



PINELLAS COUNTY DISTRICT SCHOOL BOARD - SCHOOL INTERNAL FUNDS

Financial Statement Audit

For the Fiscal Year Ended
June 30, 2017

Director, Auditing and Property Records
Dawn T. Meyers, CPA

PINELLAS COUNTY DISTRICT SCHOOL BOARD

SCHOOL INTERNAL FUNDS

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EXECUTIVE SUMMARY

Summary of Report on Financial Statement

Our audit disclosed that the School Internal Funds basic financial statement was presented fairly, in all material respects, in accordance with prescribed financial reporting standards.

Summary of Report on Internal Control and Compliance

Our audit did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* issued by the Comptroller General of the United States; however, we noted certain additional matters summarized in the SUMMARY SCHEDULE OF FINDINGS.

Audit Objectives and Scope

Our audit objectives were to determine whether the District staff with administrative and stewardship responsibilities for School operations had:

- Presented the District's School Internal Funds basic financial statement in accordance with generally accepted accounting principles;
- Established and implemented internal control over financial reporting and compliance with requirements that could have a direct and material effect on the financial statement;
- Established internal controls that promote and encourage: 1) compliance with applicable laws, rules, regulations, contracts, and grant agreements; 2) the economic and efficient operation of the District; 3) the reliability of records and reports; and 4) the safeguarding of School assets;
- Complied with the various provisions of laws, rules, regulations, contracts, and grant agreements that are material to the financial statement, and those applicable to the District's trust accounts; and
- Taken corrective actions for findings included in previous audit reports.

The scope of this audit included an examination of the school internal funds basic financial statement as of and for the fiscal year ended June 30, 2017. We obtained an understanding of the Schools' environment, including its internal control, and assessed the risk of material misstatement necessary to plan the audit of the basic financial statement. We also examined various transactions to determine whether they were executed, both in manner and substance, in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

Audit Methodology

The methodology used to develop the findings in this report included the examination of pertinent School records in connection with the application of procedures required by auditing standards generally accepted in the United States of America and applicable standards contained in *Government Auditing Standards* issued by the Comptroller General of the United States.



DAWN T. MEYERS, CPA
DIRECTOR, AUDITING AND PROPERTY RECORDS
PHONE: 727-588-6228

**Pinellas County District School Board
Administration Building
301 Fourth St. SW
Largo, Florida 33779-2942**

The Honorable Members of the School Board

INDEPENDENT AUDITOR'S REPORT

Report on the Financial Statement

We have audited the accompanying statement of fiduciary assets and liabilities of the Pinellas County District School Board, as of and for the fiscal year ended June 30, 2017, and the related notes to the financial statement which collectively comprise the basic financial statement as listed in the table of contents.

Managements' Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement 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 this financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on this financial statement 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, except for the required peer review. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, 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 statement 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 statement.

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, based on our audit, the financial statement referred to above presents fairly, in all material respects, the fiduciary assets and liabilities of the Pinellas County District School Board School Internal Funds as of June 30, 2017, in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note I, the financial statement presents only the School Internal Funds and do not purport to, and do not, present fairly the financial position of the Pinellas County District School Board as of June 30, 2017, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

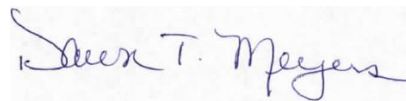
Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statement. The accompanying **SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS** for the fiscal year ended June 30, 2017, is presented for purposes of additional analysis and is not a required part of the financial audit. The **SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS** is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the **SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS** is fairly stated, in all material respects, in relation to the basic financial statement as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report on our consideration of the District's School Internal Funds internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**. 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Respectfully submitted,



Dawn T. Meyers, CPA
Director, Auditing and Property Records
March 23, 2018

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the District’s School Internal Funds. Questions concerning information provided in the supplementary information, and financial statement and notes thereto, or requests for additional financial information should be addressed to the Director of Auditing and Property Records, Pinellas County District School Board, Post Office Box 2942, Largo, Florida 33779-2942.

BASIC FINANCIAL STATEMENT

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES -
FIDUCIARY FUND
June 30, 2017**

	<u>School Internal Funds</u>
ASSETS	
Cash	\$ 8,043,950.46
Accounts Receivable	845,425.99
Due from Other Funds	49,293.65
Inventories	<u>262,561.48</u>
TOTAL ASSETS	<u><u>\$ 9,201,231.58</u></u>
LIABILITIES	
Accounts Payable	\$ 46,556.34
Due to Other Funds	269,209.18
Internal Accounts Payable	<u>8,885,466.06</u>
TOTAL LIABILITIES	<u><u>\$ 9,201,231.58</u></u>

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

NOTES TO FINANCIAL STATEMENT

JUNE 30, 2017

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Background

Section 1011.07, Florida Statutes, and State Board of Education Rule 6A-1.087, require financial audits of internal funds.

Internal funds are monies collected and expended within a school which is used for financing activities not otherwise financed by the School Board. These monies are collected in connection with school athletic events, fundraising activities, various student activities and class field trips, gifts and contributions made by the band or athletic booster clubs, civic organizations, parent-teacher organizations, commercial agencies and all other similar monies, properties or benefits.

The principal and staff of each individual school are charged with the responsibility of performing the internal accounting functions in accordance with applicable Florida Statutes, Florida Board of Education Administrative Rules, Florida Department of Education's publication *Financial and Program Cost Accounting and Reporting For Florida Schools*, referred to as Red Book, as incorporated by reference in State Board of Education Rule 6A-1.001, Florida Administrative Code, and the *Bylaws and Policies of The School Board of Pinellas County* which include procedures as described in the *Manual of Internal Fund Accounting*. Each school administers their internal funds separately through an operational checking account.

Various fundraising activities are conducted by independent, school-related organizations such as booster clubs, parent-teacher associations, etc. If these fundraising activities are conducted entirely by these organizations and no board employee handles or keeps custody of the funds or merchandise, these activities are not recorded in the schools'/centers' internal funds and consequently are not audited by us.

B. Reporting Entity

The Pinellas County District School Board (District), School Internal Funds are comprised of individual account balances of 133 public schools and centers (Schools). The Board has direct responsibility for operation, control, and supervision of District schools and is considered a primary government for financial reporting. The District is considered part of the Florida system of public education, operates under the general direction of the Florida Department of Education, and is governed by State law and State Board of Education (SBE) rules. The governing body of the District is the Board, which is composed of seven elected members. The appointed Superintendent of Schools is the executive officer of the Board. The general operating authority of the School Board and Superintendent is contained in Chapters 1000 through 1013 of the Florida Statutes. Geographic boundaries of the District correspond with those of Pinellas County.

The District's School Internal Funds, which are used to administer monies collected at several schools in connection with school, student athletic, class, and club activities, are included as agency funds in the District's annual financial report. The accompanying financial statement presents only the District's School Internal Funds and is not intended to present fairly the financial position and results of operations of the District in accordance with accounting principles generally accepted in the United States of America.

NOTES TO FINANCIAL STATEMENT - CONTINUED

JUNE 30, 2017

C. Basis of Accounting and Measurement Focus

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. Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements; and relates to the timing of the measurements made, regardless of the measurement focus applied.

In accordance with Florida Statutes, the District accounts for its School Internal Funds as an agency fund in the District's Comprehensive Annual Financial Report. Agency funds use the accrual basis of accounting to report assets and liabilities. This fund is organized by cost center to account for each school in the District. The measurement focus is custodial because the fund is not involved with the performance of government activities. An agency fund has no revenues or expenditures and therefore, no net asset balance or need to measure the results of operations for a period.

The District School Internal Funds at the individual school level recognize cash receipts and cash disbursements using the cash basis of accounting during the year, which are adjusted to accrual basis at fiscal year-end for this financial statement in accordance with accounting principles generally accepted in the United States of America.

D. Assets and Liabilities**1. Cash**

The District's School Internal Funds cash is considered to be cash on hand and demand deposits.

Cash deposits are held by banks qualified as public depositories under Florida law. All deposits are insured by the Federal depository insurance and collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

2. Inventories

Inventories consist primarily of items purchased for resale to students during the ordinary course of business in the postsecondary career technical center bookstores. Inventories are stated at cost.

3. Due to Other Funds

These amounts represent p-card transactions, transportation charges, internal funds compensation, warehouse delivery charges, central printing, and other charges paid by the District as a convenience on behalf of the schools. All balances are expected to be repaid within one year.

II. CASH DEPOSITS WITH FINANCIAL INSTITUTIONS

At June 30, 2017, book cash balances were \$8,043,950.46. Differences between book and bank balances are due to reconciling items, such as deposits in transit and outstanding checks and petty cash and change fund balances. Deposits are covered by Federal depository insurance or collateral pledged with the State Treasurer pursuant to Chapter 280, Florida Statutes. In the event of default participating financial institutions are obligated to reimburse the governmental entity for any losses. Petty cash was held on various school sites and not within a bank which is included in the book cash balance.

NOTES TO FINANCIAL STATEMENT - CONTINUED
JUNE 30, 2017

III. ACCOUNTS RECEIVABLE

The majority of receivables are due from students for textbook obligations and are considered to be fully collectible. As such, no allowance for uncollectible accounts receivable is recorded.

IV. SUBSEQUENT EVENTS

The District's School Internal Funds have evaluated subsequent events through March 23, 2018 in connection with the preparation of the financial statement, which is the date the financial statement was available to be issued.

SUPPLEMENTARY INFORMATION

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
For the Fiscal Year Ended June 30, 2017**

	Beginning Cash Balance	Receipts	Disbursements	Ending Cash Balance
Elementary Schools				
Anona	\$ 30,896.62	\$ 57,180.93	\$ 53,692.37	\$ 34,385.18
Azalea	23,894.77	103,381.54	106,156.96	21,119.35
Bardmoor	23,771.58	70,515.56	69,547.26	24,739.88
Bauder	20,844.93	182,880.96	190,174.92	13,550.97
Bay Point	44,799.21	26,347.11	32,922.89	38,223.43
Bay Vista Fundamental	39,161.76	104,652.59	98,716.90	45,097.45
Bear Creek	6,795.81	33,039.98	36,404.98	3,430.81
Belcher	16,629.45	115,187.16	107,930.20	23,886.41
Belleair	31,889.22	42,258.20	48,700.79	25,446.63
Blanton	29,814.70	55,501.16	50,547.70	34,768.16
Brooker Creek	74,668.88	123,108.16	123,807.08	73,969.96
Campbell Park	4,924.74	4,677.74	3,136.12	6,466.36
Cross Bayou	19,639.80	56,928.91	59,092.41	17,476.30
Curlew Creek	27,441.88	116,098.04	113,783.61	29,756.31
Curtis Fundamental	63,466.18	52,294.41	59,994.85	55,765.74
Cypress Woods	82,903.46	244,714.32	238,580.24	89,037.54
Douglas L. Jamerson Jr.	34,661.96	122,120.73	114,023.62	42,759.07
Dunedin	23,830.78	55,839.69	61,668.77	18,001.70
Eisenhower	9,803.10	75,526.22	76,241.00	9,088.32
Fairmount Park	7,670.68	17,986.17	15,139.96	10,516.89
Forest Lakes	42,716.20	53,930.19	91,313.69	5,332.70
Frontier	38,280.58	135,922.53	138,489.43	35,713.68
Fuguitt	12,697.39	67,627.22	73,985.25	6,339.36
Garrison-Jones	49,142.46	139,430.77	129,097.80	59,475.43
Gulf Beaches Elementary Magnet	4,243.45	49,844.03	46,574.69	7,512.79
Gulfpport	20,572.07	32,682.00	32,634.60	20,619.47
High Point	9,434.40	45,314.78	42,686.30	12,062.88
Highland Lakes	25,643.60	88,654.53	84,348.44	29,949.69
John M. Sexton	23,617.19	88,016.73	81,721.44	29,912.48
Kings Highway	5,436.69	26,000.64	24,886.15	6,551.18
Lake St. George	36,028.52	136,633.35	140,581.15	32,080.72
Lakeview Fundamental	22,197.18	27,634.33	27,044.42	22,787.09
Lakewood	15,872.47	7,510.67	9,284.49	14,098.65
Lealman Avenue	18,628.64	32,643.78	38,805.84	12,466.58
Leila Davis	40,565.89	161,450.91	158,091.55	43,925.25
Lynch	55,855.89	63,778.27	63,757.44	55,876.72
Marjorie Kinnan Rawlings	23,950.95	58,694.66	59,176.94	23,468.67
Maximo	9,859.23	13,206.50	12,748.21	10,317.52
McMullen-Booth	57,663.02	76,896.75	84,452.63	50,107.14
Melrose	2,790.24	14,776.70	16,234.13	1,332.81
Mildred Helms	33,428.37	69,178.10	74,170.50	28,435.97
Mount Vernon	42,231.59	43,832.56	51,414.81	34,649.34
New Heights	15,676.45	63,339.29	62,437.32	16,578.42
North Shore	20,629.63	23,896.82	26,358.71	18,167.74
Northwest	16,268.86	50,022.52	54,595.36	11,696.02
Oakhurst	39,833.75	114,003.55	103,688.43	50,148.87
Oldsmar	72,582.09	146,414.26	143,323.35	75,673.00
Orange Grove	54,105.43	60,868.19	61,750.61	53,223.01
Ozona	55,434.28	133,751.06	135,976.94	53,208.40
Pasadena Fundamental	38,035.47	54,848.91	55,567.19	37,317.19
Perkins	49,802.51	99,242.22	98,937.10	50,107.63
Pinellas Central	26,522.03	71,060.26	73,965.34	23,616.95
Pinellas Park	23,145.79	49,006.25	40,579.71	31,572.33
Plumb	58,772.32	85,099.46	97,426.54	46,445.24
Ponce de Leon	18,625.40	32,002.03	34,682.33	15,945.10
Ridgecrest	32,323.96	133,677.98	130,819.49	35,182.45
Safety Harbor	46,035.53	97,673.84	114,021.29	29,688.08
San Jose	10,257.64	40,805.16	43,458.90	7,603.90
Sandy Lane	15,639.84	6,630.50	9,888.75	12,381.59
Sawgrass Lake	12,053.83	38,471.18	32,272.11	18,252.90
Seminole	15,512.24	52,039.51	52,403.25	15,148.50
Seventy-Fourth St.	23,999.46	61,997.14	65,235.85	20,760.75
Shore Acres	11,338.70	76,035.42	77,872.50	9,501.62
Skycrest	9,061.06	55,064.85	53,378.23	10,747.68
Skyview	30,598.82	60,252.73	58,394.07	32,457.48
Southern Oak	15,865.77	57,505.16	67,631.93	5,739.00
Starkey	39,202.07	150,793.50	139,980.34	50,015.23
Sunset Hills	11,256.57	88,416.97	89,932.01	9,741.53
Sutherland	70,933.04	89,126.28	71,409.56	88,649.76
Tarpon Springs	29,969.69	45,934.63	55,268.94	20,635.38
Tarpon Springs Fundamental	20,926.97	44,428.54	47,902.42	17,453.09
Walsingham	12,531.15	38,812.90	43,506.38	7,837.67
Westgate	37,860.74	23,612.72	26,532.51	34,940.95
Woodlawn	12,942.96	28,135.89	28,836.94	12,241.91

SUPPLEMENTARY INFORMATION (CONTINUED)

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS- Continued
For the Fiscal Year Ended June 30, 2017**

	Beginning Cash Balance	Receipts	Disbursements	Ending Cash Balance
<u>Middle Schools</u>				
Azalea	\$ 13,423.98	\$ 46,077.66	\$ 47,516.73	\$ 11,984.91
Bay Point	39,736.43	69,556.18	66,127.80	43,164.81
Clearwater Fundamental	104,444.41	121,216.35	112,817.07	112,843.69
Dunedin Highland	80,719.24	81,118.81	78,476.55	83,361.50
East Lake	19,729.68	79,655.17	67,566.13	31,818.72
Fitzgerald	41,198.25	74,958.35	74,708.93	41,447.67
John Hopkins	29,772.26	49,383.56	52,214.28	26,941.54
Joseph L. Carwise	54,526.46	95,961.59	104,475.62	46,012.43
Largo	47,746.96	46,073.59	48,574.96	45,245.59
Meadowlawn	42,455.17	98,944.49	103,454.11	37,945.55
Oak Grove	39,615.12	42,190.15	58,301.68	23,503.59
Osceola	52,898.82	138,444.08	128,863.10	62,479.80
Palm Harbor	106,572.62	104,011.96	88,786.90	121,797.68
Pinellas Park	17,790.64	86,552.85	92,676.99	11,666.50
Safety Harbor	56,217.77	96,209.95	92,503.18	59,924.54
Seminole	29,366.18	130,505.55	131,442.88	28,428.85
Tarpon Springs	75,423.53	124,038.18	137,743.42	61,718.29
Thurgood Marshall Fundamental	75,902.07	129,215.44	121,312.15	83,805.36
Tyrene	22,658.00	45,723.58	40,664.59	27,716.99
<u>High Schools</u>				
Boca Ciega	109,931.76	427,646.92	389,726.20	147,852.48
Clearwater	134,950.28	473,861.53	475,776.52	133,035.29
Countryside	186,751.50	610,267.24	619,701.01	177,317.73
Dixie M. Hollins	125,372.07	339,915.67	317,001.70	148,286.04
Dunedin	193,060.35	402,271.55	400,386.47	194,945.43
East Lake	291,966.17	560,278.80	577,591.13	274,653.84
Gibbs	164,105.85	319,593.33	315,379.58	168,319.60
Lakewood	165,568.71	349,393.93	358,309.56	156,653.08
Largo	113,245.16	352,752.65	326,740.54	139,257.27
Northeast	160,711.33	428,121.40	422,742.49	166,090.24
Osceola Fundamental	339,761.93	614,478.04	578,845.27	375,394.70
Palm Harbor University	338,448.37	760,657.52	758,958.32	340,147.57
Pinellas Park	158,222.39	347,438.94	315,319.42	190,341.91
Seminole	324,728.23	651,159.76	679,948.82	295,939.17
St. Petersburg	213,197.96	474,128.90	520,952.73	166,374.13
Tarpon Springs	154,135.85	626,474.47	607,045.05	173,565.27
<u>ESE Education Centers & Multi-Level</u>				
Bayside	15,497.47	7,865.45	8,181.65	15,181.27
Calvin A. Hunsinger	10,395.69	5,913.05	6,969.67	9,339.07
Clearwater Intermediate	5,956.96	15,725.60	17,501.16	4,181.40
Disston Academy	11,678.92	30,431.89	34,401.35	7,709.46
Gus A. Stavros Institute	47,545.91	118,804.69	118,870.03	47,480.57
James B. Sanderlin PK-8	45,093.18	172,390.40	175,731.21	41,752.37
Lealman Innovation Academy	12,714.30	16,673.22	17,846.14	11,541.38
Madeira Beach Fundamental K-8	95,634.55	125,271.25	128,544.77	92,361.03
Midtown Academy		4,752.58	2,979.65	1,772.93
Nina Harris	25,488.28	44,875.59	44,978.61	25,385.26
Pinellas Gulf Coast Academy	4,166.85	2,234.41	2,481.98	3,919.28
Paul B. Stephens	32,398.62	16,228.45	17,228.62	31,398.45
Pinellas Secondary	30,357.69	5,248.75	4,959.63	30,646.81
Richard L. Sanders	1,618.33	2,923.71	2,404.01	2,138.03
<u>Career, Technical, Adult Education & PTCs</u>				
Clearwater Adult Education Center	12,295.67	68,845.00	69,092.19	12,048.48
Department of Career, Technical, and Adult Education	18,192.70	1,275.00	9,368.21	10,099.49
Dixie Hollins Adult Education Center	933.43	78,839.54	76,080.55	3,692.42
Lakewood Community	1,245.95	13,441.60	13,687.81	999.74
Northeast Community	381.75	9,695.00	9,919.29	157.46
Palm Harbor Community	2,388.33	28,398.00	28,650.71	2,135.62
Pinellas Technical College - Clearwater	816,293.33	2,455,770.71	2,593,533.86	678,530.18
Pinellas Technical College - St. Petersburg	754,553.50	2,607,487.23	2,688,616.34	673,424.39
Pinellas Technical High School at Seminole	19,490.95	5,452.78	6,893.94	18,049.79
Tomlinson Adult Learning Center	24,440.08	102,587.64	100,185.85	26,841.87
	\$ 8,269,227.52	\$ 20,606,278.98	\$ 20,831,556.04	\$ 8,043,950.46



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Administration Building
301 Fourth St. SW
Largo, Florida 33779-2942

The Honorable Members of the School Board

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

We have audited, 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, except for the required peer review, the statement of fiduciary assets and liabilities of the Pinellas County District School Board, School Internal Funds, as of June 30, 2017, and the related notes to the financial statement, which collectively comprise the District's School Internal Funds basic financial statement, and have issued our report thereon dated March 23, 2018, included under the heading **INDEPENDENT AUDITOR'S REPORT**.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statement, we considered the District's School Internal Funds internal control over financial reporting (internal control) to determine audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the District's School Internal Funds internal control. Accordingly, we do not express an opinion on the effectiveness of the District's School Internal Funds 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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statement 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 the District's School Internal Funds financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, rules, 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*.

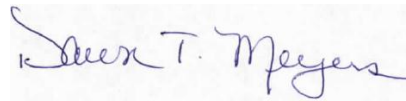
We noted certain additional matters that are discussed in the **SUMMARY SCHEDULE OF FINDINGS** section of this report.

A reference to Managements' response to the findings described in the **SUMMARY SCHEDULE OF FINDINGS** section of this report is included in **REQUESTS FOR FINDINGS AND MANagements' RESPONSES**. We did not audit managements' response and, accordingly, we express no opinion on it.

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 District'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 District's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,



Dawn T. Meyers, CPA
Director, Auditing and Property Records
March 23, 2018

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

SECTION 1 - SUMMARY OF AUDITOR'S RESULTS

Financial Statement

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Noncompliance material to financial statement noted?	No

SECTION II – FINANCIAL STATEMENT FINDINGS

No matters are reported.

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS (CONTINUED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2017
ADDITIONAL MATTERS**

School Name	Number Findings	Cash-Timeliness of Collection, Deposit, Posting & Disbursement				Transfers, Adjustments, Corrections & Bank Reconciliations					Internal Controls and Procedures								Financial Records				
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
Total Schools with Findings	69																						
Azalea Elementary School	4		1									1									1		
Bardmoor Elementary School	5						1	1	1														
Bauder Elementary School	5							5															
Bay Point Elementary School	1								1														
Bay Point Middle School	2						1		1														
Bear Creek Elementary School	1								1														
Belcher Elementary School	1											1											
Belleair Elementary School	6	1	1				1		1						1		1						
Brooker Creek Elementary School	4	2					1		1														
Clearwater Adult Education Center	6	2					1		2		4	1			2								
Clearwater High School	7	1						1		1													
Clearwater Intermediate School	3													1						1			
Cross Bayou Elementary School	2							1													1		
Disston Academy School	9		1	1			1	1		1	1	2	1										
Dixie Hollins Adult Education Center	1									1													
Douglas L. Jamerson Jr. Elementary School	8		1				1	1	1	1					1					2			
Dunedin High School	7	1						1	1	1				1						1			
Dunedin Highland Middle School	1	1																					
East Lake Middle School Academy of Engineering	3							1		1													
Eisenhower Elementary School	2							1	1														
Fairmount Park Elementary School	1												1										
Fitzgerald Middle School	5	1	2				1		1	1													
Garrison-Jones Elementary School	1											1											
Gibbs High School	7		1						1	1				1								1	
Gulf Beaches Elementary Magnet School	8	1						1	1	1	1				1					1			
Gulfport Elementary School	11	2	1		1			1		3			8	1	1	1							
High Point Elementary School	1												1										
Highland Lakes Elementary School	5							1		1		1	1										
John Hopkins Middle School	1													1									
John M. Sexton Elementary School	3								1	1													
Lakewood Community	2	1																					
Lakewood Elementary School	2									1													
Lakewood High School	12	2	2	1			1	6	1	3			1		2	1						1	
Largo High School	6	2	1						1	1												1	
Lealman Avenue Elementary School	10	1								1			4	1	1	1		1	1		1	1	

Legend: Numbers = Consecutive Years Similar Finding Repeated in Reports Letters - Audit Findings Legend on page 15

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS (CONTINUED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2017
ADDITIONAL MATTERS**

School Name	Number Findings	Cash-Timeliness of Collection, Deposit, Posting & Disbursement				Transfers, Adjustments, Corrections & Bank Reconciliations					Internal Controls and Procedures								Financial Records							
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V			
Lealman Innovation Academy	4	1	1								1						1									
Leila Davis Elementary School	4						2	1			6		1													
Lynch Elementary School	1																		2							
Marjorie Kinnan Rawlings Elementary School	4							1			1						1									
Maximo Elementary School	1										1															
McMullen-Booth Elementary School	4	1						1						2			1									
Meadowlawn Middle School	7						1	1	1		2		1			1			1		1					
Melrose Elementary School	11			1			1	1	1			1			1		1		1	1	1	1				
Midtown Academy	5				1				1		1								1							
Mount Vernon Elementary School	2		1						1																	
Oak Grove Middle School	4							1				1		1			1									
Orange Grove Elementary School	1										1															
Osceola Fundamental High	4							1	1								1		1							
Osceola Middle School	3																2			1	1					
Ozona Elementary School	3	1	1					1																		
Pasadena Fundamental Elementary School	1																1									
Paul B. Stephens ESE Center	4		1						1		1						1									
Pinellas Gulf Coast Academy	3								1		1						1									
Pinellas Park High School	8	1						1	1		1			1			1					1				
Pinellas Park Middle School	5	3	3						3		1									2						
Pinellas Technical College-Clearwater	4							1								3	1					2				
Pinellas Technical College-St. Petersburg	5							3						1		3	1					3				
Richard L. Sanders School	4							1		1							1									
San Jose Elementary School	1										2															
Sandy Lane Elementary School	3								1		1						1									
Seminole High School	8	1	1	1				1		1					3		1									
Seminole Middle School	1										1															
Shore Acres Elementary School	6		3						3			1	1	3			3									
Southern Oak Elementary School	2										1	1														
St. Petersburg High School	9	1							1	1	1			1			1		1	1						
Tarpon Springs Fundamental Elementary School	1													1												
Tarpon Springs High School	3								2								1					1				
Tarpon Springs Middle School	9			1				1		1		2		1	1		1			1	1					
Tyrone Middle School	7	1	1	1					1		1	9					1									
Total per detail category	295	21	17	6	2			8	25	16	41	1		10	31	8	12	12	3	3	42	0	12	9	11	5
Total per summary category	295	46				91					121								37							

Legend: Numbers = Consecutive Years Similar Finding Repeated in Reports Letters - Audit Findings Legend on page 15

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS (CONTINUED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2017
ADDITIONAL MATTERS**

AUDIT FINDINGS LEGEND

Cash-Timeliness of Collection, Deposit, Posting & Disbursement

- A Untimely Deposits
- B Untimely Receipting
- C Deficit Cash
- D Due to District

Transfers, Adjustments, Corrections & Bank Reconciliations

- E Bank Reconciliation Issues or Extensive Assistance
- F Transfers and Adjustments - incorrect transaction used
- G Transfers and Adjustments - transaction processed incorrectly
- H Transfers and Adjustments - not posted timely
- I Transfers and Adjustments - incorrect account

Internal Controls and Procedures

- J Data Back-up
- K Monthly Financial Statements
- L Cross Training/Back-up
- M Improper Deposits
- N Stale-Dated Checks
- O Commercial Carriers
- P Inventory Controls
- Q General Procedures

Financial Records

- R Field Trip Funds
- S Trust Accounts – Adopt-a-Class
- T Deficit Trust Account Balances
- U Improper Expenditure
- V Accounts Receivable/Accounts Payable Misstated

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF FINDINGS (CONTINUED)
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

REQUESTS FOR FINDINGS AND MANAGERMENTS' RESPONSES

Specific findings for each school and Managements' responses to each finding noted in the **SUMMARY SCHEDULE OF FINDINGS** are on file in the Auditing and Property Records office and available upon request. See **REQUESTS FOR INFORMATION** for contact information.

**PINELLAS COUNTY DISTRICT SCHOOL BOARD
SCHOOL INTERNAL FUNDS
SUMMARY SCHEDULE OF SCHOOLS WITH NO REPORTABLE FINDINGS
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

We have audited 133 schools and centers that maintain School Activity Funds. The following 64 sites (48% of the 133 sites audited) did not have reportable findings, indicating exceptional proficiency in internal controls, financial and operational management, and compliance with statutes, regulations, and policies governing School Activity Funds. We commend these schools for their efforts. It takes a dedicated team, including the Principal's Secretary/Bookkeeper(s) or Bookkeeper(s) and faculty sponsors, working together with daily diligence to accomplish this level of proficiency.

Anona Elementary School	Northeast Community School
Azalea Middle School	Northeast High School
Bay Vista Fundamental Elementary School	Northwest Elementary School
Bayside High School	Oakhurst Elementary School
Blanton Elementary School	Oldsmar Elementary School
Boca Ciega High School	Palm Harbor Community School
Calvin A. Hunsinger School	Palm Harbor Middle School
Campbell Park Elementary School	Palm Harbor University High
Clearwater Fundamental Middle School	Perkins Elementary School
Countryside High School	Pinellas Central Elementary School
Curlew Creek Elementary School	Pinellas Park Elementary School
Curtis Fundamental Elementary School	Pinellas Secondary School
Cypress Woods Elementary School	Pinellas Technical High School at Seminole
Department of Career, Technical and Adult Education	Plumb Elementary School
Dixie M. Hollins High School	Ponce de Leon Elementary School
Dunedin Elementary School	Ridgecrest Elementary School
East Lake High School	Safety Harbor Elementary School
Forest Lakes Elementary School	Safety Harbor Middle School
Frontier Elementary School	Sawgrass Lake Elementary School
Fuguitt Elementary School	Seminole Elementary School
Gus A. Stavros Institute	Seventy-Fourth St. Elementary School
James B. Sanderlin PK-8	Skycrest Elementary School
Joseph L. Carwise Middle School	Skyview Elementary School
Kings Highway Elementary School	Starkey Elementary School
Lake St. George Elementary School	Sunset Hills Elementary School
Lakeview Fundamental Elementary School	Sutherland Elementary School
Largo Middle School	Tarpon Springs Elementary School
Madeira Beach Fundamental K-8	Thurgood Marshall Fundamental Middle School
Mildred Helms Elementary School	Tomlinson Adult Learning Center
New Heights Elementary School	Walsingham Elementary School
Nina Harris ESE Center	Westgate Elementary School
North Shore Elementary School	Woodlawn Elementary School

PRIOR AUDIT FOLLOW-UP

Except as noted in the **SUMMARY SCHEDULE OF FINDINGS**, school management had taken corrective actions for findings included in the 2015-16 fiscal year audit report, No. 2017-001.