2023 through June 30, 2024. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This 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:

1) Written Policies and Procedures

- A. Obtain and inspect the entity's written policies and procedures and observe that they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
- i. ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.
No exceptions were found as a result of this procedure.
 - ii. ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.
No exceptions were found as a result of this procedure.
 - iii. ***Disbursements***, including processing, reviewing, and approving.
No exceptions were found as a result of this procedure.
 - iv. ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g. periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
No exceptions were found as a result of this procedure.

- v. ***Payroll/Personnel***, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee(s) rate of pay or approval and maintenance of pay rate schedules.
No exceptions were found as a result of this procedure.
- vi. ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
No exceptions were found as a result of this procedure.
- vii. ***Travel and expense reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers
No exceptions were found as a result of this procedure.
- viii. ***Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)***, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
No exceptions were found as a result of this procedure.
- ix. ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
No exceptions were found as a result of this procedure.
- x. ***Debt Service***, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
No exceptions were found as a result of this procedure.
- xi. ***Information Technology Disaster Recovery/Business Continuity***, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
No exceptions were found as a result of this procedure.
- xii. ***Prevention of Sexual Harassment***, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.
No exceptions were found as a result of this procedure.

2) Board or Finance Committee

- A. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
 - i. Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
No exceptions were found as a result of this procedure.

- ii. For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget-to-actual, at a minimum, on all special revenue funds. *Alternately, for those entities reporting on the nonprofit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.*

Obtained and reviewed minutes of the managing board for the fiscal period noting that the minutes did not reference or include budget-to-actual comparisons for two meetings held during the year.

- iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

The entity is a non-profit; therefore, this is not applicable.

- iv. Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

This was not applicable for the year ended June 30, 2024 as there were no prior year audit finding(s) to be resolved.

3) Bank Reconciliations

- A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

Obtained a listing of the entity's bank accounts for the fiscal period from management along with management's representation that the listing was complete.

- i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
No exceptions were found as a result of this procedure.
- ii. Bank reconciliations include evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation within 1 month of the date the reconciliation was prepared (e.g., initialed and dated or electronically logged); and
No exceptions were found as a result of this procedure.
- iii. Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

No exceptions were found as a result of this procedure.

4) Collections (excluding electronic funds transfers)

- A. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

Obtained a listing of deposits sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared along with management's representation that the listing is complete.

- B. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if there are no written policies or procedures, then inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

Obtained a listing of collection locations for each deposit site selected for the fiscal period along with management's representation that the listing is complete.

- i. Employees responsible for cash collections do not share cash drawers/registers.

No exceptions were found as a result of this procedure.

- ii. Each employee responsible for collecting cash is not also responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.

No exceptions were found as a result of this procedure.

- iii. Each employee responsible for collecting cash is not also responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.

No exceptions were found as a result of this procedure.

- iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or custodial fund additions, are not responsible for collecting cash, unless another employee/official verifies the reconciliation.

No exceptions were found as a result of this procedure.

- C. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe the bond or insurance policy for theft was in force during the fiscal period.

No exceptions were found as a result of this procedure.

- D. Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3A (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:

- i. Observe that receipts are sequentially pre-numbered.

No exceptions were found as a result of this procedure.

- ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

No exceptions were found as a result of this procedure.

- iii. Trace the deposit slip total to the actual deposit per the bank statement.
No exceptions were found as a result of this procedure.
- iv. Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
No exceptions were found as a result of this procedure.
- v. Trace the actual deposit per the bank statement to the general ledger.
No exceptions were found as a result of this procedure.

5) *Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)*

- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).
Obtained a listing of locations that process payments for the fiscal period, and management provided representation that the listing is complete. Selected all locations that process payments as there were less than 5.
- B. For each location selected under #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
 - i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
No exceptions were found as a result of this procedure.
 - ii. At least two employees are involved in processing and approving payments to vendors.
No exceptions were found as a result of this procedure.
 - iii. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
No exceptions were found as a result of this procedure.
 - iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.
No exceptions were found as a result of this procedure.
 - v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.
No exceptions were found as a result of this procedure.
- C. For each location selected under #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:
The Entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) was obtained along with management's representation that the population is complete.

- i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity, and

No exceptions were found as a result of this procedure.

- ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #5B above, as applicable.

Four out of five disbursements' support contained no evidence of two individuals being involved in purchase approval.

- D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.

No exceptions were found as a result of this procedure.

6) Credit Cards/Debit Cards/Fuel Cards/Purchase-Cards (Cards)

- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

Obtained from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period including the card numbers and the names of the persons who maintained possession of the cards along with management's representation that the listing is complete.

- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement). Obtain supporting documentation, and:

- i. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and

No exceptions were found as a result of this procedure.

- ii. Observe that finance charges and late fees were not assessed on the selected statements.

No exceptions were found as a result of this procedure.

- C. Using the monthly statements or combined statements selected under procedure #7B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g., each card should have 10 transactions subject to inspection). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a “missing receipt statement” that is subject to increased scrutiny.

Observed one instance of no documentation of individuals participating in meal. Further investigation led to documentation of those participating in the meal and it was determined that the purchase included five meals for spouses/other individuals not associated with the Foundation.

7) *Travel and Travel-Related Expense Reimbursements (excluding card transactions)*

- A. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management’s representation that the listing or general ledger is complete. Randomly select 5 reimbursements and obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

Obtained a listing of all travel and travel-related expense reimbursements during the fiscal period along with management’s representation that the listing or general ledger is complete.

- i. If reimbursed using a per diem, observe the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov);
No exceptions were found as a result of this procedure.
- ii. If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased;
No exceptions were found as a result of this procedure.
- iii. Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policies and Procedures procedure #1A(vii); and
No exceptions were found as a result of this procedure.
- iv. Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.
No exceptions were found as a result of this procedure.

8) *Contracts*

- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternatively, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management’s representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner’s contract, and:

Obtained from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period along with management’s representation that the listing was complete.

- i. Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law;
No exceptions were found as a result of this procedure.
- ii. Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter);
No exceptions were found as a result of this procedure.
- iii. If the contract was amended (e.g., change order), observe the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the documented approval); and
No exceptions were found as a result of this procedure.
- iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.
No exceptions were found as a result of this procedure.

9) Payroll and Personnel

- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.
Obtained a listing of employees and officials employed during the fiscal period along with management's representation that the listing is complete. Randomly selected 5 employees and agreed paid salaries to authorized salaries/pay rates in the personnel files.
- B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under procedure #9A above, obtain attendance records and leave documentation for the pay period, and:
 - i. Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);
No exceptions were found as a result of this procedure.
 - ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;
No exceptions were found as a result of this procedure.
 - iii. Observe any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and
No exceptions were found as a result of this procedure.
 - iv. Observe the rate paid to the employees or officials agrees to the authorized salary/pay rate found within the personnel file.
No exceptions were found as a result of this procedure.

- C. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee's or official's cumulative leave records, agree the pay rates to the employee's or official's authorized pay rates in the employee's or official's personnel files, and agree the termination payment to entity policy.

No exceptions were found as a result of this procedure.

- D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

Management provided representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

10) Ethics

- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A obtain ethics documentation from management, and:

- i. Observe whether the documentation demonstrates each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and

No exceptions were found as a result of this procedure.

- ii. Observe whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

No exceptions were found as a result of this procedure.

- B. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

No exceptions were found as a result of this procedure.

11) Debt Service

- A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

No bonds/notes or other debt instruments were issued during the fiscal period as per management's representation.

- B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

A listing of bonds/notes outstanding at the end of the fiscal period was obtained along with management's representation that the listing is complete. Supporting documentation was obtained and inspected for the reserve balance and payments. No exceptions were found as a result of this procedure.

12) Fraud Notice

- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

There were no misappropriations of public funds and assets during the fiscal period as per management's representation.

- B. Observe that the entity has posted, on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

No exceptions were found as a result of this procedure.

13) Information Technology Disaster Recovery/Business Continuity

- A. Perform the following procedures, **verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."**

- i. Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government's local server or network, and (c) was encrypted.

We performed the procedure and discussed the results with management.

- ii. Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

We performed the procedure and discussed the results with management.

- iii. Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

We performed the procedure and discussed the results with management.

- B. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

No exceptions were found as a result of this procedure.

- C. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S. 42:1267. The requirements are as follows:

- Hired before June 9, 2020 – completed the training; and
- Hired on or after June 9, 2020 – completed the training within 30 days of initial service or employment.

No exceptions were found as a result of this procedure.

14) Prevention of Sexual Harassment

- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

No exceptions were found as a result of this procedure.

- B. Observe that the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

No exceptions were found as a result of this procedure.

- C. Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:

- i. Number and percentage of public servants in the agency who have completed the training requirements;

Observed 90% of public servants have completed sexual harassment training requirements.

- ii. Number of sexual harassment complaints received by the agency;

The agency did not receive any sexual harassment complaints.

- iii. Number of complaints which resulted in a finding that sexual harassment occurred;

Not applicable.

- iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and

Not applicable.

- v. Amount of time it took to resolve each complaint.

Not applicable.

We were engaged by Glencoe Education Foundation, Inc. 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 applicable standards of *Government Auditing Standards*. 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 those C/C areas identified in the SAUPs. 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 Glencoe Education Foundation, Inc. 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 those C/C areas identified in the SAUPs, 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 LLA as a public document.

Darnall, Sikes & Frederick
(A Corporation of Certified Public Accountants)

Lafayette, Louisiana
December 17, 2024



Virgil Browne Glencoe Charter School

4491 LA Hwy 83
Franklin, LA 70538
Tel: (337) 923-6900 Fax: (337) 923-6942

Alison Provost
President
Stacy Judice
Vice President

Loren M. Decuir
Executive Director
Katie H. Bouillion
C.F.O.

Independent Accountant's Report on Applying Agreed-Upon Procedures

Management Responses

Board or Finance Committee

- 2Aii. After being informed of this requirement during prior year audit, management implemented procedures so that each board meeting included discussion of budget to actual comparisons. The two instances noted were prior to the new procedures being put into place.

Disbursements

- 5Cii. Management implemented a new purchase order process in 2024-2025 which required two employees signatures in approving/making a purchase.

Credit Cards/Debit Cards/Fuel Cards/Purchase-Cards (Cards)

- 6C3. Management plans to keep documentation of individuals participating in charges for meals. Also, management will implement procedures that prohibit purchasing meals for non-employees.

