# Caddo Parish School Board Shreveport, Louisiana

Caddo Educational Excellence Fund Independent Auditors' Report On Applying Agreed-Upon Procedures For The Year Ended June 30, 2010

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date\_

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### Independent Auditors' Report On Applying Agreed-Upon Procedures

Members of the Caddo Parish School Board Shreveport, Louisiana

We have performed the procedures enumerated below, which were agreed to by the Caddo Parish School Board solely to assist the Caddo Parish School Board in evaluating the effectiveness of the School Board's compliance with Act 743 of 1995 concerning the Caddo Educational Excellence Fund (CEEF) (a permanent fund of the Caddo Parish School Board) for the year ended June 30, 2010. Management is responsible for the Caddo Parish School Board's compliance with those requirements. This agreed-upon procedures engagement was performed 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 Caddo Parish School 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.

The procedures performed and findings are as follows:

- 1. Obtained the balances and a summary of the activity of the CEEF funds from the School Board as of and for the year ended June 30, 2010 (Attachment I).
- 2. Judgmentally selected fourteen receipts from the riverboats from the CEEF general ledger covering seven different months during the fiscal year ended June 30, 2010, totaling \$577,315.09 or 61.26% of total fees collected, and compared these to a validated deposit slip and supporting letter received from the riverboats. LSA-R.S. 27:93 requires that:
  - a. The Caddo Parish School Board received the correct percentage from the respective casinos per written agreement.

Sample selected:	Date	Amount Deposited	
Sam's Town	July 20, 2009	\$ 65,323.96	
	September 14, 2009	63,074.51	
	November 16, 2009	61,835.56	
	January 22, 2010	62,785.14	
•	April 23, 2010	67,059.46	
	May 21, 2010	64,445.41	
	June 23, 2010	65,594.31	
Boomtown	July 29, 2009	13,761.71	
	November 30, 2009	14,007.04	
	February 22, 2010	40,231.00	
	March 24, 2010	16,828.78	
	May 10, 2010	15,224.93	
	June 14, 2010	13,390.62	
	June 23, 2010	13,752.66	
	,	\$ 577,315.09	

- 3. Agreed the amount of interest removed from the CEEF general ledger and the School Board's CEEF bank account to the amount deposited into the CEEF Operating Special Revenue Fund general ledger and the School Board's sweep bank account in January 2010 from which disbursements are made. LSA-R.S. 17:408.1(A) requires that:
  - a. The CEEF be established.
  - b. The CEEF be a permanent trust fund.
  - c. The bank account for the CEEF be in the official repository of the Caddo Parish School Board.
  - d. The monies in the CEEF be held and invested on behalf of the Caddo Parish School Board.
  - e. The investment income from the CEEF accounts be withdrawn by the Caddo Parish School Board only during January of the calendar year.
- 4. Compared the investments of the monies held in the CEEF bank account to the types of investments allowed by the State of Louisiana. LSA-R.S. 17:408.1B requires that:

a. The monies in the CEEF be invested in the same manner as monies in the state general fund.

b. The amount of earnings in the CEEF be kept account of separately from the fund principal.

### Members of the Caddo Parish School Board

5. Obtained a list of the activity of the CEEF funds at each individual school. From this, we judgmentally selected 25 expenditures totaling \$71,150.09 or 20.04% of total CEEF disbursements, and agreed the expenditure amount to the invoice and its classification on the schedule, considering that CEEF earnings are to be expended solely for the purposes of instructional enhancement as defined below:

### Enhancement may include:

- Provision for materials and supplies, including computers and other technological upgrades
- Training for students, faculty, and administrators on the use of materials
- Professional development of teachers
- Establishment of exemplary programs of instruction

### Enhancement may not include:

- Costs of additional administrators
- Increases in salaries or benefits for employees, or maintenance or custodial costs
- 6. Recalculated the amount of interest being removed from the CEEF as recorded in the CEEF general ledger
- 7. Compared approval of expenditures tested in step 5 to the School Board's required policy.

### Findings to the above procedures:

Procedure No. 1	No exceptions noted in the procedure performed.
Procedure No. 2	No exceptions noted in the procedure performed.
Procedure No. 3	No exceptions noted in the procedure performed.
Procedure No. 4	No exceptions noted in the procedure performed.
Procedure No. 5	No exceptions noted in the procedure performed.
Procedure No. 6	No exceptions noted in the procedure performed.
Procedure No. 7	No exceptions noted in the procedure performed.

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We were not engaged to, and did not, conduct an examination, the objective of which would be the expression of an opinion on the School Board's compliance with Act 743 of 1995 concerning the Caddo Educational Excellence Fund (a permanent fund of the Caddo Parish School Board) for the year ended June 30, 2010. 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 use of the specified users listed above and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513 this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

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ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana December 17, 2010

### Attachment I

# CADDO PARISH SCHOOL BOARD

Shreveport, Louisiana Balance Sheets June 30, 2010 (Unaudited)

	Caddo Educational Excellence Permanent Fund	Caddo Educational Excellence Special Revenue Fund
Assets		
Cash	\$ 16,275,637	\$ 421,019
receivable	-	-
Total assets	16.275.637	421.019

Liabilities and Fund Balance

Liabilities Accrued

Fund balance		
Reserved for instructional enhancement	16,275,637	-
Unreserved - undesignated	-	421,019
Total liabilities and fund balance	<u>\$ 16,275,637</u>	<u>\$ 421.019</u>

(Continued)

### Attachment I

# CADDO PARISH SCHOOL BOARD

# Shreveport, Louisiana Statement of Revenues, Expenditures, and Changes in Fund Balance Year Ended June 30, 2010 (Unaudited)

Revenues:	Caddo Educational Excellence Permanent Fund		Caddo Educational Excellence Special Revenue Fund	
Fees:				
Sam's Town	\$	770,900	\$	-
Boomtown		171,435		-
Interest earnings		27,387		
Total operating revenues		969,722		-
Expenditures - administration, current instruction, support services		106		355,021
Excess of revenues over expenditures		969,616	(3	355,021)
Operating transfers to/from other funds		(18,057)		18,057
Net change in fund balance		951,559	63	336,964)
Fund balance, beginning of year	1	5,324,078	•	157,983
Fund balance, end of year	<u>\$</u> 1	6,275,637	\$ 4	21,019

(Concluded)

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