

**LAKE COUNTY  
DISTRICT SCHOOL BOARD**

---

**Florida Education Finance Program (FEFP)  
Full-Time Equivalent (FTE) Students**

**and**

**Student Transportation**

For the Fiscal Year Ended  
June 30, 2010



## BOARD MEMBERS AND SUPERINTENDENT

Lake County District School Board members and the Superintendent of Schools who served during the 2009-10 fiscal year are listed below:

	<u>District No.</u>
<i>Larry Metz to 11-15-10</i>	1
<i>Jim Miller from 11-16-10</i>	1
<i>Rosanne Brandenburg, Vice Chair from 11-16-10</i>	2
<i>Cindy Barron, Chair to 11-15-10</i>	3
<i>Todd Howard from 11-16-10</i>	3
<i>Debbie Stivender, Chair from 11-16-10, Vice Chair to 11-15-10</i>	4
<i>Kyleen Fischer</i>	5

*Dr. Susan Moxley, Superintendent*

The examination team leader was Richard W. Woods, CPA, and the examination was supervised by J. David Hughes, CPA. Please address inquiries regarding this report to Joseph L. Williams, CPA, Audit Manager, via e-mail at [joewilliams@aud.state.fl.us](mailto:joewilliams@aud.state.fl.us) or by telephone at (850) 414-9941.

This report and other reports prepared by the Auditor General can be obtained on our Web site at [www.myflorida.com/audgen](http://www.myflorida.com/audgen); by telephone at (850) 487-9175; or by mail at G74 Claude Pepper Building, 111 West Madison Street, Tallahassee, Florida 32399-1450.

Lake County District School Board  
Full-Time Equivalent (FTE) Students and Student Transportation  
**LIST OF ABBREVIATIONS**  
For the Fiscal Year Ended June 30, 2010

**CELLA** – Comprehensive English Language Learner Assessment

**ELL** – English Language Learner

**ESE** – Exceptional Student Education

**ESOL** – English for Speakers of Other Languages

**FCAT** – Florida Comprehensive Assessment Test

**FES** – Fluent English Speaker

**IDEA** – Individuals with Disabilities Education Act

**IEP** – Individual Educational Plan

**OJT** – On-the-Job Training

**PK** – Prekindergarten

Lake County District School Board  
Full-Time Equivalent (FTE) Students and Student Transportation  
**TABLE OF CONTENTS**  
For the Fiscal Year Ended June 30, 2010

	<b>PAGE NO.</b>
<b>EXECUTIVE SUMMARY</b> .....	i
<b>FULL-TIME EQUIVALENT (FTE) STUDENTS</b>	
Independent Auditor's Report.....	1
Schedule A – Populations, Samples, and Test Results.....	4
Schedule B – Effect of Audit Adjustments on Weighted FTE.....	6
Schedule C – Audit Adjustments by School.....	7
Schedule D – Findings and Audit Adjustments.....	12
Schedule E – Recommendations and Regulatory Citations.....	30
Notes to Schedules .....	33
<b>STUDENT TRANSPORTATION</b>	
Independent Auditor's Report.....	37
Schedule F – Populations, Samples, and Test Results .....	40
Schedule G – Findings and Audit Adjustments.....	41
Schedule H – Recommendations and Regulatory Citations.....	44
Notes to Schedules .....	45
<b>MANAGEMENT'S RESPONSE</b>	
Exhibit A – Management’s Response.....	47

---

---

## EXECUTIVE SUMMARY

---

---

### Summary of Attestation Examination

Except for the material noncompliance mentioned below involving the reporting of, and preparation and maintenance of supporting documentation for, students in ESOL, ESE Support Levels 4 and 5, and Career Education 9-12 (OJT), the Lake County District School Board complied, in all material respects, with State requirements regarding the determination and reporting of full-time equivalent (FTE) students under the Florida Education Finance Program (FEFP) and the number of students transported for the fiscal year ended June 30, 2010.

- Fifty of the 298 students in our ESOL sample, 42 of the 194 students in our ESE Support Levels 4 and 5 sample, and 40 of the 129 students in our Career Education 9-12 (OJT) sample had exceptions involving reporting errors or records that were not properly and accurately prepared or were missing and could not be located.

Noncompliance related to FTE resulted in 56 findings. The resulting audit adjustments to the District's reported, unweighted FTE totaled to a negative 11.3913 FTE but have a potential impact on the District's weighted FTE of a negative 99.4437 FTE. Noncompliance related to student transportation resulted in 2 findings and a net audit adjustment of a negative 3 students.

Weighted FTE adjustments are presented in our report for illustrative purposes only. They do not take special program caps and allocation factors into account and are not intended to indicate the weighted FTE used to compute the dollar value of audit adjustments, which is the responsibility of the Department of Education (DOE). However, the gross dollar effect of our FTE audit adjustments may be estimated by multiplying the net weighted FTE audit adjustment by the base student allocation amount. For the Lake County District School Board, the estimated gross dollar effect of our FTE audit adjustments is a negative \$361,042 (negative 99.4437 times \$3,630.62).

We have not presented an estimate of the potential dollar effect of our student transportation audit adjustments because there is no equivalent method for making such an estimate.

The ultimate resolution of our FTE and student transportation audit adjustments and the computation of their financial impact is the responsibility of DOE.

### School District of Lake County

The District was established pursuant to Section 1001.30, Florida Statutes, to provide public educational services for the residents of Lake County. Those services are provided primarily to prekindergarten through twelfth grade students and to adults seeking career education-type training. The District is part of the State system of public education under the general direction and control of the State Board of Education. The geographic boundaries of the District are those of Lake County.

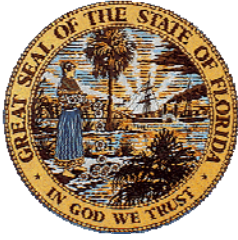
The governing body of the District is the District School Board, which is composed of five elected members. The executive officer of the Board is the appointed Superintendent of Schools. For the fiscal year ended June 30, 2010, the District operated 53 schools and other centers serving prekindergarten through twelfth grade students, reported 40,553.61 unweighted FTE for those students, and received approximately \$86.3 million in State funding for those FTE.

#### Florida Education Finance Program (FEFP)

Florida school districts receive State funding through FEFP to serve prekindergarten through twelfth grade students (adult education is not funded by FEFP). FEFP was established by the Florida Legislature in 1973 to guarantee to each student in the Florida public school system the availability of an educational environment appropriate to the student's educational needs which are substantially equal to that available to any similar student notwithstanding geographic differences and varying local economic factors. To provide equalization of educational opportunity in Florida, the FEFP formula recognizes: (1) varying local property tax bases, (2) varying program cost factors, (3) district cost differentials, and (4) differences in per student cost for equivalent educational programs due to sparsity and dispersion of student population. The funding provided by FEFP is based upon the numbers of individual students participating in particular educational programs. A numerical value is assigned to each student according to the student's hours and days of attendance in those programs. The individual student thus becomes equated to a numerical value known as an unweighted FTE (full-time equivalent student). For example, one student would be reported as one FTE if the student was enrolled in six classes per day at 50 minutes per class for the full 180-day school year (i.e., six classes at 50 minutes each per day is 5 hours of class a day or 25 hours per week, which equals one FTE).

#### Student Transportation

Any student who is transported by the District must meet one or more of the following conditions in order to be eligible for State transportation funding: live two or more miles from school, be physically handicapped, be a Vocational or Exceptional student who is transported from one school center to another where appropriate programs are provided, or meet the criteria for hazardous walking specified in Section 1006.23(4), Florida Statutes. The District received approximately \$7.8 million in State transportation funding.



DAVID W. MARTIN, CPA  
AUDITOR GENERAL

# AUDITOR GENERAL STATE OF FLORIDA

G74 Claude Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450



PHONE: 850-488-5534  
FAX: 850-488-6975

The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

## INDEPENDENT AUDITOR'S REPORT LAKE COUNTY DISTRICT SCHOOL BOARD FULL-TIME EQUIVALENT (FTE) STUDENTS

We have examined management's assertion, included in its representation letter dated July 15, 2010, that the Lake County District School Board complied with State requirements governing the determination and reporting of the number of full-time equivalent (FTE) students under the Florida Education Finance Program (FEFP) for the fiscal year ended June 30, 2010. These requirements are found primarily in Sections 1011.60, 1011.61, and 1011.62, Florida Statutes; State Board of Education Rules, Chapter 6A-1, Florida Administrative Code; and the *FTE General Instructions* issued by the Department of Education. As discussed in the representation letter, management is responsible for the District's compliance with State requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA) and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the District's compliance with the aforementioned State requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. The legal determination of the District's compliance with these requirements is, however, ultimately the responsibility of the Department of Education.

## Compliance

Our examination procedures disclosed material noncompliance involving students in ESOL, ESE Support Levels 4 and 5, and Career Education 9-12 (OJT). Specifically, we noted exceptions involving 50 of the 298 students in our ESOL sample,<sup>1</sup> 42 of the 194 students in our ESE Support Levels 4 and 5 sample,<sup>2</sup> and 40 of the 129 students in our Career Education 9-12 (OJT) sample.<sup>3</sup> These exceptions involved reporting errors or records that were not properly and accurately prepared or were missing and could not be located.

In our opinion, except for the material noncompliance mentioned above involving the reporting of, and preparation and maintenance of supporting documentation for, students in ESOL, ESE Support Levels 4 and 5, and Career Education 9-12 (OJT), the Lake County District School Board complied, in all material respects, with State requirements governing the determination and reporting of the number of full-time equivalent (FTE) students under the Florida Education Finance Program (FEFP) for the fiscal year ended June 30, 2010.

The results of our examination disclosed other noncompliance with the State requirements mentioned above. We considered this other noncompliance in forming our opinion regarding the District's compliance and it did not affect our opinion as stated above. All noncompliance disclosed by our examination procedures is discussed in SCHEDULE D. The impact of this noncompliance on the District's reported FTE is presented in SCHEDULE A, SCHEDULE B, SCHEDULE C, and SCHEDULE D.

---

<sup>1</sup>For ESOL, see SCHEDULE D, Finding Nos. 2, 5, 6, 8, 10, 13, 17, 18, 19, 20, 23, 24, 28, 33, 34, 39, 46, 47, 48, and 52.

<sup>2</sup>For ESE Support Levels 4 and 5, see SCHEDULE D, Finding Nos. 3, 4, 7, 9, 11, 14, 15, 25, 29, 30, 31, 32, 35, 36, 37, 38, 40, 45, 49, and 53.

<sup>3</sup>For Career Education 9-12 (OJT), see SCHEDULE D, Finding Nos. 12, 21, 26, and 50.

### Internal Control Over Compliance

In accordance with attestation standards established by the AICPA and *Government Auditing Standards*, we are required to report significant deficiencies in internal control detected during our examination and identify those considered to be material weaknesses. The purpose of our examination was to express an opinion on the District's compliance with State requirements and did not include expressing an opinion on the District's related internal controls. Accordingly, we express no such opinion. Due to its limited purpose, our examination would not necessarily identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses.<sup>4</sup> However, the material noncompliance mentioned above is indicative of significant deficiencies considered to be material weaknesses in the District's internal controls related to the reporting of, and preparation and maintenance of supporting documentation for, students in ESOL, ESE Support Levels 4 and 5, and Career Education 9-12 (OJT). Other noncompliance disclosed by our examination procedures is indicative of control deficiencies,<sup>4</sup> and is also presented herein. The findings, populations, samples, and exception totals that pertain to material and other noncompliance are presented in SCHEDULE A and SCHEDULE D.

The District's written response to this examination has not been subjected to our examination procedures and, accordingly, we express no opinion on it.

Pursuant to Section 11.45(4)(c), Florida Statutes, this report is a public record and its distribution is not limited. Attestation standards established by the AICPA require us to indicate that this report 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 State Board of Education, the Department of Education, and applicable District management and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,



David W. Martin, CPA  
February 4, 2011

---

<sup>4</sup> A control deficiency in the entity's internal control over compliance 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 noncompliance on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to comply with the aforementioned State requirements such that there is more than a remote likelihood that noncompliance that is more than inconsequential will not be prevented or detected by the entity's internal control. A material weakness is a significant deficiency, or combination of significant deficiencies, that results in a more-than-remote likelihood that material noncompliance will not be prevented or detected by the entity's internal control.

**SCHEDULE A**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**POPULATIONS, SAMPLES, AND TEST RESULTS**  
 For the Fiscal Year Ended June 30, 2010

<u>Description<sup>1</sup></u>	<u>Number of Schools</u>	<u>% of Pop.</u>	<u>Number of Students (w/Exceptions)</u>	<u>% of Population (Sample)</u>	<u>Number of Unweighted FTE<sup>2</sup></u>	<u>% of Population (Sample)</u>
<b>1. Basic</b>						
Population <sup>3</sup>	50	100.00%	19,779	100.00%	31,531.0300	100.00%
Sample Size <sup>4</sup>	21	42.00%	238	1.20%	196.4769	0.62%
Students w/Exceptions	-	-	(1)	(0.42%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	60.6685	-
<b>2. Basic with ESE Services</b>						
Population <sup>3</sup>	51	100.00%	3,414	100.00%	5,913.9800	100.00%
Sample Size <sup>4</sup>	22	43.14%	167	4.89%	147.7376	2.50%
Students w/Exceptions	-	-	(1)	(0.60%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	19.9200	-
<b>3. ESOL</b>						
Population <sup>3</sup>	39	100.00%	1,148	100.00%	1,244.9500	100.00%
Sample Size <sup>4</sup>	19	48.72%	298	25.96%	222.2037	17.85%
Students w/Exceptions	-	-	(50)	(16.78%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(30.9460)	-
<b>4. ESE Support Levels 4 and 5</b>						
Population <sup>3</sup>	36	100.00%	312	100.00%	279.9400	100.00%
Sample Size <sup>4</sup>	17	47.22%	194	62.18%	135.4898	48.40%
Students w/Exceptions	-	-	(42)	(21.65%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(33.6733)	-
<b>5. Career Education 9-12</b>						
Population <sup>3</sup>	6	100.00%	228	100.00%	1,583.7100	100.00%
Sample Size <sup>4</sup>	6	100.00%	129	56.58%	30.1940	1.91%
Students w/Exceptions	-	-	(40)	(39.01%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(27.3605)	-
-----						
<b>All Programs</b>						
Population <sup>3</sup>	53	100.00%	24,881	100.00%	40,553.6100	100.00%
Sample Size <sup>4</sup>	22	41.51%	1,026	4.12%	732.1020	1.81%
Students w/Exceptions	-	-	(134)	(13.06%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(11.3913)	-

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE A (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**POPULATIONS, SAMPLES, AND TEST RESULTS**  
 For the Fiscal Year Ended June 30, 2010

<u>Description</u> <sup>1</sup>	<u>Number of Schools</u>	<u>% of Population</u>	<u>Number of Teachers (w/Exceptions)</u>	<u>% of Population (Sample)</u>
<u>Teachers</u>				
Population <sup>3</sup>	53	100.00%	800	100.00%
Sample Size <sup>4</sup>	22	29.33%	260	32.50%
Teachers w/Exceptions	-	-	(7)	(2.69%)

<sup>1</sup> See NOTE A6.

<sup>2</sup> Unweighted full-time equivalent (FTE) students represents FTE prior to the application of the applicable cost factor for each program. (See SCHEDULE B and NOTE A4.)

<sup>3</sup> The population shown for the number of schools is the total number of schools and other centers in the District which offered the courses in the program specified (i.e., Basic, ESOL, ESE, and Career Education 9-12). The population shown for the number of students is the total number of students in each program at the schools in our sample. Our Career Education 9-12 population and sample data for students reflects only those students who participated in OJT. The population shown for full-time equivalent (FTE) students is the total FTE for all of the District's schools (sample schools plus nonsample schools) as reported for each survey conducted for the fiscal year ended June 30, 2010. The population shown for teachers is the total number of teachers at schools in our sample who taught courses in ESE Support Levels 4 and 5 or Career Education 9-12 or taught courses to ELL students. (See NOTE A5.)

<sup>4</sup> See NOTE B.

<sup>5</sup> Our audit adjustments present the net effects of noncompliance disclosed by our examination procedures, including those related to our tests of teacher certification. Our audit adjustments generally reclassify reported FTE to Basic education, except for noncompliance involving a student's enrollment or attendance, in which case the reported FTE is taken to zero.

***The accompanying notes are an integral part of this schedule.***

**SCHEDULE B**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**EFFECT OF AUDIT ADJUSTMENTS ON WEIGHTED FTE**  
*(For Illustrative Purposes Only)*  
 For the Fiscal Year Ended June 30, 2010

<u>No. Program<sup>1</sup></u>	<u>Net Audit Adjustment<sup>2</sup></u>	<u>Cost Factor</u>	<u>Weighted FTE<sup>3</sup></u>
101 Basic K-3	17.9950	1.074	19.3266
102 Basic 4-8	10.0158	1.000	10.0158
103 Basic 9-12	32.6577	1.033	33.7354
111 Grades K-3 with ESE Services	16.5000	1.074	17.7210
112 Grades 4-8 with ESE Services	3.0800	1.000	3.0800
113 Grades 9-12 with ESE Services	.3400	1.033	.3512
130 ESOL	(30.9460)	1.124	(34.7833)
254 ESE Support Level 4	(32.4500)	3.520	(114.2240)
255 ESE Support Level 5	(1.2233)	4.854	(5.9379)
300 Career Education 9-12	(27.3605)	1.050	(28.7285)
Total	(11.3913)		(99.4437)

<sup>1</sup> See NOTE A6.

<sup>2</sup> These adjustments are for unweighted FTE. (See SCHEDULE C.)

<sup>3</sup> Weighted FTE adjustments are presented for illustrative purposes only; they do not take special program caps or allocation factors into consideration and are not intended to indicate the FTE used to compute the dollar value of audit adjustments. That computation is the responsibility of the Department of Education. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2010

<b><u>No. Program</u></b>	<b><u>District- Wide</u></b>	<b><u>Audit Adjustments<sup>1</sup></u></b>		<b><u>Balance Forward</u></b>
		<b><u>#0067</u></b>	<b><u>#0068</u></b>	
101 Basic K-3	.0900	4.9408	.4600	5.4908
102 Basic 4-8	.1074	1.4068	.9000	2.4142
103 Basic 9-12	.1424	.....	.....	.1424
111 Grades K-3 with ESE Services	.....	2.0000	.....	2.0000
112 Grades 4-8 with ESE Services	.....	(1.0000)	.....	(1.0000)
113 Grades 9-12 with ESE Services	.....	.....	.....	.0000
130 ESOL	(.3398)	(6.3476)	(1.3600)	(8.0474)
254 ESE Support Level 4	.....	(1.0000)	.....	(1.0000)
255 ESE Support Level 5	.....	(1.0000)	(.0300)	(1.0300)
300 Career Education 9-12	.....	.....	.....	<u>.0000</u>
Total	<u>.0000</u>	<u>(1.0000)</u>	<u>(.0300)</u>	<u>(1.0300)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2010

<b>Program No.</b>	<b>Brought Forward</b>	<b>Audit Adjustments<sup>1</sup></b>				<b>Balance Forward</b>
		<b>#0071</b>	<b>#0081</b>	<b>#0101</b>	<b>#0149</b>	
101	5.4908	.....	.....	.....	1.9160	7.4068
102	2.4142	.....	.....	.4282	(.5000)	2.3424
103	.1424	.....	1.5664	.....	.....	1.7088
111	2.0000	.....	.....	3.5000	.....	5.5000
112	(1.0000)	.....	.....	.....	.....	(1.0000)
113	.0000	.....	.8400	.....	.....	.8400
130	(8.0474)	.....	(1.5664)	(.4282)	(1.9160)	(11.9580)
254	(1.0000)	.....	.....	(3.5000)	.....	(4.5000)
255	(1.0300)	(.1000)	(1.0700)	.....	.....	(2.2000)
300	.0000	.....	(6.3248)	.....	.....	(6.3248)
Total	<u>(1.0300)</u>	<u>(.1000)</u>	<u>(6.5548)</u>	<u>.0000</u>	<u>(.5000)</u>	<u>(8.1848)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2010

<b>Program No.</b>	<b>Brought Forward</b>	<b>Audit Adjustments<sup>1</sup></b>				<b>Balance Forward</b>
		<b>#0161</b>	<b>#0211</b>	<b>#0231</b>	<b>#0261</b>	
101	7.4068	.....	.....	.....	.4328	7.8396
102	2.3424	.....	.....	.....	.....	2.3424
103	1.7088	22.8876	.6670	.5443	.....	25.8077
111	5.5000	.....	.....	.....	4.0000	9.5000
112	(1.0000)	.....	.....	.....	2.0000	1.0000
113	.8400	.....	.....	.....	.....	.8400
130	(11.9580)	(4.4051)	(.6670)	(.5443)	(.4328)	(18.0072)
254	(4.5000)	.....	.....	.....	(6.0000)	(10.5000)
255	(2.2000)	.....	.....	(.0800)	.....	(2.2800)
300	<u>(6.3248)</u>	<u>(18.8706)</u>	<u>.....</u>	<u>(1.7751)</u>	<u>.....</u>	<u>(26.9705)</u>
Total	<u>(8.1848)</u>	<u>(.3881)</u>	<u>.0000</u>	<u>(1.8551)</u>	<u>.0000</u>	<u>(10.4280)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2010

<b>Program No.</b>	<b>Brought Forward</b>	<b>Audit Adjustments<sup>1</sup></b>				<b>Balance Forward</b>
		<b>#0281</b>	<b>#0382</b>	<b>#0533</b>	<b>#0536</b>	
101	7.8396	.9000	.9404	.....	5.0000	14.6800
102	2.3424	.9000	.....	.....	5.0000	8.2424
103	25.8077	.....	.....	.....	1.0000	26.8077
111	9.5000	7.0000	.....	.....	.....	16.5000
112	1.0000	1.0800	.....	.....	.....	2.0800
113	.8400	.....	.....	.....	.....	.8400
130	(18.0072)	(1.8000)	(.9404)	.....	.....	(20.7476)
254	(10.5000)	(8.5000)	.....	(1.0000)	(11.0000)	(31.0000)
255	(2.2800)	.4200	.....	1.0000	.....	(.8600)
300	<u>(26.9705)</u>	<u>.....</u>	<u>.....</u>	<u>.....</u>	<u>.....</u>	<u>(26.9705)</u>
Total	<u>(10.4280)</u>	<u>.0000</u>	<u>.0000</u>	<u>.0000</u>	<u>.0000</u>	<u>(10.4280)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2010

<b>Program No.</b>	<b>Brought Forward</b>	<b>Audit Adjustments<sup>1</sup></b>				<b>Total</b>
		<b>#0541</b>	<b>#0701</b>	<b>#0801</b>	<b>#9010</b>	
101	14.6800	3.3150	.....	.....	.....	17.9950
102	8.2424	1.3234	.....	.....	.4500	10.0158
103	26.8077	.....	.5800	5.2700	.....	32.6577
111	16.5000	.....	.....	.....	.....	16.5000
112	2.0800	1.0000	.....	.....	.....	3.0800
113	.8400	.....	(.5000)	.....	.....	.3400
130	(20.7476)	(4.6384)	(.5800)	(4.9800)	.....	(30.9460)
254	(31.0000)	(1.0000)	.....	.....	(.4500)	(32.4500)
255	(.8600)	.....	(.1433)	(.2200)	.....	(1.2233)
300	<u>(26.9705)</u>	<u>.....</u>	<u>(.1000)</u>	<u>(.2900)</u>	<u>.....</u>	<u>(27.3605)</u>
Total	<u>(10.4280)</u>	<u>.0000</u>	<u>(.7433)</u>	<u>(.2200)</u>	<u>.0000</u>	<u>(11.3913)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Overview**

Management is responsible for determining and reporting the number of full-time equivalent (FTE) students under the Florida Education Finance Program (FEFP) in compliance with State requirements. These requirements are found primarily in Sections 1011.60, 1011.61, and 1011.62, Florida Statutes; State Board of Education Rules, Chapter 6A-1, Florida Administrative Code; and the *FTE General Instructions* issued by the Department of Education. Except for material noncompliance involving the reporting of, and preparation and maintenance of supporting documentation for, students in ESOL, ESE Support Levels 4 and 5, and Career Education 9-12 (OJT), the Lake County District School Board complied, in all material respects, with State requirements governing the determination and reporting of FTE for the fiscal year ended June 30, 2010. All noncompliance disclosed by our examination procedures is discussed below and requires management's attention and action, as recommended on page 30.

**Findings**

*Our examination included the July and October 2009 surveys and the February and June 2010 surveys (see NOTE A5). Unless otherwise specifically stated, the findings and audit adjustments presented herein are for the October 2009 survey or the February 2010 survey or both. Accordingly, our findings do not mention specific surveys unless necessary for a complete understanding of the instances of noncompliance being disclosed.*

**District-Wide**

**Ineligible Courses Reported in ESOL**

1. [Ref. 149] Our examination procedures include an automated test that compares the course numbers reported in ESOL by the District to the courses that have been designated for that program by the Department of Education. The results of this test disclosed that five of the District's schools reported one course each that was ineligible for such reporting. We made the following audit adjustment:

101 Basic K-3	.0900	
102 Basic 4-8	.1074	
103 Basic 9-12	.1424	
130 ESOL	(.3398)	
		<u>.0000</u>
		<u>.0000</u>

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Sawgrass Bay Elementary School (#0067)**

2. [Ref. 6701] Two students (one in our ESOL sample and one in our Basic with ESE Services sample) withdrew from school before the February 2010 survey and should not have been included with the survey's results. We also noted the file for one student in the October 2009 survey did not contain an IEP that was valid for that survey. We made the following audit adjustment:

101 Basic K-3	(.0466)	
102 Basic 4-8	.5000	
112 Grades 4-8 with ESE Services	(1.0000)	
130 ESOL	(.4534)	(1.0000)

3. [Ref. 6702] The *Matrix of Services* form for one ESE student was incorrectly scored. The ratings total included 13 Special Consideration points for which the student was not eligible. We also noted the *Matrix* form was not reviewed and updated when the student's new IEP was prepared. We made the following audit adjustment:

111 Grades K-3 with ESE Services	1.0000	
255 ESE Support Level 5	(1.0000)	.0000

4. [Ref. 6703] The *Matrix of Services* form for one ESE student was not reviewed and updated when the student's new IEP was prepared. We made the following audit adjustment:

111 Grades K-3 with ESE Services	1.0000	
254 ESE Support Level 4	(1.0000)	.0000

5. [Ref. 6704] The file for one ELL student did not contain evidence that the student's parents were notified of the student's placement in ESOL. We made the following audit adjustment:

101 Basic K-3	.4534	
130 ESOL	(.4534)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Sawgrass Bay Elementary School (#0067)** (Continued)

6. [Ref. 6705] Six students were reported incorrectly in ESOL. The students had English Proficient scores on the CELLA and FCAT and should have been exited from ESOL and reported in Basic education. We made the following audit adjustment:

101 Basic K-3	4.5340	
102 Basic 4-8	.9068	
130 ESOL	(5.4408)	.0000
		(1.0000)

**Grassy Lake Elementary School (#0068)**

7. [Ref. 6801] One student in the Hospital and Homebound program was reported for more homebound instruction than was provided (150 versus 60 minutes). We made the following audit adjustment:

255 ESE Support Level 5	(.0300)	(.0300)
-------------------------	---------	---------

8. [Ref. 6802] The ESOL reporting of two students was not adequately supported. The students had English proficient scores on the CELLA and FCAT and the ELL Committees that recommended their ESOL placements did not consider at least two of the five ESOL placement criteria specified in State Board of Education Rule 6A-6.0902(2)(a)3., Florida Administrative Code. We made the following audit adjustment:

101 Basic K-3	.4600	
102 Basic 4-8	.9000	
130 ESOL	(1.3600)	.0000
		(.0300)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Eustis Heights Elementary School (#0071)**

9. [Ref. 7101] One student in the Hospital and Homebound program was reported for more homebound instruction than was provided (240 versus 90 minutes). We made the following audit adjustment:

255 ESE Support Level 5	(.1000)	(.1000)
		(.1000)

**Eustis High School (#0081)**

10. [Ref. 8101] We noted the following exceptions involving five ELL students: (a) one student was reported incorrectly in Basic education, (b) the file for one student did not contain evidence of parental notification of the student's ESOL placement or the student's ELL Student Plan for the 2009-10 school year, (c) the files for two students did not contain the students' ELL Student Plans for 2009-10 school year, and (d) the file for one student did not contain evidence of parental notification of the student's ESOL placement. We made the following audit adjustment:

103 Basic 9-12	1.5664	
130 ESOL	(1.5664)	.0000

11. [Ref. 8102] Three students in the Hospital and Homebound program were reported for more instructional minutes than they actually received. We also noted that the on-campus portion of the course schedule for one of the students was reported incorrectly in program No. 255 (ESE Support Level 5) when it should have been reported in program No. 113 (Grades 9-12 with ESE Services). We made the following audit adjustment:

113 Grades 9-12 with ESE Services	.8400	
255 ESE Support Level 5	(1.0700)	(.2300)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Eustis High School (#0081) (Continued)**

12. [Ref. 8103] We noted the following exceptions involving 27 Career Education 9-12 (OJT) students: (a) the timecards for 2 students were missing and could not be located, and (b) the timecards for 25 students were not signed and dated by either the student or the employer. We made the following audit adjustment:

300 Career Education 9-12	(6.3248)	(6.3248)
		(6.5548)

**Fruitland Park Elementary School (#0101)**

13. [Ref. 10101] The ESOL reporting of one student was not adequately supported. The student had English proficient scores on the CELLA and FCAT and the ELL Committees that recommended their ESOL placements did not consider at least two of the five ESOL placement criteria specified in State Board of Education Rule 6A-6.0902(2)(a)3., Florida Administrative Code. We made the following audit adjustment:

102 Basic 4-8	.4282	
130 ESOL	(.4282)	.0000

14. [Ref. 10102] The Matrix of Services forms for four ESE students were not reviewed and updated when the students' new IEPs were prepared. We also noted the Matrix form for one student was more than three years old and expired prior to the February 2010 survey. We made the following audit adjustment:

111 Grades K-3 with ESE Services	3.0000	
254 ESE Support Level 4	(3.0000)	.0000

15. [Ref. 10103] The Matrix of Services form for one ESE student was missing and could not be located. We made the following audit adjustment:

111 Grades K-3 with ESE Services	.5000	
254 ESE Support Level 4	(.5000)	.0000
		<u>.0000</u>

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Round Lake Elementary School (#0149)**

16. [Ref. 14901] One student withdrew from school before the reporting survey and should not have been included with the survey's results. We made the following audit adjustment:

102 Basic 4-8	(.5000)	(.5000)
---------------	---------	---------

17. [Ref. 14902] The ESOL reporting of two students was not adequately supported. The students had English Proficient scores on the CELLA and their ELL Committees did not consider at least two of the five ESOL placement criteria specified in State Board of Education Rule 6A-6.0902(2)(a)3., Florida Administrative Code. We made the following audit adjustment:

101 Basic K-3	1.9160	
130 ESOL	(1.9160)	.0000
		(.5000)

**Leesburg High School (#0161)**

18. [Ref. 16101] The ELL Student Plans for five students for the 2009-10 school year were missing and could not be located. We also noted that one of the students was not assessed for continued ESOL placement until after the October 2009 survey at which time the student was exited from ESOL. We made the following audit adjustment:

103 Basic 9-12	3.3306	
130 ESOL	(3.3306)	.0000

19. [Ref. 16102] The file for one ELL student did not contain documentation justifying the student's continued ESOL placement beyond the initial three-year base period. We made the following audit adjustment:

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

<u>Findings</u>	<b>Net Audit Adjustments (Unweighted FTE)</b>	
<b>Leesburg High School (#0161) (Continued)</b>		
103 Basic 9-12	.6494	
130 ESOL	(.6494)	.0000
20. [Ref. 16103] <u>The ELL Student Plan for one student in the October 2009 survey was not completed until after that survey. We also noted that the student's file did not contain documentation justifying the student's continued ESOL placement beyond the initial three-year base period. We made the following audit adjustment:</u>		
103 Basic 9-12	.4251	
130 ESOL	(.4251)	.0000
21. [Ref. 16104] <u>The timecards for four Career Education 9-12 (OJT) students were missing and could not be located. We made the following audit adjustment:</u>		
300 Career Education 9-12	(.3881)	(.3881)
22. [Ref. 16180] <u>One teacher was not properly certified and was not approved by the School Board to teach out of field. The teacher was certified in Elementary Education and Business Education but taught two courses that required certification in Tech Electrical or TV Production Tech. We also noted that the parents of the students concerned were not notified of the teacher's out-of-field status. We made the following audit adjustment:</u>		
103 Basic 9-12	18.4825	
300 Career Education 9-12	(18.4825)	.0000
		(.3881)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Tavares High School (#0211)**

23. [Ref. 21101] We noted the following exceptions involving four ELL students: (a) the file for one student did not contain evidence of parental notification of the student’s ESOL placement, and (b) the files for three students did not contain an *ELL Student Plan* for the 2009-10 school year. We made the following audit adjustment:

103 Basic 9-12	.6670	
130 ESOL	<u>(.6670)</u>	<u>.0000</u>
		<u>.0000</u>

**Umatilla High School (#0231)**

24. [Ref. 23101] One student was reported incorrectly in ESOL. The student had been exited from ESOL prior to the reporting surveys and should have been reported in Basic education. We made the following audit adjustment:

103 Basic 9-12	.3876	
130 ESOL	<u>(.3876)</u>	<u>.0000</u>

25. [Ref. 23102] One student in the Hospital and Homebound program was reported for more home instruction than was provided (six hours versus four hours). We made the following audit adjustment:

255 ESE Support Level 5	(.0800)	(.0800)
-------------------------	---------	---------

26. [Ref. 23103] We noted the following exceptions involving eight Career Education 9-12 (OJT) students: (a) the timecards for six students were missing and could not be located, (b) the timecard for one student who was reported for 22.67 hours supported only 5 hours, and (c) one student did not work during the reporting survey but was reported for approximately 17 hours. We made the following audit adjustment:

300 Career Education 9-12	<u>(1.7751)</u>	<u>(1.7751)</u>
---------------------------	-----------------	-----------------

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Umatilla High School (#0231)** (Continued)

27. [Ref. 23170] One teacher who taught Basic subject area classes that included ELL students had earned none of the 60 in-service training points in ESOL strategies required by rule and the teacher’s in-service training timeline. We made the following audit adjustment:

103 Basic 9-12	.1567	
130 ESOL	(.1567)	.0000
		<u>(1.8551)</u>

**Minneola Elementary School (#0261)**

28. [Ref. 26101] The file for one ELL student did not contain documentation justifying the student's continued ESOL placement beyond the initial three-year base period. We made the following audit adjustment:

101 Basic K-3	.4328	
130 ESOL	(.4328)	.0000

29. [Ref. 26102] The *Matrix of Services* form for one ESE student was not reviewed and updated when the student's new IEP was prepared. We made the following audit adjustment:

112 Grades 4-8 with ESE Services	.5000	
254 ESE Support Level 4	(.5000)	.0000

30. [Ref. 26103] Four ESE students were not reported in accordance with their *Matrix of Services* forms. We made the following audit adjustment:

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

<u>Findings</u>	<u>Net Audit Adjustments (Unweighted FTE)</u>
<b><u>Minneola Elementary School (#0261)</u></b> (Continued)	
111 Grades K-3 with ESE Services	1.0000
112 Grades 4-8 with ESE Services	1.5000
254 ESE Support Level 4	<u>(2.5000)</u> .0000
31. [Ref. 26104] <u>The Matrix of Services forms for two ESE students were missing and could not be located. We made the following audit adjustment:</u>	
111 Grades K-3 with ESE Services	1.5000
254 ESE Support Level 4	<u>(1.5000)</u> .0000
32. [Ref. 26105] <u>The files for three ESE students each contained two Matrix of Services forms having the same dates but different cost factors; consequently, the students' reporting in program No. 254 (ESE Support level 4) was not adequately supported. We made the following audit adjustment:</u>	
111 Grades K-3 with ESE Services	1.5000
254 ESE Support Level 4	<u>(1.5000)</u> .0000
	<u>.0000</u>
<b><u>Lost Lake Elementary School (#0281)</u></b>	
33. [Ref. 28101] <u>The ELL Committee for one student, who scored English Proficient on the CELLA test, did not consider at least two of the five ESOL placement criteria specified in State Board of Education Rule 6A-6.0902(2)(a)3., Florida Administrative Code, prior to the student's continued placement in ESOL. We also noted that the ELL Committee was not composed of at least three District personnel. We made the following audit adjustment:</u>	

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

<b>Findings</b>	<b>Net Audit Adjustments (Unweighted FTE)</b>	
<b>Lost Lake Elementary School (#0281) (Continued)</b>		
101 Basic K-3	.9000	
130 ESOL	(.9000)	.0000
34. [Ref. 28102] <u>The ELL Student Plan for one student was missing and could not be located. We made the following audit adjustment:</u>		
102 Basic 4-8	.9000	
130 ESOL	(.9000)	.0000
35. [Ref. 28103] <u>The Matrix of Services form for one ESE student was not dated and we were otherwise unable to determine whether the form had been prepared on a timely basis and prior to the reporting surveys. We made the following audit adjustment:</u>		
112 Grades 4-8 with ESE Services	.0800	
255 ESE Support Level 5	(.0800)	.0000
36. [Ref. 28104] <u>The Matrix of Services forms for eight ESE students were not reviewed and updated when the students' new IEPs were prepared. We made the following audit adjustment:</u>		
111 Grades K-3 with ESE Services	6.0000	
112 Grades 4-8 with ESE Services	1.0000	
254 ESE Support Level 4	(7.0000)	.0000
37. [Ref. 28105] <u>The Matrix of Services form for one ESE student did not include one Special Considerations point which was designated for students with a Matrix score of 21 points and a Level 5 rating in four domains. This student met both criteria for this Special Considerations point. We made the following audit adjustment:</u>		
254 ESE Support Level 4	(.5000)	
255 ESE Support Level 5	.5000	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

<b><u>Findings</u></b>	<b><u>Net Audit Adjustments (Unweighted FTE)</u></b>	
<b><u>Lost Lake Elementary School (#0281)</u></b> (Continued)		
38. [Ref. 28106] <u>The Matrix of Services form for one ESE student was missing and could not be located. We made the following audit adjustment:</u>		
111 Grades K-3 with ESE Services	1.0000	
254 ESE Support Level 4	<u>(1.0000)</u>	<u>.0000</u>
		<u>.0000</u>
<b><u>Groveland Elementary School (#0382)</u></b>		
39. [Ref. 38201] <u>The ESOL reporting of one student was not adequately supported. The student had English proficient scores on the CELLA and the ELL Committee that recommended the student's ESOL placement did not consider at least two of the five ESOL placement criteria specified in State Board of Education Rule 6A-6.0902(2)(a)3., Florida Administrative Code. We made the following audit adjustment:</u>		
101 Basic K-3	.9404	
130 ESOL	<u>(.9404)</u>	<u>.0000</u>
		<u>.0000</u>
<b><u>Lake Hills School (#0533)</u></b>		
40. [Ref. 53301] <u>Two ESE students were not reported in accordance with their Matrix of Services forms. We made the following audit adjustment:</u>		
254 ESE Support Level 4	(1.0000)	
255 ESE Support Level 5	<u>1.0000</u>	<u>.0000</u>
		<u>.0000</u>

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Life Stream Academy-Eustis (#0536)**

41. [Ref. 53682] One noncertified teacher was hired as a long-term substitute teacher for the 2009-10 school year and taught courses during the school terms covered by the October 2009 and February 2010 surveys. Since there are no specific limitations placed on substitute teaching by law or rule and since State Board of Education Rule 6A-1.0503, Florida Administrative Code, in particular, defines qualified instructional personnel but does not address the area of substitute teaching, we made no audit adjustment.

.0000

42. [Ref. 53680] One teacher was not properly certified and was approved by the School Board in the 2008-09 school year to teach out of field. The teacher held certification in Social Science but taught courses which required certification in ESE, Varying Exceptionalities, Reading Elementary, and Elementary Education. The teacher was assigned and reported out of field for the 2009-10 school year but was not eligible to teach out of field because the teacher had not earned six hours of college credit toward the certification in the aforementioned out-of-field subject areas. We made the following audit adjustment:

102 Basic 4-8	5.0000	
103 Basic 9-12	1.0000	
254 ESE Support Level 4	<u>(6.0000)</u>	.0000

43. [Ref. 53681] One teacher was not properly certified and was not approved by the School Board to teach out of field. The teacher was certified in Social Science but taught courses that required certification in ESE and Varying Exceptionalities. We also noted that the parents of the students concerned were not notified of the teacher's out-of-field status. We made the following audit adjustment:

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

<b><u>Findings</u></b>	<b><u>Net Audit Adjustments (Unweighted FTE)</u></b>	
<b><u>Life Stream Academy-Eustis (#0536)</u></b> (Continued)		
101 Basic K-3	5.0000	
254 ESE Support Level 4	(5.0000)	.0000
		.0000
<b><u>Mascotte Elementary School (#0541)</u></b>		
<p>44. [Ref. 54180] <u>One noncertified teacher was hired as long-term substitute teacher for the 2009-10 school year and taught courses during the school term covered by the October 2009 survey. Since there are no specific limitations placed on substitute teaching by law or rule and since State Board of Education Rule 6A-1.0503, Florida Administrative Code, in particular, defines qualified instructional personnel but does not address the area of substitute teaching, we made no audit adjustment.</u></p>		
		.0000
<p>45. [Ref. 54101] <u>The Matrix of Services form for one ESE student was not reviewed and updated when the student's new IEP was prepared. We made the following audit adjustment:</u></p>		
112 Grades 4-8 with ESE Services	1.0000	
254 ESE Support Level 4	(1.0000)	.0000
<p>46. [Ref. 54102] <u>One English language proficiency of one ELL student in the February 2010 survey was not assessed on a timely basis. The assessment was conducted in March 2010 but should have been conducted just prior to the anniversary of the student's initial ESOL placement (January 11, 2010). We made the following audit adjustment:</u></p>		
102 Basic 4-8	.3620	
130 ESOL	(.3620)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Mascotte Elementary School (#0541)** (Continued)

47. [Ref. 54103] The ESOL reporting of five students was not adequately supported. The students had English Proficient scores on CELLA test and their ELL Committees did not consider at least two of the five ESOL placement criteria specified in State Board of Education Rule 6A-6.0902(2)(a)3., Florida Administrative Code, prior to recommending the students' continued placement in ESOL. We made the following audit adjustment:

101 Basic K-3	3.3150	
102 Basic 4-8	.9614	
130 ESOL	(4.2764)	.0000
		<u>.0000</u>

**South Lake High School (#0701)**

48. [Ref. 70101] The files for three ELL students did not contain evidence that the students' parents were notified of the student's ESOL placements. We also noted that files for two students did not contain an *ELL Student Plan* for the 2009-10 school year. We made the following audit adjustment:

103 Basic 9-12	.5800	
130 ESOL	(.5800)	.0000

49. [Ref. 70102] The attendance records for the February 2010 survey for three students in the Hospital and Homebound program were missing and could not be located. We also noted that one of the students was incorrectly reported as a full-time student in the October 2009 survey. We made the following audit adjustment:

113 Grades 9-12 with ESE Services	(.5000)	
255 ESE Support Level 5	(.1433)	(.6433)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**South Lake High School (#0701)** (Continued)

50. [Ref. 70103] The timecard for one Career Education 9-12 (OJT) student supported fewer work hours (5.5 hours) than were reported (10.5 hours). We made the following audit adjustment:

300 Career Education 9-12	(.1000)	(.1000)
		(.7433)

**East Ridge High School (#0801)**

51. [Ref. 80181] One teacher was hired as a long-term substitute teacher during the February 2010 survey. The teacher was certified as an Athletic Coach but taught courses that required certification in Any Health Occupation. Since there are no specific limitations placed on substitute teaching by law or rule and since State Board of Education Rule 6A-1.0503, Florida Administrative Code, in particular, defines qualified instructional personnel but does not address the area of substitute teaching, we made no audit adjustments.

.0000

52. [Ref. 80101] We noted one or more of the following exceptions involving seven ELL students:

- English language proficiency not assessed to support continued placement in ESOL beyond initial three-year base period.
- No ELL Student Plan for the 2009-10 school year.
- No evidence of parental notification of students' ESOL placements.

We made the following audit adjustment:

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

<u>Findings</u>		<b>Net Audit Adjustments (Unweighted FTE)</b>
<b><u>East Ridge High School (#0801)</u></b> (Continued)		
103 Basic 9-12	4.9800	
130 ESOL	(4.9800)	.0000
53. [Ref. 80102] <u>Two students in the Hospital and Homebound program were reported for more hours of home instruction (six hours) than was provided to them (two or three hours). We made the following audit adjustment:</u>		
255 ESE Support Level 5	(.2200)	(.2200)
54. [Ref. 80180] <u>One teacher was not properly certified and was not approved by the School Board to teach out of field. The teacher was certified in English but taught a course that required certification in Any Vocational Education, Primary Education, PK Primary, or Early Childhood Education. We also noted that the parents of the students concerned were not notified of the teacher's out-of-field status. We made the following audit adjustment:</u>		
103 Basic 9-12	.2900	
300 Career Education 9-12	(.2900)	.0000
		(.2200)
<b><u>Life Stream Academy-Leesburg (#9010)</u></b>		
55. [Ref. 901080/82/83/84] <u>Four noncertified teachers were hired as long-term substitute teachers for the 2009-10 school year and taught courses during the school terms covered by the October 2009 and February 2010 surveys. Since there are no specific limitations placed on substitute teaching by law or rule and since State Board of Education Rule 6A-1.0503, Florida Administrative Code, in particular, defines qualified instructional personnel but does not address the area of substitute teaching, we made no audit adjustments.</u>		
		.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Life Stream Academy-Leesburg (#9010)** (Continued)

56. [Ref. 901081] One teacher was not properly certified and was not approved by the School Board to teach out of field. The teacher was certified in Social Science but taught a course that required certification in ESE. We also noted that the parents of the students concerned were not notified of the teacher's out-of-field status. We made the following audit adjustment:

102 Basic 4-8	.4500	
254 ESE Support Level 4	(.4500)	<u>.0000</u>
		<u>.0000</u>
		<u>(11.3913)</u>

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE E**

Lake County District School Board  
Florida Education Finance Program (FEFP)  
Full-Time Equivalent (FTE) Students  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
For the Fiscal Year Ended June 30, 2010

**Recommendations**

**We recommend** that management exercise more care and take corrective action, as appropriate, to ensure that: (1) only ESOL-eligible courses are reported in ESOL; (2) only students who are in membership and in attendance at least one of the eleven days of a survey window are reported with that survey’s results; (3) students are reported in the proper funding categories for the correct FTE and have adequate documentation to support that reporting, particularly with regard to students in ESOL and ESE Support Levels 4 and 5; (4) the supporting timecards for Career Education 9-12 (OJT) students are properly completed and retained in readily accessible files; (5) the FTE reported for students in the Hospital and Homebound program is based on the homebound instructors’ contact logs and the time authorized on the students’ IEPs; (6) ESE students are reported in accordance with their *Matrix of Services* forms; (7) teachers are properly certified or, if out of field, are approved to teach out of field by the School Board, (8) parents are appropriately notified of teachers’ out-of-field status; and (9) teachers earn in-service training points in ESOL strategies on a timely basis as required by rule and their in-service training timelines.

The absence of statements in this report regarding practices and procedures followed by the District should not be construed as acceptance, approval, or endorsement of those practices and procedures. Additionally, the specific nature of this report does not limit or lessen the District’s obligation to comply with all State requirements governing FTE and FEFP.

**Regulatory Citations**

Reporting

- Section 1011.60, F.S. ....Minimum Requirements of the Florida Education Finance Program
- Section 1011.61, F.S. ....Definitions
- Section 1011.62, F.S. ....Funds for Operation of Schools
- Rule 6A-1.0451, F.A.C. ....FEFP Student Membership Surveys
- Rule 6A-1.04513, F.A.C. ....Maintaining Auditable FTE Records
- FTE General Instructions 2009-10

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE E (Continued)**

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
 For the Fiscal Year Ended June 30, 2010

**Regulatory Citations** (Continued)Attendance

Section 1003.23, F.S. .... Attendance Records and Reports  
 Rules 6A-1.044(3) and  
 (6)(c), F.A.C. .... Pupil Attendance Records  
 Rule 6A-1.04513, F.A.C. .... Maintaining Auditable FTE Records  
 FTE General Instructions 2009-10  
 Comprehensive Management Information System: Automated Student Attendance Recordkeeping System

English for Speakers of Other Languages (ESOL)

Section 1003.56, F.S. .... English Language Instruction for Limited English Proficient Students  
 Section 1011.62(1)(g), F.S. .... Education for Speakers of Other Languages  
 Rule 6A-6.0901, F.A.C. .... Definitions Which Apply to Programs for English Language Learners  
 Rule 6A-6.0902, F.A.C. .... Requirements for Identification, Eligibility, Programmatic and Annual  
 Assessments of English Language Learners  
 Rule 6A-6.0903, F.A.C. .... Requirement for Classification, Reclassification, and Post Reclassification of  
 English Language Learners  
 Rule 6A-6.0904, F.A.C. .... Equal Access to Appropriate Instruction for English Language Learners

Career Education On-the-Job Attendance

Rule 6A-1.044(6)(c), F.A.C. .... Pupil Attendance Records

Exceptional Education

Section 1003.57, F.S. .... Exceptional Students Instruction  
 Section 1011.62, F.S. .... Funds for Operation of Schools  
 Section 1011.62(1)(e), F.S. .... Funding Model for Exceptional Student Education Programs  
 Rule 6A-6.03028, F.A.C. .... Provision of Free Appropriate Public Education (FAPE) and Development  
 of Individual Educational Plans for Students with Disabilities  
 Rule 6A-6.03029, F.A.C. .... Development of Family Support Plans for Children with Disabilities Ages  
 Birth Through Five Years  
 Rule 6A-6.0312, F.A.C. .... Course Modifications for Exceptional Students

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE E (Continued)**

Lake County District School Board  
Florida Education Finance Program (FEFP)  
Full-Time Equivalent (FTE) Students  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
For the Fiscal Year Ended June 30, 2010

**Regulatory Citations** (Continued)

Exceptional Education (Continued)

- Rule 6A-6.0331, F.A.C. ....General Education Intervention Procedures, Identification, Evaluation, Reevaluation and the Initial Provision of Exceptional Education Services
- Rule 6A-6.0334, F.A.C. ....Individual Educational Plans (IEPs) and Educational Plans (EPs) for Transferring Exceptional Students
- Rule 6A-6.03411, F.A.C. ....Definitions, ESE Policies and Procedures, and ESE Administrators

Career Education On-the-Job Funding Hours

- Rule 6A-6.055(3), F.A.C. ....Definitions of Terms Used in Vocational Education and Adult Programs
- FTE General Instructions 2009-10

Teacher Certification

- Section 1012.42(2), F.S. ....Teacher Teaching Out-of-Field; Notification Requirements
- Section 1012.55, F.S. ....Positions for Which Certificates Required
- Rule 6A-1.0502, F.A.C. ....Non-certificated Instructional Personnel
- Rule 6A-1.0503, F.A.C. ....Definition of Qualified Instructional Personnel
- Rule 6A-4.001, F.A.C. ....Instructional Personnel Certification
- Rule 6A-6.0907, F.A.C. ....Inservice Requirements for Personnel of Limited English Proficient Students

*The accompanying notes are an integral part of this schedule.*

Lake County District School Board  
Florida Education Finance Program (FEFP)  
Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
For the Fiscal Year Ended June 30, 2010

**NOTE A - SUMMARY**

A summary discussion of the significant features of the District, FEFP, FTE, and related areas follows:

**1. School District of Lake County**

The District was established pursuant to Section 1001.30, Florida Statutes, to provide public educational services for the residents of Lake County, Florida. Those services are provided primarily to prekindergarten through twelfth grade students and to adults seeking career education-type training. The District is part of the State system of public education under the general direction and control of the State Board of Education. The geographic boundaries of the District are those of Lake County.

For the fiscal year ended June 30, 2010, the District operated 53 schools and other centers serving prekindergarten through twelfth grade students, reported 40,553.61 unweighted FTE, and received approximately \$86.3 million in State funding for those FTE. The primary sources of funding for the District are funds from FEFP, local ad valorem taxes, and Federal grants and donations.

**2. Florida Education Finance Program (FEFP)**

Florida school districts receive State funding through FEFP to serve prekindergarten through twelfth grade students (adult education is not funded by FEFP). FEFP was established by the Florida Legislature in 1973 to guarantee to each student in the Florida public school system the availability of an educational environment appropriate to the student's educational needs which are substantially equal to that available to any similar student notwithstanding geographic differences and varying local economic factors. To provide equalization of educational opportunity in Florida, the FEFP formula recognizes: (1) varying local property tax bases, (2) varying program cost factors, (3) district cost differentials, and (4) differences in per student cost for equivalent educational programs due to sparsity and dispersion of student population.

Lake County District School Board  
Florida Education Finance Program (FEFP)  
Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
For the Fiscal Year Ended June 30, 2010

**NOTE A - SUMMARY** (Continued)

**3. Full-Time Equivalent (FTE) Students**

The funding provided by FEFP is based upon the numbers of individual students participating in particular educational programs. A numerical value is assigned to each student according to the student's hours and days of attendance in those programs. The individual student thus becomes equated to a numerical value known as an FTE. For example, for prekindergarten through third grade, one FTE is defined as one student in membership in a program or a group of programs for 20 hours per week for 180 days; for grade levels four through twelve, one FTE is defined as one student in membership in a program or a group of programs for 25 hours per week for 180 days.

**4. Calculation of FEFP Funds**

The amount of State and local FEFP funds is calculated by the Department of Education by multiplying the number of unweighted FTE in each educational program by the specific cost factor of each program to obtain weighted FTEs. Weighted FTEs are multiplied by the base student allocation amount and that product is multiplied by the appropriate cost differential factor. Various adjustments are then added to this product to obtain the total State and local FEFP dollars. All cost factors, the base student allocation amount, cost differential factors, and various adjustment figures are established by the Florida Legislature.

**5. FTE Surveys**

FTE is determined and reported during the school year by means of four FTE membership surveys that are conducted under the direction of district and school management. Each survey is a sampling of FTE membership for a period of one week. The surveys for the 2009-10 school year were conducted during and for the following weeks: survey one was performed for July 13 through 17, 2009; survey two was performed for October 12 through 16, 2009; survey three was performed for February 8 through 12, 2010; and survey four was performed for June 14 through 18, 2010.

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
 For the Fiscal Year Ended June 30, 2010

**NOTE A - SUMMARY** (Continued)

**6. Educational Programs**

FEFP funds ten specific programs under which instruction may be provided as authorized by the Florida Legislature. The general program titles under which these specific programs fall are as follows: (1) Basic, (2) ESOL, (3) ESE, and (4) Career Education 9-12.

**7. Statutes and Rules**

The following statutes and rules are of significance to the administration of Florida public education:

- Chapter 1000, F.S. .... K-20 General Provisions
- Chapter 1001, F.S. .... K-20 Governance
- Chapter 1002, F.S. .... Student and Parental Rights and Educational Choices
- Chapter 1003, F.S. .... Public K-12 Education
- Chapter 1006, F.S. .... Support for Learning
- Chapter 1007, F.S. .... Articulation and Access
- Chapter 1010, F.S. .... Financial Matters
- Chapter 1011, F.S. .... Planning and Budgeting
- Chapter 1012, F.S. .... Personnel
- Chapter 6A-1, F.A.C. .... Finance and Administration
- Chapter 6A-4, F.A.C. .... Certification
- Chapter 6A-6, F.A.C. .... Special Programs I

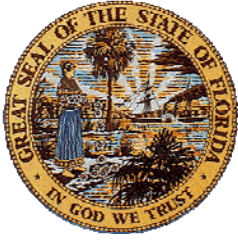
**NOTE B - SAMPLING**

Our examination procedures provided for the selection of samples of schools, students, and teachers, using statistical and judgmental methods, for testing FTE reported to the Department of Education for the fiscal year ended June 30, 2010. Our sampling process was designed to facilitate the performance of appropriate examination procedures to test the District's compliance with State requirements governing FTE and FEFP. The following schools were in our sample:

Lake County District School Board  
 Florida Education Finance Program (FEFP)  
 Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
 For the Fiscal Year Ended June 30, 2010

**NOTE B - SAMPLING** (Continued)

<u>School Name/Description</u>	<u>Finding Number(s)</u>
District-Wide--Ineligible Courses Reported in ESOL	1
1. Eustis Elementary School	NA
2. Sawgrass Bay Elementary School	2 through 6
3. Grassy Lake Elementary School	7 and 8
4. Eustis Heights Elementary School	9
5. Eustis High School	10 through 12
6. Fruitland Park Elementary School	13 through 15
7. Round Lake Elementary School	16 and 17
8. Leesburg High School	18 through 22
9. Tavares High School	23
10. Umatilla High School	24 through 27
11. Treadway Elementary School	NA
12. Minneola Elementary School	28 through 32
13. Astatula Elementary School	NA
14. Lost Lake Elementary School	33 through 38
15. Leesburg Elementary	NA
16. Groveland Elementary School	39
17. Lake Hills School	40
18. Life Stream Academy-Eustis	41 through 43
19. Mascotte Elementary School	44 through 47
20. South Lake High School	48 through 50
21. East Ridge High School	51 through 54
22. Life Stream Academy-Leesburg	55 and 56



DAVID W. MARTIN, CPA  
AUDITOR GENERAL

# AUDITOR GENERAL STATE OF FLORIDA

G74 Claude Pepper Building  
111 West Madison Street  
Tallahassee, Florida 32399-1450



PHONE: 850-488-5534  
FAX: 850-488-6975

The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

## INDEPENDENT AUDITOR'S REPORT LAKE COUNTY DISTRICT SCHOOL BOARD STUDENT TRANSPORTATION

We have examined management's assertion, included in its representation letter dated July 15, 2010, that the Lake County District School Board complied with State requirements governing the determination and reporting of the number of students transported for the fiscal year ended June 30, 2010. These requirements are found primarily in Chapter 1006, Part I, E., and Section 1011.68, Florida Statutes; State Board of Education Rules, Chapter 6A-3, Florida Administrative Code; and the *Student Transportation General Instructions* issued by the Department of Education. As discussed in the representation letter, management is responsible for the District's compliance with State requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA) and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the District's compliance with the aforementioned State requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. The legal determination of the District's compliance with these requirements is, however, ultimately the responsibility of the Department of Education.

### Compliance

In our opinion, the Lake County District School Board complied, in all material respects, with State requirements governing the determination and reporting of the number of students transported for the fiscal year ended June 30, 2010.

The results of our examination disclosed noncompliance with the State requirements mentioned above. We considered this noncompliance in forming our opinion regarding the District's compliance and it did not affect our opinion as stated above. All noncompliance disclosed by our examination procedures is discussed in SCHEDULE G. The impact of this noncompliance on the District's reported number of transported students is presented in SCHEDULE F and SCHEDULE G.

### Internal Control Over Compliance

In accordance with attestation standards established by the AICPA and *Government Auditing Standards*, we are required to report significant deficiencies in internal control detected during our examination and identify those considered to be material weaknesses. The purpose of our examination was to express an opinion on the District's compliance with State requirements and did not include expressing an opinion on the District's related internal controls. Accordingly, we express no such opinion. Due to its limited purpose, our examination would not necessarily identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses.<sup>1</sup> The noncompliance mentioned above, while indicative of certain control deficiencies,<sup>1</sup> is not considered indicative of material weaknesses in the District's internal controls related to the classification and reporting of transported students. The findings, populations, samples, and exception totals that pertain to noncompliance are presented in SCHEDULE F and SCHEDULE G.

The District's written response to this examination has not been subjected to our examination procedures, and accordingly, we express no opinion on it.

---

<sup>1</sup>*A control deficiency in the entity's internal control over compliance 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 noncompliance on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to comply with the aforementioned State requirements such that there is more than a remote likelihood that noncompliance that is more than inconsequential will not be prevented or detected by the entity's internal control. A material weakness is a significant deficiency, or combination of significant deficiencies, that results in a more-than-remote likelihood that material noncompliance will not be prevented or detected by the entity's internal control.*

Pursuant to Section 11.45(4)(c), Florida Statutes, this report is a public record and its distribution is not limited. Attestation standards established by the AICPA require us to indicate that this report 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 State Board of Education, the Department of Education, and applicable District management and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,



David W. Martin, CPA  
February 4, 2011

**SCHEDULE F**

Lake County District School Board  
 Student Transportation  
**POPULATIONS, SAMPLES, AND TEST RESULTS**  
 For the Fiscal Year Ended June 30, 2010

<u>Description</u>	<u>Number of Vehicles</u>	<u>% of Population</u>	<u>No. of Students Transported</u>	<u>% of Population (Sample)</u>
Population <sup>1</sup>	694	100.00%	36,909	100.00%
Sample <sup>2</sup>	-	-	389	1.05%
Sample Students				
With Exceptions <sup>3</sup>	-	-	9	(2.31%)
Net Audit Adjustments	-	-	(3)	(.77%)

---

<sup>1</sup> The population figures for students are the totals of the figures reported for each survey conducted for the fiscal year ended June 30, 2010. The District reported 36,909 students in the following ridership categories: 1,698 in IDEA (K-12), Weighted; 48 in IDEA (K-12), Unweighted; 257 in IDEA (PK), Weighted; 109 in Teenage Parents and Infants; 34,372 in Two Miles or More; and 425 in Center to Center (Vocational). The District also reported operating a total of 694 vehicles (664 buses and 30 District vans). (IDEA stands for Individuals with Disabilities Education Act.)

<sup>2</sup> See NOTE B.

<sup>3</sup> Students with exceptions are students with exceptions affecting their ridership classification. Students cited only for incorrect reporting of days-in-term in Finding No. 1 are not included.

***The accompanying notes are an integral part of this schedule.***

**SCHEDULE G**

Lake County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Overview**

Management is responsible for determining and reporting the number of students transported in compliance with State requirements. These requirements are found primarily in Chapter 1006, Part I, E., and Section 1011.68, Florida Statutes; State Board of Education Rules, Chapter 6A-3, Florida Administrative Code; and the *Student Transportation General Instructions* issued by the Department of Education. The Lake County District School Board complied, in all material respects, with State requirements governing the determination and reporting of students transported for the fiscal year ended June 30, 2010. All noncompliance disclosed by our examination procedures is discussed below and requires management's attention and action, as recommended on page 44.

**Students  
 Transported  
 Net Audit  
Adjustments**

**Findings**

*Our examination procedures included both general tests and detailed tests. Our general tests included inquiries concerning the District's transportation of students and verification that a bus driver's report existed for each bus reported in a survey. Our detailed tests involved verification of the specific ridership categories reported for students sampled from the July and October 2009 surveys and the February and June 2010 surveys. Adjusted students who were in more than one survey are accounted for by survey. For example, a student sampled twice (i.e., once for the October 2009 survey and once for the February 2010 survey) will be presented in our findings as two sample students.*

1. [Ref. 51] The number of days-in-term for 287 students in the July 2009 survey was incorrectly reported as 14 days (168 students) or 17 days (119 students). The actual term length for all 287 students was 13 days. We made the following audit adjustment:

<b><u>July 2009 Survey</u></b>		
<b><u>17 Days-in-Term</u></b>		
IDEA (K-12), Weighted	(118)	
Two Miles or More	(1)	
<b><u>14 Days-in-Term</u></b>		
Two Miles or More	(168)	287
<b><u>13 Days-in-Term</u></b>		
IDEA (K-12), Weighted	118	
Two Miles or More	169	(287)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE G (Continued)**

Lake County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

**Students  
 Transported  
 Net Audit  
 Adjustments**

**Findings**

- 2. [Ref. 52/53/54/55] We noted the following exceptions involving nine students:
  - a. Three students were reported incorrectly in Two Miles or More. The students lived less than two miles from school and were not eligible for State transportation funding.
  - b. The IEPs for the six students in IDEA-weighted categories did not indicate that the students met at least one of the five criteria required for IDEA-weighted classification. We noted that the students were eligible for either Two Miles or More (four students) or IDEA (PK), Unweighted (two students).

We made the following audit adjustments:

- a. **July 2009 Survey**  
13 Days-in-Term  
 Two Miles or More (*Sample Student*) (1)
- October 2009 Survey**  
90 Days-in-Term  
 Two Miles or More (*Sample Student*) (1)
- February 2010 Survey**  
90 Days-in-Term  
 Two Miles or More (*Sample Student*) (1) (3)
- b. **July 2009 Survey**  
9 Days-in-Term  
 IDEA (K-12), Weighted (*Sample Student*) (1)  
 Two Miles or More (*Sample Student*) 1
- October 2009 Survey**  
90 Days-in-Term  
 IDEA (PK), Weighted (*Sample Student*) (1)  
 IDEA (PK), Unweighted (*Sample Student*) 1

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE G (Continued)**

Lake County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2010

<b><u>Findings</u></b>	<b><u>Students Transported</u></b>	<b><u>Net Audit Adjustments</u></b>
<b><u>February 2010 Survey</u></b>		
<b><u>90 Days-in-Term</u></b>		
IDEA (K-12), Weighted ( <i>Sample Student</i> )	(1)	
IDEA (PK), Weighted ( <i>Sample Student</i> )	(1)	
IDEA (PK), Unweighted ( <i>Sample Student</i> )	1	
Two Miles or More ( <i>Sample Student</i> )	1	
<b><u>June 2010 Survey</u></b>		
<b><u>7 Days-in-Term</u></b>		
IDEA (K-12), Weighted ( <i>Sample Students</i> )	(2)	
Two Miles or More ( <i>Sample Students</i> )	<u>2</u>	<u>0</u>
<b>Net Audit Adjustments</b>		<u>(3)</u>
<b><u>Summary</u></b>		
Sample Students w/Exceptions	<u>2</u>	--
Sample Students - Net Audit Adjustments	--	<u>(3)</u>
<b>Net Audit Adjustments</b>		<u>(3)</u>

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE H**

Lake County District School Board  
Student Transportation  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
For the Fiscal Year Ended June 30, 2010

**Recommendations**

**We recommend** that management exercise more care and take corrective action, as appropriate, to ensure that: (1) transported students are reported in the correct ridership category for the correct number of days-in-term; (2) the distance from home to school for students classified in Two Miles or More is verified prior to those students being reported; and (3) the weighted IDEA classification of transported ESE students is supported by the students' IEPs.

The absence of statements in this report regarding practices and procedures followed by the District should not be construed as acceptance, approval, or endorsement of those practices and procedures. Additionally, the specific nature of this report does not limit or lessen the District's obligation to comply with all State requirements governing student transportation.

**Regulatory Citations**

- Chapter 1006, Part I, E., F.S. ....Transportation of Public K-12 Students
- Section 1011.68, F.S. ....Funds for Student Transportation
- Chapter 6A-3, F.A.C. ....Transportation
- Student Transportation General Instructions

*The accompanying notes are an integral part of this schedule.*

Lake County District School Board  
 Student Transportation  
**NOTES TO SCHEDULES**  
 For the Fiscal Year Ended June 30, 2010

**NOTE A - SUMMARY**

A summary discussion of the significant features of student transportation and related areas follows:

**1. Student Eligibility**

Any student who is transported by bus must meet one or more of the following conditions in order to be eligible for State transportation funding: live two or more miles from school, be physically handicapped, be a Career Education 9-12 or ESE student who is transported from one school center to another where appropriate programs are provided, or meet the criteria for hazardous walking specified in Section 1006.23(4), Florida Statutes.

**2. Transportation in Lake County**

For the fiscal year ended June 30, 2010, the District received approximately \$7.8 million in State transportation funding. The District’s transportation reporting by survey was as follows:

<u>Survey Period</u>	<u>No. of Vehicles</u>	<u>No. of Students</u>
July 2009	44	347
October 2009	300	18,102
February 2010	308	18,041
June 2010	<u>42</u>	<u>419</u>
Total	<u>694</u>	<u>36,909</u>

**3. Statutes and Rules**

The following statutes and rules are of significance to the District’s administration of student transportation:

- Chapter 1006, Part I, E., F.S. .... Transportation of Public K-12 Students
- Section 1011.68, F.S. .... Funds for Student Transportation
- Chapter 6A-3, F.A.C. .... Transportation

Lake County District School Board  
Student Transportation  
**NOTES TO SCHEDULES**  
For the Fiscal Year Ended June 30, 2010

**NOTE B - SAMPLING**

Our examination procedures provided for the selection of samples of buses and students, using statistical and judgmental methods, for testing the number of students transported as reported to the Department of Education for the fiscal year ended June 30, 2010. Our sampling process was designed to facilitate the performance of appropriate examination procedures to test the District's compliance with State requirements governing students transported.

EXHIBIT A  
MANAGEMENT'S RESPONSE



*Leading our Children to Success*

201 West Burleigh Boulevard · Tavares · FL 32778-2496  
(352) 253-6500 · Fax: (352) 343-0198 · [www.lake.k12.fl.us](http://www.lake.k12.fl.us)

*Superintendent:*  
Susan Moxley, Ed.D

*School Board Members:*

- District 1*  
Jim Miller
- District 2*  
Rosanne Brandeburg
- District 3*  
Tod Howard
- District 4*  
Debbie Stivender
- District 5*  
Kyleen Fischer

February 3, 2011

Mr. David W. Martin, CPA  
Florida Auditor General  
Claude Pepper Building, Room 412C  
111 West Madison Street  
Tallahassee, FL 32399-1450

Dear Mr. Martin;

The preliminary and tentative findings for the Examination of the Florida Education Finance Program (FEFP) Full-Time Equivalent (FTE) Students and Student Transportation for the fiscal year ended June 30, 2010 for Lake County Schools have been reviewed. The District concurs in general with the findings.

Management continues to review our processes and procedures to ensure that full-time equivalent (FTE) student reporting is complete and accurate. Corrective action to address deficiencies noted in the reporting of and preparation and maintenance of supporting documentation for students in English for Speakers of Other Languages (ESOL), Exceptional Student Education (ESE) Support levels 4 and 5, and Career Education (9-12) On The Job (OJT) programs will continue to be implemented and evaluated. We are in the process of addressing each of the nine specified areas with the appropriate level of corrective action. The ongoing effort to ensure accuracy requires standardization of procedures and continuing education for the staff.

Transportation reporting has improved significantly from the prior audit. However, we continue to recognize the importance of reporting accuracy in; (1) the ridership category for the number of days in the term, (2) verification of the distance from home to school for students classified as Two Miles or More, and (3) support for the additional ESE transportation funding in the student's Individual Education Plan (IEP). As with all FTE reporting, we believe that the appropriate corrective action is the standardization of procedure and continuing education for our staff.

We would like to thank your staff for the manner in which the audit was conducted. We look to the audit process as a valuable tool in our continuous improvement of all areas of the school district.

Sincerely,

Dr. Susan Moxley, Superintendent  
Lake County Schools