

**THE COLLABORATORY SCHOOL, INC.
D/B/A COLLABORATORY PREPARATORY ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

**Financial Statements
with Independent Auditor's Reports Thereon**

June 30, 2024



McCrary & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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**THE COLLABORATORY SCHOOL, INC.
D/B/A COLLABORATORY PREPARATORY ACADEMY
MANAGEMENT'S DISCUSSION AND ANALYSIS**

Management of The Collaboratory School, Inc. D/B/A Collaboratory Preparatory Academy (the "School") offers the following narrative overview and analysis of the financial activities of the School for the fiscal year ended June 30, 2024. Readers are encouraged to use this information in conjunction with information furnished in the School's financial statements. This summary should not be taken as a replacement for the audit, which consists of the basic financial statements and other supplemental information.

FINANCIAL HIGHLIGHTS

- ❖ For the fiscal year ended June 30, 2024, the School's revenues exceeded expenses by approximately \$37,000.
- ❖ The School's unrestricted fund balance at June 30, 2024 was approximately \$58,000.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to School's basic financial statements. The School's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The basic financial statements present two different views of the School through the use of government-wide statements and fund financial statements. In addition to the basic financial statements, this report contains other supplemental information that will enhance the understanding of the financial condition of School. This document also includes the Report of Independent Auditor 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*, as well as the management letter required by the Rules of the Auditor General, Chapter 10.850, *Audits of Charter Schools and Similar Entities*.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide a broad overview of the School's finances, similar in format to a financial statement of a private-sector business. The government-wide statements provide short and long-term information about the School's financial status as a whole.

The two government-wide statements report the School's net position and the current year changes. The net position is the difference between the School's total assets and total liabilities. Measuring the net position is one way to evaluate the School's financial condition.

The government-wide statements are divided into three categories: 1) governmental activities, 2) business-type activities, and 3) component units. The governmental activities include the School's basic services. The business-type activities are those services that the School charges for that are not directly related to the School's mission. For the year ended June 30, 2024, the School had no business-type activities or component units.

Fund Financial Statements

The fund financial statements provide a more detailed look at the School's most significant activities. A fund is a grouping of related accounts used to maintain control over resources segregated for specific activities or objectives. All of the operations of the School are presented in governmental funds only.

Governmental funds are used to account for those functions reported as governmental activities in the government-wide financial statements. The School's basic services are accounted for in governmental funds. These funds focus on how assets that can readily be converted into cash flow in and out and what monies are left at year-end will be available for spending in the next year. Governmental funds are reported using an accounting method called *modified accrual accounting*. This method also has a current financial resources focus. As a result, the governmental fund financial statements provide a detailed short-term view of the financial resources available to finance the School's programs. The relationship between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is described in a reconciliation that is a part of the fund financial statements.

The School adopts an annual budget for its general fund, as required by the Florida Statutes. The budget is legally adopted by management of the School and its Board. Budgetary comparison schedules have been included as part of the required supplementary information. The budgetary comparison schedules shows four columns: 1) the original budget as adopted by the Board, 2) the final budget as amended by the Board, 3) the actual resources, charges and ending balances in the general fund, and 4) the variance between the final budget and the actual resources and charges.

Notes to Financial Statements

The notes to financial statements provide additional information essential to the full understanding of the information reported in the government-wide and fund financial statements. The notes to the financial statements start on page 16 of this report.

BALANCE SHEET – GOVERNMENTAL FUNDS

The School's combined fund balance as of June 30, 2024 and 2023 is summarized as follows:

Governmental Activities			
	2024	2023	Variance
Current and other assets	\$ 66,260	\$ 43,242	\$ 23,018
Capital assets, net	56,561	75,363	(18,802)
Total Assets	<u>122,821</u>	<u>118,605</u>	<u>4,216</u>
Current and other liabilities	8,206	21,856	(13,650)
Total Liabilities	<u>8,206</u>	<u>21,856</u>	<u>(13,650)</u>
Net position:			
Invested in capital assets, net of related debt	56,561	75,363	(18,802)
Unrestricted	58,054	21,386	36,668
Total Net Position	<u>\$ 114,615</u>	<u>\$ 96,749</u>	<u>\$ 17,866</u>

Current and other assets increased due to an increase in accounts receivable from 2024. Current and other liabilities decreased due to timing of payments. The decrease in fund balance is a result of current year operations.

Change in Fund Balances

The School's total revenues exceeded expenditures total by approximately \$37,000 in fiscal 2024—see table below.

Revenues:	2024	2023	Variance
Federal sources passed through local school district	\$ 18,629	\$ 184,361	\$ (165,732)
State and local sources	417,646	615,840	(198,194)
Contributions and other revenues	1,018,267	365,354	652,913
Total revenues	1,454,542	1,165,555	288,987
Expenses:			
Instruction	658,232	591,061	67,171
Instruction & curriculum development	25,417	-	25,417
Instructional staff training	4,028	-	4,028
Board	7,500	8,250	(750)
General administration	19,323	26,779	(7,456)
School administration	291,945	170,941	121,004
Fiscal services	8,741	9,489	(748)
Food services	71,517	90,779	(19,262)
Transportation	2,500	-	2,500
Operation of plant	300,705	271,254	29,451
Maintenance of plant	27,966	45,650	(17,684)
Total expenditures	1,417,874	1,214,203	203,671
Change in fund balances	\$ 36,668	\$ (48,648)	\$ 85,316

The decrease in federal sources passed through local school district is due to a decrease in Title 1 funding from prior year. The change in state and local sources is due to a decrease in funding from the Florida Education Finance Program. The increase in contributions and other revenues is a result of an increase in 2024 donations.

The change in instruction is due to an increase in instructional and support salary expenditures. The increase in school administration was a result of an increase in administrative and administrative support salary expenditures. The change in the operation of plant is a result of an increase in facility repairs and maintenance.

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

The focus of School's governmental funds is to provide information on near term inflows, outflows, and balances of usable resources. Such information is useful in assessing School's financing requirements. Specifically, unassigned fund balance can be a useful measure of a government's net resources available for spending at the end of the fiscal year.

As the School completed the year, its governmental funds reported a combined fund balance of \$58,054 which was an increase from the prior year as a result of current year operations.

General Fund Budgetary Highlights

Generally, budget amendments fall into one of the three categories: 1) amendments made to adjust the estimates used to prepare the original budget once exact information is available, 2) amendments made to recognize changes in funding amounts, and 3) changes in appropriations that become necessary to maintain services.

For the year ended June 30, 2024 actual revenues exceeded budgeted amounts by approximately \$666,000. Actual expenditures were approximately \$124,000 greater than budgeted amounts, exclusive of other financing sources.

CAPITAL ASSETS AND DEBT ADMINISTRATION

As of end of fiscal 2024, the School had invested approximately \$57,000 in capital assets, net of accumulated depreciation of approximately \$113,000.

		Governmental Activities		
		2024	2023	Variance
Furniture, fixtures, and equipment	\$	37,204	\$ 37,204	\$ -
Leasehold improvements		132,412	132,412	-
Accumulated depreciation		(113,055)	(94,253)	(18,802)
Total capital assets	\$	<u>56,561</u>	<u>75,363</u>	<u>(18,802)</u>

There were no major capital asset additions in fiscal 2024.

More detailed information about the School's capital assets is presented in Note 4 to the financial statements.

CONTACTING THE SCHOOL'S FINANCIAL MANAGEMENT

This financial report is designed to provide interested parties with a general overview of the School's finances and to demonstrate the School's accountability for the money it receives. Should additional information be required, please contact the School's administrative offices at 4320 W Kennedy Blvd #200, Tampa, FL 33609.



McCRADY & ASSOCIATES
CERTIFIED PUBLIC ACCOUNTANTS

Independent Auditor's Report

To the Board of Directors of The Collaboratory School, Inc.
D/B/A Collaboratory Preparatory Academy,
a Charter School and Component Unit of the District
School Board of Hillsborough County, Florida

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of The Collaboratory School, Inc. D/B/A Collaboratory Preparatory Academy, (the "School"), a Charter School and Component Unit of the District School Board of Hillsborough County, Florida as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Collaboratory Preparatory Academy as of and for the year ended June 30, 2024, 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.

Basis for Opinions

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

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Schools' ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one

resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

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

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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 November 21, 2024, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting 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 School's internal control over financial reporting and compliance.

McCrady & Associates, PLLC

Altamonte Springs, Florida
November 21, 2024

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**THE COLLABORATORY SCHOOL, INC
D/B/A COLLABORATORY PREPARATION ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

Statement of Net Position

June 30, 2024

	Governmental Activities
ASSETS	
Cash and cash equivalents	\$ 560
Due from other agencies	4,971
Other receivables	60,729
Capital assets:	
Leasehold improvements	132,412
Furniture, fixtures, and equipment	37,204
Less accumulated depreciation	<u>(113,055)</u>
Total capital assets, net	<u>56,561</u>
Total assets	<u><u>\$ 122,821</u></u>
LIABILITIES	
Accounts payable and accrued expenses	<u>\$ 8,206</u>
Total liabilities	<u>8,206</u>
NET POSITION	
Invested in capital assets, net of related debt	56,561
Unrestricted	<u>58,054</u>
Total net position	<u><u>\$ 114,615</u></u>

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

**THE COLLABORATORY SCHOOL, INC
D/B/A COLLABORATORY PREPARATION ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

Statement of Activities

For the Year Ended June 30, 2024

	Program Specific Revenues			Net (Expenses) Revenues and Changes in Net Position	
	Expenses	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Total
Governmental Activities:					
Instruction	\$ 665,941	\$ -	\$ -	\$ (665,941)	\$ (665,941)
Instruction & curriculum development	25,417	-	-	(25,417)	(25,417)
Instructional staff training	4,028	-	-	(4,028)	(4,028)
Board	7,500	-	-	(7,500)	(7,500)
General administration	19,323	-	-	(19,323)	(19,323)
School administration	291,945	-	-	(291,945)	(291,945)
Fiscal services	8,741	-	-	(8,741)	(8,741)
Food services	71,517	18,629	-	(52,888)	(52,888)
Transportation	2,500	-	-	(2,500)	(2,500)
Operation of plant	311,798	-	31,454	(280,344)	(280,344)
Maintenance of plant	27,966	-	-	(27,966)	(27,966)
Total primary government	<u>\$ 1,436,676</u>	<u>\$ 18,629</u>	<u>\$ 31,454</u>	<u>(1,386,593)</u>	<u>(1,386,593)</u>
General revenues:					
State and local sources				386,192	386,192
Contributions and other revenues				<u>1,018,267</u>	<u>1,018,267</u>
Total general revenues				<u>1,404,459</u>	<u>1,404,459</u>
Change in net position				17,866	17,866
Net position at beginning of year				<u>96,749</u>	<u>96,749</u>
Net position at end of year				<u>\$ 114,615</u>	<u>\$ 114,615</u>

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

**THE COLLABORATORY SCHOOL, INC
D/B/A COLLABORATORY PREPARATION ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

Balance Sheet - Governmental Funds

June 30, 2024

	General Fund	Other Governmental Funds	Total Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 560	\$ -	\$ 560
Due from other agencies	-	4,971	4,971
Other receivables	60,729	-	60,729
Due from other funds	4,971	-	4,971
	<u>66,260</u>	<u>4,971</u>	<u>71,231</u>
Total assets	<u>\$ 66,260</u>	<u>\$ 4,971</u>	<u>\$ 71,231</u>
LIABILITIES			
Accounts payable and accrued expenses	\$ 8,206	\$ -	\$ 8,206
Due to general fund	-	4,971	4,971
	<u>8,206</u>	<u>4,971</u>	<u>13,177</u>
Total liabilities	<u>8,206</u>	<u>4,971</u>	<u>13,177</u>
FUND BALANCES			
Spendable:			
Unassigned	58,054	-	58,054
	<u>58,054</u>	<u>-</u>	<u>58,054</u>
Total fund balances	<u>58,054</u>	<u>-</u>	<u>58,054</u>
Total liabilities and fund balances	<u>\$ 66,260</u>	<u>\$ 4,971</u>	<u>\$ 71,231</u>

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

**THE COLLABORATORY SCHOOL, INC
D/B/A COLLABORATORY PREPARATION ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida
Reconciliation of the Governmental Funds Balance Sheet
to the Statement of Net Position**

June 30, 2024

Total fund balances - general fund	\$ 58,054
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The assets at year end consisted of:

Capital assets	169,616
Accumulated depreciation	(113,055)

Total net position - governmental activities	<u><u>\$ 114,615</u></u>
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The accompanying notes to financial statements are an integral part of this statement.

ACCESS CHARTER SCHOOL, INC.

**A Charter School and THE COLLABORATORY SCHOOL, INC
D/B/A COLLABORATORY PREPARATION ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

**Statement of Revenues, Expenditures and
Changes in Fund Balances of Governmental Funds**

For the Year Ended June 30, 2024

	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
REVENUES				
Federal sources passed through local school district	\$ -	\$ -	\$ 18,629	\$ 18,629
State and local sources	386,192	31,454	-	417,646
Contributions and other revenues	1,018,267	-	-	1,018,267
Total revenues	1,404,459	31,454	18,629	1,454,542
EXPENDITURES				
Current:				
Instruction	658,232	-	-	658,232
Instruction & curriculum development	25,417	-	-	25,417
Instructional staff training	4,028	-	-	4,028
Board	7,500	-	-	7,500
General administration	19,323	-	-	19,323
School administration	291,945	-	-	291,945
Fiscal services	8,741	-	-	8,741
Food services	52,888	-	18,629	71,517
Transportation	2,500	-	-	2,500
Operation of plant	269,251	31,454	-	300,705
Maintenance of plant	27,966	-	-	27,966
Total expenditures	1,367,791	31,454	18,629	1,417,874
Excess of revenues over expenditures	36,668	-	-	36,668
Net changes in fund balances	36,668	-	-	36,668
Fund balances at beginning of year	21,386	-	-	21,386
Fund balances at end of year	\$ 58,054	\$ -	\$ -	\$ 58,054

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

**THE COLLABORATORY SCHOOL, INC
D/B/A COLLABORATORY PREPARATION ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

**Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balances of Governmental Funds
to the Statement of Activities**

For the Year Ended June 30, 2024

Net changes in fund balances - total governmental funds	\$ 36,668
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Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense. This is the amounts incurred in the current period:

Depreciation expense	(18,802)
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Change in net position of governmental activities	\$ 17,866
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The accompanying notes to financial statements are an integral part of this statement.

**THE COLLABORATORY SCHOOL, INC.
D/B/A COLLABORATORY PREPARATORY ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

Notes to Financial Statements

For the Year Ended June 30, 2024

1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Collaboratory Preparatory Academy (the "School") is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes and the Florida Not-for-Profit Corporation Act. The governing body of the School is the not-for-profit corporation Board of Directors (the "Board"), which is composed of 7 members.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the District School Board of Hillsborough County, Florida, (the "School Board"). The School is considered a component unit of the School Board and meets the definition of a governmental entity under the Governmental Accounting Standards Board ("GASB").

Charter Contract

The current charter became effective for the period commencing on July 1, 2017, and ending on June 30, 2027. Upon the expiration of the new charter, the School Board may elect not to renew the charter under grounds specified in the charter. However, the School Board may terminate the current charter, if good cause is shown. In the event of termination of the charter, the District shall assume operation of the School. The School is considered a component unit of the District; therefore, for financial reporting purposes, the School is required to follow generally accepted accounting principles applicable to state and local governmental units.

Basis of Presentation

Based on the guidance provided in the American Institute of Certified Public Accountants Audit and Accounting Guide – *Audits for States and Local Governments* and provisions in the Florida Statutes, the School is considered as a governmental organization for financial statement reporting purposes. The School is required by its agreement with the School Board to use the governmental reporting model and follow the fund and accounting structure provided in the "Financial and Program Cost Accounting and Reporting for Florida Schools – The Red Book" issued by the Florida Department of Education ("FDOE").

Government-wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School in a manner similar to a private-sector business. The statement of net position and statement of activities are designed to provide financial information about the School as a whole on an accrual basis of accounting. The statement of net position provides information about the School's financial position, its assets and its liabilities, using an economic resources measurement focus.

**THE COLLABORATORY SCHOOL, INC.
D/B/A COLLABORATORY PREPARATORY ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

**Notes to Financial Statements
(continued)**

The statement of activities presents a comparison between direct expenses and program revenue for each function or program of the School's governmental activities. Direct expenses are those specifically associated with a program or function, therefore, are clearly identifiable to a particular function.

Program revenues include charges paid by the recipient of goods and services offered by the program and grants and contributions that are restricted for meeting the operational or capital requirements of a particular program. Revenues not classified as program revenues are presented as general revenues.

Fund Financial Statements

The governmental fund financial statements report detailed information about the School's most significant funds, not the School as a whole. A fund is a group of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The School uses fund accounting to ensure and demonstrate compliance with finance related requirements. Certain funds are established by law while others are created by grant agreements. The following are individual governmental funds reported in the fund financial statements:

- General Fund – the School's primary operating fund that accounts for all financial resources of the school, except those that are required to be accounted for in another fund.
- Capital Projects Fund – to account for all resources for the acquisition of capital items by the School purchased with capital outlay funds.
- Special Revenue Fund – to account the proceeds of specific revenue sources that restricted or committed to expenditures for a specific purpose including all federal grant revenues passed through the School District.

For the purpose of these statements, the general and capital projects are considered major funds. The special revenue fund is a non-major fund and reported as other governmental funds.

Basis of Accounting

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

The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recognized when earned and expenses/expenditures are recognized when a liability is incurred, regardless of the timing the related cash flows take place.

**THE COLLABORATORY SCHOOL, INC.
D/B/A COLLABORATORY PREPARATORY ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

**Notes to Financial Statements
(continued)**

Governmental fund financial statements are reported using the modified accrual basis of accounting. Under this method, revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectable within a current period. The School considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenues is recognized at the time the expenditure is made. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisition of capital leases are reported as other financing sources.

Budgetary Basis Accounting

Budgets are prepared using the modified accrual basis of accounting and the governing board must approve all budgets and amendments. During the fiscal year, expenditures were controlled at the object level. Budgets may be amended by resolution of the Board prior to the date of the annual report.

Cash and Cash Equivalents

The School's cash and cash equivalents consist primarily of demand deposits with financial institutions. Deposits on hand at financial institutions are insured by the Federal Deposit Insurance Company up to \$250,000.

As Florida Statutes and the School's policy require, all deposits must be made into and held by financial institutions designated by the treasurer of the State of Florida as qualified public depositories as defined by Chapter 280 of the Florida Statutes. This statute requires that every qualified public depository institution maintain eligible collateral to secure the public entity's funds. The minimum collateral to be pledged by the institution, the collateral eligible for pledge, and reporting requirements of the qualified public depositor to the treasurer is defined by the ability to assess members of the pool should the need arise. The School's deposits are held in a qualified public depository.

Interfund Receivables and Payables

Activities between the funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as due to/from other funds. The general fund has recorded total receivables of approximately \$5,000 which relates to amounts paid by the general fund on behalf of the special revenue fund.

**THE COLLABORATORY SCHOOL, INC.
D/B/A COLLABORATORY PREPARATORY ACADEMY**

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**Notes to Financial Statements
(continued)**

Capital Assets and Depreciation

The School's capital assets with useful lives of more than one year are stated at historical cost and reported in the statement of net position in the government-wide financial statements. Donated capital assets are recorded at their estimated fair value on the date donated. The School capitalizes assets with a cost of \$1,000 or more. Expenditures of normal maintenance and repair that do not add to the asset value or extend the useful life are not capitalized. Depreciation is computed using the straight-line method. Estimated useful lives of the assets are as follows:

	<u>Years</u>
Furniture, fixtures, and equipment	5
Leasehold improvements	5

Information related to the change in capital assets is described in Note 4.

Net Position and Fund Balance Classifications

Government-wide financial statements

The net position is classified and reported in three components:

- Investment in capital assets, net of related debt – consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowings that are attributed to the acquisition or improvement of those assets.
- Restricted – consists of amounts with constraints placed on their use either by external groups such as creditors, grantors, contributors or laws or regulations of other governments.
- Unrestricted – all other amounts that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

Fund financial statements

GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions*, defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be reported within one of the following fund balance categories:

- Nonspendable – fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned). All nonspendable fund balances at year end relate to assets that are in nonspendable form.
- Restricted – fund balance that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.

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**Notes to Financial Statements
(continued)**

- Committed – fund balance that can be used only for the specific purposes determined by a formal action of the School's Board of Governance.
- Assigned – fund balance that is intended to be used by the School's management for specific purposes but does not meet the criteria to be classified as restricted or committed.
- Unassigned – fund balance that is the residual amount for the School's general fund and includes all spendable amounts not contained in the other classifications.

This statement also clarifies the definition of the special revenue fund to denote it may be used to account for the proceeds of specific revenue sources (other than trusts for individual, private organizations or other governmental agencies or for major capital projects) legally restricted to expenditures for specified purposes.

Order of Fund Balance Spending Policy

The School's policy is to apply expenditures against nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, nonspendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including nonspendable amounts). Any remaining fund balance amounts for the non-general funds are to be classified as restricted fund balance. It is possible for the non-general funds to be classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the amount of restricted fund balances for specific purposes exceed the positive fund balance for the non-general fund.

Revenue Sources

Revenues for operations are received primarily from the District School Board of Hillsborough County, Florida pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33, Florida Statutes, the School reports the number of full-time equivalent (FTE) students and related data to the School Board. The School Board receives a 5% administrative fee from the School, which is withheld from the respective FEFP payments. The administrative fee is calculated on the FEFP revenue up to 250 students, except when 75% or more of the students enrolled are exceptional students as defined in Section 1003.01(3). The 5% is then calculated based on unweighted full-time equivalent students. The School's population is primarily exceptional student and its administrative fee calculation is limited to 5% of its unweighted full-time equivalent students. The administrative expense is reflected as a general administration expense/expenditure in the accompanying statement of activities and statement of revenues, expenditures and changes in fund balances – governmental funds.

Under provisions of Section 1011.62, Florida Statutes, the School Board reports the number of students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (FEFP). Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent students reported by the School during the designated full-time equivalent student

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**Notes to Financial Statements
(continued)**

survey period. The FDOE may also adjust subsequent fiscal period allocations based on an audit of the School's compliance in determining and reporting FTE and related data. Generally, such adjustments are treated as reductions or additions of revenues in the year when the adjustments are made.

The basic amount of funding through the FEFP under Section 1011.62 is calculated based on (1) unweighted FTE, multiplied by (2) the cost factor for each program multiplied by (3) the base student allocation established by the Florida legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes. For the year ended June 30, 2024, the School reported 51.59 unweighted FTE.

The School received additional funding under other federal and state grants. This assistance is generally received based on applications submitted to various granting agencies. For federal and state grants in which funding is awarded based on incurring eligible expenditures, revenue is recognized as the amount of eligible expenditures have been incurred.

The School is also eligible for charter school capital outlay funding. The amounts received under this program are based on the School's actual and projected student enrollment during the fiscal year. Funds received under this program may only be used for lawful capital outlay expenditures.

Contributions

Transfers of cash or other assets or settlement of liabilities that are both voluntary and nonreciprocal are recognized as contributions. Contributions may either be conditional or unconditional. A contribution is considered conditional when the donor imposed both a barrier and a right of return. Conditional contributions are recognized as revenue on the date all donor-imposed barriers are overcome or explicitly waived by the donor. Barriers may include specific and measurable outcomes, limitations on the performance of an activity and other stipulations related to the contribution. A donor has a right of return of any assets transferred or a right of release of its obligation to transfer any assets in the event the Organization fails to overcome one or more barriers. Assets received before the barrier is overcome are accounted for as refundable advances. In the current year, unconditional contributions were received from a separate private foundation totaling \$1,015,200. These amounts are recognized in the financial statements as contributions in the current year.

Use of Estimates

In preparing the financial statements in conformity with accounting principles generally accepted in the United States, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the balance sheet and revenues and expenses/expenditures for the period presented. Actual results could differ significantly from those estimates.

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**Notes to Financial Statements
(continued)**

Recently Issued Accounting Pronouncements

In May 2020, the GASB issued Statement No. 96, *Subscription-Based Information Technology Arrangements (SBITA)*. This pronouncement establishes a definition for SBITAs and provides guidance for accounting and financial reporting for transactions that meet that definition. Under this pronouncement, a school is required to recognize an intangible right-to-use subscription asset and corresponding subscription liability, thereby enhancing the relevance and consistency of information about a school's activities. The cumulative effect of any changes implemented to conform to this pronouncement would be reported as a restatement of beginning net position and fund balance. The original effective implementation date was reporting periods beginning after June 15, 2021. However, GASB Statement No. 95 postponed the implementation of this statement to be effective for reporting beginning after June 15, 2023. Currently, the School is not engaged in any software subscription services but is aware of the adoption of this Statement.

2 FAIR VALUE MEASUREMENTS

Accounting principles generally accepted in the United States (GAAP) define fair value for an investment generally as the price an organization would receive upon selling the investment in an orderly transaction to an independent buyer in the principal or most advantageous market for the investment. The information available to measure fair value varies depending on the nature of each investment and its market or markets. Accordingly, GAAP recognizes a hierarchy of "inputs" an organization may use in determining or estimating fair value. The inputs are categorized into "levels" that relate to the extent to which an input is objectively observable and the extent to which markets exist for identical or comparable investments. In determining or estimating fair value, an organization is required to maximize the use of observable market data (to the extent available) and minimize the use of unobservable inputs. The hierarchy assigns the highest priority to unadjusted quoted prices in active markets for identical items (Level 1 inputs) and the lowest priority to unobservable inputs (Level 3 inputs).

The fair value hierarchy distinguishes between independent observable inputs and unobservable inputs used to measure fair value as follows:

Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.

Level 2: Inputs other than quoted market prices included within Level 1 that are observable for an asset or liability, either directly or indirectly.

Level 3: Unobservable inputs for an asset or liability. Level 3 inputs should be used to measure fair value to the extent that observable level 1 or 2 inputs are not available.

This statement requires disclosures to be made about fair value measurements, the level of fair value hierarchy, and valuation techniques. The School's significant financial instruments are cash, accounts receivable, accounts payable, short term borrowings, and other short term assets

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**Notes to Financial Statements
(continued)**

and liabilities. For these financial instruments (level 1), carrying values approximate fair value because of the short maturity of these instruments.

3 DUE FROM OTHER AGENCIES

Due from other agencies included in the accompanying financial statements includes \$1,971 in Title I due from the Florida Department of Education and \$3,000 of Field trip reimbursement due from the School Board of Hillsborough County. Based on the nature of the grants, allowability of expenses for which reimbursement is requested, sources of funds, and benchmarking with similar organizations with similar grant requests, management has evaluated the collectability and an allowance for doubtful accounts is not considered necessary.

4 CAPITAL ASSETS

Capital asset activity during the year ended June 30, 2024 was as follows:

	<u>Beginning Balance</u>		<u>Increases</u>		<u>Decreases</u>		<u>Ending Balance</u>
Capital assets:							
Furniture, fixtures, and equipment	\$ 37,204	\$	-	\$	-	\$	37,204
Leasehold improvements	132,412		-		-		132,412
Total capital assets	<u>169,616</u>		<u>-</u>		<u>-</u>		<u>169,616</u>
Accumulated depreciation:							
Furniture, fixtures, and equipment	(38,619)		(7,709)		-		(46,328)
Leasehold improvements	(55,634)		(11,093)		-		(66,727)
Total accumulated depreciation	<u>(94,253)</u>		<u>(18,802)</u>		<u>-</u>		<u>(113,055)</u>
Capital assets, net	\$ <u>75,363</u>	\$	<u>(18,802)</u>	\$	<u>-</u>	\$	<u>56,561</u>
Depreciation expense:							
Instruction				\$ 7,709			
Operation of plant				<u>11,093</u>			
Total governmental activities and depreciation expense				<u>\$ 18,802</u>			

**THE COLLABORATORY SCHOOL, INC.
D/B/A COLLABORATORY PREPARATORY ACADEMY**

**A Charter School and Component Unit of the
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**Notes to Financial Statements
(continued)**

5 SCHEDULE OF STATE AND LOCAL REVENUE SOURCES

District School Board of Hillsborough County, Florida:

Florida Education Finance Program	\$ 267,479
Class size reduction	48,518
Capital outlay	31,454
Discretionary local	24,833
ESE guaranteed allocation	13,660
Discretionary millage funds	12,941
Safe schools	3,538
Mental health assistance allocation	2,608
Educational enrichment share	12,615
Total	<u>\$ 417,646</u>

The administrative fee paid to the School Board during the year ended June 30, 2024 totaled approximately \$19,000, which is reflected as a general administration expense/expenditure in the accompanying statement of activities and statement of revenues, expenditures and changes in fund balances of governmental funds.

6 LEASED FACILITIES

The School leased its educational facility (buildings) under an annual sub-lease with the Boys & Girls Clubs of Tampa Bay, Inc. for a one year period starting August 1, 2023 and ending July 31, 2024. In June 2024, the School agreed to an additional one year agreement for an additional 1 year term commencing August 1, 2024 and ending July 31, 2025. Rent expense for the year ended June 30, 2024 under this lease was \$18,900. The School is also responsible for repairs and maintenance expenses related to the building which totaled \$49,700 for the year ended June 30, 2024.

The School leased its educational facility (land and facility usage) under an annual lease with the Salesian Society of Florida, Inc. for a one year period starting August 1, 2023, and ending June 30, 2024. In June 2024, the School agreed to an additional 1 year term commencing August 1, 2024 and ending July 31, 2024. The renewed lease calls for monthly rent of \$3,090 plus \$667 of common area maintenance fees in addition to \$10 per enrolled student. Rent expense for the year ended June 30, 2024, under this lease was \$72,108 including common area maintenance expenditures.

The School used to lease the modular buildings under a month to month rent to own lease with Modular Building Services, Inc. There is no lease expense for the year ended June 30, 2024, as the school now owns the modular buildings.

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**A Charter School and Component Unit of the
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**Notes to Financial Statements
(continued)**

7 RISK MANAGEMENT PROGRAM

Workers' compensation coverage, health and hospitalization, general liability, professional liability and property coverage are being provided through purchased commercial insurance with minimum deductibles for each line of coverage. Settled claims resulting from these risks have not historically exceeded commercial coverage.

8 COMMITMENTS AND CONTINGENT LIABILITIES

Grants

The School participates in state and federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the School has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectability of any related receivable at year end may be impaired.

In the opinion of the School, there are no significant contingent liabilities related to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

Legal Matters

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. In the opinion of management, the ultimate resolution of such legal matters will not have a significant adverse effect on the accompanying financial statements.

9 INCOME TAXES

The School qualifies as a tax-exempt organization under Internal Revenue Code Section 501(c)(3), and is therefore, exempt from income taxes. Accordingly, no tax provision has been made in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related notes to the financial statements. The School's income tax returns for the past three years are subject to examination by tax authorities, and may change upon examination

10 SUBSEQUENT EVENTS

In accordance with GASB Codification Section 2250.106, the School has evaluated subsequent events and transactions for potential recognition or disclosure through November 21, 2024, which is the date the financial statements were available to be issued.

**THE COLLABORATORY SCHOOL, INC
D/B/A COLLABORATORY PREPARATION ACADEMY**

**A Charter School and Component Unit of the
District School Board of Hillsborough County, Florida**

Required Supplementary Information

Budgetary Comparison Schedule - General Fund

For the Year Ended June 30, 2024

	Budgeted Amounts			
	Original	Final	Actual	Variance
REVENUES				
State and local sources	\$ 533,024	\$ 533,024	\$ 386,192	\$ (146,832)
Contributions and other revenues	205,432	205,432	1,018,267	812,835
 Total revenues	 738,456	 738,456	 1,404,459	 666,003
 EXPENDITURES				
Current:				
Instruction	598,429	598,429	658,232	59,803
Instruction & curriculum development	18,025	18,025	25,417	7,392
Instructional staff training	30,600	30,600	4,028	(26,572)
Board	8,500	8,500	7,500	(1,000)
General administration	22,156	22,156	19,323	(2,833)
School administration	202,603	202,603	291,945	89,342
Fiscal services	6,200	6,200	8,741	2,541
Food services	60,000	60,000	52,888	(7,112)
Transportation	-	-	2,500	2,500
Operation of plant	302,937	302,937	269,251	(33,686)
Maintenance of plant	25,032	25,032	27,966	2,934
 Total expenditures	 1,274,482	 1,274,482	 1,367,791	 93,309
 Excess of revenues over expenditures	 (536,026)	 (536,026)	 36,668	 572,694
 Net changes in fund balances	 (536,026)	 (536,026)	 36,668	 572,694
Fund balances at beginning of year	21,386	21,386	21,386	-
Fund balances at end of year	<u>\$ (514,640)</u>	<u>\$ (514,640)</u>	<u>\$ 58,054</u>	<u>\$ 572,694</u>

See report of independent auditor.



McCrary & Associates
CERTIFIED PUBLIC ACCOUNTANTS

**Independent Auditor's Report on Internal Control Over
Financial Reporting and on Compliance and Other Matters Based
on an Audit of Financial Statements Performed in Accordance
With Government Auditing Standards**

To the Board of Directors of The The Collaboratory School, Inc.
D/B/A Collaboratory Preparatory Academy,
a Charter School and Component Unit of the District
School Board of Hillsborough County, Florida

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 each major fund of The Collaboratory School, Inc. D/B/A Collaboratory Preparatory Academy (the "School"), a charter school and component unit of the District School Board of Hillsborough County, Florida, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated September 30, 2024.

Report on Internal Control Over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the 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.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement. 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.

McCrady & Associates, PLLC

Altamonte Springs, Florida
November 21, 2024

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**Additional Information Required by
Rules of the Auditor General,
Chapter 10.850, *Audits of Charter Schools
and Similar Entities***



McCrary & Associates
CERTIFIED PUBLIC ACCOUNTANTS

**Management Letter as Required by Rules of the Florida Auditor General,
Chapter 10.850, Florida Statutes, *Charter School Audits***

To the Board of Directors of The Collaboratory School, Inc.
D/B/A Collaboratory Preparatory Academy,
a Charter School and Component Unit of the District
School Board of Hillsborough County, Florida

Report on the Financial Statements

We have audited the financial statements of Collaboratory Preparatory Academy (the "School") as of and for the fiscal year ended June 30, 2024, and have issued our report thereon dated November 21, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in that report, if applicable, which is dated, September 30, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations in the preceding annual financial audit report.

Official Title

Section 10.854(1)(e)5. Rules of the Auditor General, requires the name or official title of the entity be disclosed in this management letter. The official title of the entity is The Collaboratory School, Inc. D/B/A Collaboratory Preparatory Academy. The School code is 7822.

Financial Condition and Management

Sections 10.854(1)(e)2., and 10.855(11). Rules of the Auditor General, require us to apply appropriate procedures and communicate whether or not the School has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the School. It is management's responsibility to monitor the School's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the School maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the School maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

Additional Matters

Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Directors, applicable management, and Hillsborough County School Board and is not intended to be and should not be used by anyone other than these specified parties.

McCrady & Associates, PLLC

Altamonte Springs, Florida
November 21, 2024

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