

**INSIGHT SCHOOL OF MICHIGAN**  
**REPORT ON FINANCIAL STATEMENTS**  
**JUNE 30, 2019**



**Baird, Cotter & Bishop, P.C.**  
SERVING YOUR PAST, PRESENT & FUTURE

CERTIFIED PUBLIC ACCOUNTANTS  
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INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

ANNUAL FINANCIAL REPORT  
YEAR ENDED JUNE 30, 2019

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October 8, 2019

## INDEPENDENT AUDITOR'S REPORT

To the Board of Education  
Insight School of Michigan  
Lansing, Michigan

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

We have audited the accompanying financial statements of the governmental activities and the major fund of Insight School of Michigan, Lansing, Michigan as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the School'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 on the effectiveness of the entity'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 opinions.

## ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of Insight School of Michigan, Lansing, Michigan as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally 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 budgetary comparison schedule on pages iii through vii and 15 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting 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 inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, 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 Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 8, 2019, on our consideration of Insight School of Michigan's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Insight School of Michigan's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Insight School of Michigan's internal control over financial reporting and compliance.

BAIRD, COTTER AND BISHOP, P.C.

*Baird, Cotter & Bishop, P.C.*

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2019

This section of Insight School of Michigan (“the School”) annual report presents our discussion and analysis of the School’s financial performance during the year ended June 30, 2019. Please read it in conjunction with the School’s financial statements, which immediately follow this section.

This discussion and analysis is intended to serve as an introduction to the School’s basic financial statements. The School’s financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The report also contains other supplementary information in addition to the basic financial statements themselves.

**Overview of the Financial Statements**

**Government-Wide Financial Statements**

The government-wide statements provide short-term and long-term financial information about the School’s overall financial status. These statements are required by generally accepted accounting principles (GAAP) as described in the Government Accounting Standards Board (GASB) Statement No. 34. The school-wide financial statements are compiled using full accrual basis of accounting and more closely represent financial statements presented by business and industry. The Statement of Net Position includes all of the School’s assets and liabilities. All of the year’s revenue and expenses are accounted for in the Statement of Activities regardless of when cash is received or paid.

The two government-wide statements report the School’s net position and how they have changed. Net position – the difference between the School’s assets and liabilities – is one way to measure the School’s financial health or position.

Over time, increases and decreases in the School’s net position are indicators of whether its financial position is improving or deteriorating, respectively.

In the government-wide financial statements, the School’s activities are all shown in one category titled “Governmental Activities”. These activities, including instruction, supporting services and community activities, are primarily financed with state and federal aids and property taxes.

**Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Insight School of Michigan, like other state and local governments, uses fund accounting to ensure compliance with finance-related legal requirements. The only fund of the School is a governmental fund.

**Governmental Funds** Governmental funds are used to account for essentially the same functions as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in assessing a government’s near-term financing requirements.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2019

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. As of June 30, 2019, there were no differences between the information presented for governmental funds and governmental activities.

**Notes to Financial Statements**

The notes provide additional information that is necessary to acquire a full understanding of the data provided in both the government-wide and the fund financial statements. The notes to the financial statements can be found on pages 5-14 of this report.

**Other Information**

In addition to the basic financial statements and accompanying notes, this report further presents Required Supplementary Information (RSI) that explains and supports the information presented in the financial statements.

**Summary of Net Position**

The following schedule summarizes the net position at June 30,

|                     | <u>2019</u>      | <u>2018</u>      |
|---------------------|------------------|------------------|
| <b>Assets</b>       |                  |                  |
| Total Assets        | \$ 1,667,675     | \$ 1,562,841     |
| <b>Liabilities</b>  |                  |                  |
| Total Liabilities   | <u>1,582,696</u> | <u>1,477,862</u> |
| <b>Net Position</b> |                  |                  |
| Unrestricted        | <u>\$ 84,979</u> | <u>\$ 84,979</u> |

**Analysis of Financial Position**

During the fiscal year ended June 30, 2019, the School's net position remained unchanged at \$84,979. Details of the financial performance for the fiscal year are in the following sections.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2019

**Results of Operations**

For the years ended June 30, 2019 and 2018, the results of operations, on a school-wide basis, were:

|                         | 2019         | 2018       |
|-------------------------|--------------|------------|
| <b>Program Revenues</b> |              |            |
| Operating Grants        | \$ 1,006,111 | \$ 903,659 |
| <b>General Revenues</b> |              |            |
| State Sources           | 6,076,277    | 5,965,363  |
| Other                   | 302          | 0          |
| Total Revenues          | 7,082,690    | 6,869,022  |
| <b>Expenses</b>         |              |            |
| Instruction             | 4,338,752    | 4,197,467  |
| Supporting Services     | 2,679,717    | 2,554,539  |
| Community Activities    | 64,221       | 32,037     |
| Total Expenses          | 7,082,690    | 6,784,043  |
| Change in Net Position  | \$ 0         | \$ 84,979  |

**Financial Analysis of the Academy's Fund**

The financial performance of the School as a whole is also reflected in its governmental fund. The following table shows the change in total fund balance of the School's governmental fund:

|                    | 2019      | 2018      | Increase<br>(Decrease) |
|--------------------|-----------|-----------|------------------------|
| <b>Major Funds</b> |           |           |                        |
| General Fund       | \$ 84,979 | \$ 84,979 | \$ 0                   |

**General Fund** – In 2018-2019, the General Fund's fund balance remained unchanged. Revenues and expenditures increased by approximately \$210,000.

**General Fund Budgetary Highlights**

The Uniform Accounting and Budgeting Act of the State of Michigan requires that the local Board of Education approve the original budget for the upcoming fiscal year prior to its starting on July 1. Any amendments made to the operating budget must be approved by the Board prior to the close of the fiscal year on June 30.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2019

For the 2018-2019 fiscal year, the School amended the General Fund throughout the year, with the Board adopting the changes as summarized below. The following schedule shows a comparison of the original General Fund budget, the final amended General Fund budget, and actual totals from operations:

|                     | <u>ORIGINAL<br/>BUDGET</u> | <u>FINAL<br/>BUDGET</u> | <u>ACTUAL</u>       |
|---------------------|----------------------------|-------------------------|---------------------|
| Total Revenues      | <u>\$ 6,891,058</u>        | <u>\$ 7,005,029</u>     | <u>\$ 7,082,690</u> |
| <u>EXPENDITURES</u> |                            |                         |                     |
| Instruction         | \$ 4,475,806               | \$ 4,486,229            | \$ 4,338,752        |
| Supporting Services | 2,360,169                  | 2,453,819               | 2,679,717           |
| Community Services  | <u>55,083</u>              | <u>64,981</u>           | <u>64,221</u>       |
| Total Expenditures  | <u>\$ 6,891,058</u>        | <u>\$ 7,005,029</u>     | <u>\$ 7,082,690</u> |

The changes from original budget and final budget resulted from funding amounts from various sources and expenditures related to instruction and supporting services becoming clearer as the year progressed as the School's pupil count numbers were solidified. Because of the nature of the School, students enroll and leave the School at a much faster rate than that of a traditional school district. Because there are costs associated with each student enrolling, it is often difficult to budget in a manner that produces a low variance from budget to actual.

**Factors Bearing on the School's Future**

At the time that these financial statements were prepared and audited, the School was aware of the following items that could significantly affect its financial health in the future:

- State aid funding from the State of Michigan represents the majority of the School's revenue. Due to uncertainty from year to year related to state funding, the School continues to monitor current legislature in order to get a better idea of funding levels for the upcoming 2019-2020 school year and beyond. Specific funding for virtual schools like Insight School of Michigan has been scrutinized over the past year and causes even more uncertainty for the largest revenue stream of the School.
- Because per pupil state aid funding is the driving force behind the majority of the School's revenue, student enrollment strongly effects the budget. As student enrollment numbers continue to increase, it is poses challenges to the School on how to provide educational services to its students in a manner that is fiscally responsible.
- The School continues to try and improve its services to keep up with other schools in order to attract students to the School.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2019

**Request for Information**

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the School's finances and to demonstrate the School's accountability for the money it receives. If you have questions about this report, or need additional financial information, please contact Insight School of Michigan at 6512 Centurion Drive, Suite 320 Lansing, Michigan, 48917.

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INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

STATEMENT OF NET POSITION

JUNE 30, 2019

ASSETS

CURRENT ASSETS

|                            |              |
|----------------------------|--------------|
| Cash                       | \$ 261,185   |
| Due from Other Governments | 1,401,148    |
| Prepaid Expenses           | <u>5,342</u> |

TOTAL ASSETS 1,667,675

LIABILITIES

CURRENT LIABILITIES

|                      |                |
|----------------------|----------------|
| Accounts Payable     | 1,081,897      |
| Accrued Expenditures | 304,039        |
| Unearned Revenue     | <u>196,760</u> |

TOTAL LIABILITIES 1,582,696

NET POSITION

|              |                         |
|--------------|-------------------------|
| Unrestricted | <u><u>\$ 84,979</u></u> |
|--------------|-------------------------|

The notes to the financial statements are an integral part of this statement.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2019

| FUNCTIONS/PROGRAMS                      | EXPENSES     | PROGRAM REVENUES        |                     | GOVERNMENTAL<br>ACTIVITIES<br>NET (EXPENSES)<br>REVENUES AND<br>CHANGE IN<br>NET POSITION |
|---|--------------|-------------------------|---------------------|---|
|   |              | CHARGES FOR<br>SERVICES | OPERATING<br>GRANTS |   |
| <u>GOVERNMENTAL ACTIVITIES</u>          |              |                         |                     |   |
| Instruction                             | \$ 4,338,752 | \$ 0                    | \$ 667,854          | \$ (3,670,898)  |
| Supporting Services                     | 2,679,717    | 0                       | 281,612             | (2,398,105)   |
| Community Services                      | 64,221       | 0                       | 56,645              | (7,576)   |
| <br>                                    |              |                         |                     |   |
| TOTAL GOVERNMENTAL ACTIVITIES           | \$ 7,082,690 | \$ 0                    | \$ 1,006,111        | (6,076,579)   |
| <br><u>GENERAL REVENUES</u>             |              |                         |                     |   |
| State Sources                           |              |                         |                     | 6,076,277   |
| Other Revenues                          |              |                         |                     | 302   |
| <br>                                    |              |                         |                     |   |
| Total General Revenues                  |              |                         |                     | 6,076,579   |
| <br>                                    |              |                         |                     |   |
| Change in Net Position                  |              |                         |                     | 0   |
| <br>                                    |              |                         |                     |   |
| <u>NET POSITION</u> - Beginning of Year |              |                         |                     | 84,979  |
| <br>                                    |              |                         |                     |   |
| <u>NET POSITION</u> - End of Year       |              |                         |                     | \$ 84,979   |

The notes to the financial statements are an integral part of this statement.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

BALANCE SHEET  
GOVERNMENTAL FUNDS

JUNE 30, 2019

|                                      | <u>GENERAL<br/>FUND</u> |
|--------------------------------------|-------------------------|
| <u>ASSETS</u>                        |                         |
| Cash                                 | \$ 261,185              |
| Due from Other Governments           | 1,401,148               |
| Prepaid Expenditures                 | <u>5,342</u>            |
| TOTAL ASSETS                         | <u>\$ 1,667,675</u>     |
| <u>LIABILITIES AND FUND BALANCES</u> |                         |
| <u>LIABILITIES</u>                   |                         |
| Accounts Payable                     | \$ 1,081,897            |
| Accrued Expenditures                 | 304,039                 |
| Unearned Revenue                     | <u>196,760</u>          |
| Total Liabilities                    | 1,582,696               |
| <u>FUND BALANCES</u>                 |                         |
| Unassigned                           | <u>84,979</u>           |
| TOTAL LIABILITIES AND FUND BALANCES  | <u>\$ 1,667,675</u>     |

The notes to the financial statements are an integral part of this statement.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS

YEAR ENDED JUNE 30, 2019

|  | <u>GENERAL<br/>FUND</u> |
|--|-------------------------|
| <u>REVENUES</u>                                      |                         |
| Local Sources  | \$ 302                  |
| State Sources  | 6,665,884               |
| Federal Sources                                      | <u>416,504</u>          |
| Total Revenues                                       | <u>7,082,690</u>        |
| <u>EXPENDITURES</u>                                  |                         |
| Instruction  |                         |
| Basic Programs                                       | 3,493,336               |
| Added Needs  | 845,416                 |
| Supporting Services                                  |                         |
| Pupil  | 590,536                 |
| Instructional Staff                                  | 403,510                 |
| General Administration                               | 1,111,765               |
| School Administration                                | 52,898                  |
| Operation and Maintenance                            | 72,151                  |
| Central  | 448,857                 |
| Community Services                                   |                         |
| Community Activities                                 | 59,651                  |
| Welfare Activities                                   | <u>4,570</u>            |
| Total Expenditures                                   | <u>7,082,690</u>        |
| Excess (Deficiency) of Revenues<br>Over Expenditures | 0                       |
| <u>FUND BALANCE</u> - Beginning of Year              | <u>84,979</u>           |
| <u>FUND BALANCE</u> - End of Year                    | <u>\$ 84,979</u>        |

The notes to the financial statements are an integral part of this statement.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019

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

The basic financial statements of the Insight School of Michigan (“the School”) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the School’s accounting policies are described below.

**A. Reporting Entity**

Public School Academies were formed pursuant to the Michigan School Code of 1976 as amended by Act 362 of the Public Acts of 1993 and Act Number 416 of the Public Acts of 1994; Act Number 416 became effective March 30, 1995. The School filed Articles of Incorporation as a non-profit corporation March 25, 2013.

The School has an agreement with Central Michigan University to organize and administer the School. The agreement requires the School 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 Central Michigan University’s Board is the fiscal agent for the School and is responsible for overseeing the School’s compliance with the contract and all applicable laws. The School pays Central Michigan University 3 percent of state aid foundation funds as administrative fees.

**B. Description of Government-Wide Financial Statements**

The government-wide financial statements (i.e., the *Statement of Net Position* and the *Statement of Activities*) report the information on all of the nonfiduciary activities of the primary government and its component units. All fiduciary activities are reported only in the fund financial statements. *Governmental activities*, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges to external customers for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable. The School does not have any business-type activities or component units.

**C. Basis of Presentation – Government-Wide Financial Statements**

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from the governmental funds. Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

**D. Basis of Presentation – Fund Financial Statements**

The fund financial statements provide information about the government’s funds. Separate statements for each fund category – governmental funds – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019

The School reports the following major governmental fund:

The *General Fund* is the School's primary operating fund. It accounts for all financial resources of the School.

**E. Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues 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 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. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

State and federal aid and interest, if applicable, associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue resource (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the government.

**F. Budgetary Information**

**1. Budgetary Basis of Accounting**

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are adopted for the general and special revenue funds.

Appropriations in all budgeted funds lapse at the end of the fiscal year even if they have related encumbrances. Encumbrances represent commitments related to unperformed contracts for goods or

INSIGHT SCHOOL OF MICHIGAN  
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NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019

services. Encumbrance accounting - under which purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation - is utilized in the governmental funds. While all appropriations and encumbrances lapse at year-end, valid outstanding encumbrances (those for which performance under the executory contract is expected in the next year) are re-appropriated and become part of the subsequent year's budget pursuant to state regulations.

The School follows these procedures in establishing the budgetary data reflected in the financial statements:

- a) In June, the finance department submits to the school board a proposed operating budget for the fiscal year commencing on July 1.
- b) A public hearing is conducted during June to obtain public comments.
- c) Prior to July 1, the budget is legally adopted by the School Board resolution pursuant to the Uniform Budgeting and Accounting Act. The Act requires that the budget be amended prior to the end of the fiscal year, when necessary, to adjust appropriations if it appears that revenues and other financial sources will be less than anticipated, or so that expenditures will not be in excess of original estimates. Expenditures shall not be made or incurred, unless authorized in the budget, in excess of the amount appropriated.
- d) The finance department is charged with general supervision of the budgets and shall hold the department heads responsible for performance of their responsibilities.
- e) For purposes of meeting emergency needs of the School, transfer of appropriations may be made by the authorization of the Board of Education.
- f) During the year the budgets are monitored and amendments to the budget resolution are made when it is deemed necessary.
- g) Budgeted amounts are as originally adopted in June 2018, or as amended by the School Board of Education throughout the year.

**2. *Excess of Expenditures over Appropriations***

|                        | <u>APPROPRIATIONS</u> | <u>EXPENDITURES</u> |
|------------------------|-----------------------|---------------------|
| General Fund           |                       |                     |
| Supporting Services    |                       |                     |
| Pupil                  | \$ 549,474            | \$ 590,536          |
| Instructional Staff    | 389,003               | 403,510             |
| General Administration | 879,430               | 1,111,765           |
| School Administration  | 47,467                | 52,898              |
| Community Services     |                       |                     |
| Welfare Activities     | 0                     | 4,570               |

These overages were funded with additional revenues and expenditure reductions in other functions.

INSIGHT SCHOOL OF MICHIGAN  
LANSING, MICHIGAN

NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019

**G. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance**

**1. *Cash and Cash Equivalents***

The School's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. The School considers all highly liquid investments (including certificates of deposit) to be cash equivalents.

**2. *Investments***

Certain investments are valued at fair value as determined by quoted market prices, or by estimated fair values when quoted market prices are not available. Standards also provide that certain investments are valued at cost (or amortized cost) when they are of a short-term duration and the rate of return is fixed, and the School intends to hold the investment until maturity.

State statutes authorize the School to invest in bonds and other direct and certain indirect obligations of the U.S. Treasury; certificates of deposit, savings accounts, deposit accounts, or depository receipts of bank, savings and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings, and Loan Insurance Corporation, or National Credit Union Administration, respectively; in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase. The School is also authorized to invest in U.S. District or federal agency obligation repurchase agreements, banker's acceptances of U.S. banks, and mutual funds composed of investments as outlined above.

Investments in the U.S. Treasury securities and those other securities completely guaranteed by the Treasury as to payment of principal and interest may be purchased in any dollar amount or up to 100 percent of the available reserves.

All investments must mature or be redeemable within two years of the date of purchase. The School's deposits and investments are held separately by the School's fund.

**3. *Inventory and Prepaid Items***

Inventory is valued at cost using the first-in/first-out method. Inventory consists of expendable supplies held for consumption. Inventories are recorded as expenditures when consumed rather than when purchased. The School did not have any inventory as of the end of the fiscal year.

Certain payments made to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

If applicable, the nonspendable fund balance at the governmental fund level is equal to the amount of inventories and prepaid items at year-end to indicate the portion of the governmental fund balances that are nonspendable.

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**4. *Unearned Revenue***

Unearned revenue arises when resources are received by the School before it has a legal claim to them. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, revenue is recognized. The School has unearned revenue in the General Fund that is related to state grants that have been received but not yet spent as June 30, 2019.

**5. *Deferred Outflows/Inflows of Resources***

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The School does not have any items that qualify for reporting under this criteria.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. The separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The School does not have any items that qualify for reporting under this criteria.

**6. *Net Position Flow Assumption***

Sometimes the School will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the School’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

**7. *Fund Balance Flow Assumption***

Sometimes the School will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the School’s policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

**8. *Fund Balance Policies***

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The School itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

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The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the School's highest level of decision-making authority. The governing board is the highest level of decision-making authority for the government that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the School for specific purposes but do not meet the criteria to be classified as committed. The governing board has by resolution authorized the superintendent to assign fund balance. The board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

**9. *Use of Estimates***

The process of preparing basic financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenditures. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

**H. Revenues and Expenditures/Expenses**

**1. *State Revenue***

The State of Michigan utilizes a foundation grant approach which provides for a specific annual amount of revenue per pupil based on a statewide formula. Revenues from state sources are primarily governed by the School Aid Act and the School Code of Michigan. The Michigan Department of Education administers the allocation of state funds to Schools based on information supplied by the Schools. For the year ended June 30, 2019 the foundation allowance was based on pupil membership counts taken in October 2018 and February 2018. For fiscal year ended June 30, 2019, the per pupil foundation allowance was \$7,871 for Insight School of Michigan.

The State revenue is recognized during the foundation period and is funded through payments from October 2018 to August 2019. Thus, the unpaid portion at June 30th is reported as due from other governmental units.

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

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**2. Program Revenues**

Amounts reported as program revenue include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, state foundation aid, certain revenue from the Intermediate School District and other unrestricted items are not included as program revenue but instead as *general revenues*.

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

**A. Violations of Legal or Contractual Provisions**

Note 1.F.2, on the Excess of Expenditures over Appropriations, describes a budgetary violation that occurred for the year ended June 30, 2019.

**NOTE 3 - DETAILED NOTES ON ALL FUNDS**

**A. Deposits and Investments**

*Custodial credit risk – deposits.* In the case of deposits, this is the risk that in the event of a bank failure, the School's deposits may not be returned to it. As of June 30, 2019, the School's bank balance was \$1,344,809 and \$1,094,809 of that amount was exposed to custodial credit risk because it was uninsured and uncollateralized. Although the School's investment policy does not directly address custodial credit risk, it typically limits its exposure by purchasing insured or registered investments or by controlling who holds the deposits.

*Interest rate risk.* In accordance with its investment policy, the School will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market; and, investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the School's cash requirements.

*Credit risk.* State law limits investments in commercial paper and corporate bonds to a prime or better rating issued by nationally recognized statistical rating organizations (NRSOs).

*Concentration of credit risk.* The School will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the School's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

*Foreign currency risk.* The School is not authorized to invest in investments which have this type of risk; therefore, it is not addressed in the investment policy.

*Custodial credit risk – investments.* For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Although the School's investment policy does not directly

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address custodial credit risk, it typically limits its exposure by purchasing insured or registered investments or by controlling who holds the investments.

**Fair Market Value Disclosure** - The School is required to disclose amounts within a framework established for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described as follows:

Level 1: Quoted prices in active markets for identical securities.

Level 2: Prices determined using other significant observable inputs. Observable inputs are inputs that reflect the assumptions market participants would use in pricing a security and are developed based on market data obtained from sources independent of the reporting entity. These may include quoted prices from similar activities, interest rates, prepayment speeds, credit risk, and others. Debt securities are valued in accordance with evaluated bid price supplied by the pricing service and generally categorized as Level 2 in the hierarchy. Securities that are categorized as Level 2 in the hierarchy include, but are not limited to, repurchase agreements, U.S. government agency securities, corporate securities, and commercial paper.

Level 3: Prices determined using significant unobservable inputs. In situations where quoted prices or observable inputs are unavailable or deemed less relevant (for example, when there is little or no market activity for an investment at the end of the period), unobservable inputs may be used. Unobservable inputs reflect the reporting entity's own assumptions about the factors market participants would use in pricing the security and would be based on the best information available under the circumstances.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. There are two types of valuation techniques most commonly used and vary depending on the level of investment. These two techniques are the market approach and income approach. The market approach uses prices and other relevant information generated by the market transactions involving identical or similar assets and liabilities. The income approach discounts future amounts to a single current amount and the discount rate used in the process should reflect current market expectations about risks associated with those future cash flows.

The School does not have any investments subject to the fair value measurement.

The carrying amount of deposits and investments is as follows:

|          |                   |
|----------|-------------------|
|          | <u>Total</u>      |
| Deposits | <u>\$ 261,185</u> |

The above amounts are reported in the financial statements as follows:

|                    |                   |
|--------------------|-------------------|
|                    | <u>Total</u>      |
| Cash - School-Wide | <u>\$ 261,185</u> |

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**B. Receivables**

The School does not have any accounts receivable at June 30, 2019. However, the School reports \$1,401,148 as due from other governments at June 30, 2019. This amount is made up of state aid and federal revenues due from the State of Michigan.

**NOTE 4 - OTHER INFORMATION**

**A. Risk Management**

The School is exposed to various risks of loss related to property loss, torts, errors and omissions.

The School continues to carry commercial insurance for various risks of loss, including general liability, property and casualty, and accident insurance. The School has had no settled claims resulting from these risks that exceeded its commercial coverage in any of the past three fiscal years.

**B. Oversight Fees**

The School pays an administrative oversight fee of 3 percent of its state school aid to Central Michigan University as set forth by contract, to reimburse the Board of Education for the cost of execution of its oversight responsibilities. These oversight responsibilities include the monitoring of the School's compliance with the terms and conditions of the contract, and the review of its audited financial statements and periodic reports. During the year ended June 30, 2019, the School incurred approximately \$180,772 of expenses for oversight fees.

**C. Contracted Services/Related Party Transaction**

The School has a contract in place with K12 Management, Inc. (K12) through June 2019 to provide teaching, administrative and various other services for the School. Payments for such services were made to K12 throughout the year as the School incurred these expenses.

The School also pays an administrative services fee of 15 percent of its state school aid to K12 Management Inc., as set forth by contract. The amount paid to K12 for administrative services during the fiscal year was \$1,062,357.

Additionally, the School pays 7 percent of its school state aid to K12 Management Inc. for technology services provided to the School. The amount paid to K12 for technology services during the fiscal year was \$495,768.

Both of the fees described above were reduced down by the balance budgets credits issued by K12 during the year ended June 30, 2019. In total, the fees were reduced by approximately \$226,414.

**D. Commitments and Contingencies**

Under the terms of various federal and state grants and regulatory requirements, periodic audits are required, and certain cost may be questioned as not being appropriate expenditures under the terms of the grants and requirements. Such audits could lead to reimbursement of the grantor or regulatory agencies. However, management does not believe such disallowances, if any, would be material to the financial position of the school.

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NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2019

Under the terms of the School's agreement with K12 Management, Inc. (K12), the School may be required to remit additional payments to K12 in subsequent years, depending on the financial performance of the School.

**NOTE 5 - UPCOMING ACCOUNTING PRONOUNCEMENTS**

Governmental Account Standards Board (GASB) Statement No. 87, *Leases*, was issued by the GASB in June 2017 and will be effective for the School's 2021 year end. The objective of this Statement is to increase the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use the underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

INSIGHT SCHOOL OF MICHIGAN  
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REQUIRED SUPPLEMENTARY INFORMATION  
BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND

YEAR ENDED JUNE 30, 2019

|  | ORIGINAL<br>BUDGET | FINAL<br>BUDGET | ACTUAL<br>AMOUNTS<br>BUDGETARY<br>BASIS |
|--|--------------------|-----------------|---|
| <u>REVENUES</u>                                      |                    |                 |   |
| Local Sources  | \$ 0               | \$ 272          | \$ 302                                  |
| State Sources  | 6,498,337          | 6,628,948       | 6,665,884                               |
| Federal Sources                                      | 392,721            | 375,809         | 416,504                                 |
| Total Revenues                                       | 6,891,058          | 7,005,029       | 7,082,690                               |
| <u>EXPENDITURES</u>                                  |                    |                 |   |
| Instruction  |                    |                 |   |
| Basic Programs                                       | 3,542,345          | 3,522,818       | 3,493,336                               |
| Added Needs  | 933,461            | 963,411         | 845,416                                 |
| Supporting Services                                  |                    |                 |   |
| Pupil  | 513,339            | 549,474         | 590,536                                 |
| Instructional Staff                                  | 369,113            | 389,003         | 403,510                                 |
| General Administration                               | 842,764            | 879,430         | 1,111,765                               |
| School Administration                                | 62,927             | 47,467          | 52,898                                  |
| Operation and Maintenance                            | 68,577             | 74,741          | 72,151                                  |
| Central  | 503,449            | 513,704         | 448,857                                 |
| Community Services                                   |                    |                 |   |
| Community Activities                                 | 55,083             | 64,981          | 59,651                                  |
| Welfare Activities                                   | 0                  | 0               | 4,570                                   |
| Total Expenditures                                   | 6,891,058          | 7,005,029       | 7,082,690                               |
| Excess (Deficiency) of Revenues<br>Over Expenditures | 0                  | 0               | 0                                       |
| <u>FUND BALANCE</u> - Beginning of Year              | 0                  | 84,979          | 84,979                                  |
| <u>FUND BALANCE</u> - End of Year                    | \$ 0               | \$ 84,979       | \$ 84,979                               |







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October 8, 2019

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 Education  
Insight School of Michigan  
Lansing, Michigan

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 and the major fund of Insight School of Michigan, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Insight School of Michigan's basic financial statements, and have issued our report thereon dated October 8, 2019.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered Insight School of Michigan'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 Insight School of Michigan's internal control. Accordingly, we do not express an opinion on the effectiveness of Insight School of Michigan's internal control.

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

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

## COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether Insight School of Michigan'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 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.

BAIRD, COTTER AND BISHOP, P.C.

*Baird, Cotter & Bishop, P.C.*



# Baird, Cotter & Bishop, P.C.

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October 8, 2019

## COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AT THE CONCLUSION OF THE AUDIT

To the Board of Education  
Insight School of Michigan  
Lansing, Michigan

We have audited the financial statements of the governmental activities, the major fund, and the related notes to the financial statements of Insight School of Michigan for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 25, 2019. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Insight School of Michigan are described in Note 1 to the financial statements. No new policies were adopted and the application of existing policies was not changed during 2018-2019. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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.

The financial statement disclosures are neutral, consistent, and clear.

#### *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 clearly trivial, and communicate them to the appropriate level of

management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements 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 October 8, 2019.

### *Management Consultations 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 consultation involves application of an accounting principle to Insight School of Michigan'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.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Insight School of Michigan's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

During the course of our audit of the basic financial statements of Insight School of Michigan for the year ended June 30, 2019, we noted the following items which we feel deserve comment:

#### Budget

We noted that expenditures in five functions of the General Fund exceeded appropriations. We recommend that the School monitor expenditures during the school year and amend the budgets as necessary to ensure compliance with State law.

#### Condition of Accounting Records

The accounting records were found to be in excellent condition. We would like to congratulate the accounting personnel for doing a good job and thank them for their efforts in accumulating the information needed for the audit.

#### Other Matters

We applied certain limited procedures to the Management Discussion and Analysis and the Budgetary Comparison Schedule that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restrictions on Use

This information is intended solely for the information and use of the Board of Education and management of Insight School of Michigan and is not intended to be, and should not be, used by anyone other than these specific parties.

BAIRD, COTTER AND BISHOP, P.C.

*Baird, Cotter & Bishop, P.C.*