CONSTELLATION SCHOOLS: WESTSIDE COMMUNITY SCHOOL OF THE ARTS CUYAHOGA COUNTY, OHIO

REGULAR AUDIT

FOR THE YEAR ENDED JUNE 30, 2012



Constellation Schools

"The Right Choice for Parents and a Real Chance for Children!"



Board of Trustees Constellation Schools: Westside Community School of the Arts 3326 Broadview Road Cleveland, Ohio 44109

We have reviewed the *Independent Auditor's Report* of the Constellation Schools: Westside Community School of the Arts, Cuyahoga County, prepared by Rea & Associates, Inc., for the audit period July 1, 2011 through June 30, 2012. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Constellation Schools: Westside Community School of the Arts is responsible for compliance with these laws and regulations.

Dave Yost Auditor of State

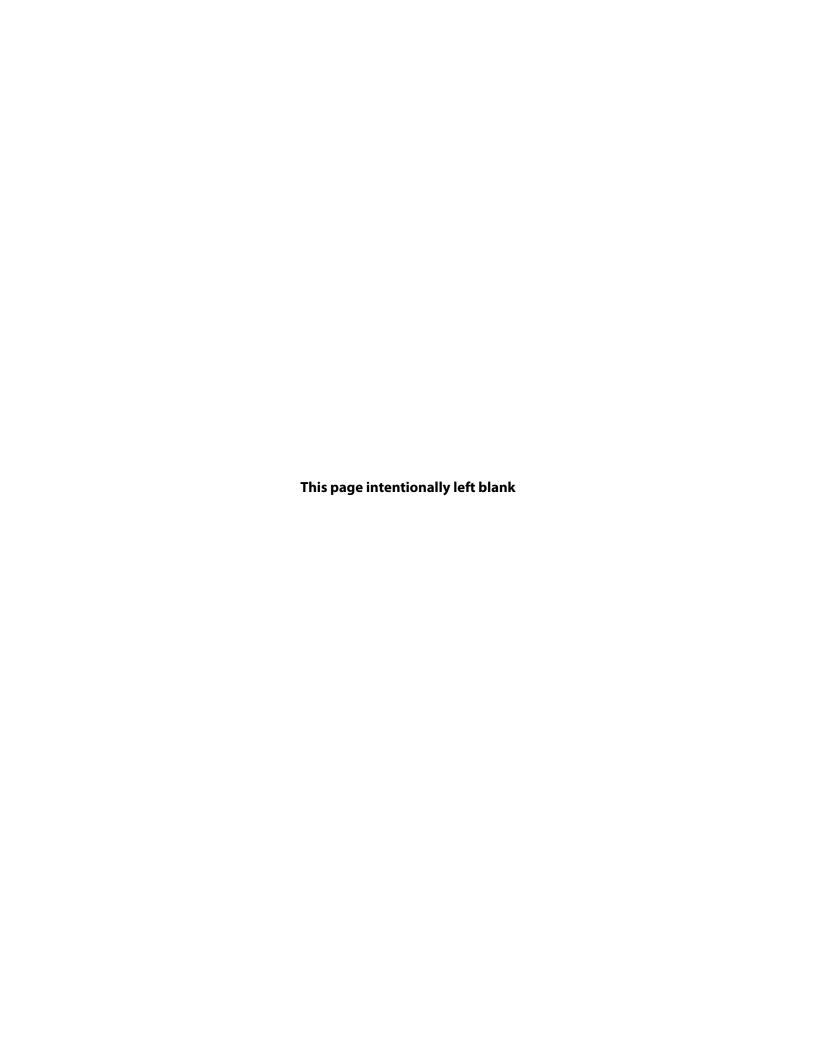
January 29, 2013



CONSTELLATION SCHOOLS: WESTSIDE COMMUNITY SCHOOL OF THE ARTS CUYAHOGA COUNTY

TABLE OF CONTENTS

TITLE	<u>PAGE</u>
Independent Auditor's Report	1
Management's Discussion and Analysis	3
Basic Financial Statements	9
Notes to the Basic Financial Statements	13
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and other Matters in Accordance with <i>Government Auditing Standards</i>	29





November 27, 2012

The Board of Trustees Constellation Schools: Westside Community School of the Arts 3326 Broadview Road Cleveland, Ohio 44109

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the Constellation Schools: Westside Community School of the Arts, Cuyahoga County, Ohio (the School), as of and for the year ended June 30, 2012, which collectively comprise the School's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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 that 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 School, as of June 30, 2012, and the respective changes in financial position and cash flows, 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 November 27, 2012, 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. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Constellation Schools: Westside Community School of the Arts

Independent Auditor's Report

Page 2

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis information on pages 3 through 7 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Government Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2012

The discussion and analysis of Constellation Schools: Westside Community School of the Arts (WCSA) financial performance provides an overall review of financial activities for the fiscal year ended June 30, 2012. The intent of this discussion and analysis is to look at the financial performance of WCSA as a whole. Readers should also review the Notes to the Financial Statements and the Financial Statements to enhance their understanding of the financial performance of WCSA.

Financial Highlights

Key financial highlights for 2012 include the following:

- In total, net assets increased \$90,349, which represents a 14.0% increase from 2011. An increase in revenues due primarily to increased enrollment were offset by reduced federal stimulus grant funding, higher operating costs which included hiring additional staff for the increased enrollment and increased special education, student support, management and food services costs.
- Total assets increased \$95,175 which represents a 5.9% increase from 2011. This is from a combination of increased cash, prepaid expenses and the improvement to the school building.
- Liabilities increased by \$4,826, which represents a 0.5% increase from 2011. All of this increase
 occurred from real estate taxes payables which were offset by a reduction in mortgages
 payable.
- Operating revenues increased by \$584,590 which represents a 37.6% increase from 2011. This is a direct result of increased enrollment causing an increase in state foundation funding and materials fees.
- Expenses increased by \$521,988 which represents a 27.3% increase from 2011. Expense increases are due to increasing staffing, educational services and other support functions to accommodate the increased enrollment.
- Non-operating revenues decreased by \$178,851, which represents a 31.6% decrease from 2011. This is due to reductions of federal stimulus grant funds and minor state grants received in 2012.

Using this Financial Report

This report consists of three parts, Management's Discussion and Analysis, the Financial Statements and the Notes to the Financial Statements. The Financial Statements include a Statement of Net Assets; a Statement of Revenues, Expenses and Changes in Net Assets; and a Statement of Cash Flows.

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2012

Statement of Net Assets

The Statement of Net Assets looks at how well WCSA has performed financially through June 30, 2012. This statement includes all of the assets, liabilities and net assets using the accrual basis of accounting, which is the accounting method used by most private-sector companies. This basis of accounting takes into account all revenues earned and expenses incurred during the year, regardless as to when the cash is received or expended.

The following schedule provides a summary Statement of Net Assets for fiscal years ended June 30, 2012 and 2011 for WCSA.

	2012	2011	Change	%
Assets				
Cash	\$311,013	\$256,116	\$54,897	21.4%
Other Current Assets	18,318	8,534	9,784	114.6%
Non-Current Assets	25,000	25,000	0	100.0%
Capital Assets	1,345,085	1,314,591	30,494	2.3%
Total Assets	1,699,416	1,604,241	95,175	5.9%
Liabilities				
Current Liabilities	783,380	36,438	746,942	2049.9%
Long-Term Liabilities	181,085	923,201	(742,116)	100.0%
Total Liabilities	964,465	959,639	4,826	0.5%
Net Assets				
Investment in capital assets, net of				
related debt	423,955	370,651	53,304	14.4%
Unrestricted	310,996	273,951	37,045	13.5%
Total Net Assets	\$734,951	\$644,602	\$90,349	14.0%
Total Net Assets	\$734,951	\$644,602	\$90,349	14.0%

Net Assets increased \$90,349, due primarily to increased revenues for higher enrollment and a partial decrease in federal funding due to the expiration of major stimulus programs. This was partially offset by hiring additional staff for the increased enrollment and higher operating expenses directly related to the increased enrollment. For assets, cash increased \$54,897; due from other governments decreased \$5,538; accounts receivable decreased \$60, prepaid expenses increased \$15,382 and net capital assets increased \$30,494 from 2011. For liabilities, accounts payable increased \$29,112; interest payable increased \$1,298; accrued benefits decreased \$49; deferred revenues decreased \$2,725 and mortgage debt decreased \$22,811 from 2011.

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2012

Statement of Revenues, Expenses and Changes in Net Assets

The Statement of Revenues, Expenses and Changes in Net Assets reports operating and non-operating activities for the fiscal year ended June 30, 2012.

The following schedule provides a summary of the Statement of Revenues, Expenses and Changes in Net Assets for WCSA for fiscal years ended June 30, 2012 and 2011.

	2012	2011	Change	<u></u> %
Revenues				
Foundation and Poverty Based				
Assistance Revenues	\$2,034,294	\$1,450,708	\$583,586	40.2%
Other Operating Revenues	103,091	102,087	1,004	1.0%
Total Operating Revenues	2,137,385	1,552,795	584,590	37.6%
Interest Income	65	32	33	103.1%
Federal and State Grants	383,820	564,930	(181,110)	-32.1%
Private Grants and Contributions	2,476	250	2,226	890.4%
Total Non-Operating Revenues	386,361	565,212	(178,851)	-31.6%
T . ID	2 522 746	2440007	405 700	40.00/
Total Revenues	2,523,746	2,118,007	405,739	19.2%
Expenses				
Salaries	1,025,817	861,051	164,766	19.1%
Fringe Benefits	295,770	245,717	50,053	20.4%
Purchased Services	744,462	547,941	196,521	35.9%
Materials and Supplies	124,360	100,218	24,142	24.1%
Capital Outlay	24,072	39,601	(15,529)	-39.2%
Depreciation and Amortization	90,492	70,716	19,776	28.0%
Other Expenses	128,424	46,165	82,259	178.2%
Total Expenses	2,433,397	1,911,409	521,988	27.3%
rotal Expenses	2,133,337	.,,,,,,,,,,	32.,,500	27.370
Net Income/(Loss)	90,349	206,598	(116,249)	-56.3%
Net Assets at Beginning of the Year	644,602	438,004	206,598	47.2%
Net Assets at End of Year	\$734,951	\$644,602	\$90,349	14.0%

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2012

Net Assets increased in both fiscal years ended June 30, 2012 and 2011. This is due to enrollment growth and the changes in federal stimulus grants in both years. Although certain expenditures such as salaries will increase or decrease as the number of classes increase and decrease other costs remain fixed such as facilities costs resulting in more efficient operations. Additionally, grants have been received for capital improvements to our building and to purchase various educational programs and equipment.

The most significant changes in revenue from 2011 to 2012 are increases of \$583,586 in State Foundation funding due to increased enrollment and a decrease of \$181,110 in federal stimulus grants and minor state grants to the school paid through the state of Ohio. Other revenues increased due to additional materials fees and contributions and donations.

Expenses increased from 2011 to 2012 by \$521,988. Salaries and Fringe Benefits increased \$214,819 due to staff increases and annual salary increases. Purchased services increased \$196,521 due to increased special education and transportation needs, pupil support services, administrative services, food services and occupancy costs. Materials and Supplies increased \$24,142 due to instructional software and textbook purchases and Capital Outlay decreased \$15,529 due to prior purchases of instructional furniture and equipment for classrooms Depreciation increased \$19,776 as a result of purchasing the school property and other new equipment and furniture in in the prior year. Other Operating Expenses increased \$82,259 due to interest paid on the mortgage financing to purchase the school property, increased audit costs, increased insurance premiums and real estate taxes.

Capital Assets

As of June 30, 2012, WCSA had \$1,345,085 invested in land, buildings, building improvements, computers, technology, furniture and equipment, net of depreciation. This is a \$30,494 increase over June 30, 2011.

The following schedule provides a summary of Capital Assets as of June 30, 2012 and 2011 for WCSA.

	2012	2011	Change	%
Capital Assets (net of depreciation)				
Land	\$106,780	\$106,780	\$0	100.0%
Building	872,132	900,512	(28,380)	100.0%
Building Improvements	127,374	22,148	105,226	100.0%
Computers and Technology	19,240	35,208	(15,968)	-45.4%
Furniture and Equipment	219,559	249,943	(30,384)	-12.2%
Net Capital Assets	\$1,345,085	\$1,314,591	\$30,494	2.3%

For more information on capital assets see the Notes to the Financial Statements.

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2012

Debt Service

On February 11, 2011 the School purchased the building in which it operates. Financing of the purchase was accomplished through two mortgages. The first mortgage is held by PNC Bank, National Association with a face value of \$750,000 for a term of two years on a thirty year amortization schedule, an interest rate of 4.748% per annum and a balloon payment due in fiscal year 2013. The second mortgage is held by the Diocese of Cleveland with a face value of \$200,000 for a term of four years, on a fifteen amortization schedule, an interest rate of 8.00% per annum and a balloon payment due during fiscal year 2015. The outstanding principal balances as of June 30, 2012 are \$731,369 and \$189,761 respectively. The school is currently negotiating an extension of the loan with PNC Bank in order to secure permanent long-term financing.

For more information on debt service see the Notes to the Financial Statements.

Current Financial Issues

Constellation Schools: Westside Community School of the Arts opened in August 2007. It has increased from its initial year of operations of eighty-four students, eleven teaching staff members and expenses of \$862,393 to two-hundred eighty students, twenty-eight teaching staff members and expenses of \$2,433,397. The school opened with grades kindergarten through 3. Each year a grade is added as each student progresses through the school. A seventh grade was added for 2012. Continued increases in enrollment are budgeted until the school reaches full enrollment. These increases in enrollment will allow the school to maintain and grow a positive net asset balance as it matures. During 2011 the school purchased the property the school occupies so that it will have a permanent location and continue to grow.

During the past year as the nation has experienced a major economic downturn, the Board of Directors, school management and school staff have worked diligently to ensure that the school maintains the high level of educational services and financial integrity that we have always provided. Our goal is to provide a strong educational product for our students and families and to maintain the reputation we have developed during our previous years.

Contacting the School's Financial Management

This financial report is designed to provide our constituents with a general overview of the finances for WCSA and to show accountability for the monies it receives. If you have any questions about this report or need additional information please contact Treasurer/CFO Thomas F. Babb, CPA, by mail at Constellation Schools LLC, 5730 Broadview Road, Parma, Ohio 44134; by e-mail at babb.thomas@constellationschools.com; by calling 216.712.7600; or by faxing 216.712.7601.

This page intentionally left blank

Constellation Schools: Westside Community School of the Arts Cuyahoga County Statement of Net Assets As of June 30, 2012

Assets:	
<u>Current Assets:</u> Cash	\$311,013
Due from Other Governments	2,936
Prepaid Expenses	15,382
Total Current Assets	329,331
	, , , , , , , , , , , , , , , , , , ,
Non-Current Assets:	
Security Deposits	25,000
Non-Depreciable Capital Assets	106,780
Capital Assets (Net of Accumulated Depreciation)	1,238,305
Total Non-Current Assets	1,370,085
Total Assets	1,699,416
<u>Liabilities:</u>	
Current Liabilities:	
Accounts Payable	36,180
Interest Payable	4,255
Deferred Revenue	2,900
Mortgage Notes Payable	740,045
Total Current Liabilities	783,380
Long Term Liabilities:	
Mortgage Notes Payable	181,085
Total Liabilities	964,465
Net Assets:	
Investment in capital assets, net of related debt	423,955
Unrestricted	310,996
Total Net Assets	\$734,951
TOTAL MET MOSELS	ا <i>رچ</i> ,+ <i>ک</i> ر ډ

Constellation Schools: Westside Community School of the Arts Cuyahoga County

Statement of Revenues, Expenses and Changes in Net Assets

For the Fiscal Year Ended June 30, 2012

Operating Revenues:	
Foundation and Poverty Based Assistance Revenues	\$2,034,294
Other Operating Revenues	103,091
Total Operating Revenues	2,137,385
On susting Formance	
Operating Expenses:	1 025 017
Salaries	1,025,817
Fringe Benefits Purchased Services	295,770
	744,462
Materials and Supplies	124,360
Capital Outlay	24,072
Depreciation	90,492
Other Operating Expenses	77,206
Total Operating Expenses	2,382,179
Operating Loss	(244,794)
Non-Operating Revenues & Expenses:	
Interest Income	65
Interest Expense	(51,218)
Federal and State Grants	383,820
Private Grants and Contributions	2,476
Total Non-Operating Revenues & Expenses	335,143
Net Income	90,349
Net income	90,349
Net Assets at Beginning of the Year	644,602
Net Assets at End of Year	\$734,951

Constellation Schools: Westside Community School of the Arts Cuyahoga County Statement of Cash Flows For the Fiscal Year Ended June 30, 2012

Increase (Decrease) in Cash:

Cash Flows from Operating Activities:

Cash Received from State of Ohio Cash Payments to Suppliers for Goods and Services Cash Payments to Employees for Services Other Operating Revenues	\$2,034,294 (1,252,188) (1,025,817) 100,426
Net Cash Used for Operating Activities	(143,285)
Cash Flows from Noncapital Financing Activities:	
Federal and State Grants Private Grants and Contributions	389,358 2,476
Net Cash Provided by Noncapital Financing Activities	391,834
Cash Flows from Capital and Related Financing Activities:	
Payments for Capital Acquisitions	(120,986)
Mortgage Loan Principal Payments	(22,811)
Mortgage Loan Interest Payments	(49,920)
Net Cash Used for Capital and Related Financing Activities	(193,717)
Cash Flows from Investing Activities:	
Interest	65
Net Cash Provided by Investing Activities	65
Net Increase in Cash	54,897
Cash at Beginning of Year	256,116
Cash at End of Year	\$311,013

Constellation Schools: Westside Community School of the Arts Cuyahoga County Statement of Cash Flows For the Fiscal Year Ended June 30, 2012 (Continued)

Reconciliation of Operating Loss to Net Cash Used for Operating Activities:

Operating Loss	(\$244,794)
Adjustments to Reconcile Operating Loss to Net Cash Used for Operating Activities:	
Depreciation	90,492
Changes in Assets and Liabilities:	
Decrease in Accounts Receivable	60 (15.393)
(Increase) in Prepaid Expenses Increase in Accounts Payable	(15,382) 29,064
(Decrease) in Deferred Revenue	(2,725)
Total Adjustments	101,509
Net Cash Used for Operating Activities	(\$143,285)

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

I. Description of the School and Reporting Entity

Constellation Schools: Westside Community School of the Arts (WCSA), originally Westside Community School of the Arts, is a nonprofit corporation established on January 25, 2007 pursuant to Ohio Revised Code Chapters 3314 and 1702 to maintain and provide a school exclusively for any educational, literary, scientific and related teaching service that qualifies as an exempt organization under §501(c)(3) of the Internal Revenue Code. On April 23, 2009, WCSA was issued a determination letter of tax-exempt status with the Internal Revenue Service under section 501(c)(3) of the Internal Revenue Code. Management is not aware of any course of action or series of events that have occurred that might adversely affect the tax-exempt status of WCSA. WCSA, which is part of Ohio's education program, is independent of any school district. WCSA may sue and be sued, acquire facilities as needed, and contract for any services necessary for the operation of WCSA.

WCSA was approved for operation under a contract dated February 15, 2007 between the Governing Authority of WCSA and Buckeye Community Hope Foundation (BCHF) (the Sponsor). Approval to operate as WCSA and to open a school in the fall of 2007 was made by BCHF on August 6, 2007. The contract has been amended to extend the original contract term until June 30, 2015. Under the terms of the contract BCHF will provide sponsorship services for a fee. See Note XII for further discussion of the sponsor services. WCSA entered into an agreement with Constellation Schools (CS) to provide management services for the fiscal year. See Note XII for further discussion of this management agreement. On March 27, 2007 the school name was changed to Constellation Schools: Westside Community School of the Arts.

WCSA operates under a six member Board of Directors. The Board is responsible for carrying out the provisions of the contract, which include, but are not limited to, state mandated provisions regarding student population, curriculum, academic goals, performance standards, admission standards, and qualification of teachers. The Board of Directors controls WCSA instructional facility staffed by twenty-eight certificated full time teaching personnel who provided services to 280 students. During 2012, the board members for WCSA also serve as the board for Constellation Schools: Mansfield Community Middle.

II. Summary of Significant Accounting Policies

The financial statements of WCSA have been prepared in conformity with generally accepted accounting principles (GAAP) 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 to its governmental activities provided they do not conflict with or contradict GASB pronouncements. WCSA also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its proprietary activities unless those pronouncements conflict with or contradict GASB pronouncements. WCSA has elected not to follow FASB

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

guidance issued after November 30, 1989 for its proprietary activities. The more significant of WCSA's accounting policies are described below.

1. Basis of Presentation

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, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

2. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment 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 (e.g., revenues) and decreases (e.g., expenses) in net total assets.

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. WCSA prepares financial statements using the accrual basis of accounting. Revenues resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded when the exchange takes place. Revenues resulting from non-exchange transactions, in which WCSA receives value without directly giving equal value in return, such as grants and entitlements, are recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the fiscal year when the resources are required to be used or the fiscal year when the use is first permitted; matching requirements, in which WCSA must provide local resources to be used for a specified purpose; and expenditure requirements, in which resources are provided to WCSA on a reimbursement basis. Expenses are recognized at the time they are incurred.

- A Community School - Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

3. Cash

All monies received by WCSA are deposited in demand deposit accounts.

4. Budgetary Process

Pursuant to Ohio Revised Code Chapter 5705.391 WCSA prepares and adopts an annual budget which includes estimated revenues and expenditures for the fiscal year and a five year forecast of revenues and expenditures. WCSA will from time to time adopt budget revisions as necessary.

5. Due From Other Governments and Accounts Receivable

Monies due WCSA for the year ended June 30, 2012 are recorded as Due From Other Governments and as Accounts Receivable. A current asset for the receivable amount is recorded at the time of the event causing the monies to be due.

6. Capital Assets and Depreciation

Capital assets are capitalized at cost and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the dates received. All items with a useful life of one year or greater and a value of \$500 or more are capitalized. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

All capital assets are depreciated. Depreciation of buildings, building improvements, computers, office equipment and furniture and equipment is computed using the straight-line method over their estimated useful lives. Improvements to fixed assets are depreciated over the remaining useful lives of the related fixed assets. Estimated useful lives are as follows:

Capital Asset Classification	Years
Building	40
Building Improvements	10 to 20
Computers and Technology	3
Furniture and Equipment	10

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

7. Intergovernmental Revenues

WCSA currently participates in the State Foundation Program and the State Poverty Based Assistance Program. Revenues received from these programs are recognized as operating revenues in the accounting period in which all eligibility requirements have been met. WCSA also participates in Federal Entitlement Programs, the Federal Lunch Reimbursement Program, the American Recovery and Reinvestment Act, Education Jobs, Race to the Top and various State Grant Programs. State and Federal Grants and Entitlements are recognized as non-operating revenues in the accounting period in which all eligibility requirements have been met. Amounts awarded under the above named programs for the 2012 school year totaled \$2,418,114.

8. Private Grants and Contributions

WCSA receives grants and contributions from private sources to support the schools programs. Private grants and contributions are recognized as non-operating revenues in the accounting period in which they are received. Amounts received for the 2012 school year totaled \$2,476.

9. Compensated Absences

Vacation is taken in a manner which corresponds with the school calendar; therefore, WCSA does not accrue vacation time as a liability.

Sick leave benefits are earned at the rate of one and one-quarter day per month and can be accrued up to a maximum of one hundred twenty days. WCSA will accept the transfer of sick days from another school district up to the maximum accrual amount. No financial accrual for sick time is made since unused sick time is not paid to employees upon employment termination.

10. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from these estimates.

11. Deferred Revenue

Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied. The deferred revenue for WCSA consists of materials fees received in the current year which pertains to the next school year.

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

III. Deposits

At fiscal year end June 30, 2012, the carrying amount of WCSA' deposits totaled \$311,013 and its bank balance was \$339,476. Based on the criteria described in GASB Statement No. 40, "Deposit and Investment Risk Disclosure," as of June 30, 2012, \$89,476 of the bank balance was exposed to custodial risk as discussed below, while \$250,000 was covered by the Federal Depository Insurance Corporation.

Custodial credit risk is the risk that in the event of bank failure, WCSA will not be able to recover the deposits. 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 the 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 WCSA.

IV. Purchased Services

Purchased Services include the following:

Instruction	\$102,941
Pupil Support Services	91,995
Staff Development & Support	21,866
Administrative	348,099
Occupancy Costs	97,539
Transportation	10,530
Food Services	70,691
Student Activities	801
Total Purchased Services	\$744,462

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

V. Capital Assets

A summary of capital assets at June 30, 2012 follows:

	Balance			Balance
	6/30/11	Additions	Deletions	6/30/12
Capital Assets Not Being Depreciated:				
Land	\$106,780	\$0	\$0	\$106,780
Capital Assets Being Depreciated:				
Building	911,509	0	0	911,509
Building Improvements	22,148	107,072	0	129,220
Computers and Technology	109,032	13,914	0	122,946
Furniture and Equipment	303,839	0	0	303,839
Total Capital Assets Being Depreciated	1,346,528	120,986	0	1,467,514
Less Accumulated Depreciated:				
Building	(10,997)	(28,380)	0	(39,377)
Building Improvements	0	(1,846)	0	(1,846)
Computers and Technology	(73,824)	(29,882)	0	(103,706)
Furniture and Equipment	(53,896)	(30,384)	0	(84,280)
Total Accumulated Depreciation	(138,717)	(90,492)	0	(229,209)
Capital Assets Being Depreciated, Net of				
Accumulated Depreciation	1,207,811	30,494	0	1,238,305
Total Capital Assets, Net of Accumulated Depreciation	\$1,314,591	\$30,494	\$0	\$1,345,085

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

VI. SS. Philip & James Parish Property Purchase

On February 11, 2011, WCSA purchased the all of the property and buildings of SS. Philip & James Parish from the Diocese of Cleveland, which includes the school building, located at 3727 Bosworth Road, Cleveland. The purchase price of \$1,000,000, along with other purchase costs totaling \$6,517, have been capitalized and will be depreciated over a forty year period. All operations of the school are located at this site.

VII. Mortgage Notes Payable

On February 11, 2011, WCSA entered into two mortgage agreements relating to the purchase of the property at 3727 Bosworth Road, Cleveland (see note IV). A first mortgage note in the amount of \$750,000 is held by PNC Bank, National Association. The note is for a term of two years, based on a thirty year amortization schedule, with an interest rate of 4.748 percent per annum and a balloon payment due at the end of the term in fiscal year 2013. The mortgage note requires WCSA to meet certain covenants. As of June 30, 2012 PC is in compliance with those covenants.

A second mortgage note in the amount of \$200,000 is held by Diocese of Cleveland and is subordinate to the first mortgage. The note is for a term of four years, based on a fifteen year amortization schedule, with an interest rate of 8.00 percent per annum and a balloon payment due at the end of the term in 2015. The school is currently negotiating an extension of the loan with PNC Bank in order to secure permanent long-term financing.

During fiscal year 2012 principal was reduced by \$16,032 for PNC Bank, National Association and \$6,778 for Diocese of Cleveland. Interest expense totaled \$35,763 for PNC Bank, National Association and \$15,455 for Diocese of Cleveland. As of June 30, 2012 outstanding principal balances are \$731,369 for PNC Bank, National Association and \$189,761 for the Diocese of Cleveland. Interest payable totaling \$2,990 due PNC Bank, National Association and \$1,265 due the Diocese of Cleveland has been recorded as a current liability as of June 30, 2012. Principal and interest payments due on the mortgage notes are as follows:

	PNC Bank, National Association			Diocese of Cleveland		
Year	Principal	Interest	Total	Principal	Interest	Total
2013	\$731,369	\$23,474	\$754,843	\$8,676	\$14,840	\$23,516
2014	0	0	0	8,701	14,173	22,874
2015	0	0	0	172,384	9,050	181,434
Total	\$731,369	\$23,474	\$754,843	\$189,761	\$38,063	\$227,824

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

VIII. Risk Management

1. Property and Liability Insurance

WCSA is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. For fiscal year 2012, WCSA contracted with Cincinnati Insurance Company for all of its' insurance.

General liability is covered at \$4,000,000 single occurrence limit and \$5,000,000 aggregated. Hired and Non-Owned Vehicles are covered at \$500,000 combined single limit of liability. Other coverage includes Employee Crime, School Leaders Errors & Omissions, Sexual Abuse and Misconduct, Electronic Data Processing and Business Interruption. Settled claims have not exceeded this coverage in any of the past three years, nor has there been any significant reduction in insurance coverage from the prior year.

2. Workers' Compensation

WCSA makes premium payments to the Ohio Worker's Compensation System for employee injury coverage. There has been one claim filed by WCSA employees with the Ohio Worker's Compensation System between January 1, 2003 and June 30, 2012. The total payments made for this claim have been \$2,999. In the opinion of management, this claim will not have a material adverse effect on the overall financial position of WCSA as June 30, 2012.

3. Employee Medical, Dental, Vision and Life Benefits

WCSA provides medical, dental, vision and life insurance benefits to all full time employees. Employees participate in premium payments through pretax payroll deductions. Total insurance benefits paid by WCSA for the fiscal year is \$130,073.

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

IX. Defined Benefit Pension Plans

1. State Teachers Retirement System

WCSA participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost sharing, multiple-employer public employee retirement system. STRS Ohio provides retirement and disability benefits to members and death and survivor benefits to beneficiaries. STRS Ohio issues a stand-alone comprehensive annual financial report that may be obtained by writing to STRS Ohio, 275 E. Broad St., Columbus, Ohio 43215-3371, by calling toll-free 1-888-227-7877, or by visiting the STRS website at www.strsoh.org.

New members have a choice of three retirement plan options. In addition to the Defined Benefit (DB) Plan, new members are offered a Defined Contribution (DC) Plan and a Combined Plan. The DC Plan allows members to allocate all their member contributions and employer contributions equal to 10.5% of earned compensation among various investment choices. The Combined Plan offers features of the DC Plan and the DB Plan. In the Combined Plan, member contributions are allocated to investment choices by the member, and employer contributions are used to fund a defined benefit payment at a reduced level from the regular DB Plan. Contributions into the DC Plan and the Combined Plan are credited to member accounts as employers submit their payroll information to STRS Ohio, generally on a biweekly basis. DC and Combined Plan members will transfer to the DB plan during their fifth year of membership unless they permanently select the DC or Combined Plan.

The DB Plan benefits are established under Chapter 3307 of the Ohio Revised Code. Any member may retire who has (i) five years of service credit and attained age 60; (ii) 25 years of service credit and attained age 55; or (iii) 30 years of service credit regardless of age. The annual retirement allowance, payable for life, is the greater of the "formula benefit" or the "money-purchase benefit" calculation. Under the "formula benefit," the retirement allowance is based on years of credited service and final average salary, which is the average of the members' three highest salary years. The annual allowance is calculated by using a base percentage of 2.2% multiplied by the total number of years of service credit (including Ohio-valued purchased credit) times the final average salary. The 31st year of earned Ohio service credit is calculated at 2.5%. An additional one-tenth of a percent is added to the calculation for every year of earned Ohio service over 31 years until 100% of the final average salary is reached. For members with 35 or more years of Ohio contributing service, the first 30 years will be calculated at 2.5% instead of 2.2%. Under the "money-purchase benefit" calculation, a member's lifetime contributions plus interest at specified rates are matched by an equal amount from other STRS Ohio funds. The total is then divided by an actuarially determined annuity factor to determine the maximum annual retirement allowance.

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

Benefits are increased annually by 3% of the original base amount for DB Plan participants.

DC Plan benefits are established under Sections 3307.80 to 3307.89 of the Ohio Revised Code. For members who select the DC Plan, all member contributions and employer contributions at a rate of 10.5% are placed in an investment account. The member determines how to allocate the member and employer money among various investment choices. 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. Employer contributions into members' accounts are vested after the first anniversary of the first day of paid service. Members in the DC Plan who become disabled are entitled only to their account balance. If a member dies before retirement benefits begin, the members' designated beneficiary is entitled to receive the member's account balance.

Member contributions in the Combined Plan are allocated by the member, and employer contributions are used to fund a defined benefit payment. A members' defined benefit is determined by multiplying 1% of the members' final average salary by the members' years of service credit. The defined portion of the Combined Plan is payable to a member on or after age 60. The defined contribution portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50.

A retiree of STRS Ohio or another Ohio public retirement system is eligible for reemployment following the elapse of two months from the date of retirement. Contributions are made by the reemployed member and employer during reemployment. Upon termination of reemployment or age 65, whichever comes later, the retiree is eligible for an annuity benefit or equivalent lump-sum payment in addition to the original retirement allowance. A reemployed retiree may alternatively receive a refund of only member contributions with interest before age 65, once employment is terminated.

The DB and Combined Plan offer access to health coverage to eligible retirees who participated in the plans and their eligible dependents. Coverage under the current program includes hospitalization, physicians' fees, prescription drugs and partial reimbursement of monthly Medicare Part B premiums. By Ohio law, health care benefits are not guaranteed.

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

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 members who die before retirement may qualify for survivor benefits. A death benefit of \$1,000 is payable to the beneficiary of each deceased retired member who participated in the DB Plan. Death benefit coverage up to \$2,000 can be purchased by participants in the DB, DC or Combined Plans. Various other benefits are available to members' beneficiaries.

Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions. Contribution rates are established by the State Teachers Retirement Board, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10% for members and 14% for employers. Contribution requirements and the contributions actually made for the fiscal year ended June 30, 2011 (the latest year available), were 10% of covered payroll for members and 14% for employers. The amount required to fund pension obligations during the year is 13%.

WCSA's required contributions for pension obligations for the fiscal years ended June 30, 2012, 2011 and 2010 were \$122,002, \$102,188 and \$79,449, respectively; 100% has been contributed for fiscal years 2012, 2011 and 2010. Member and employer contributions actually made for DB, DC and Combined Plan participants will be provided upon written request.

2. School Employees Retirement System

WCSA 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. The report can be obtained by contacting SERS, 300 E. Broad Street, Suite 100, Columbus, Ohio 43215-3746 or by calling toll free 1-800-878-5853. It is also posted on SERS' website at www.ohsers.org under Employers/Audit Resources.

Plan members are required to contribute 10% of their annual covered salary and WCSA is required to contribute 14% 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, 2011, the

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

allocation to pension and death benefits is 11.81%. The remaining 2.19% of the 14% employer contribution rate is allocated to the Health Care and Medicare B Funds. WCSA's contributions to SERS for the fiscal years ended June 30, 2012, 2011 and 2010 were \$12,227, \$10,498 and \$7,272, respectively; 100% has been contributed for fiscal years 2012, 2011 and 2010.

X. Post-Employment Benefits Other than Pension Benefits

1. State Teachers Retirement System

Ohio law authorizes STRS Ohio to offer a cost-sharing, multiple employer health care plans. STRS Ohio provides access to health care coverage to eligible retirees who participated in the Defined Benefit or Combined Plans. Coverage under the current program includes hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums.

Pursuant to Section 3307 of the Ohio Revised Code, the Retirement Board has discretionary authority over how much, if any, of the associated health care costs will be absorbed by STRS Ohio. All benefit recipients, for the most recent year, pay a portion of the health care costs in the form of a monthly premium.

Under Ohio law funding for post-employment health care may be deducted from employer contributions. Of the 14% employer contribution rate, 1% of covered payroll was allocated to post-employment health care. The 14% employer contribution rate is the maximum rate established under Ohio law. For the fiscal years ended June 30, 2012, 2011 and 2010 WCSA's contributions to post-employment health care were \$9,385, \$7,861 and \$6,111, respectively; 100% has been contributed for fiscal years 2012, 2011 and 2010.

2. School Employees Retirement System

In addition to a cost-sharing multiple-employer defined benefit pension plan the School Employees Retirement System of Ohio administers two post-employment benefit plans. The Medicare B Plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries as set forth in Ohio Revised Code 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 2011 was \$96.40 for most participants, but could be as high as \$369.10 per month depending on their income. SERS' reimbursement to retirees was \$45.50.

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

The Retirement Board, acting with the advice of the actuary, allocates a portion of the current employer contribution rate to the Medicare Part B Fund. For fiscal year 2011 the actuarially required allocation is .76%. For the fiscal years ended June 30, 2012, 2011 and 2010 WCSA contributions to Medicare Part B were \$664, \$570 and \$396, respectively; 100% has been contributed for fiscal years 2012, 2011 and 2010.

Ohio Revised Code 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 Ohio Revised Code provides a statutory authority to fund SERS' postemployment benefits through employee contributions. Active members do not make contributions to the postemployment 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% contribution to the Health Care Fund. For the year ended June 30, 2011 the health care allocation is 1.43%. 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% of that employer's SERS covered payroll; nor may SERS collect in aggregate more than 1.5% of the total statewide SERS-covered payroll for the health care surcharge. For fiscal year 2012, the minimum compensation level was established at \$35,800. The surcharge, added to the unallocated portion of the 14% employer contribution rate is the total amount assigned to the Health Care Fund. For the fiscal years ended June 30, 2012, 2011 and 2010 WCSA contributions to the Health Care Plan, including the surcharge were \$2,585, \$2,213 and \$595, respectively; 48.6% has been contributed for fiscal year 2012 and 100% for fiscal years 2011 and 2010. \$1,336 representing the unpaid surcharge due for fiscal year 2012 is recorded as a liability within the respective funds.

XI. Contingencies

1. Grants

WCSA received financial assistance from Federal and State agencies in the form of grants. The disbursement of funds received under these programs requires compliance with terms and conditions, specified in the grant agreements and are

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of WCSA. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of WCSA at June 30, 2012.

2. Enrollment FTE

The Ohio Department of Education conducts reviews of enrollment and full-time equivalency (FTE) calculations made by the schools. These reviews are conducted to ensure the schools are reporting accurate student enrollment data to the State, upon which state foundation funding is calculated. The conclusions of this review could result in state funding being adjusted. Adjustments to the state funding received during fiscal year 2012 are immaterial and are not reflected in the financial statements but will be included in the financial activity for fiscal year 2013.

3. Student Attendance Data Review

The Auditor of State is currently performing a statewide review of supporting documentation for student attendance data reported to the Ohio Department of Education. The results of this review are still pending and will be reported separately to the Ohio Department of education at a later date.

WCSA received financial assistance from federal and State agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable fund. This also encompasses the Auditor of State's ongoing review of student attendance data. The effect of any such disallowed claims on the overall financial position of the school as of June 30, 2012, if applicable, cannot be determined at this time.

XII. Sponsorship and Management Agreements

WCSA entered into an agreement with Buckeye Community Hope Foundation (BCHF) to provide sponsorship and oversight services as required by law. The agreement is effective until June 30, 2015. Sponsorship fees are calculated as 3% of the Fiscal Year 2012 Foundation payments received by WCSA, from the State of Ohio. The total amount due from WCSA for fiscal year 2012 was \$59,366, all of which was paid prior to June 30, 2012.

- A Community School -Cuyahoga County

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2012

WCSA entered into an agreement with Constellation Schools to provide legal, financial, and business management services for fiscal year 2012. The agreement was for a period of one year, effective July 1, 2011. Management fees are calculated as 6.25% of the Fiscal Year 2012 Foundation and State Fiscal Stabilization Funds payment received by WCSA from the State of Ohio plus a fixed fee of \$144,375. The total amount due from WCSA for the fiscal year ending June 30, 2012 was \$271,330 all of which was paid prior to June 30, 2012.

This page intentionally left blank



November 27, 2012

To the Board of Trustees Constellation Schools: Westside Community School of the Arts 307 West 7th Street Lorain, OH 44052

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

We have audited the financial statements of Constellation Schools: Westside Community School of the Arts, Cuyahoga County, Ohio (the School) as of and for the year ended June 30, 2012, and have issued our report thereon dated November 27, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

Management of the School is responsible for establishing and maintaining effective 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 the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over financial reporting.

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

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

Constellation Schools: Westside Community School of the Arts Independent Auditors Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* Page 2

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Board of Trustees, audit committee, management and the School's sponsor, and is not intended to be and should not be used by anyone other than those specified parties

Lea & Associates, Inc.



WESTSIDE COMMUNITY SCHOOL OF THE ARTS

CUYAHOGA 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.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED FEBRUARY 12, 2013