

# BROOKLYN EXCELSIOR CHARTER SCHOOL



Financial Statements, and Additional  
Information as of and for the Years Ended  
June 30, 2017 and 2016, and Independent  
Auditor's Reports

# BROOKLYN EXCELSIOR CHARTER SCHOOL

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## Independent Auditor's Report

To the Board of Trustees  
Brooklyn Excelsior Charter School

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Brooklyn Excelsior Charter School (the "School"), which comprise the statement of financial position as of June 30, 2017 and 2016, and the related statements of activities and change in net assets and cash flows for the years then ended, and the related notes to the financial statements.

### ***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 an opinion on these financial statements based on our audits. 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. 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 School'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 on the effectiveness of the School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Brooklyn Excelsior Charter School as of June 30, 2017 and 2016 and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Trustees  
Brooklyn Excelsior Charter School

***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Brooklyn Excelsior Charter School's financial statements. The supplemental schedule of functional expenses, as identified in the table of contents, is presented for the purpose of additional analysis and is not a required part of the financial statements.

The supplemental schedule of functional expenses has 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 it.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 10, 2017 on our consideration of the Brooklyn Excelsior Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is 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 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 Brooklyn Excelsior Charter School's internal control over financial reporting and compliance.

*Plante Moran, PC*

October 10, 2017

# BROOKLYN EXCELSIOR CHARTER SCHOOL

## STATEMENT OF FINANCIAL POSITION JUNE 30, 2017 AND 2016

	2017	2016
<b>ASSETS</b>		
CURRENT ASSETS:		
Cash	\$ 90,740	\$ 95,029
Due from governmental revenue sources	<u>409,756</u>	<u>351,858</u>
Total current assets	<u>500,496</u>	<u>446,887</u>
NON-CURRENT ASSETS:		
Capital assets	113,372	121,120
Less accumulated depreciation	<u>(68,275)</u>	<u>(64,686)</u>
Total capital assets, net of accumulated depreciation	<u>45,097</u>	<u>56,434</u>
TOTAL	<u>\$ 545,593</u>	<u>\$ 503,321</u>
<b>LIABILITIES AND NET ASSETS</b>		
LIABILITIES:		
Deferred revenue	\$ 2,887	\$ 1,149
Accounts payable	1,120	1,120
Contracted service fee payable	<u>482,649</u>	<u>426,270</u>
Total liabilities	<u>486,656</u>	<u>428,539</u>
NET ASSETS:		
Unrestricted and undesignated	<u>58,937</u>	<u>74,782</u>
TOTAL	<u>\$ 545,593</u>	<u>\$ 503,321</u>

See notes to financial statements.

## BROOKLYN EXCELSIOR CHARTER SCHOOL

### STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS YEARS ENDED JUNE 30, 2017 AND 2016

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	2017	2016
REVENUES, GAINS AND OTHER SUPPORT:		
State aid	\$ 8,558,027	\$ 9,272,589
Other state sources	1,082,073	782,341
Federal sources	579,482	686,786
Private sources	<u>11,027</u>	<u>19,851</u>
Total revenues, gains and other support	10,230,609	10,761,567
EXPENSES:		
Contracted service fee	10,235,117	10,765,191
Depreciation	<u>11,337</u>	<u>11,337</u>
Total expenses	<u>10,246,454</u>	<u>10,776,528</u>
CHANGE IN UNRESTRICTED NET ASSETS	(15,845)	(14,961)
NET ASSETS:		
Beginning of year	<u>74,782</u>	<u>89,743</u>
End of year	<u>\$ 58,937</u>	<u>\$ 74,782</u>

See notes to financial statements.

# BROOKLYN EXCELSIOR CHARTER SCHOOL

## STATEMENT OF CASH FLOWS YEARS ENDED JUNE, 30 2017 AND 2016

	2017	2016
CASH FLOWS PROVIDED BY (USED IN) OPERATING ACTIVITIES		
State aid	\$ 8,449,375	\$ 9,113,211
Other state sources	1,103,354	794,573
Federal sources	611,056	723,300
Private sources	10,664	20,152
Payments for services rendered	<u>(10,178,738)</u>	<u>(10,660,893)</u>
Net cash used in operating activities	<u>(4,289)</u>	<u>(9,657)</u>
NET DECREASE IN CASH	(4,289)	(9,657)
CASH — Beginning of year	<u>95,029</u>	<u>104,686</u>
CASH — End of year	<u>\$ 90,740</u>	<u>\$ 95,029</u>
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH USED IN OPERATING ACTIVITIES		
Change in net assets	\$ (15,845)	\$ (14,961)
Depreciation	11,337	11,337
Adjustments to reconcile change in net assets to net cash used in by operating activities:		
Change in due from governmental revenue sources	(57,898)	(82,058)
Change in deferred revenue	1,738	(28,273)
Change in contracted service fee payable	<u>56,379</u>	<u>104,298</u>
NET CASH USED IN OPERATING ACTIVITIES	<u>\$ (4,289)</u>	<u>\$ (9,657)</u>

See notes to financial statements.

# BROOKLYN EXCELSIOR CHARTER SCHOOL

## NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEARS ENDED JUNE 30, 2017 AND 2016

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### 1. NATURE OF OPERATIONS

Brooklyn Excelsior Charter School (the "School") is a public charter school as defined by Article 56 of the New York State Education Law which provides education based on rigorous teaching methods, parental involvement, student responsibility, and basic moral values. The School operates under a charter approved by the State University of New York Charter School Institute, which is responsible for oversight of the School's operations. The charter expires July 18, 2018 and is subject to renewal. Management believes the charter will be renewed in the ordinary course of business. The School provides education, at no cost to the parent, to students in kindergarten through the eighth grade. Enrollment is open to all appropriately aged children without regard to gender, ethnic background, disability, and/or religious affiliation. The School is exempt from federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3).

The School's primary source of revenue is provided by the State of New York and consists of an amount per student multiplied by weighted average student counts. The state revenue is recognized ratably over the school year and was funded through payments from July 2016 through May 2017 for the year ended June 30, 2017.

The Board of Trustees of the School has entered into a management agreement (the "agreement") with National Heritage Academies, Inc. (NHA) which requires NHA to provide administration, strategic planning and all labor, materials, equipment, and supervision necessary for the provision of educational services to students. As part of the consideration received under the agreement, NHA also provides the facility in which the School operates. The agreement will continue until termination or expiration of the charter, unless at least 90 days written notice of intent to terminate or renegotiate is given by either the School or NHA.

Under the terms of the agreement, NHA receives as remuneration for its services an amount equal to the total revenue received by the School from all revenue sources and NHA pays the Board of Trustees an amount equal to the lesser of two percent of state per pupil aid or \$35,000. These funds are property of the School and may be used by the School at the discretion of the board.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

**Basis of Accounting** — The financial statements have been prepared in accordance with Section 2851 of the Education Law of the State of New York which requires such statements to be prepared on the accrual basis of accounting in accordance with generally accepted accounting principles accepted in the United States of America for not-for-profit organizations.

**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

disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Cash** — Cash as of June 30, 2017 and 2016 represents bank deposits which are covered by federal depository insurance.

**Deferred Revenue** — Deferred revenue as of June 30, 2017 and 2016 consists of funds received for services which have not yet been performed.

**Contracted Service Fee Payable** — Contracted service fee payable represents a timing difference between funds received from governmental sources and amounts payable to NHA in accordance with the services agreement.

**Capital Assets** — Capital assets, which include other equipment, are reported at historical cost. Capital assets are defined by the School as assets with an initial individual cost of more than \$2,000 and an estimated useful life in excess of one year.

Other equipment is depreciated using the straight-line method over useful lives of 3-10 years.

**The Financial Statements** — The financial statements are presented as follows:

Net assets and changes therein are classified and reported as follows:

- *Unrestricted Net Assets* — Net assets which are not subject to donor imposed or governmental stipulations.

Revenues and contributions are reported as follows:

- Revenues, gains and other support are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed or governmental restrictions. Expenses are reported as decreases in unrestricted net assets. Other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or governmental restriction. Expiration of temporary restrictions on net assets (i.e., the donor-stipulated purposes has been fulfilled and/or the stipulated time has elapsed) are reported as reclassifications between the applicable classes of net assets.
- Revenue is recorded when earned, regardless of the timing of related cash flows. Grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**Income Taxes** — The School operates as a nonprofit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The School has received notification from the Internal Revenue Service (IRS) that they are considered exempt from Federal income tax under Section 501(c)(3) of the internal revenue code. Accordingly, no provision for federal income taxes has been made.

**Recent Accounting Pronouncements** — The Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities* in August 2016. ASU 2016-14 requires significant changes to the financial reporting model of organizations who follow FASB not-for-profit rules, including changing from three classes of net assets to two classes, net assets with donor restrictions and net assets without donor restrictions. The ASU will also require changes in the way certain information is aggregated and reported by the School, including required disclosures about the liquidity and availability of resources. The new standard is effective for the School's year ending June 30, 2019 and thereafter and must be applied on a retrospective basis. The School is currently evaluating the impact this standard will have on the financial statements.

In May 2014, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2014-09, Revenue from Contracts with Customers (Topic 606), which will supersede the current revenue recognition requirements in Topic 605, Revenue Recognition. The ASU is based on the principle that revenue is recognized to depict the transfer of goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services. The ASU also requires additional disclosure about the nature, amount, timing, and uncertainty of revenue and cash flows arising from customer contracts, including significant judgments and changes in judgments and assets recognized from costs incurred to obtain or fulfill a contract. The new guidance will be effective for the School's year ending June 30, 2020. The ASU permits application of the new revenue recognition guidance to be applied using one of two retrospective application methods. The School has not yet determined which application method it will use. The School is in the process of evaluating potential effects of the new standard on the financial statements.

In February 2016, the Financial Accounting Standards Board (FASB) issued ASU No. 2016-02, Leases, which will supersede the current lease requirements in ASC 840. The ASU requires lessees to recognize a right-of-use asset and related lease liability for all leases, with a limited exception for short-term leases. Leases will be classified as either finance or operating, with the classification affecting the pattern of expense recognition in the statement of operations. Currently, leases are classified as either capital or operating, with only capital leases recognized on the balance sheet. The reporting of lease-related expenses in the statements of operations and cash flows will be generally consistent with the current guidance. The new lease guidance will be effective for the School's year ending June 30, 2020 and will be applied using a modified retrospective transition method to the beginning of the earliest period presented. The effect of applying the new lease guidance on the financial statements has not yet been determined, but is expected to have minimal impact when adopted.

### **3. RISK MANAGEMENT**

The School is exposed to various risks of loss related to general liability. Commercial insurance policies to cover certain risks of loss have been obtained. There have been no significant reductions in insurance coverage during fiscal year 2017 or 2016 and claims did not exceed coverage less retained risk deductible amounts in the past fiscal year.

#### 4. CONTINGENCIES

The School has received proceeds from several federal and state grants. Periodic audits of these grants are required and certain costs may be questioned as not being appropriate expenditures under the grant agreements. Such audits could result in the refund of grant monies to the grantor agencies. Management believes that any required refunds will be immaterial. No provision has been made in the accompanying financial statements for the refund of grant monies.

#### 5. CAPITAL ASSETS

Capital asset activity of the school was as follows:

<b>Year ended June 30, 2017</b>	<b><u>Beginning Balance</u></b>	<b><u>Additions</u></b>	<b><u>Disposals</u></b>	<b><u>Ending Balance</u></b>
Equipment	\$ 121,120	\$ -	\$ (7,748)	\$ 113,372
Less accumulated depreciation — equipment	<u>64,686</u>	<u>11,337</u>	<u>(7,748)</u>	<u>68,275</u>
Total capital asset activity, net	<u>\$ 56,434</u>	<u>\$ (11,337)</u>	<u>\$ -</u>	<u>\$ 45,097</u>
<b>Year ended June 30, 2016</b>	<b><u>Beginning Balance</u></b>	<b><u>Additions</u></b>	<b><u>Disposals</u></b>	<b><u>Ending Balance</u></b>
Equipment	\$ 121,120	\$ -	\$ -	\$ 121,120
Less accumulated depreciation — equipment	<u>53,349</u>	<u>11,337</u>	<u>-</u>	<u>64,686</u>
Total capital asset activity, net	<u>\$ 67,771</u>	<u>\$ (11,337)</u>	<u>\$ -</u>	<u>\$ 56,434</u>

#### 6. OPERATING LEASE

The School has entered into a sublease agreement with NHA for a facility to house the School. The lease term is through July 31, 2018. Annual rental payments required by the lease were \$2,314,512 payable in twelve monthly payments of \$192,876.

## 7. FUNCTIONAL EXPENSES

The School provides a comprehensive education programs to enrolled students. Expenses incurred for these programs and other expenses are as follows:

	<b>2017</b>	<b>2016</b>
Program services:		
Regular education	\$ 7,913,998	\$ 7,832,098
Special education	871,685	684,807
Supporting services — management and general	<u>1,449,434</u>	<u>2,248,286</u>
 Total contracted service fee	 10,235,117	 10,765,191
 Depreciation expense	 <u>11,337</u>	 <u>11,337</u>
 Total expenses	 <u>\$ 10,246,454</u>	 <u>\$ 10,776,528</u>

## 8. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2017 have been evaluated through October 10, 2017, the date the financial statements were available to be issued. The financial statements and the notes thereto do not reflect events or transactions after this date.

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## **ADDITIONAL INFORMATION**

**BROOKLYN EXCELSIOR CHARTER SCHOOL**

**SCHEDULE OF FUNCTIONAL EXPENSES**

**YEAR ENDED JUNE 30, 2017 WITH COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2016**

	No. of Positions	2017								2016	
		Program Services				Supporting Services				Total	Total
		Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total			
Personnel Services Costs											
Administrative Staff Personnel	-	\$ 583,594	\$ -	\$ -	\$ 583,594	\$ -	\$ -	\$ -	\$ 583,594	\$ 555,952	
Instructional Personnel	-	2,116,235	559,237	-	2,675,472	-	-	-	2,675,472	2,166,587	
Non-Instructional Personnel	-	419,302	-	-	419,302	-	-	-	419,302	619,240	
Total Salaries and Staff	-	3,119,131	559,237	-	3,678,368	-	-	-	3,678,368	3,341,779	
Fringe Benefits & Payroll Taxes		670,052	123,473	-	793,525	-	-	-	793,525	708,093	
Retirement		47,386	9,661	-	57,047	-	-	-	57,047	50,279	
Management Company Fees		-	-	-	-	-	-	-	-	-	
Legal Service		4,121	-	-	4,121	-	-	-	4,121	17,335	
Accounting / Audit Services		6,576	-	-	6,576	-	181,367	181,367	187,943	272,239	
Other Purchased / Professional / Consulting Services		2,364	176,568	-	178,932	-	483,175	483,175	662,107	747,333	
Building and Land Rent / Lease		2,373,301	-	-	2,373,301	-	-	-	2,373,301	2,387,009	
Repairs & Maintenance		367,931	-	-	367,931	-	18,034	18,034	385,965	465,449	
Insurance		37,886	-	-	37,886	-	-	-	37,886	38,606	
Utilities		202,160	-	-	202,160	-	-	-	202,160	215,326	
Supplies / Materials		183,114	-	-	183,114	-	-	-	183,114	235,778	
Equipment / Furnishings		114,576	-	-	114,576	-	-	-	114,576	113,048	
Staff Development		80,015	1,892	-	81,907	-	49,013	49,013	130,920	197,610	
Marketing / Recruitment		253,829	-	-	253,829	-	247,337	247,337	501,166	187,540	
Technology		67,671	-	-	67,671	-	182,407	182,407	250,078	303,285	
Food Service		266,617	-	-	266,617	-	-	-	266,617	377,458	
Student Services		32,269	-	-	32,269	-	72,307	72,307	104,576	147,989	
Office Expense		72,760	-	-	72,760	-	7,406	7,406	80,166	111,007	
Depreciation		11,337	-	-	11,337	-	-	-	11,337	11,337	
Other		12,239	854	-	13,093	-	208,388	208,388	221,481	848,028	
Total Expenses		\$ 7,925,335	\$ 871,685	\$ -	\$ 8,797,020	\$ -	\$ 1,449,434	\$ 1,449,434	\$10,246,454	\$ 10,776,528	

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*

Independent Auditor's Report

To Management and the Board of Trustees  
Brooklyn Excelsior Charter School

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 Brooklyn Excelsior Charter School (the "School"), which comprise the statement of financial position as of June 30, 2017 and the related statements of activities and change in net assets cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 10, 2017.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Brooklyn Excelsior Charter School'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School'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 School'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 have not been identified.

To Management and the Board of Trustees  
Brooklyn Excelsior Charter School

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Brooklyn Excelsior Charter School'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 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 School'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 School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



October 10, 2017