

**UNIVERSAL LEARNING  
ACADEMY**

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**Financial Report  
with Supplemental Information  
June 30, 2018**

# UNIVERSAL LEARNING ACADEMY

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# Wilkerson & Associate P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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## Independent Auditor's Report

To the Board of Directors  
Universal Learning Academy

### Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining information of Universal Learning Academy, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Academy's basic financial statements as listed in the table of contents.

### *Management's Responsibility for the Financial Statements*

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

### *Auditor's Responsibility*

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

**Members: A.I.C.P.A. and M.I.C.P.A.**

To the Board of Directors  
Universal Learning Academy

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of Universal Learning Academy as of June 30, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

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

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Universal Learning Academy's basic financial statements. The nonmajor funds combining statement of revenues, expenditures, and changes in fund balances – special revenue funds is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The nonmajor funds combining statement of revenues, expenditures, and changes in fund balances, statement of revenue and expenditures – budget and actual are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the nonmajor funds combining statement of revenues, expenditures, and changes in fund balances, statement of revenue and expenditures – budget and actual are fairly stated in all material respects in relation to the basic financial statements as a whole.

To the Board of Directors  
Universal Learning Academy

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 1, 2018, on our consideration of Universal Learning Academy'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 to describe the scope of our testing of 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 Universal Learning Academy's internal control over financial reporting and compliance.

*Wilkinson & Associates PC*

October 1, 2018

# **Universal Learning Academy**

## **28015 Joy Road**

### **Westland, Michigan, 48185**

#### **Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2018**

This section of Universal Learning Academy's (the Academy) annual financial report presents discussion and analysis of Universal Learning Academy's financial performance during the year ended June 30, 2018. It should be read in conjunction with the Academy's financial statements, which immediately follow this section.

Universal Learning Academy is a public school academy that is authorized by Bay Mills Community College and was established in 2004.

The Academy is required to implement the provisions of Governmental Accounting Standards Board Statement No. 34 (GASB No. 34) in its financial statement presentation. This accounting standard requires the reporting of two types of financial statements: Government-Wide Financial Statements and Fund Financial Statements.

The financial report is only one measure of an Academy's viability. The goal of the Academy is to provide educational services to the students, not to generate profits as commercial entities do. Consideration should also be given to other non-financial factors, such as the quality of the education provided and safety of the schools in the assessment of the overall health of a school district.

#### **Government-Wide Financial Statements**

The Government-Wide Financial Statements provide information about the activities of the Academy as a whole, presenting both an aggregate view of the Academy's finances and a long-term view of those finances. Government-wide statements are presented on a full accrual basis, which is the primary accounting method, used in private industry. The Statement of Net Position reports all the Academy's assets regardless if they are available for current use or legally restricted, and all of its liabilities, both short-term and long-term. The Statement of Activities reports all of the Academy's revenues and expenses by type of activity.

#### **Fund Financial Statements**

The Academy segregates resources and activities in separate funds (or entities); each used for a specific purpose to facilitate accountability for those resources. The fund financial statements provide a detailed short-term view of the operations of a School District's

various fiscal components, not a long-term view of the School District as a whole. It provides information as to the amount of financial resources that can be spent in the near future to finance programs. It also provides information about the School District's most significant fund - the General Fund (the Academy's principal operating Fund) and its non-major funds; which are grouped together and presented as Other Governmental Funds. The Academy's non-major fund is the Food Service Fund. Fund financial statements are presented on a modified accrual basis. Only those assets that are measurable and currently available are reported. Liabilities are recognized to the extent that they can be paid using current financial resources.

### **The School District as a Whole**

As discussed above, the Statement of Net Position provides information of the Academy as a whole. Table 1 provides a summary of Universal Learning Academy's net position as of June 30, 2018.

**Table 1-Summary of Universal Learning Academy's Net Position**

	<b>Governmental Activities</b> (in thousands)	
<u>Assets</u>	<u>2018</u>	<u>2017</u>
Current and Other Assets	\$ 3,360.5	\$ 3,446.6
Capital Assets – Net of Accumulated Depreciation	<u>9,023.8</u>	<u>9,297.4</u>
<b>Total Assets</b>	<b><u>12,384.3</u></b>	<b><u>12,744.0</u></b>
<u>Liabilities</u>		
Current Liabilities	912.1	1,075.6
Long-Term Liabilities	<u>10,105.0</u>	<u>10,265.0</u>
<b>Total Liabilities</b>	<b><u>11,017.1</u></b>	<b><u>11,340.6</u></b>
<u>Net Position</u>		
Invested in Capital Assets	(1,081.2)	(967.6)
Restricted	1,486.1	1,451.1
Unrestricted	<u>962.3</u>	<u>919.9</u>
<b>Total Net Position</b>	<b><u>\$ 1,367.2</u></b>	<b><u>\$ 1,403.4</u></b>

Net position of assets held at year-end was \$1,367,165. The Academy's net investment in Capital Assets was \$(1,081,222). The \$962,259 in unrestricted net position represents the cumulative operating results for the year ended June 30, 2018 and all prior years.

The Academy's total net position decreased by \$(36,198) during the fiscal year ended June 30, 2018 (please refer to Table 2 below). The cost to operate the Academy's

programs was \$5,960,832. Partially funding these programs were charges for services and grant revenues totaling \$805,515. The remaining costs of the Academy were funded by general revenues, primarily State Aid totaling \$5,089,555 and other local revenue of \$18,647.

**Table 2 – Summary of the Statement of Activities**

	<b>Governmental Activities (in thousands)</b>	
	<b><u>2018</u></b>	<b><u>2017</u></b>
<b><u>Revenues</u></b>		
<b>Program Revenues:</b>		
Charges for Services	\$ 13.9	\$ 72.4
Federal Grants	791.2	845.7
<b>General Revenues:</b>		
State Aid- All Sources	5,089.6	5,729.5
Other Revenue	<u>18.6</u>	<u>57.3</u>
<b>Total Revenues</b>	<b><u>\$ 5,913.3</u></b>	<b><u>\$ 6,704.9</u></b>
<b><u>Function/Program Expenses</u></b>		
Instruction and Instructional Staff Services	\$ 3,094.1	\$ 3,348.6
Support Services	293.6	307.6
General, Executive and School Administration	318.0	941.3
Food Services	342.6	437.2
Business Support Services	40.8	43.4
Interest and Fees - Long -Term Debt	720.7	739.0
Operation & Maintenance & Other	<u>1,151.0</u>	<u>1,300.7</u>
<b>Total Expenses</b>	<b><u>\$ 5,960.8</u></b>	<b><u>\$ 7,117.9</u></b>
<b>Increase (Decrease) in Net Position</b>	<b><u>\$ (36.2)</u></b>	<b><u>\$ (413.0)</u></b>

**State of Michigan Aid, Unrestricted**

The State of Michigan Aid, Unrestricted is determined by the following variables:

- Per student, foundation allowance: annually, the State of Michigan sets the per student foundation allowance. The Academy's foundation allowance was \$7,631 per student for the 2017-2018 school year.
- Student Enrollment: The Academy's student enrollment for the fall count of 2017-2018 was 567 students. To calculate total state aid to be provided by the



foundation allowance, a blend of 90% of current year fall count and 10 % of the previous year winter count is multiplied by the Academy's foundation allowance.

Subsequent to year end June 30, 2018, preliminary student enrollment for 2018-2019 indicated that the 2018 fall student enrollment will be approximately 568 students, which includes 32 pre-kindergarten students.

**Capital Assets**

At June 30, 2018, Universal Learning Academy had an investment in capital assets, net of accumulated depreciation, of \$9,023,778. (please refer to Table 3 below). This includes Improvements/Infrastructure, Computers, Software, Furniture and Other Equipment.

Capital assets purchased or acquired are capitalized at cost. The Academy's capitalization policy is individual amounts exceeding \$1,000.

The Academy added approximately \$80,419 of capital assets during the year. This included new computers, additional classroom furniture, and the replacement of old furniture and equipment.

Depreciation on all assets is provided on the straight-line basis over the estimated useful lives of the assets. Total depreciation expense for the year was \$354,037.

**Table 3 – Capital Assets**

<u>Description</u>	<u>June 30, 2018</u>	<u>June 30, 2017</u>
	(in thousands)	
Land and Building	\$ 11,263.6	\$ 11,263.6
Equipment and Furniture	616.0	597.4
Computer / Other Equipment	934.3	872.5
School Buses	<u>11.5</u>	<u>11.5</u>
Total Capital Assets	12,825.4	12,745.0
Less Accumulated Depreciation	<u>(3,801.6)</u>	<u>(3,447.6)</u>
<b>Net Capital Assets</b>	<b><u>\$ 9,023.8</u></b>	<b><u>\$ 9,297.4</u></b>

**The School District's Funds**

As mentioned above, the Academy uses funds to segregate and account for resources and activities that are used for specific purposes. At June 30, 2018 the Academy's governmental funds had a combined balance of \$2,551,476 an increase of \$52,949 from June 30, 2017. The contributions of each individual fund are:

**General Fund**

The ending balance of the General Fund, the principal operating fund of the Academy increased by \$51,826 at June 30, 2018 to \$2,422,383 from \$2,370,557 at June 30, 2017. The increase is primarily attributable to a decrease in instructional and administrative cost. The fund balance of the General Fund is available to fund costs related to school operations.

**Other Governmental Funds**

The School District's non-major fund - Food Services, is presented in this category. At June 30, 2018, the Food Service Fund balance was \$129,093.

**Debt**

On November 1, 2010 Universal Learning Academy entered into an agreement with the Michigan Finance Authority (MFA) to issue Limited Obligation Revenue Bonds in the amount of \$10,935,000 to finance the acquisition and the construction of real estate property located in City of Westland, Michigan.

At June 30, 2018 Universal Learning Academy's long-term debt is \$ 10,105,000, compared to \$10,265,000 at the same time last year. The June 30, 2018 long-term debt is comprised of \$170,000, which represents the current portion and \$ 9,935,000, which represents the non-current portion.

The total Limited Obligation Revenue Bonds at June 30, 2018 was \$10,105,000.

Maturities, amounts, interest rates and prices are as follows:

\$ 540,000	6.250%	Series 2010 Term Bond Due November 1, 2020
2,920,000	7.375%	Series 2010 Term Bond Due November 1, 2030
<u>6,145,000</u>	7.500%	Series 2010 Term Bond Due November 1, 2040
9,605,000		Total
<u>500,000</u>		MFA Debt Service Fund
<b><u>\$10,105,000</u></b>		<b>Total Obligations</b>

**Interest Payment Periods**

**Interest Amount**

2018-2019	704,662
2019-2020	693,725
2020-2021	682,162
2022-2026	3,174,625
2027-2031	2,642,519
2032-2036	1,862,812
2037-2041	<u>723,000</u>
<b>Total Interest</b>	<b><u>\$ 10,483,505</u></b>

## **General Fund Budgetary Highlights**

State law requires that school districts periodically amend their budgets to ensure that expenditures do not exceed appropriations. During the year, the Academy revised its budget in response to and / or in anticipation of changing operating conditions. During the 2017-18 school year, the Academy had two budget amendments that were approved by the Board of Directors of Universal Learning Academy. A schedule showing the Academy's Original Budget, Final Budget, and actual results for the General Fund is provided in the Required Supplemental Information section of these Financial Statements.

The majority of the School Districts revenue is based on student enrollment. For the fiscal year 2017-2018, it received approximately \$7,631 per pupil from the State of Michigan. The original budget which was completed at the end of the prior fiscal year, reflected certain assumptions for enrollment, grant funding, staffing and other expenditures. The June 2018 final amended budget reflected actual enrollment based on the October 2017 official pupil count and a revised estimate of federally approved grant funding, operating expenditures based on the revised revenues estimate were updated accordingly. The actual ending fund balance met expectations.

### **Final Budget vs. Actual:**

<b><u>Revenues:</u></b>	<b><u>Final Budget</u></b>	<b><u>Actual</u></b>
2007 - 2008	2,390,074	2,193,525
2008 - 2009	3,337,564	3,664,892
2009 - 2010	13,054,854	4,531,700
2010 - 2011	16,132,750	16,096,017
2011 - 2012	4,989,449	5,065,612
2012 - 2013	5,461,481	5,180,362
2013 - 2014	5,620,789	5,681,168
2014 - 2015	6,414,678	6,317,900
2015 - 2016	6,135,430	6,035,060
2016 - 2017	6,350,008	6,238,857
2017 - 2018	5,548,506	5,539,621

### **Expenditures:**

2007 - 2008	2,375,857	2,193,411
2008 - 2009	3,327,016	3,099,898
2009 - 2010	13,465,905	4,285,140
2010 - 2011	17,380,330	11,180,866
2011 - 2012	10,554,847	9,247,348
2012 - 2013	6,118,726	5,665,582
2013 - 2014	6,164,784	6,028,132
2014 - 2015	6,106,978	5,725,082
2015 - 2016	6,159,109	5,924,866

2016 - 2017	6,517,562	6,268,407
2017 - 2018	5,710,253	5,487,795

**Economic Factors affecting Next Year's Budgets**

Our elected officials and administration consider many factors when setting the Academy’s 2019 fiscal year budget. One of the most important factors affecting the budget is our student count. The state foundation revenue is determined by multiplying the blended student count by the foundation allowance per pupil. The membership blend for the 2018-2019 fiscal year is based on 90% of the current school year October count and 10% of the prior year February count. The 2019 budget was adopted in May 2018, based on an estimate of students that will be enrolled in September 2018. Approximately 91% percent of total General Fund revenue is State Aid. As a result, the Academy’s funding is heavily dependent on the State’s ability to fund local school operations. Based on early enrollment data at the start of the 2018-2019 school years, we anticipate that the fall student count will be close to the estimates used in creating the 2019 budget. Once the final student count and related per pupil funding is validated, State law requires the Academy to amend the budget if actual Academy’s resources are not sufficient to fund original appropriations.

Since the Academy’s revenue is heavily dependent on State funding and the health of the State’s School Aid Fund, the actual revenue received depends on the State’s ability to collect revenues to fund its appropriation to local school districts. The State periodically holds a revenue-estimating conference to estimate revenues.

**Contacting the District’s Management**

This financial report is intended to provide our parents and investors with a general overview of the Academy’s finances and to show the Academy’s accountability for the money it receives. If you have any questions about this report or need additional information, we welcome you to contact the business office.

**UNIVERSAL LEARNING ACADEMY  
STATEMENT OF NET POSITION  
JUNE 30, 2018**

	<b>Governmental Activities</b>
<b>Assets</b>	
Cash and cash equivalents	\$ 2,245,847
Receivables	
State aid	880,026
Federal and state grants	219,996
Prepays and other current assets	14,691
Capital assets, net of accumulated depreciation	<u>9,023,778</u>
Total Assets	12,384,338
 <b>Liabilities</b>	
Accounts payable	89,588
Accrued expenses & other liabilities	693,499
Accrued interest	129,086
Long-term liabilities:	
Long-term liabilities, due within one year	170,000
Long-term liabilities, due after one year	<u>9,935,000</u>
Total Liabilities	11,017,173
 <b>Net Position</b>	
Invested in Capital Assets, net of related debt	(1,081,222)
Restricted - Food Service	129,093
Restricted - Debt Service	1,357,035
Unrestricted	<u>962,259</u>
Total Net Position	<u><u>\$ 1,367,165</u></u>

See accompanying notes to the financial statements

**UNIVERSAL LEARNING ACADEMY  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2018**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Governmental Activities</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Net (Expense) Revenues and Changes in Net Assets</u>
Governmental Activities				
Instruction	\$ 2,406,862	\$ -	466,821	\$ (1,940,041)
Supporting Services				
Pupil support services	293,627	-	-	(293,627)
Instructional support services	687,154	-	-	(687,154)
General administration	263,065	-	-	(263,065)
School administration services	54,964	-	-	(54,964)
Business services	40,827	-	-	(40,827)
Operations and maintenance	411,753	-	-	(411,753)
Transportation	9,045	-	-	(9,045)
Other support services	304,649	-	-	(304,649)
Community activities	71,576	-	-	(71,576)
Food services	342,591	13,917	335,694	7,020
Depreciation (unallocated)	354,037	-	-	(354,037)
Interest & fees on long-term debt	720,682	-	-	(720,682)
Total Governmental Activities	<u>\$ 5,960,832</u>	<u>\$ 13,917</u>	<u>\$ 802,515</u>	(5,144,400)
General Revenues				
State aid - all sources				5,089,555
Other local sources				18,647
Total General Revenues				<u>5,108,202</u>
<b>Change in Net Position</b>				(36,198)
<b>Net Position - July 1, 2017</b>				<u>1,403,363</u>
<b>Net Position - June 30, 2018</b>				<u>\$ 1,367,165</u>

See accompanying notes to the financial statements

**UNIVERSAL LEARNING ACADEMY  
BALANCE SHEET - GOVERNMENTAL FUNDS  
JUNE 30, 2018**

	<b>General Fund</b>	<b>Other Governmental Funds</b>	<b>Total</b>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 2,245,847	\$ -	\$ 2,245,847
Due from other governmental units	1,089,246	10,776	1,100,022
Due from other funds	-	129,501	129,501
Prepays and other current assets	14,691	-	14,691
<b>Total Assets</b>	<b>\$ 3,349,784</b>	<b>\$ 140,277</b>	<b>\$ 3,490,061</b>
<b>LIABILITIES, DEFERRED INFLOW OF RESOURCES AND FUND BALANCES</b>			
<b>Liabilities</b>			
Accounts payable	\$ 89,588	\$ -	\$ 89,588
Due to other funds	137,638	-	137,638
Accrued expenditures	674,179	11,184	685,363
<b>Total Liabilities</b>	901,405	11,184	912,589
<b>Deferred Inflow of Resources - Unavailable revenue</b>	25,996	-	25,996
<b>Total Liabilities and Deferred Inflow of Resources</b>	927,401	11,184	938,585
<b>Fund Balances</b>			
<b>Non-Spendable Fund Balance:</b>			
Prepaid expenditures	14,691	-	14,691
<b>Restricted Fund Balance:</b>			
Food service	-	129,093	129,093
Debt service	1,357,035	-	1,357,035
<b>Unrestricted Fund Balance:</b>			
Unassigned fund balance	1,050,657	-	1,050,657
<b>Total Fund Balance</b>	2,422,383	129,093	2,551,476
<b>Total Liabilities, Deferred Inflow of Resources and Fund Balances</b>	<b>\$ 3,349,784</b>	<b>\$ 140,277</b>	<b>\$ 3,490,061</b>

See accompanying notes to the financial statements

**UNIVERSAL LEARNING ACADEMY  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
JUNE 30, 2018**

**Total Fund Balances - Governmental Funds** \$ 2,551,476

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, not reported as assets in governmental funds

	Cost of capital assets	\$12,825,391	
	Accumulated depreciation	<u>(3,801,613)</u>	9,023,778

Grants and other receivables that are collected after year end, such that they are not available to pay bills outstanding as of year end, are not recognized in the funds. 25,996

Accrued interest payable is not included as a liability in governmental funds (129,086)

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds:

	Bonds payable	9,605,000	
	Michigan Finance Authority Payable	<u>500,000</u>	<u>(10,105,000)</u>

**Total Net Position - Governmental Activities** \$ 1,367,165

See accompanying notes to the financial statements



**UNIVERSAL LEARNING ACADEMY**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2018**

	<b>General Fund</b>	<b>Non-Major Fund</b>	<b>Total Governmental Funds</b>
<b>Revenues</b>			
Local sources	\$ 18,647	\$ 13,917	\$ 32,564
State sources	5,076,804	12,751	5,089,555
Federal sources	444,170	335,694	779,864
<b>Total governmental fund revenues</b>	<b>5,539,621</b>	<b>362,362</b>	<b>5,901,983</b>
<b>Expenditures</b>			
Instructional Services	2,406,862	-	2,406,862
Supporting Services:			
Pupil support services	293,627	-	293,627
Instructional staff services	687,154	-	687,154
General administration	263,065	-	263,065
School administration	54,964	-	54,964
Business support services	40,827	-	40,827
Operations and maintenance	411,753	-	411,753
Transportation	9,045	-	9,045
Central services	284,391	-	284,391
Other support services	82,030	-	82,030
Food services	-	361,239	361,239
Community services	71,576	-	71,576
Principal, interest & fees on long-term debt	882,501	-	882,501
<b>Total governmental fund expenditures</b>	<b>5,487,795</b>	<b>361,239</b>	<b>5,849,034</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>51,826</b>	<b>1,123</b>	<b>52,949</b>
<b>Fund Balance, July 1, 2017</b>	<b>2,370,557</b>	<b>127,970</b>	<b>2,498,527</b>
<b>Fund Balance, June 30, 2018</b>	<b>\$ 2,422,383</b>	<b>\$ 129,093</b>	<b>\$ 2,551,476</b>

See accompanying notes to the financial statements

**UNIVERSAL LEARNING ACADEMY  
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF  
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
TO THE STATEMENT OF ACTIVITIES  
JUNE 30, 2018**

**Total Net Change in Fund Balance - Governmental Funds** \$ 52,949

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays to purchase or build capital assets are reported in governmental fund as expenditures. However, for governmental activities those costs are shown in the statement and allocated over their estimated useful lives as annual depreciation expenses in the statement of activities. This is the amount by which depreciation exceeds capital outlays in the period:

Depreciation Expense	\$ (354,037)	
Capitalized capital outlay	<u>80,419</u>	(273,618)

Revenue is reported in the statement of activities when earned; it is not reported in the funds until collected or collectible with 60 days of year end:

Prior year deferred revenue	(3,345)
Current year deferred revenue	25,996

Interest expense is recorded in the statement of activities when incurred; it is not reported in governmental funds until paid	1,819
--	-------

Repayment of bond principal is an expenditure in the governmental funds, but not in the statement of activities (where it reduces long-term debt)

Bond principal payments	<u>160,000</u>
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**Change in Net Position of Governmental Activities** \$ (36,198)

See accompanying notes to the financial statements

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Universal Learning Academy (the “Academy”) conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies:

**A. Reporting Entity**

Universal Learning Academy was formed as a charter school academy pursuant to the Michigan School Code of 1976, as amended by Act No. 362 of the Public Acts of 1993 and Act No. 416 of the Public Acts of 1994.

The Academy’s agreement with Bay Mills Community College to charter a public school academy originating in August 2004, was extended, expiring June 30, 2020. The contract requires the Academy to act exclusively as a governmental agency and not undertake any action inconsistent with its status as an entity authorized to receive state school aid funds pursuant to the State Constitution. The Bay Mills Community College Board of Trustees is the fiscal agent for the Academy and is responsible for overseeing the Academy’s compliance with the contract and all applicable laws. The Academy pays Bay Mills Community College Board of Trustees 3% of State Aid as administrative fees. The total administrative fees paid by Universal Learning Academy to the Bay Mills Community College Board of Trustees was approximately \$145,727.

The accompanying financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board for determining the various governmental organizations to be included in the reporting entity. These criteria include significant operational and financial relationships that determine which of the governmental organizations are a part of the Academy’s reporting entity, and which organizations are legally separate, component units of the Academy. Based on the application of the criteria, the entity does not contain component units.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(continued)*

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. Substantially all interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenue, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All of the Academy's government-wide activities are considered governmental activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function. Program revenue includes: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational and capital requirements of a particular function.

Separate financial statements are provided for governmental funds and fiduciary funds, although the fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

**C. Measurement Focus, Basis of Accounting and Financial Statement Presentation**

**Government-Wide Statements**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(continued)*

**C. Measurement Focus, Basis of Accounting and Financial Statement Presentation** *(continued)*

**Government-Wide Statements** *(continued)*

Grants, categorical aid, and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The effect of the interfund activity has been substantially eliminated from the government-wide financial statements.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes unrestricted State aid.

**Fund-Based Statements**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenue to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as required under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Unrestricted state aid, intergovernmental grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be available only when cash is received by the government.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(continued)*

**C. Measurement Focus, Basis of Accounting and Financial Statement Presentation** *(continued)*

**Fund-Based Statements** *(continued)*

The State of Michigan utilizes a foundation allowance approach, which provides for a specific annual amount of revenue per student based on a state-wide formula. The foundation allowance is funded from a combination of state and local sources. Revenues from state sources are primarily governed by the School Aid Act and the School Code of Michigan. The State portion of the foundation is provided from the State's School Aid Fund and is recognized as revenue in accordance with state law.

The Academy also receives revenue from the State to administer certain categorical educational programs. State rules require that revenue earmarked for programs be used for its specific purpose. Certain categorical funds require an accounting to the State of the expenditures incurred. For categorical funds meeting this requirement, funds received which are not expected to be expended by the close of the fiscal year are recorded as deferred revenue. Other categorical funding is recognized when the appropriation is received.

The Academy reports the following major governmental fund:

***General Fund***

The General Fund is used to record the general operation of the Academy pertaining to education and those operations not provided for in other funds. Included are all transactions related to the approved current operating budget.

Additionally, the Academy reports the following nonmajor governmental Special Revenue Fund; the Food Services Fund. This fund is used to account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes in the Academy's food service program. Any deficit generated by this activity is the responsibility of the General Fund.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(continued)*

**D. Assets, Liabilities, and Net Assets or Equity**

**Deposits, Cash Equivalents, and Investments**

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of twelve months or less when acquired.

The Academy believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all bank deposits. As a result, the Academy evaluates each financial institution it deposits Academy funds with and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk are used as depositories.

The Academy is authorized by Michigan Compiled Laws, Section 129.91 to invest surplus monies in federally insured United States banks, credit unions, and savings and loan associations that have offices in Michigan. The Academy is also authorized to invest in bonds and notes, certain commercial paper, U.S. Government repurchase agreements, bankers' acceptances and mutual funds and investment pools that are composed of authorized investment vehicles.

Investments are recorded at fair value, based on quoted market prices, or estimated fair value. Pooled investment income from the General Fund and various Debt Service Funds is allocated to each fund based upon the balance of the principal invested.

**Receivables**

Receivables at June 30, 2018 consist primarily of state school aid due from the State of Michigan and the federal government. All receivables are expected to be fully collected in July and August of 2018 and are considered current for the purposes of these financial statements.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(continued)*

**D. Assets, Liabilities, and Net Assets or Equity** *(continued)*

**Prepaid Expenses**

Payments made to vendors for services that will benefit periods beyond June 30, 2018, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and expenditure is reported in the year in which the services are consumed.

**Capital Assets**

Capital assets, which include land, buildings, equipment, and vehicles, are reported in the applicable governmental column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$1,000 and an estimated useful life in excess of five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Costs of normal repair and maintenance that do not add to the value or materially extend asset life are not capitalized. The Academy does not have any infrastructure-type assets.

Buildings, equipment, and vehicles are depreciated using the straight-line method over the following useful lives:

Buildings and additions	20 – 50 years
Buses and other vehicles	5 – 10 years
Furniture and other equipment	5 – 20 years

**MPERS Liability**

The Academy contracted with Hamadeh Educational Services, Inc. to provide all staffing personnel during the year under audit. Consequently, all staffing cost is treated as purchased services in these financial statements.

The Academy has no obligation to fund the Michigan Public School Employees Retirement System for the year ended June 30, 2018.



**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(continued)*

**D. Assets, Liabilities, and Net Assets or Equity** *(continued)*

**Deferred Revenue**

Governmental funds report deferred revenue in connection with receivables for revenue that is not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned.

**Long-Term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net assets. In the fund financial statements, governmental fund types recognize bond proceeds, premiums and discounts, as well as issuance costs, during the current period.

**Fund Equity**

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriations or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change. In the fund financial statements, governmental funds report the following components of the fund balance:

- **Nonspendable**- Amounts that are not in spendable form or are legally or contractually required to be maintained intact.
- **Restricted**- Amounts that are legally restricted by outside parties, constitutional provision, or by enabling legislation for use of a specific purpose.
- **Committed**- Amounts that have been formally set aside by the Board of Directors for use and specific purposes. Commitments are made and can be rescinded only via resolution of the Board of Directors.
- **Assigned**- Intent to spend the resources on a specific purpose expressed by the Board of Directors.
- **Unassigned**- Amounts that do not fall into any of the above categories. This is the residual classification for amounts in the General Fund and represents the fund balance that has not been assigned to other funds or has not been restricted, committed or assigned for specific purposes in the General Fund.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**  
*(continued)*

**D. Assets, Liabilities, and Net Assets or Equity** *(continued)*

**Comparative Data**

Comparative data is not included in the Academy's financial statements.

District-wide financial statements (statement of Net Position and statement of activities) prepared using full accrual accounting for all of the Academy's activities have been provided.

**Estimates**

The preparation of the 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 amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Budgetary Data**

The Academy is legally subject to the budgetary control requirements of the State of Michigan P.A. 621 of 1978 (the Uniform Budgetary Act). The following is a summary of the requirements of the Act:

1. Budgets must be adopted for the General Fund and Special Revenue Funds by July 1.
2. The budgets must be balanced.
3. The budgets must be amended when necessary.
4. Public hearings must be held before budget adoptions.
5. Expenditures cannot exceed budget appropriations.
6. Expenditures must be authorized by a budget before being incurred.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**  
*(continued)*

**Budgetary Data** *(continued)*

The Academy formally adopted General Fund and Special Revenue Fund (Food Service Fund) budgets by function for the fiscal year ended June 30, 2018. Expenditures at this level in excess of amounts budgeted are a violation of Michigan law. Unexpended appropriations lapse at year end; encumbrances are not included as expenditures. No encumbrances were outstanding in the General Fund and Special Revenue Funds at June 30, 2018. During the current year, the budget was amended in a legally permissible manner.

The combined statement of revenues, expenditures and changes in fund balances – all governmental fund types is presented in conformity with generally accepted accounting principles. The combined statement of revenues, expenditures and changes in fund balances – budget and actual is presented on the same basis of accounting used in preparing the adopted budget.

**Excess of Expenditures Over Appropriations of Budgetary Funds**

The Academy had expenditures in certain functional areas that were insignificantly in excess of amounts appropriated, as described on page 30 of these financial statements. In all cases, adequate fund balance was available to cover these expenditures.

**NOTE 3 - DEPOSITS AND INVESTMENTS**

State statutes and the Academy's investment policy authorize the Academy to make deposits in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan; the Academy is allowed to invest in U.S. Treasury or agency obligations, U.S. government repurchase agreements, bankers' acceptances, commercial paper rated prime at the time of purchase that matures not more than 270 days after the date of purchase, mutual funds, and investment pools that are composed of authorized investment vehicles. The Academy's deposits are in accordance with statutory authority.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 3 - DEPOSITS AND INVESTMENTS**  
*(continued)*

**Custodial Credit Risk of Bank Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the Academy's deposits may not be returned to it. The Academy evaluates its depositories and only those with an acceptable risk level are used for the Academy's deposits. The Academy believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits.

At year end, the Academy's deposits and investments were reported in the basic financial statements as cash and cash equivalents of \$2,245,847.

The deposits of the Academy were reflected in the accounts of the financial institution at \$2,279,527 of which \$600,000 is covered by federal depository insurance.

**NOTE 4- INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS**

The composition of interfund balances is as follows:

	<u>Fund Due From</u>			<b>Total</b>
	<u>General Fund</u>	<u>Food Service Fund</u>	<u>Agency Fund</u>	
<u><b>Fund Due To</b></u>				
General Fund	\$ -	\$ -	\$ -	\$ -
Food Service Fund	129,501	-	-	129,501
Agency Fund	8,137	-	-	8,137
<b>Total</b>	<u>\$ 137,638</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 137,638</u>

The balance is a result of the lag time between the dates that goods and services are provided or reimbursable expenditures occur, transactions are recorded in the accounting system, and payments between funds are made.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 5 - CAPITAL ASSETS**

Capital assets activity of the Academy's governmental activities was as follows:

	<u>Balance July 1, 2017</u>	<u>Additions</u>	<u>Disposals and Adjustments</u>	<u>Balance June 30, 2018</u>
Capital Assets				
Land	\$ 1,530,649	\$ -	\$ -	\$ 1,530,649
Building construction	9,732,940	-	-	9,732,940
Equipment and furniture	597,374	18,648	-	616,022
Computer equipment	872,485	61,771	-	934,256
School buses	11,525	-	-	11,525
	<hr/>	<hr/>	<hr/>	<hr/>
Subtotal	12,744,972	80,419	-	12,825,391
Accumulated depreciation:				
Building construction	2,044,098	350,386	-	2,394,484
Equipment and furniture	616,457	(92,183)	-	524,274
Computer equipment	778,378	94,105	-	872,483
School buses	8,644	1,729	-	10,373
	<hr/>	<hr/>	<hr/>	<hr/>
Subtotal	3,447,576	354,037	-	3,801,613
Net capital assets being depreciated	<u>\$ 9,297,396</u>	<u>\$ (273,618)</u>	<u>\$ -</u>	<u>\$ 9,023,778</u>

Depreciation expense was not charged to specific activities as the Academy considers its assets to impact multiple activities and allocation is not practical.

**NOTE 6 - RISK MANAGEMENT**

The Academy is exposed to various risks of loss related to property loss, torts, errors and omissions and employees injuries (workers compensation), as well as medical benefits provided to employees. The Academy has purchased commercial insurance for all claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage since inceptions.

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 7 - LONG-TERM DEBT**

On November 1, 2010, Universal Learning Academy entered into an agreement with Michigan Finance Authority to issue Limited Obligation Revenue Bonds in the amount of \$10,435,000 to finance the acquisition and construction of real estate property located in the City of Westland, Michigan. Below is a schedule summarizing the long term debt activity.

**OUTSTANDING BALANCE AS OF JUNE 30, 2018**

(MFA) LIMITED OBLIGATION REVENUE BONDS	<u>ORIGINAL LOAN</u>	<u>PAYMENTS</u>	<u>BALANCE JUNE 30, 2018</u>	<u>Due Within 1 year</u>
SERIES 2010	\$ 10,435,000	\$ 830,000	\$ 9,605,000	\$170,000
MFA CONTRIBUTION	<u>500,000</u>	<u>-</u>	<u>500,000</u>	
<b>TOTAL</b>	<b><u><u>\$ 10,935,000</u></u></b>	<b><u><u>\$ 830,000</u></u></b>	<b><u><u>\$ 10,105,000</u></u></b>	

Annual debt service requirements to maturity for the above mentioned governmental bond obligations are as follows:

**BOND DEBT SERVICE:**

<u>PAYMENT DATES</u>	<u>PRINCIPAL AMOUNTS</u>	<u>PERIOD</u>	<u>INTEREST AMOUNT</u>	<u>TOTAL DEBT SERVICE</u>
11/1/2018	170,000	2018-2019	704,662	874,662
11/1/2019	180,000	2019-2020	693,725	873,725
11/1/2020	190,000	2020-2021	682,162	872,162
11/01/2021 TO 10/31/2026	1,190,000	2022-2026	3,174,625	4,364,625
11/01/2026 TO 10/31/2031	1,730,000	2027-2031	2,642,519	4,372,519
11/01/2031 TO 10/31/2036	2,505,000	2032-2036	1,862,812	4,367,812
11/01/2036 TO 11/01/2040	<u>4,140,000</u>	2037-2041	<u>723,000</u>	<u>4,863,000</u>
<b>TOTAL</b>	<b><u><u>\$ 10,105,000</u></u></b>		<b><u><u>\$ 10,483,505</u></u></b>	<b><u><u>\$ 20,588,505</u></u></b>

**UNIVERSAL LEARNING ACADEMY  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018**

**NOTE 8 - ADMINISTRATIVE SERVICES**

The Academy has entered into a management agreement with Hamadeh Educational Services, Inc. (H.E.S.). Under the terms of the management agreement, H.E.S. provides all the required labor, materials, and supervision necessary for the provision of educational services to the students, as well as the management, operation, and maintenance of the Academy. All costs incurred in providing this educational program to the Academy are reimbursed by the Academy to H.E.S. In addition, the Academy pays a 10 percent management fee computed on all state and federal revenue sources.

There were no management fees for the year ended June 30, 2018.

**NOTE 9 - SUBSEQUENT EVENTS**

Subsequent events have been evaluated through October 1, 2018 which is the date the financial statements were available to be issued. Events occurring after that date have not been evaluated to determine whether a change in the financial statements would be required.

**REQUIRED SUPPLEMENTAL INFORMATION**



**UNIVERSAL LEARNING ACADEMY  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018**

	<b>Budgeted Amounts</b>		<b>Actual (GAAP Basis)</b>	<b>Variances Over/(Under)</b>
	<b>Original</b>	<b>Final</b>		<b>Final to Actual</b>
<b>Revenues</b>				
Local sources	\$ 18,750	\$ 15,375	\$ 18,647	\$ 3,272
State sources	5,548,435	5,077,602	5,076,804	(798)
Federal sources	570,041	455,529	444,170	(11,359)
Total Revenues	6,137,226	5,548,506	5,539,621	(8,885)
<b>Expenditures</b>				
Instructional services	2,695,215	2,524,947	2,406,862	(118,085)
Supporting services				
Pupil support services	257,801	299,629	293,627	(6,002)
Instructional staff services	504,569	715,471	687,154	(28,317)
General administration services	903,639	267,643	263,065	(4,578)
School administration services	36,214	54,997	54,964	(33)
Business services	44,395	45,498	40,827	(4,671)
Operations and maintenance	358,350	433,010	411,753	(21,257)
Transportation	19,412	14,374	9,045	(5,329)
Central support services	239,372	306,424	284,391	(22,033)
Other support services	59,033	92,127	82,030	(10,097)
Community activities	46,628	73,409	71,576	(1,833)
Principal, interest and fees on long-term debt	880,475	882,725	882,501	(224)
Total Expenditures	6,045,101	5,710,254	5,487,795	(222,459)
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	92,125	(161,748)	51,826	213,574
<b>Fund Balance, July 1, 2017</b>	2,476,495	2,370,557	2,370,557	-
<b>Fund Balance, June 30, 2018</b>	\$ 2,568,620	\$ 2,208,810	\$ 2,422,383	\$ 213,574

See accompanying notes to the financial statements

**OTHER SUPPLEMENTAL INFORMATION**

**UNIVERSAL LEARNING ACADEMY  
SPECIAL REVENUE FUNDS  
COMBINING STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2018**

	<b>Food Services</b>
<b>Revenues</b>	
Local sources	\$ 13,917
State sources	12,751
Federal sources	335,694
Total Revenues	362,362
 <b>Expenditures</b>	
Food services	361,239
Total Expenditures	361,239
 <b>Excess (Deficiency) of Revenues Over Expenditures</b>	
	1,123
<b>Fund Balance, July 1, 2017</b>	127,970
<b>Fund Balance, June 30, 2018</b>	\$ 129,093

See accompanying notes to the financial statements

**UNIVERSAL LEARNING ACADEMY**

**SUPPLEMENTAL INFORMATION**

**SINGLE AUDIT REPORT**

**JUNE 30, 2018**

**SECTION A**

**UNIVERSAL LEARNING ACADEMY  
SUPPLEMENTAL INFORMATION  
SINGLE AUDIT REPORT**

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# Wilkerson & Associate P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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LARRY WILKERSON, C.P.A.  
THOMAS E. WILKERSON, C.P.A.

## **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  
Universal Learning Academy

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of Universal Learning Academy (the Academy), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise Universal Learning Academy's basic financial statements, and have issued our report thereon dated October 1, 2018.

### **Internal Control Over Financial Reporting**

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

**Members: A.I.C.P.A. and M.I.C.P.A.**

To the Board of Directors  
Universal Learning Academy

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

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Universal Learning Academy'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 determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instance 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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Wilkinson & Associate PC*

Dearborn, Michigan  
October 1, 2018

# Wilkerson & Associate P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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LARRY WILKERSON, C.P.A.  
THOMAS E. WILKERSON, C.P.A.

## **Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

To the Board of Directors of  
Universal Learning Academy

### **Report on Compliance for each Major Federal program**

We have audited Universal Learning Academy's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Universal Learning Academy's major federal programs for the year ended June 30, 2018. Universal Learning Academy's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### ***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Universal Learning Academy's major federal programs based on our audit of the types of compliance requirements referred to above. 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). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance

**Members: A.I.C.P.A. and M.I.C.P.A.**



with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Universal Learning Academy's compliance with those requirements and performing such other procedures as we consider necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Universal Learning Academy's compliance.

***Opinion on Each Major Federal Program***

In our opinion, Universal Learning Academy 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, 2018.

**Report on Internal Control Over Compliance**

Management of Universal Learning Academy is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Universal Learning Academy's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program 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 internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Universal Learning Academy's 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 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 first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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.

### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Universal Learning Academy (the “Academy”) as of and for the year ended June 30, 2018 and the related notes to the financial statements, which collectively comprise the Academy’s basic financial statements, and have issued our report thereon dated October 1, 2018, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management as was derived from and relates directly to underlying accounting and other records used to prepare the financial statements. The information

Universal Learning Academy  
To the Board of Directors  
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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 standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

*Wilkinson & Associate PC*

Dearborn, Michigan  
October 1, 2018

**UNIVERSAL LEARNING ACADEMY**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED JUNE 30, 2018**

PROGRAM TITLE/ PROJECT NUMBER/ SUBRECIPIENT NAME	CFDA NUMBER	APPROVED AWARD AMOUNT	(MEMO ONLY) PRIOR YEAR EXPENDITURES	ACCRUED (DEFERRED) REVENUE JULY 1, 2017	FEDERAL FUNDS/ PAYMENTS IN-KIND RECEIVED	EXPENDITURES	ACCRUED (DEFERRED) REVENUE AT JUNE 30, 2018
<b>Cluster:</b>							
Child Nutrition Cluster:							
U.S. Department of Agriculture - Passed through the							
Michigan Department of Education:							
Non-Cash Assistance (Commodities) 2017-2018							
National School Lunch Program - Regular	10.555	29,548	-	-	26,658	26,658	-
Cash Assistance							
National School Breakfast Program - 2016-2017 (Grant No. 171970)	10.553	96,769	85,575	3,388	14,582	11,194	-
National School Breakfast Program - 2017-2018 (Grant No. 181970)	10.553	63,121	-	-	60,480	63,121	2,641
National School Lunch Program - 2016-2017 (Grants No. 171960)	10.555	268,259	243,840	11,125	35,544	24,419	-
National School Lunch Program - 2017-2018 (Grants No. 181960)	10.555	205,336	-	-	198,874	205,336	6,462
National School Lunch Program - 2017-2018 (Grants No. 181980)	10.555	4,965	-	-	4,965	4,965	-
<b>Total Cash Assistance</b>		<b>638,452</b>	<b>329,415</b>	<b>14,513</b>	<b>314,446</b>	<b>309,037</b>	<b>9,103</b>
<b>Total Child Nutrition Cluster</b>		<b>668,000</b>	<b>329,415</b>	<b>14,513</b>	<b>341,104</b>	<b>335,695</b>	<b>9,103</b>
Special Education Cluster - U.S. Department of Education -							
Passed through the Wayne County RESA - IDEA							
IDEA - Regular Flow through 2016-2017 (Grant No. 170450)	84.027	38,366	38,366	38,366	38,366	-	-
IDEA - Regular Flow through 2017-2018 (Grant No. 180450)	84.027	46,329	-	-	34,691	46,329	11,638
<b>Total Special Education Cluster</b>		<b>84,695</b>	<b>38,366</b>	<b>38,366</b>	<b>73,057</b>	<b>46,329</b>	<b>11,638</b>
<b>Other Federal Awards:</b>							
U.S. Department of Education - Passed through							
the Michigan Department of Education -							
Title I, Part A:							
Improving Basic Program - 2016-2017 Regular (Grant No. 171530)	84.010	401,870	284,271	78,758	114,707	35,949	-
Improving Basic Program - 2017-2018 Regular (Grant No. 181530)	84.010	386,502	-	-	194,148	334,248	140,100
<b>Total Title I</b>		<b>788,372</b>	<b>284,271</b>	<b>78,758</b>	<b>308,855</b>	<b>370,197</b>	<b>140,100</b>

**UNIVERSAL LEARNING ACADEMY**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

**YEAR ENDED JUNE 30, 2018**

PROGRAM TITLE/ PROJECT NUMBER/ SUBRECIPIENT NAME	CFDA NUMBER	APPROVED	(MEMO ONLY)	ACCRUED	PAID	ACCRUED	
		AWARD	PRIOR YEAR	(DEFERRED)	PAYMENTS	(DEFERRED)	
		AMOUNT	EXPENDITURES	REVENUE	IN-KIND	REVENUE AT	
				JULY 1, 2017	RECEIVED	EXPENDITURES	JUNE 30, 2018
<b>Other Federal Awards (con't):</b>							
U.S. Department of Education:							
Passed through the Michigan Department of Education:							
Title II, Part A:							
Teacher/Principal Training - 2016-2017 (Grant No. 170520)	84.367	128,071	92,592	17,650	23,647	5,997	-
Teacher/Principal Training - 2017-2018 (Grant No. 180520)	84.367	80,235	-	-	26,501	37,204	10,703
<b>Total Title II</b>		<u>208,306</u>	<u>92,592</u>	<u>17,650</u>	<u>50,148</u>	<u>43,201</u>	<u>10,703</u>
<b>Other Federal Awards (con't):</b>							
U.S. Department of Education:							
Passed through the Michigan Department of Education:							
Title IV, Part A:							
Student Support & Academic Enrichment - 2017-2018 (Grant No. 180750)	84.424	10,000	-	-	-	7,095	7,095
<b>Total Title IV</b>		<u>10,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,095</u>	<u>7,095</u>
Total noncluster programs passed through the Michigan Department of Education		<u>1,006,678</u>	<u>376,863</u>	<u>96,408</u>	<u>359,003</u>	<u>420,492</u>	<u>157,897</u>
<b>TOTAL FEDERAL AWARDS</b>		<u>\$ 1,759,373</u>	<u>\$ 744,644</u>	<u>\$ 149,288</u>	<u>\$ 773,163</u>	<u>\$ 802,516</u>	<u>\$ 178,638</u>

**UNIVERSAL LEARNING ACADEMY  
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

**NOTE 1 - BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the “Schedule”) includes the federal award activity of Universal Learning Academy under programs of the federal government for the year ended June 30, 2018. The information in this Schedule is presented in accordance with the 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). Because the Schedule presents only a selected portion of the operations of Universal Learning Academy, it is not intended to, and does not, present the financial position, changes in net position, or cash flows, if applicable, of Universal Learning Academy. Pass-through entity identify numbers are presented where available.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

**NOTE 3 - INDIRECT COST RATE**

Universal Learning Academy has elected to use the 10 percent *de minimis* indirect cost rate allowed under the Uniform Guidance.

**NOTE 4 – RECONCILIATION FUNDS STATEMENT – FEDERAL SOURCES**

General Fund	\$ 470,167
Food Service Fund	335,695
Deferred Revenue from prior year	<u>(3,345)</u>
 Total Revenue per Schedule of Expenditures of Federal Awards	 <u><u>\$ 802,516</u></u>

**NOTE 5 - GRANT SECTION AUDITOR REPORT**

Management has utilized the Form R-7120 and the Cash Management System (CMS) Grant Auditor Report in preparing the schedule of expenditures of federal awards. Unreconciled differences, if any, have been disclosed to the auditor.

**UNIVERSAL LEARNING ACADEMY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

**Section 1 - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

\* Material weakness(es) identified?  Yes  No

\* Reportable condition(s) identified that are not considered to be material weaknesses?  Yes  None reported

Noncompliance material to financial statements noted?  Yes  No

**Federal Awards**

Internal control over major programs:

\* Material weakness(es) identified?  Yes  No

\* Reportable condition(s) identified that are not considered to be material weaknesses?  Yes  None reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with the Audit Requirements of the Uniform Guidance?  Yes  No

Identification of major program:

CFDA Number	Federal Program
10.553 and 10.555	CHILD NUTRITION CLUSTER

**UNIVERSAL LEARNING ACADEMY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee?                          Yes     No

**Section 2 -                   Financial Statement Audit Findings**

None

**Section 3 -                   Federal Program Audit Findings**

None



UNIVERSAL LEARNING ACADEMY  
REPORT TO THE BOARD OF DIRECTORS

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JUNE 30, 2018

# Wilkerson & Associate P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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LARRY WILKERSON, C.P.A.  
THOMAS E. WILKERSON, C.P.A.

To the Board of Directors  
Universal Learning Academy

We have recently completed our audit of the basic financial statements of Universal Learning Academy (the "Academy") as of and for the year ended June 30, 2018. In addition to our audit report, we are providing the following required audit communication, recommendations, and informational items which impact the Academy:

	<u>Page(s)</u>
<b>Results of Audit</b>	<b>2-5</b>
<b>Recommendations</b>	<b>6</b>
<b>Informational Items</b>	<b>6-7</b>

We are grateful for the opportunity to be of service to Universal Learning Academy. Should you have any questions regarding the comments in this report, please do not hesitate to call.

*Wilkerson & Associate PC*

October 1, 2018

**Members: A.I.C.P.A. and M.I.C.P.A.**

To the Board of Directors  
Universal Learning Academy  
October 1, 2018

## **Results of the Audit**

We have audited the financial statements of Universal Learning Academy (the “Academy”) as of and for the year ended June 30, 2018 and have issued our report thereon dated October 1, 2018. Professional standards require that we provide you with the following information related to our audit.

### **Our Responsibility Under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated March 2, 2018, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. We are responsible for planning and performing the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we considered the internal control of the Academy. Our consideration of internal control was solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters and our audit of the financial statements does not relieve you or management of your responsibilities.

Our audit of the Academy’s financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we have made some assessments of the Academy’s compliance with certain provisions of laws, regulations, contracts, and grant agreements. While those assessments are not sufficient to identify all noncompliance with applicable laws, regulations, and contract provisions, we are required to communicate all noncompliance conditions that come to our attention. We have communicated those conditions in a separate letter dated October 1, 2018 regarding our consideration of the Academy’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

To the Board of Directors  
Universal Learning Academy  
October 1, 2018

We are also obligated to communicate certain matters related to our audit of those responsible for the governance of the Academy, including certain instances of error or fraud and significant deficiencies in internal control that we identify during our audit. In certain situations, *Government Auditing Standards* require disclosure of illegal acts to applicable government agencies. If such illegal acts were detected during our audit, we would be required to make disclosures regarding these acts to applicable government agencies. No such disclosures were required.

### **Planned Scope and Timing of the Audit**

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters during the preliminary audit phase.

### **Significant Audit Findings**

#### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter. We will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Academy are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2018.

We noted no transactions entered into by the Academy during the year for which there is a lack of authoritative guidance or consensus.

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant estimates included in this year's financial statements.

To the Board of Directors  
Universal Learning Academy  
October 1, 2018

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statements disclosures are particularly sensitive because of their significance to financial statement users. There were no particularly sensitive disclosures included in the financial statements.

***Difficulties Encountered in Performing the Audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no such misstatements identified.

***Disagreements with Management***

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statement or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated as of the date of the audit report.

***Management Consultants with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultant involves application of an accounting principle to the Academy's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

To the Board of Directors  
Universal Learning Academy  
October 1, 2018

***Other Audit Findings or Issues***

In the normal course of our professional association with the Academy, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the Academy, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition of our retention as the Academy's auditors.

**Other Information in Documents Containing Audited Financial Statements**

Our responsibility for other information in documents containing the Academy's financial statements and report does not extend beyond the financial statements. We do not have an obligation to determine whether or not such information is properly stated. However, we read the management's discussion and analysis and budgetary comparison schedule and nothing came to our attention that caused us to believe that such information, or its manner of presentation is materially inconsistent with the information or manner of its presentation in the financial statements.

In addition to the comments and recommendations in this letter, our observations and comments regarding the Academy's internal controls, including any significant deficiencies or material weaknesses that we identified, have been reported to you in the 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*.

This information is intended solely for the use of the board of directors and management of Universal Learning Academy and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

*Wilkerson & Associate PC*

Larry D. Wilkerson, CPA

To the Board of Directors  
Universal Learning Academy  
October 1, 2018

## Recommendations

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### UNIVERSAL LEARNING ACADEMY RECOMMENDATIONS

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As a result of auditing standards required to be implemented last year, the audit continues to require a strong emphasis to be placed on the Academy's internal control systems. The primary goal of internal controls is to provide a reasonable (as opposed to absolute) protection to the Academy and its assets and financial information. During this year's audit process, we noted no items that required management to make changes; therefore, no recommendations are made for this year.

## Informational Items

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### UNIVERSAL LEARNING ACADEMY

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#### **Cybersecurity and data backup best practices**

The Academy's data is critically important. There are thousands of ways data can be compromised. It is vitally important that all employees and staff have proper knowledge on what is safe to click on and what is not. It is equally important that a proper data backup solution is in place in the event a Academy's information is targeted by malware or a fraudulent email attack. A School's vital information is always a moment away from being compromised. Encouraging and educating all staff to pay attention to what they click on and what they do is the first step in keeping information safe.

Having a proper data backup solution in place can mean the difference between a Academy's surviving a cyber-attack or losing valuable data and time. Every School should know the answer to two questions when looking at data backup solutions.

To the Board of Directors  
Universal Learning Academy  
October 1, 2018

1. Does your School understand the difference between a backup and disaster recovery?

Management often assumes that simply backing up files is “good enough”. Backing up files is something all Schools should do. However, it’s important to remember that restoring files and emails is one thing, but recovering and restoring all School’s data in the event of a disaster is another.

2. How long can my School survive a network outage?

Many Schools assume that they are properly backing up their network but often are those backups tested. Internally managed backups are more susceptible to lack of testing. Management often believes they have successful backups but in the moment of a disaster, they find out that their last successful backup was months ago. Test backups often to make sure files can be recovered when needed.