



**Mary Taylor, CPA**  
Auditor of State



LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY

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# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

Life Skills Center of Columbus Southeast  
Franklin County  
2400 South Hamilton Road  
Columbus, Ohio 43232

To the Board of Directors:

We have audited the accompanying financial statements of the Life Skills Center of Columbus Southeast, Franklin County, Ohio, (the School) as of and for the year ended June 30, 2009, as listed in the Table of Contents. These financial statements are the responsibility of the School's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Life Skills Center of Columbus Southeast, Franklin County, Ohio, as of June 30, 2009 and the respective changes in financial position and cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 12, 2010 on our consideration of the School's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information accounting principles generally accepted in the United States of America requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

A handwritten signature in black ink that reads "Mary Taylor". The signature is written in a cursive, flowing style.

**Mary Taylor, CPA**  
Auditor of State

February 12, 2010

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Unaudited)**

The discussion and analysis of the Life Skills Center of Columbus Southeast's (the School) provides an overall review of the School's financial activities for the fiscal year ended June 30, 2009. The intent of this discussion and analysis is to look at the School's financial performance as a whole; readers should also review the basic financial statements and the notes to the basic financial statements to enhance their understanding of the School's financial performance.

The Management's Discussion and Analysis (MD&A) is an element of the reporting model adopted by the Governmental Accounting Standards Board (GASB) in their Statement No. 34 *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* issued June 1999. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

**Financial Highlights**

- In total, Net Assets increased \$23,389, which represents a 24.2 percent increase from 2008. This is due to a significant decrease in liabilities, specifically Grants Funding Payable.
- Total assets decreased by \$9,974, which represents a 3.7 percent decrease from 2008. This slight decrease is due to a significant decrease in Grants Funding Receivable coupled with an increase in the School's cash balance at the end of the year.
- Liabilities decreased \$33,363, which represents an 18.9 percent decrease from 2008. This was primarily due to the decrease in Grants Funding Payable. As explained later, the decrease in Grants Funding Receivable will decrease Grants Funding Payable, based on the relationship between the School and the management company.

**Using this Financial Report**

This report consists of three parts, the MD&A, the basic financial statements, and notes to those statements. The basic financial statements include a Statement of Net Assets, a Statement of Revenues, Expenses and Changes in Net Assets, and a Statement of Cash Flows.

**Statement of Net Assets**

The Statement of Net Assets answers the question of how the School did financially during 2009. This statement includes all assets and liabilities, both financial and capital, and short-term and long-term using the accrual basis of accounting and economic resources focus, which is similar to the accounting used by most private-sector companies. This basis of accounting takes into account all revenues and expenses during the year, regardless of when the cash is received or paid.

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Unaudited)**

Table 1 provides a summary of the School's net assets for fiscal year 2009 and fiscal year 2008.

(Table 1)

**Statement of Net Assets**

|                            | 2009       | 2008       |
|----------------------------|------------|------------|
| <b>Assets</b>              |            |            |
| Current Assets             | \$ 256,480 | \$ 273,194 |
| Capital Assets, Net        | 6,740      | -          |
| Total Assets               | \$ 263,220 | \$ 273,194 |
| <b>Liabilities</b>         |            |            |
| Current Liabilities        | \$ 143,075 | \$ 176,438 |
| <b>Net Assets</b>          |            |            |
| Invested in Capital Assets | \$ 6,740   | \$ -       |
| Unrestricted               | 113,405    | 96,756     |
| Total Net Assets           | \$ 120,145 | \$ 96,756  |

Total assets decreased \$9,974. This decrease was due to the decrease in Grants Funding Receivable. Liabilities decreased by \$33,363. This decrease directly corresponds to the decrease in funds due to the Management Company for Grants Funding Payable. The School operates under a management agreement with WHLS of Ohio, LLC (WHLS). Under the terms of the management agreement, WHLS is paid a specific percentage of the State and Federal revenues the School receives.



**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Unaudited)**

**Statement of Revenues, Expenses, and Changes in Net Assets**

Table 2 shows the changes in net assets for fiscal year 2009 and fiscal year 2008, as well as a listing of revenues and expenses.

(Table 2)  
**Change in Net Assets**

|                                     | 2009         | 2008         |
|-------------------------------------|--------------|--------------|
| <b>Operating Revenues</b>           |              |              |
| State Aid                           | \$ 1,968,012 | \$ 1,879,949 |
| <br><b>Non-Operating Revenue</b>    |              |              |
| Grants                              | 235,925      | 171,385      |
| Interest                            | 1,315        | 2,462        |
| Miscellaneous                       | -            | 188          |
| Total Revenues                      | 2,205,252    | 2,053,984    |
| <br><b>Operating Expenses</b>       |              |              |
| Purchased Services: Management Fees | 1,908,972    | 1,823,551    |
| Purchased Services: Grant Programs  | 235,925      | 171,384      |
| Sponsorship Fees                    | 9,827        | 9,400        |
| Legal                               | 5,070        | 2,725        |
| Auditing and Accounting             | 6,443        | 5,543        |
| Insurance                           | 6,658        | 6,658        |
| Board of Education                  | 2,194        | 125          |
| Advertising                         | 3,283        | 499          |
| Food Service                        | 200          | -            |
| Depreciation                        | 1,037        | -            |
| Miscellaneous                       | 2,254        | 161          |
| Total Expenses                      | 2,181,863    | 2,020,046    |
| Change in Net Assets                | \$ 23,389    | \$ 33,938    |

The primary reason for the increase in overall revenues from 2008 was due to a slight increase in the School's categorical funding amounts from the State. The School's most significant expenses, "Purchased Services," increased as well because of the management agreement in place between the School and WHLS. As stated previously, the agreement provides that specific percentages of the revenues received by the School will be paid to WHLS to fund operations. (See Notes to the Basic Financial Statements, Note 10).

**Capital Assets**

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Unaudited)**

At the end of fiscal year 2009 the School had \$6,740 in equipment. Table 3 shows the balance for fiscal year 2009 compared to 2008.

(Table 3)  
**Capital Assets  
(Net of Depreciation)**

|           | <u>2009</u>     | <u>2008</u> |
|-----------|-----------------|-------------|
| Equipment | <u>\$ 6,740</u> | <u>\$ -</u> |

For more information on capital assets, see Note 8 in the Notes to the Basic Financial Statements.

**Current Financial Issues**

The Life Skills Center of Columbus Southeast received revenue for 259 students in 2009 and continues to enroll students on a daily basis. State law governing community schools allows for the School to have open enrollment across traditional school district boundaries.

The School receives its support almost entirely from State Aid. Per pupil revenue from State Aid for the School averaged \$7,599 in fiscal year 2009 with no increase in State Basic Aid planned in fiscal year 2010. The School receives additional revenues from grant subsidies.

Although there is a possibility that State Aid will be cut in future years due to the economic climate, the School feels that the relationship with the management company will insulate them from any significant change. The relationship brings stability to the School since specific percentages of revenues are payable to the management company (See Notes to the Basic Financial Statements, Note 10).

**Contacting the School's Financial Management**

This financial report is designed to provide our readers with a general overview of the School's finances and to show the School's accountability for the money it receives. If you have questions about this report or need additional information, contact the Fiscal Officer for the Life Skills Center of Columbus Southeast, 159 South Main Street, Suite 600, Akron, Ohio 44308.

LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY

STATEMENT OF NET ASSETS  
AS OF JUNE 30, 2009

**ASSETS**

Current Assets

|                             |               |
|-----------------------------|---------------|
| Cash and Cash Equivalents   | \$ 161,615    |
| Continuing Fees Receivable  | 64,170        |
| Sponsorship Fees Receivable | 342           |
| Grants Funding Receivable   | <u>30,353</u> |

Total Current Assets 256,480

Noncurrent Assets

|                     |              |
|---------------------|--------------|
| Capital Assets, Net | <u>6,740</u> |
|---------------------|--------------|

**Total Assets** **\$ 263,220**

**LIABILITIES**

Current Liabilities

|                        |               |
|------------------------|---------------|
| Accounts Payable       | \$ 5,330      |
| State Funding Payable  | 66,155        |
| Grants Funding Payable | <u>71,590</u> |

**Total Liabilities** **\$ 143,075**

**NET ASSETS**

|                            |                |
|----------------------------|----------------|
| Invested in Capital Assets | \$ 6,740       |
| Unrestricted               | <u>113,405</u> |

**Total Net Assets** **\$ 120,145**

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

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2009**

**OPERATING REVENUES**

|           |                     |
|-----------|---------------------|
| State Aid | \$ <u>1,968,012</u> |
|-----------|---------------------|

**OPERATING EXPENSES**

|                                     |                         |
|-------------------------------------|-------------------------|
| Purchased Services: Management Fees | 1,908,972               |
| Purchased Services: Grant Programs  | 235,925                 |
| Sponsorship Fees                    | 9,827                   |
| Legal                               | 5,070                   |
| Advertising                         | 3,283                   |
| Food Service                        | 200                     |
| Insurance                           | 6,658                   |
| Auditing and Accounting             | 6,443                   |
| Depreciation                        | 1,037                   |
| Board of Education                  | 2,194                   |
| Miscellaneous                       | 2,254                   |
| <b>Total Operating Expenses</b>     | <b><u>2,181,863</u></b> |

|                       |                         |
|-----------------------|-------------------------|
| <b>Operating Loss</b> | <b><u>(213,851)</u></b> |
|-----------------------|-------------------------|

**NON-OPERATING REVENUES**

|          |              |
|----------|--------------|
| Grants   | 235,925      |
| Interest | <u>1,315</u> |

|                                     |                       |
|-------------------------------------|-----------------------|
| <b>Total Non-Operating Revenues</b> | <b><u>237,240</u></b> |
|-------------------------------------|-----------------------|

|                             |               |
|-----------------------------|---------------|
| <b>Change in Net Assets</b> | <b>23,389</b> |
|-----------------------------|---------------|

|                                 |                      |
|---------------------------------|----------------------|
| <b>Net Assets, July 1, 2008</b> | <b><u>96,756</u></b> |
|---------------------------------|----------------------|

|                                  |                          |
|----------------------------------|--------------------------|
| <b>Net Assets, June 30, 2009</b> | <b><u>\$ 120,145</u></b> |
|----------------------------------|--------------------------|

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

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2009**

**INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS**

**CASH FLOWS FROM OPERATING ACTIVITIES**

|   |              |
|---|--------------|
| Cash Received from State Sources                  | \$ 1,981,374 |
| Cash Payments to Suppliers for Goods and Services | (2,240,590)  |
| Net Cash Used for Operating Activities            | (259,216)    |

**CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES**

|                      |         |
|----------------------|---------|
| Capital Expenditures | (7,777) |
|----------------------|---------|

**CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES**

|                                   |         |
|-----------------------------------|---------|
| Cash Received from Grant Programs | 302,075 |
|-----------------------------------|---------|

**CASH FLOWS FROM INVESTING ACTIVITIES**

|  |            |
|--|------------|
| Cash Received from Interest                    | 1,315      |
| Net Increase in Cash and Cash Equivalents      | 36,397     |
| Cash and Cash Equivalents at Beginning of Year | 125,218    |
| Cash and Cash Equivalents at End of Year       | \$ 161,615 |

**RECONCILIATION OF OPERATING LOSS TO NET CASH  
USED FOR OPERATING ACTIVITIES**

|                |              |
|----------------|--------------|
| Operating Loss | \$ (213,851) |
|----------------|--------------|

**ADJUSTMENTS TO RECONCILE OPERATING LOSS TO NET  
CASH USED FOR OPERATING ACTIVITIES**

|  |              |
|--|--------------|
| Depreciation                           | 1,037        |
| Changes in Assets and Liabilities:     |              |
| Continuing Fees Receivable             | (12,961)     |
| OCCS Fees Receivable                   | (78)         |
| Accounts Payable                       | 4,056        |
| Grants Funding Payable                 | (50,781)     |
| State Funding Payable                  | 13,362       |
| Total Adjustments                      | (45,365)     |
| Net Cash Used for Operating Activities | \$ (259,216) |

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

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**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009**

**1. DESCRIPTION OF THE SCHOOL AND REPORTING ENTITY**

Life Skills Center of Columbus Southeast (the School) is a federal 501(c)(3) tax-exempt, state nonprofit corporation established pursuant to Ohio Rev. Code Chapters 3314 and 1702 to maintain and provide a school exclusively for any educational, literary, scientific and related teaching service. The School was formerly named the Life Skills Center of Metro Cleveland, but officially changed its name to the Life Skills Center of Columbus Southeast on July 1, 2006. The School was relocated to 2400 South Hamilton Rd., Columbus, Ohio 43232. The School, which is part of the State's education program, is independent of any school district. The School may sue and be sued, acquire facilities as needed, and contract for any services necessary for the operation of the School.

The School contracts with WHLS of Ohio, LLC (WHLS) for most of its functions. (See Note 10.)

The School was approved for operation under contract with the Ohio Council of Community Schools (OCCS) (Sponsor) for a period of five years from July 1, 2004 through June 30, 2009. The School has also signed a contract with St. Aloysius to continue operating the School from July 1, 2009 through June 30, 2014. The School operates under a self-appointing, five-member Board of Directors (the Board). The School's Code of Regulations specify that vacancies that arise on the Board will be filled by the appointment of a successor director by a majority vote of the then existing directors. The Board is responsible for carrying out the provisions of the contract with the Sponsor, which include, but are not limited to, state-mandated provisions regarding student population, curriculum, academic goals, performance standards, admission standards, and qualifications of teachers. The School has one instructional/support facility, which is leased by WHLS. The facility is staffed with teaching personnel employed by WHLS, who provide services to 259 students. The Board also operates the Life Skills Center of Columbus North in the City of Columbus.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The basic financial statements of the School have been prepared in conformity with generally accepted accounting principles as applied to governmental nonprofit organizations. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The School also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, provided they do not conflict with GASB pronouncements. The School does not apply FASB statements and interpretations issued after November 30, 1989. The more significant of the School's accounting policies are described below.

**A. BASIS OF PRESENTATION**

The School's basic financial statements consist of a Statement of Net Assets, a Statement of Revenues, Expenses and Changes in Net Assets, and a Statement of Cash Flows. Enterprise fund reporting focuses on the determination of the change in net assets, financial position and cash flows.

Auditor of State of Ohio Bulletin No. 2000-005 requires the presentation of all financial activity to be reported within one enterprise fund for year-end reporting purposes. Enterprise accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Enterprise accounting uses a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities are included on the Statement of Net Assets. Operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in total net assets. The accrual basis of accounting is utilized for reporting purposes. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

**C. BUDGETARY PROCESS**

Unlike traditional public schools located in the State of Ohio, community schools are not required to follow budgetary provisions set forth in Ohio Rev. Code Section 5705, unless specifically provided in the School's contract with its Sponsor. The contract between the School and its Sponsor requires a detailed school budget for each year of the contract. In addition, the Board adopted an operating budget at the beginning of fiscal year 2009. However, the budget does not have to follow the provisions of Ohio Rev. Code Section 5705, except for section 5705.391 as it relates to five-year forecasts.

**D. CASH AND CASH EQUIVALENTS**

All cash received by the School is maintained in a demand deposit account and STAROhio. For purposes of the Statement of Cash Flows and for presentation on the Statement of Net Assets, investments with an original maturity of three months or less at the time they are purchased are considered to be cash equivalents.

During fiscal year 2009, investments were limited to the State Treasurer's Investment Pool, STAROhio. STAROhio is an investment pool managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAROhio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's share price, which is the price the investment could be sold for on June 30, 2009.

**E. INTERGOVERNMENTAL REVENUES**

The School currently participates in the State Foundation Program and the Career Based Intervention (CBI) Program, which are reflected under "State Aid" on the Statement of Revenues, Expenses, and Changes in Net Assets. Revenues received from these programs are recognized as operating revenues in the accounting period in which all eligibility requirements have been met.

Non-exchange transactions, in which the School receives value without directly giving equal value in return, include grants, entitlements, and contributions. Grants, entitlements, and contributions are recognized as non-operating revenues in the accounting period in which all eligibility requirements have been met.



**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. INTERGOVERNMENTAL REVENUES (Continued)**

Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the School must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the School on a reimbursement basis. Amounts awarded under the above programs for the 2009 school year totaled \$2,203,937.

**F. CAPITAL ASSETS AND DEPRECIATION**

For purposes of recording capital assets, the Board has a capitalization threshold of \$5,000.

The capital assets are recorded on the accompanying Statement of Net Assets at cost, net of accumulated depreciation of \$1,037. Depreciation is computed by the straight-line method over five years for "Equipment."

Aside from those mentioned above, the School has no other capital assets, as the School operates under a management agreement with WHLS. (See Note 10.)

**G. USE OF ESTIMATES**

In preparing the financial statements, management is sometimes required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**H. NET ASSETS**

Net assets represent the difference between assets and liabilities. Net assets consist of capital assets, net of accumulated depreciation, and unrestricted net assets.

**I. OPERATING REVENUES AND EXPENSES**

Operating revenues are those revenues that are generated directly from the School's primary activities. For the School, these revenues are primarily State Aid payments. Operating expenses are necessary costs incurred to provide the goods and services that are the primary activities of the School. Revenues and expenses not meeting this definition are reported as non-operating.

**3. DEPOSITS AND INVESTMENTS**

**A. Deposits with Financial Institutions**

At June 30, 2009, the carrying amount of all School deposits was \$58,750. Based on the criteria described in GASB Statement No. 40, "Deposits and Investment Risk Disclosures", as of June 30, 2009, none of the School's bank balance of \$60,652 was exposed to custodial risk as discussed below, since all of the bank balance was covered by the Federal Depository Insurance Corporation.

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**3. DEPOSITS AND INVESTMENTS (Continued)**

**A. Deposits with Financial Institutions (Continued)**

Custodial credit risk is the risk that, in the event of bank failure, the School's deposits may not be returned. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the School.

**B. Investments**

As of June 30, 2009, the School had the following investments and maturities:

| <u>Investment type</u> | <u>Balance at<br/>Fair Value</u> | <u>Investment Maturities</u> |                           |                                   |
|------------------------|----------------------------------|------------------------------|---------------------------|-----------------------------------|
|                        |                                  | <u>6 months or<br/>less</u>  | <u>7 to 12<br/>months</u> | <u>Greater than<br/>24 months</u> |
| STAROhio               | \$ 102,865                       | \$ 102,865                   | \$ -                      | \$ -                              |

*Interest Rate Risk:* As a means of limiting its exposure to fair value losses arising from rising interest rates and according to state law, the School's investment policy limits investment portfolio maturities to five years or less.

*Credit Risk:* Standard & Poor's has assigned STAROhio an AAAM money market rating.

*Concentration of Credit Risk:* The School places no limit on the amount that may be invested in any one issuer. The following table includes the percentage of each investment type held by the School at June 30, 2009:

| <u>Investment type</u> | <u>Fair Value</u> | <u>% to Total</u> |
|------------------------|-------------------|-------------------|
| STAROhio               | \$ 102,865        | 100.00            |

**4. STATE FUNDING PAYABLE**

The School has recognized on its Statement of Net Assets a "State Funding Payable" for the amount of State Aid directly related to qualified student full-time equivalent (FTE), estimated to be repaid by the School to the Ohio Department of Education (ODE) based on the difference in the amount the School actually received versus the amount earned through FTE enrollment as determined at the end of the year. A payable reflects that the School was funded on a higher estimated, qualified enrollment figure throughout the year than what the actual FTE enrollment figure was calculated to be at year-end. At June 30, 2009, the amount of "State Funding Payable" was \$66,155.

**5. CONTINUING FEES RECEIVABLE**

A "Continuing Fees Receivable" from WHLS has been recorded by the School in the amount of \$64,170 for 97 percent of the "State Funding Payable" owed to the State. (See Note 4.)

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**6. GRANTS FUNDING RECEIVABLE/PAYABLE**

The School has recorded "Grants Funding Receivable" in the amount of \$30,353 to account for the remainder of State and Federal awards allocated to the School, but not received as of June 30, 2009.

Additionally, under the terms of the management agreement (See Note 10.), the School has recorded a liability to WHLS in the amount of \$71,590 for 100 percent of any State and Federal monies uncollected or unpaid to WHLS as of June 30, 2009.

**7. SPONSORSHIP FEES RECEIVABLE**

A "Sponsorship Fees Receivable" from OCCS has been recorded by the School in the amount of \$342 for one half of one percent (1/2%) of the "State Funding Payable" due to the State for the FTE liability. (See Note 4.)

**8. CAPITAL ASSETS AND DEPRECIATION**

For the year ended June 30, 2009, the School's capital assets consisted of the following:

|  | <u>Balance</u><br><u>06/30/08</u> | <u>Additions</u> | <u>Deletions</u> | <u>Balance</u><br><u>06/30/09</u> |
|--|-----------------------------------|------------------|------------------|-----------------------------------|
| <b>Capital Assets Being Depreciated:</b>           |                                   |                  |                  |                                   |
| Equipment  | \$ -                              | \$ 7,777         | \$ -             | \$ 7,777                          |
| <b>Less Accumulated Depreciation:</b>              |                                   |                  |                  |                                   |
| Equipment  | -                                 | (1,037)          | -                | (1,037)                           |
| <b>Total Capital Assets Being Depreciated, Net</b> | <u>\$ -</u>                       | <u>\$ 6,740</u>  | <u>\$ -</u>      | <u>\$ 6,740</u>                   |

**9. RISK MANAGEMENT**

**Property and Liability** - The School is exposed to various risks of loss related to torts; theft or damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. As part of its management agreement with WHLS, WHLS has contracted with an insurance company for property and general liability insurance pursuant to the Management Agreement (See Note 10.). There was no significant reduction in insurance coverage from the prior year and claims did not exceed insurance coverage over the past three years.

**Director and Officer** - Coverage has been purchased by the School with a \$1,000,000 aggregate limit and a \$10,000 deductible.

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**10. AGREEMENT WITH WHLS**

Effective January 21, 2009, the School entered into an extended five-year Management Agreement (Agreement) with WHLS, which is an educational consulting and management company. The Agreement's term expires June 30, 2014 and will renew for additional, successive five (5) year terms unless one party notifies the other party on or before February 1 prior to the expiration of the then-current term of its intention to not renew the agreement. Substantially all functions of the School have been contracted to WHLS. WHLS is responsible and accountable to the School's Board of Directors for the administration and operation of the School. The School is required to pay WHLS a monthly continuing fee of 97 percent of the School's "Qualified Gross Revenues", defined in the Agreement as, all revenues and income received by the School except for charitable contributions and WHLS shall receive 100 percent of any and all grants or funding of any kind generated by WHLS, and its affiliates beyond the regular per pupil state funding received by the School, subject to any terms and conditions attached to the grants, if any. The continuing fee is paid to WHLS based on the previous month's qualified gross revenues.

The School had purchased service expenses for the year ended June 30, 2009, of \$2,144,897, of which \$71,590 was payable to WHLS at June 30, 2009. WHLS will be responsible for all costs incurred in providing the educational program at the School, which include but are not limited to, salaries and benefits of all personnel, curriculum materials, textbooks, library books, computers and other equipment, software, supplies, building payments, maintenance, capital, and insurance.

**11. SPONSORSHIP FEES**

Under Paragraph D(5) of the sponsor contract with OCCS, it states that the School "...shall pay to the Sponsor the amount of one half of one percent (1/2%) of the total state funds received each year, in consideration for the time, organization, oversight, fees and costs of the Sponsor pursuant to this contract." Such fees are paid to the OCCS monthly. As indicated on the Statement of Revenues, Expenses, and Changes in Net Assets, the School incurred \$9,827 in sponsorship fees to OCCS.

**12. MANAGEMENT COMPANY EXPENSES**

For the year ended June 30, 2009, White Hat Ventures, LLC and its affiliates incurred the following expenses on behalf of the School.

|                                   | <b>2009</b>         |
|-----------------------------------|---------------------|
| <b>Expenses</b>                   |                     |
| <b>Direct Expenses:</b>           |                     |
| Salaries & wages                  | \$ 591,114          |
| Employees' benefits               | 182,513             |
| Professional & technical services | 260,833             |
| Property services                 | 267,972             |
| Travel                            | 1,074               |
| Communications                    | 19,311              |
| Utilities                         | 37,362              |
| Other supplies                    | 101,054             |
| Depreciation                      | 11,208              |
| Other direct costs                | 18,399              |
| <b>Indirect Expenses:</b>         |                     |
| Overhead                          | 448,939             |
| <b>Total Expenses</b>             | <b>\$ 1,939,779</b> |

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**12. MANAGEMENT COMPANY EXPENSES (Continued)**

Overhead charges are assigned to the School based on a percentage of revenue. These charges represent the indirect cost of services provided in the operation of the School. Such services include, but are not limited to facilities management, equipment, operational support services, management and management consulting, board relations, human resources management, training and orientation, financial reporting and compliance, purchasing and procurement, education services, technology support and marketing and communications.

**13. DEFINED BENEFIT PENSION PLANS**

The School has contracted with WHLS to provide employee services and to pay those employees. However, these contract services do not relieve the School of the obligation for remitting pension contributions. The retirement systems consider the School as the Employer-of-Record and the School ultimately responsible for remitting retirement contributions to each of the systems noted below: (See Note 10.)

**A. SCHOOL EMPLOYEE RETIREMENT SYSTEM**

Plan Description – WHLS, on behalf of the School, contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple-employer defined benefit pension plan. SERS provides retirement, disability, and survivor benefits: annual cost-of-living adjustments; and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by state statute per Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report can be obtained by contacting SERS, 300 East Broad Street, Suite 100, Columbus, Ohio 43215 or by calling toll free (800) 878-5853. It is also posted on SERS' website at [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

Funding Policy - Plan members are required to contribute 10 percent of their annual covered salary and WHLS, on behalf of the School, is required to contribute 14 percent of annual covered payroll. The contribution requirements of plan members and employers are established and may be amended, up to statutory maximum amounts, by the SERS' Retirement Board. The Retirement Board acting with the advice of the actuary, allocates the employer contribution rate among four of the funds (Pension Trust Fund, Death Benefit Fund, Medicare B Fund, and Health Care Fund) of the System. For fiscal year ending June 30, 2009, the allocation to pension and death benefits is 9.09 percent. The remaining 4.91 percent of the 14 percent employer contribution rate is allocated to the Health Care and Medicare B Funds. The School's contributions to SERS for the years ended June 30, 2009, 2008, and 2007 were \$9,336, \$12,176, and \$12,432 respectively, which equaled the required contributions each year.

**B. STATE TEACHERS RETIREMENT SYSTEM**

Plan Description – WHLS, on behalf of the School, participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing, multiple employer public employee retirement plan. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone financial report that may be obtained by writing to STRS Ohio, 275 E. Broad St., Columbus, OH 43215-3771, by calling (888) 227-7877, or by visiting the STRS Ohio Web site at [www.strsoh.org](http://www.strsoh.org).

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**13. DEFINED BENEFIT PENSION PLANS (Continued)**

**B. STATE TEACHERS RETIREMENT SYSTEM (Continued)**

New members have a choice of three retirement plans, a Defined Benefit (DB) Plan, a Defined Contribution (DC) Plan and a Combined Plan. The DB plan offers an annual retirement allowance based on final average salary times a percentage that varies based on years of service, or an allowance based on a member's lifetime contributions and earned interest matched by STRS Ohio funds divided by an actuarially determined annuity factor. The DC Plan allows members to place all their member contributions and employer contributions equal to 10.5 percent of earned compensation into an investment account. Investment decisions are made by the member. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The member may elect to receive a lifetime monthly annuity or a lump sum withdrawal. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are invested by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. The DB portion of the Combined Plan payment is payable to a member on or after age 60; the DC portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50. Benefits are established by Chapter 3307 of the Ohio Revised Code.

A DB or Combined Plan member with five or more years credited service who becomes disabled may qualify for a disability benefit. Eligible spouses and dependents of these active members who die before retirement may qualify for survivor benefits. Members in the DC Plan who become disabled are entitled only to their account balance. If a member of the DC Plan dies before retirement benefits begin, the member's designated beneficiary is entitled to receive the member's account balance.

Funding Policy - For the fiscal year ended June 30, 2009, plan members were required to contribute 10 percent of their annual covered salaries. WHLS on behalf of the School was required to contribute 14 percent; 13 percent was the portion used to fund pension obligations. For fiscal year 2008, the portion used to fund pension obligations was also 13 percent. Contribution rates are established by the State Teachers Retirement Board, upon recommendations of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers. Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions.

WHLS' required contributions on behalf of the School for pension obligations to STRS Ohio for the fiscal years ended June 30, 2009, 2008, and 2007 were \$67,046, \$63,245, and \$54,706 respectively; 100 percent has been contributed for fiscal year 2009 and 100 percent for fiscal years 2008 and 2007. Contributions to the DC and combined plan for fiscal year 2009 were \$0 made by WHLS and \$0 made by the plan members, due to the fact that no members chose to participate in these plans.

**C. SOCIAL SECURITY SYSTEM**

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System of Ohio have an option to choose Social Security or the School Retirement System. The contribution rate is 6.2 percent of wages. As of June 30, 2009 there were no members that elected Social Security.

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**14. POSTEMPLOYMENT BENEFITS**

**A. SCHOOL EMPLOYEE RETIREMENT SYSTEM**

Postemployment Benefits - In addition to a cost-sharing multiple-employer defined benefit pension plan the School Employees Retirement System of Ohio (SERS) administers two postemployment benefit plans.

Medicare Part B Plan – The Medicare B plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries as set forth in Ohio Revised Code (ORC) 3309.69. Qualified benefit recipients who pay Medicare Part B premiums may apply for and receive a monthly reimbursement from SERS. The reimbursement amount is limited by statute to the lesser of the January 1, 1999 Medicare Part B premium or the current premium. The Medicare Part B premium for calendar year 2009 was \$96.40, SERS' reimbursement to retirees was \$45.50.

The Retirement Board, acting with the advice of the actuary, allocates a portion of the current employer contribution rate to the Medicare B Fund. For fiscal year 2009, the actuarially required allocation is .75 percent. WHLS' contributions on behalf of the School for the years ended June 30, 2009, 2008 and 2007 were \$770, \$877, and \$792 respectively, which equaled the required contributions each year.

Health Care Plan- ORC 3309.375 and 3309.69 permit SERS to offer health care benefits to eligible retirees and beneficiaries. SERS' Retirement Board reserves the right to change or discontinue any health plan or program. SERS offers several types of health plans from various vendors, including HMOs, PPOs, Medicare Advantage and traditional indemnity plans. A prescription drug program is also available to those who elect health coverage. SERS employs two third-party administrators and a pharmacy benefit manager to manage the self-insurance and prescription drug plans, respectively. The ORC provides the statutory authority to fund SERS' postemployment benefits through employer contributions. Active members do not make contributions to the postemployment benefit plans. The Health Care Fund was established under, and is administered in accordance with Internal Revenue Code 105(e). Each year after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer 14 percent contribution to the Health Care Fund. For the year ended June 30, 2009, the health care allocation is 4.16 percent. An additional health care surcharge on employers is collected for employees earning less than an actuarially determined minimum compensation amount, pro-rated according to service credit earned. Statutes provide that no employer shall pay a health care surcharge greater than 2 percent of that employer's SERS-covered payroll; nor may SERS collect in aggregate more than 1.5 percent of the total statewide SERS-covered payroll for the health care surcharge. For fiscal year 2009, the minimum compensation level was established at \$35,800. The surcharge, added to the unallocated portion of the 14 percent employer contribution rate is the total amount assigned to the Health Care Fund. WHLS' contributions on behalf of the School assigned to health care for the years ended June 30, 2009, 2008, and 2007 were \$4,272, \$7,847, and \$5,321 respectively.

The SERS Retirement Board establishes the rules for the premiums paid by the retirees for health care coverage for themselves and their dependents or for their surviving beneficiaries. Premiums vary depending on the plan selected, qualified years of service, Medicare eligibility, and retirement status.

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2009  
(Continued)**

**14. POSTEMPLOYMENT BENEFITS (Continued)**

**A. SCHOOL EMPLOYEE RETIREMENT SYSTEM (Continued)**

The financial reports of SERS' Health Care and Medicare B plans are included in its Comprehensive Annual Financial Report. The report can be obtained by contacting SERS, 300 East Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling toll free (800) 878-5853. It is also posted on SERS' website at [www.ohsers.org](http://www.ohsers.org) under Employers/Audit Resources.

**B. STATE TEACHERS RETIREMENT SYSTEM**

Plan Description – WHLS, on behalf of the School, contributes to the cost sharing multiple employer defined benefit Health Plan administered by the State Teachers Retirement System of Ohio (STRS Ohio) for eligible retirees who participated in the defined benefit or combined pension plans offered by STRS Ohio. Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums. The Plan is included in the report of STRS Ohio which may be obtained by visiting [www.strsoh.org](http://www.strsoh.org) or by calling (888) 227-7877.

Funding Policy – Ohio law authorizes STRS Ohio to offer the Plan and gives the Retirement Board authority over how much, if any, of the health care costs will be absorbed by STRS Ohio. Active employee members do not contribute to the Plan. All benefit recipients pay a monthly premium. Under Ohio law, funding for post-employment health care may be deducted from employer contributions. For 2009, STRS Ohio allocated employer contributions equal to 1 percent of covered payroll to the Health Care Stabilization Fund. The School's contributions for health care for the fiscal years ended June 30, 2009, 2008, and 2007 were \$5,157, \$4,865, and \$4,208 respectively; 100 percent has been contributed for fiscal year 2009 and 100 percent for fiscal years 2008 and 2007.

**15. CONTINGENCES**

**Grants**

Amounts received from grantor agencies are subject to audit and adjustment by the grantor. Any disallowed costs may require refunding to the grantor. Amounts which may be disallowed, if any, are not presently determinable. However, in the opinion of the School, any such adjustments will not have a material adverse effect on the financial position of the School.





# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Life Skills Center of Columbus Southeast  
Franklin County  
2400 South Hamilton Road  
Columbus, Ohio 43232

To the Board of Directors:

We have audited the financial statements of Life Skills Center of Columbus Southeast, Franklin County, Ohio, (the School) as of and for the year ended June 30, 2009, and have issued our report thereon dated February 12, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the School's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinion on the financial statements, but not to opine on the effectiveness of the School's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the School's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified a certain deficiency in internal control over financial reporting that we consider a significant deficiency.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the School's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the School's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

We consider finding 2009-001 described in the accompanying Schedule of Findings to be a significant deficiency in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the School's internal control will not prevent or detect a material financial statement misstatement.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all internal control deficiencies that might be significant deficiencies or material weaknesses. We do not believe the significant deficiency described above is a material weakness.

#### **Compliance and Other Matters**

As part of reasonably assuring whether the School's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

The School's response to the finding identified in our audit is described in the accompanying Schedule of Findings. We did not audit the School's response and, accordingly, we express no opinion on it.

We intend this report solely for the information and use of the audit committee, management, the Board of Directors, and the Community School's Sponsor. We intend it for no one other than these specified parties.



**Mary Taylor, CPA**  
Auditor of State

February 12, 2010

LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY

SCHEDULE OF FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2009

FINDING RELATED TO THE FINANCIAL STATEMENTS  
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

FINDING NUMBER 2009-001

**Significant Deficiency – Grant Funding Receivables/Payables**

According to the management agreement 100% of federal grant funds are to be paid to the management company. The process for the recording of grant funding receivables and payables changed during the fiscal year 2008 and was fully implemented during fiscal year 2009. Although this improved the timing of transaction recording, the change of this process caused errors which resulted in grants funding receivables and payables being overstated by \$20,656. The audit adjustment was posted to the statements and the client records, which prepares their ledgers on an accrual basis year round.

When recording financial data, the Fiscal Officer should ensure the process is functioning as intended and results in accurate amounts being recorded.

**Officials' Response:** Going forward, the Grant Funding Payable and Grant Funding Receivable general ledger accounts will be reviewed on a monthly basis to test the balances for accuracy. This will include calculations from the beginning balance going forward to arrive at the correct balance at each period end.

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# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Life Skills Center of Columbus Southeast  
Franklin County  
2400 South Hamilton Road  
Columbus, Ohio 43232

To the Board of Directors:

Ohio Rev. Code Section 117.53 states "the auditor of state shall identify whether the school district or community school has adopted an anti-harassment policy in accordance with Section 3313.666 of the Revised Code. This determination shall be recorded in the audit report. The auditor of state shall not prescribe the content or operation of any anti-harassment policy adopted by a school district or community school."

Accordingly, we have performed the procedures enumerated below, which were agreed to by to by the Board, solely to assist the Board in evaluating whether Life Skills Center of Columbus Southeast (the School) has adopted an anti-harassment policy in accordance with Ohio Rev. Code Section 3313.666. Management is responsible for complying with this requirement. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the Board. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

1. We noted the Board adopted an anti-harassment policy at its meeting on April 4, 2008.
2. We read the policy, noting it included the following requirements from Ohio Rev. Code Section 3313.666(B):
  - (1) A statement prohibiting harassment, intimidation, or bullying of any student on school property or at school-sponsored events;
  - (2) A definition of harassment, intimidation, or bullying that shall include the definition in division (A) of Ohio Rev. Code Section 3313.666;
  - (3) A procedure for reporting prohibited incidents;
  - (4) A requirement that school personnel report prohibited incidents of which they are aware to the school principal or other administrator designated by the principal;

- (5) A requirement that parents or guardians of any student involved in a prohibited incident be notified and, to the extent permitted by section 3319.321 of the Revised Code and the "Family Educational Rights and Privacy Act of 1974," 88 Stat. 571, 20 U.S.C. 1232q, as amended, have access to any written reports pertaining to the prohibited incident;
- (6) A procedure for documenting any prohibited incident that is reported;
- (7) A procedure for responding to and investigating any reported incident;
- (8) A strategy for protecting a victim from additional harassment, intimidation, or bullying, and from retaliation following a report;
- (9) A disciplinary procedure for any student guilty of harassment, intimidation, or bullying, which shall not infringe on any student's rights under the first amendment to the Constitution of the United States;
- (10) A requirement that the school administration semiannually provide the president of the school board a written summary of all reported incidents and post the summary on its web site, if the school has a web site, to the extent permitted by section 3319.321 of the Revised Code and the "Family Educational Rights and Privacy Act of 1974," 88 Stat. 571, 20 U.S.C. 1232q, as amended.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance with the anti-harassment policy. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Directors and the School's Sponsor, and is not intended to be and should not be used by anyone other than these specified parties.



**Mary Taylor, CPA**  
Auditor of State

February 12, 2010



**Mary Taylor, CPA**  
Auditor of State

**LIFE SKILLS CENTER OF COLUMBUS SOUTHEAST  
FRANKLIN COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
MARCH 16, 2010**