

# MARION P. THOMAS CHARTER SCHOOL



*"It takes a whole village to raise a child"*

## COMPREHENSIVE ANNUAL FINANCIAL REPORT

**JUNE 30, 2013**

**PREPARED BY**

**MARION P. THOMAS CHARTER SCHOOL  
NEWARK, NEW JERSEY**

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**TABLE OF CONTENTS**

	<u><b>PAGE NO.</b></u>
<b>INTRODUCTORY SECTION</b>	
Letter of Transmittal.....	1-7
Organizational Chart.....	8
Roster of Officials .....	9
Consultants, Independent Auditors and Advisors.....	10
<b>FINANCIAL SECTION</b>	
Independent Auditors' Report .....	11-13
<b>Required Supplementary Information – Part I Management's Discussion and Analysis</b> .....	<b>14-21</b>
<b>Basic Financial Statements</b>	
A. Charter School-Wide Financial Statements:	
A-1 Statement of Net Position.....	22
A-2 Statement of Activities.....	23
B. Fund Financial Statements:	
Governmental Funds:	
B-1 Balance Sheet.....	24
B-2 Statement of Revenues, Expenditures and Changes in Fund Balances .....	25
B-3 Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities .....	26
Proprietary Funds:	
B-4 Statement of Net Position.....	27
B-5 Statement of Revenues, Expenses and Changes in Net Position.....	28
B-6 Statement of Cash Flows .....	29

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**TABLE OF CONTENTS**

	<u><b>PAGE NO.</b></u>
Fiduciary Funds:	
B-7 Statement of Fiduciary Net Position .....	30
B-8 Statement of Changes in Fiduciary Net Position.....	31
<b>Notes to the Basic Financial Statements .....</b>	<b>32-51</b>
<b>Required Supplementary Information – Part II</b>	
C. Budgetary Comparison Schedules:	
C-1 Budgetary Comparison Schedule–General Fund .....	52-53
C-2 Budgetary Comparison Schedule-Special Revenue Fund .....	54
<b>Notes to the Required Supplementary Information</b>	
C-3 Budget-to-GAAP Reconciliation .....	55
<b>Other Supplementary Information</b>	
D. School Based Budget Schedules .....	N/A
E. Special Revenue Fund:	
E-1 Combining Schedule of Program Revenues and Expenditures Special Revenue Fund – Budgetary Basis .....	56
E-2 Special Revenue Fund – Schedule of Preschool Education Aid Budgetary Basis.....	57
F. Capital Projects Fund:	
F-1 Summary Schedule of Project Expenditures .....	N/A
F-2 Summary Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budgetary Basis .....	N/A
G. Proprietary Funds:	
Enterprise Fund:	
G-1 Combining Statement of Net Position .....	58
G-2 Combining Statement of Revenues, Expenses and Changes in Fund Net Position .....	59
G-3 Combining Statement of Cash Flows .....	60

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**TABLE OF CONTENTS**

	<u>PAGE NO.</u>
Internal Service Fund:	
G-4 Statement of Net Position .....	N/A
G-5 Statement of Revenues, Expenses and Changes in Fund Net Position .....	N/A
G-6 Statement of Cash Flows .....	N/A
 H. Fiduciary Funds	
H-1 Combining Statement of Fiduciary Net Position .....	61
H-2 Combining Statement of Changes in Fiduciary Net Position.....	62
H-3 Student Activity Agency Fund Schedule of Receipts and Disbursements .....	63
H-4 Payroll Agency Fund Schedule of Receipts and Disbursements .....	64
 I. Long-Term Debt	
I-1 Schedule of Mortgage Obligations .....	N/A
I-2 Schedule of Obligations Under Capital Leases .....	N/A
I-3 Debt Service Fund Budgetary Comparison Schedule .....	N/A

**STATISTICAL SECTION (Unaudited)**

**Introduction to the Statistical Section**

**Financial Trends**

J-1 Net Assets by Component .....	65
J-2 Changes in Net Position .....	66-67
J-3 Fund Balances – Governmental Funds .....	68
J-4 Changes in Fund Balances – Governmental Funds .....	69-70
J-5 General Fund – Other Local Revenue by Source.....	N/A

**Revenue Capacity**

J-6 – J9.....	N/A
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**Debt Capacity**

J-10 – J13.....	N/A
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**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**TABLE OF CONTENTS**

	<u><b>PAGE NO.</b></u>
<b>Demographic and Economic Information</b>	
J-14 Demographic and Economic Statistics .....	N/A
J-15 Principal Employers .....	N/A
<b>Operating Information</b>	
J-16 Full-time Equivalent Charter School Employees by Function/Program .....	71
J-17 Operating Statistics.....	72
J-18 School Building Information.....	73
J-19 Schedule of Allowable Required Maintenance Expenditures by School Facility .....	N/A
J-20 Insurance Schedule .....	74
<b>Charter School Performance Framework Financial Indicators</b>	
J-21 Near-Term Indicators .....	75
J-22 Sustainability Indicators .....	76
<b>SINGLE AUDIT SECTION</b>	
K-1 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 <i>Government Auditing Standards</i> .....	77-78
K-2 Independent Auditors' Report on Compliance for Each Major Federal and State Program and on Internal Control Over Compliance as Required by OMB Circular A-133 and New Jersey OMB Letter Circular 04-04 .....	79-81
K-3 Schedule of Expenditures of Federal Awards, Schedule A.....	82
K-4 Schedule of Expenditures of State Financial Assistance, Schedule B.....	83
K-5 Notes to the Schedules of Expenditures of Federal Awards and State Financial Assistance .....	84-85
K-6 Schedule of Findings and Questioned Costs.....	86-91
K-7 Summary Schedule of Prior Year Audit Findings .....	92



*"It Takes A Whole Village To Raise A Child"*

November 25, 2013

Commissioner Chris Cerf  
New Jersey Department of Education  
100 Riverview Executive Plaza  
CN – 500  
Trenton, New Jersey 08625-0500

Dear Commissioner Cerf:

We hereby submit the Comprehensive Annual Financial Report of the Marion P. Thomas Charter School (the "Charter School") for the fiscal year ended June 30, 2013. Responsibility for both the accuracy of the data and completeness and fairness of the presentation, including all disclosures, rests with the management of the Charter School. To the best of our knowledge and belief, the data presented in this report is accurate in all material respects and is reported in a manner designed to fairly present the financial position and result of operations of the various funds and account groups of the Charter School. All disclosures necessary to enable the reader to gain an understanding of the Charter School's financial activities have been included.

The Comprehensive Annual Financial Report is presented in four sections: introductory, financial, statistical and single audit. The introductory section includes this transmittal letter, the Charter School's organizational chart and a list of principal officials. The financial section includes the basic financial statements and schedules, as well as the auditor's report thereon. The statistical section includes selected financial and demographic information, generally presented on a multi-year basis.

The Charter School is required to undergo an annual single audit in conformity with the provisions of the Single Audit Act of 1996 and the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*, and the New Jersey Treasury OMB Circular Letter 04-04 OMB, *Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid Payments*. Information related to this single audit, including the auditors' report on internal control and compliance with applicable *laws and regulations* and findings and recommendations are included in the single audit section of this report.

1) **REPORTING ENTITY AND ITS SERVICES**

The Marion P. Thomas Charter School (the "Charter School") is an independent reporting entity within the criteria adopted by the Government Standards Board (GASB) as established by GASB Statement No. 14. All funds and account groups of the Charter School are included in this report.

The Charter School provides a full range of educational services appropriate to grade levels Pre-K through 8. This includes regular student enrollment. We will accept special education and handicapped children by law if application is made to Charter School as required by law. The Charter School completed the 2012-2013 fiscal year with an average daily enrollment of 694 students, which are 36 students above the previous year's enrollment. The following details the changes in student enrollment of the school over the last ten years.

**Student Enrollment**

<u>Fiscal Year</u>	<u>Average Daily Enrollment</u>	<u>Percent Change</u>
2012-2013	694	5.5%
2011-2012	658	14.8%
2010-2011	573	12.4%
2009-2010	510	9.0%
2008-2009	468	32.2%
2007-2008	354	-0.8%
2006-2007	357	5.3%
2005-2006	339	13.0%
2004-2005	300	18.1%
2003-2004	254	21.0%

2) **ECONOMIC CONDITION AND OUTLOOK**

The Charter School is located in the City of Newark (the "City" or "Newark"), which is the largest city in the state. The City serves as the county seat for Essex County, with County, State, Federal Courts and governmental offices attracting a large number of law firms to the central business district.

Newark is a transportation center serviced by Interstate Highway system, NJ Transit, Amtrak Rail Links, and Newark International Airport, as well as container and cargo facilities at Port Newark-Elizabeth.

**2) ECONOMIC CONDITION AND OUTLOOK – CONTINUED**

It is the insurance, finance and banking capital of the State. Headquartered in Newark are a number of large financial institutions including the Prudential Insurance Company, and Blue Cross Blue Shield of New Jersey, as well as the State's largest public utility, Public Service Electric and Gas Company.

Newark is the site of the University of Medicine and Dentistry of New Jersey, the New Jersey Institute of Technology, the Newark campus of Rutgers University, Seton Hall Law School and Essex County College. Covering over 320 acres, these colleges serve a population of 45,000 students and faculty.

Like other urban areas, Newark has experienced a decline in its manufacturing base. This phenomenon has caused significant unemployment and underemployment amongst its indigenous working class population. Although Newark has experienced growth in its service sector, this has not had substantial impact on the City's employment rate.

The City of Newark is obliged to perform a revaluation of property holdings. Among the concerns voiced in conjunction with this change is the potential effect of any redistribution of property tax burden on economic activity and on the ability of local government to maintain and improve services including its tax contribution for public school purposes.

The City has experienced a surge of large-scale economic development projects initiated by the private sector over the last decade. The increasing number of businesses relocating to the area is expected to result in an increase in employment level, which could result in an increased tax base, both residential and industrial, and an increase in annual daily enrollment. The period of economic development and expansion is expected to continue which suggests that the Charter School will continue to prosper. Due to the increase in enrollment and addition of grades we have leased additional facilities at our current location.

**3) MAJOR INITIATIVES**

In 2012-2013, the Charter School had the following major initiatives in order for our village to continue to achieve high levels of excellence:

The following is a review of the goals of the Board of Trustees for school year 2012-2013. It is based upon a school-wide assessment by parents and staff. It also includes Board goals set and met, and areas that will remain priorities for the upcoming school year as follows:

1. To Improve Student Achievement
2. To Build Organizational Capacity
3. To Broaden the base of Community Partnerships

**3) MAJOR INITIATIVES – CONTINUED**

Significant progress was made toward each goal.

- 1. To Improve Student Achievement**
  - a. Monthly assessment/data staff sessions
  - b. Writing program was revamped
  - c. Model classrooms were developed
  - d. Additional coaches were hired
  - e. Curriculum was updated to common core
  - f. Professional development plan was revised
  - g. Recruiting was expanded
  - h. Single-gender classes expanded
  - i. Increase special education instructional capacity
- 2. To Build Organizational Capacity**
  - a. Revised strategic plan
  - b. Revised organizational chart
  - c. Developed programmatic budget
  - d. Created marketing and development department
- 3. To Broaden the base of Community Partnerships**
  - a. Created marketing department
  - b. Increased base of volunteers

**Critical Policies**

Critical policies adopted by the Board included: Teacher evaluation, administrator evaluation, and tenure policies. These policies were distributed to all staff via the new “Employee Relationship Handbook”.

4) **INTERNAL ACCOUNTING CONTROLS**

Management of the Charter School is responsible for establishing and maintaining internal control designed to ensure the assets of the Charter School are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP). Internal control is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As a recipient of federal and state financial assistance, the Charter School is responsible for ensuring that adequate internal controls are in place to ensure compliance with applicable laws and regulations related to those programs. Internal control is also subject to periodic evaluation by the Charter School's Board of Trustees.

As part of the Charter School's single audit described earlier, tests are made to determine the adequacy of internal controls, including that portion related to federal and state financial assistance programs, as well as to determine that the Charter School has complied with applicable laws and regulations.

5) **BUDGETARY CONTROLS**

In addition to internal accounting controls, the Charter School maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the voters of the municipality. Annual appropriated budgets are adopted for the General Fund and Special Revenue Fund. The final budget amount, as amended for the fiscal year is reflected in the financial section.

An encumbrance accounting system is used to record outstanding purchase commitments on a line item basis. Open encumbrances at year end are either canceled or are included as re-appropriations of fund balance in the subsequent year. A reservation of fund balance in the total amount \$293,034 was made at June 30, 2013.

6) **ACCOUNTING SYSTEM AND REPORT**

The Charter School's accounting records reflect generally accepted accounting principles (GAAP), as promulgated by the Governmental Accounting Standards Board (GASB). The accounting system of the Charter School is organized on the basis of funds and account groups. These funds and account groups are explained in "Notes to the Financial Statements", Note 1.

7) **FINANCIAL STATEMENT INFORMATION AT FISCAL YEAR-END**

As demonstrated by the various statements and schedules included in the financial section of this report, the Charter School continues to meet its responsibility for sound financial management. The following schedule presents a summary of the General Fund and Special Revenue Fund Revenues for the fiscal years ended June 30, 2013 and 2012, and the amount of increases or decreases in relation to prior year's revenues:

<u>Revenue</u>	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	<u>% Change</u>
Local sources	\$ 1,153,847	\$ 1,152,890	\$ 957	0.08%
State sources	9,046,327	8,491,621	554,706	6.53%
Federal sources	812,227	690,511	121,716	17.63%
	<u>\$ 11,012,401</u>	<u>\$ 10,335,022</u>	<u>\$ 677,379</u>	<u>6.55%</u>

The following schedule presents a summary of general fund and special revenue expenditures for the fiscal year ended June 30, 2013 and 2012, and the amount of fluctuations in relation to prior year's expenditures:

<u>Expenditures</u>	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	<u>% Change</u>
Instruction	\$ 4,625,065	\$ 4,306,319	\$ 318,746	7.40%
Administrative	2,876,586	3,070,238	(193,652)	-6.31%
Support	2,516,786	2,720,001	(203,215)	-7.47%
Capital Outlay	8,513	78,357	(69,844)	-89.14%
TPAF Social Security	219,547	223,047	(3,500)	-1.57%
On-behalf TPAF Payments	349,604	202,858	146,746	72.34%
Total	<u>\$ 10,596,101</u>	<u>\$ 10,600,820</u>	<u>\$ (4,719)</u>	<u>0%</u>

8) **CASH MANAGEMENT**

The investment policy of the Charter School is guided in large part by State Statute as detailed in "Notes to the Financial Statements", Note 2. The Charter School has adopted a cash management plan, which requires it to deposit public funds in public depositories protected from loss under the provision of the Governmental Unit Deposit Protection Act ("GUDPA").

GUDPA was enacted in 1970 to protect Governmental Units from loss of funds on deposits with a failed banking institution in New Jersey. It requires governmental units to deposit public funds in public depositories located in New Jersey, where the funds are secured in accordance with the GUDPA Act.

9) **RISK MANAGEMENT**

The Board carries various forms of insurance, including but not limited to general liability, automobile liability and comprehensive/collision, hazard and theft insurance on property and contents, fidelity bonds and worker's compensation (see J-20).

10) **BUDGETARY CONCERNS AND FUND RAISING**

Every year the Charter School faces several concerns one of which is budgetary/ financial. Over the years, the Charter School have alleviated its budgetary/ financial concerns by engaging in various forms of fund raising. In the ensuing year 2012-2013, the Board of Trustees has laid out a very aggressive plan to raise more funds for the Charter School. It is expected that the success of the plan will go a long way in minimizing its cash flow and budgetary concerns in the future.

11) **OTHER INFORMATION**

**Independent Audit**

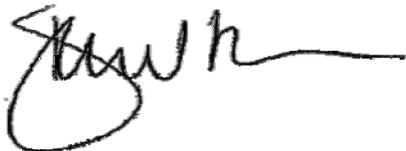
State statute requires an annual audit by independent certified public accountants or registered municipal accountants. The Charter School appointed the accounting firm of Galleros Koh LLP. In addition to meeting the requirements set forth in state statutes, the audit also was designed to meet the requirements of the Single Audit Act Amendment of 1996 and the related New Jersey OMB Letter Circular Letter 04-04.

The auditors report on the basic financial statements, combining and individual fund statements, and schedules are included in the financial section of this report. The auditors reports related specifically to the single audit are included in the single audit section of this report.

12) **ACKNOWLEDGMENTS**

We would like to express our appreciation to the members of the Marion P. Thomas Charter School Board of Trustees for their concern in providing fiscal accountability to the citizens and taxpayers of the Newark Public School District and thereby contributing their full support to the development and maintenance of our financial operation. The preparation of this report could not have been accomplished without the efficient and dedicated services of our financial, accounting and administrative staff.

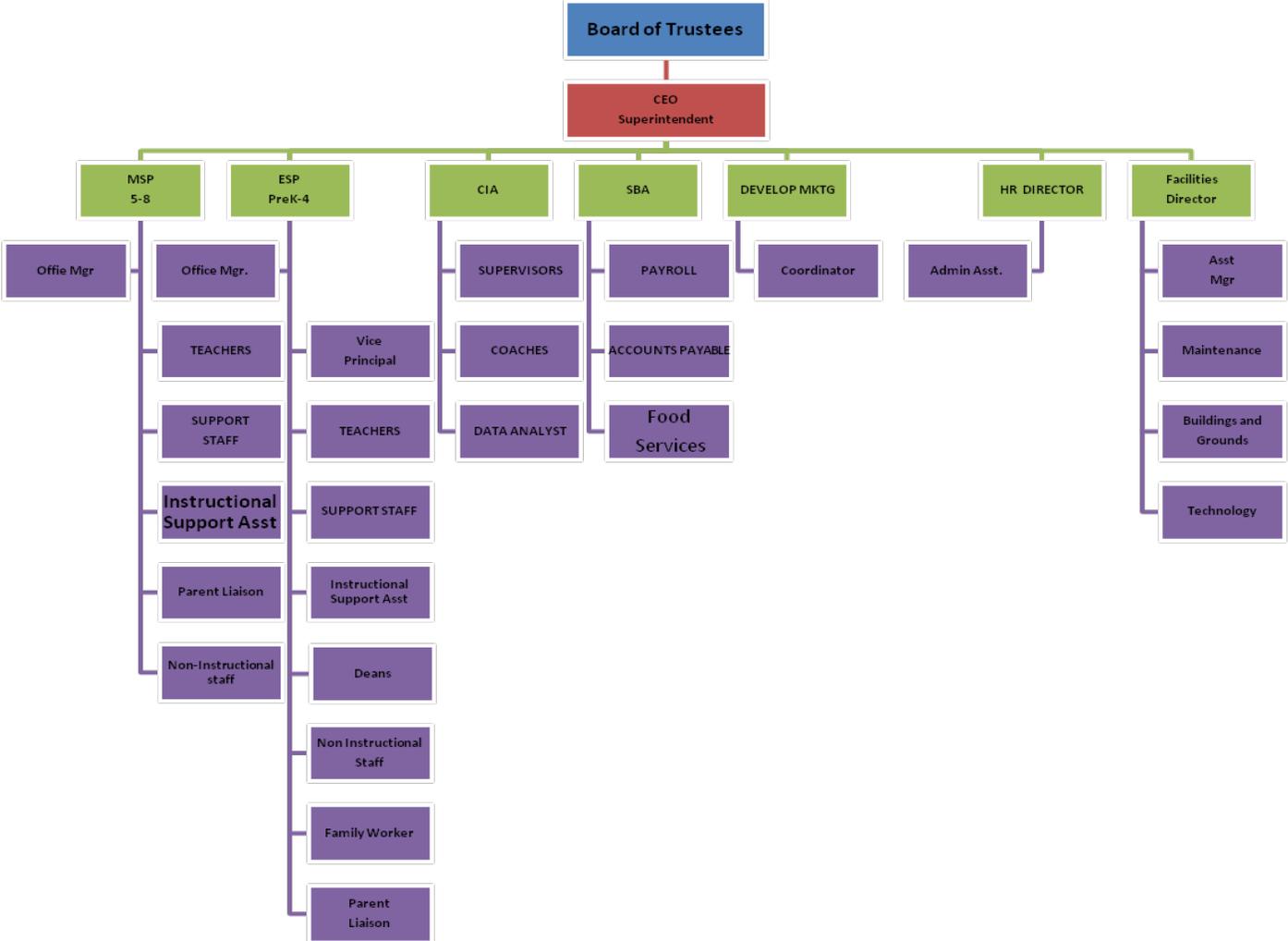
Respectfully submitted,



Dr. Karen Thomas  
Chief Executive Officer/Superintendent

# MARION P. THOMAS CHARTER SCHOOL

## ORGANIZATIONAL CHART



**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**ROSTER OF OFFICIALS**

**JUNE 30, 2013**

**Members of Board of Trustees**

Amelita D McDowell	Chair, Voting
Linda Fore	Vice-Chair, Voting
Brian Hankerson	Member, Voting
Karen Thomas	Superintendent/ Assistant Secretary, Nonvoting
Gregory Collins	Member, Voting
David Blount	Member, Voting
Kema Roberts	Member, Voting
Vincent Rouse	Member, Voting
Lesley Leslie	Member, Voting
Remi Dabney	Principal, Non-voting
John Gamble	Principal, Non-voting
Femi Amorin	School Business Administrator/ Board Secretary, Non-voting

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**CONSULTANTS AND ADVISORS**

**Independent Auditors**

Galleros Koh LLP  
71 W. Main Street, Suite 302  
Freehold, NJ 07728

**Attorneys**

Jalloh & Jalloh LLC  
29 Alden Street  
Cranford, NJ 07016

Porzio, Bromberg and Newman, P.C  
100 Southgate Parkway  
P.O. Box 1997  
Morristown, NJ 07962

**Official Depositories**

Wells Fargo  
765 Broad Street  
Newark, New Jersey 07104

City National Bank  
900 Broad Street  
Newark, New Jersey 07102

TD Bank  
356 Springfield Avenue  
Newark, NJ 07103

**Official Newspaper**

The Star Ledger

# **FINANCIAL SECTION**

## INDEPENDENT AUDITORS' REPORT

The Honorable President and  
Members of the Board of Trustees  
Marion P. Thomas Charter School  
Essex County, New Jersey

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Marion P. Thomas Charter School (the Charter School), in the County of Essex, State of New Jersey, as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Charter School's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

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

### Auditors' Responsibility

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 *Government Auditing Standards*, issued by the Comptroller General of the United States; and audit requirements as prescribed by the Division of Finance, Department of Education, State of New Jersey. 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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

## **INDEPENDENT AUDITORS' REPORT - CONTINUED**

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Marion P. Thomas Charter School, in the County of Essex, State of New Jersey as of June 30, 2013, and the respective changes in financial position and, where applicable, cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 14 through 21 and Budgetary Comparison Information on pages 52 through 53 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Supplementary and Other Information*

Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the Charter School's basic financial statements. The accompanying introductory section and statistical information are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such other information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

The accompanying combining and individual fund financial statements are also presented for purposes of additional analysis and are not a required part of the basic financial statements.

## INDEPENDENT AUDITORS' REPORT - CONTINUED

The accompanying schedules of expenditures of federal awards and state financial assistance (Schedules) are also presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*, and New Jersey OMB's Letter Circular 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid* respectively, and are not also a required part of the basic financial statements.

The combining and individual fund financial statements and Schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements, and the Schedules are fairly stated in all material respects in relation to the financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated November 25, 2013 on our consideration of the Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Charter School's internal control over financial reporting and compliance.



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Leonora Galleros, CPA  
Licensed Public School Accountant  
No. 20CS002239400

November 25, 2013

**REQUIRED SUPPLEMENTARY INFORMATION**

**PART I**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT’S DISCUSSION AND ANALYSIS**

The Management’s Discussion and Analysis (MD&A) provides an analysis of the Charter School’s overall financial position and results of operations.

**Introduction**

This section of the Marion P. Thomas Charter School’s (the “Charter School”) annual financial report presents our discussion and analysis of the Charter School’s financial performance and provides an overview of the Charter School’s financial activities for the fiscal year ended June 30, 2013. It should be read in conjunction with the transmittal letter at the front of this report and the Charter School’s financial statements, which follow this section.

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; GASB Statement No. 37, *Basic Financial Statement – and Management’s Discussion and Analysis- for State and Local Governments: Omnibus*, an amendment to GASB Statement No. 21 and No. 34, issued in June 2001, and; in GASB Statement No 38, *Certain Financial Statement Note Disclosures*, issued in 2001.

The Charter School conforms to GASB issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* in February 2009. GASB Statement No. 54 abandons the reserved and unreserved classifications of fund balance and replaces them with five new classifications: nonspendable, restricted, committed, assigned and unassigned. An explanation of these classifications is detailed in Note 1Q, Fund Balance and Equity in the Notes to Financial Statements section of this report.

The Charter School also implemented Governmental Accounting Standards Board (GASB) Statement 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and Statement 65, *Items Previously reported as Assets and Liabilities*, in the fiscal year ending June 30, 2013. In accordance with GASB Statement 63, the Statement of Net Assets has been replaced with the Statement of Net Position. Items on the Statement of Net Position are now classified into Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position.

**Financial Highlights**

Key Financial highlights for the fiscal year 2013 are as follows:

- In total, net position increased from \$263,330 to \$616,546. Net position of governmental activities increased by \$351,431 which represents an increase of 101% from fiscal year 2012. Net position of business-type activities, which represent food service and after care operations, increased by \$1,785 from fiscal year 2012.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED**

- General revenues accounted for \$8.7 million in revenue or 75% of total revenues of \$11.6 million. Program specific revenues, in the form of charges for services, grants, and contributions accounted for \$2.8 million or 25% of total revenues.
- The Charter School had \$10.66 million in expenses related to governmental activities; \$2.35 million of these expenses were offset by operating grants and contributions. General revenues (primarily Local, Federal and State Aid) of \$8.7 million were adequate to provide for the balance of these programs.
- The General Fund reported fund balances at June 30, 2013, of \$804,682 of the total Balance, \$565,648 is unassigned.

**Basic Financial Statements**

This annual report consists of a series of basic financial statements, required supplementary information, other supplementary information and notes to those statements and information.

The report is organized so the reader can understand the Marion P. Thomas Charter School as a financial whole, or as an entire operating entity. The first two basic financial Statements, the statement of net position and the statement of activities, are governmental- wide financial statements and provide overall information about the activities of the entire Charter School, presenting both an aggregate view of the Charter School's finances and a long-term view of those finances.

**Fund Financial Statements**

The remaining basic financial statements are fund financial statements that focus on the individual parts of the government, reporting the Charter School's operation in more detail than the government-wide statements. The fund financial statements also look at the Charter School's most significant funds with all other non-major funds presented in total in a single column. For the Marion P. Thomas Charter School, the General Fund is the most significant fund.

The governmental funds statements tell how general government services were financed in the short-term as well as what remains for future spending.

Proprietary fund statements offer short and long-term financial information about the activities; the government operates like a business, such as food service.

Fiduciary fund statements provide information about financial relationship in which the Charter School acts solely as a trustee or agent for the benefits of other, to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of Required Supplementary Information that further explains and supports the information in the financial statements.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED**

**Reporting the Charter School as a Whole**

**Statement of Net Position and Statements of Activities**

While this report contains the funds used by the Charter School to provide programs and activities, the view of the Charter School as a whole looks at all financial transactions and asks the question, "how did we do financially during fiscal year 2013?" The Statement of Net Position and the Statement of Activities answer this question. These statements include all the Charter School's assets and liabilities using the accrual basis of accounting similar to the accounting system used by most private sector companies. These bases of accounting takes into account all of the current year's revenues and expenses regardless of when cash was received or paid.

These two statements report the Charter School's net position and changes in those assets. This change in net position is important because it identifies whether the financial position of the Charter School has improved or diminished for the Charter School as a whole. This change is the result of many factors some financial, some not. Financial factors represent increases in federal and state funding that resulted from the increase in enrollment noted for the fiscal year ended June 30, 2013. These factors are presented in our discussions on the Charter School as a whole. Non-financial factors include the property tax base of the School District where the Charter School is located, current educational funding laws in New Jersey, facilities conditions, required educational programs, and other factors. In the Statements of Net Position and the Statements of Activities, the Charter School is divided into two distinct kinds of activities:

**Governmental Activities** – Most of the Charter School's programs and services are reported here including instructional, extracurricular activities, curriculum, staff development, special education and other support services, operation and maintenance of plant, pupil transportation, health services and general administration.

**Business-Type Activity** – Services are provided on a charge for goods or services or reimbursement basis to recover the expenses of the goods or services provided. The Food Service enterprise fund is reported as a business activity.

**Reporting the School Charter School's Most Significant Funds**

**Fund Financial Statements**

Fund financial reports provide detailed information about the Charter School's major funds, not the Charter School as a whole. Funds are accounting devices that the Charter School uses to keep track of a multitude of financial transactions. The Charter School's only major governmental fund is the General Fund.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED**

**Governmental Funds**

Most of the Charter School's activities are reported in governmental funds, which focus on how monies flow into and out of those funds and the balances left at fiscal year-end for spending in future periods. These funds are reported using an accounting method called modified accrual accounting which measures cash and all other financial assets that can readily be converted to

The governmental fund statement provides a detailed short-term view of the Charter School's general government operations and the basic services it provides.

Governmental fund information helps determine whether there are sufficient financial resources that can be spent in the near future to finance educational programs. The relationship, or differences, between governmental activities reported in the Statement of Net Position and the Statement of Activities and the governmental funds are reconciled in the financial statements.

**Enterprise Fund**

The enterprise fund uses the same basis of accounting as business-type activities; therefore, these statements are essentially the same.

**The Charter School as a Whole**

The perspective of the Statement of Net Position is of the Charter School as a whole. The table below provides a summary of the Charter School's net position at June 30, 2013.

The total net position of the Charter School have increased by \$351,261 during the current fiscal year. The increase is due to increase in revenue compared to expenses. There was a much higher increase in revenues, mostly on operating grants and contributions, than the increase in operating expenditures.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED**

The table that follows reflects the change in net position for fiscal year 2013.

	<u>Activities</u>	<u>Activities</u>	<u>Total</u>
<b>Assets</b>			
Current Assets	\$ 1,715,911	\$ 179,657	\$ 1,895,568
Other Assets, net	-	-	-
Capital Assets, net	<u>38,653</u>	<u>-</u>	<u>38,653</u>
Total Assets	<u>1,754,564</u>	<u>179,657</u>	<u>1,934,221</u>
<b>Liabilities</b>			
Current Liabilities	911,229	262,619	1,173,848
Long-Term Liabilites	<u>143,827</u>	<u>-</u>	<u>143,827</u>
Total Liabilities	<u>1,055,056</u>	<u>262,619</u>	<u>1,317,675</u>
<b>Net Position</b>			
Invested in Capital Assets (net of related debt)	38,653	-	38,653
Restricted for Food Service	150,046	-	150,046
Unrestricted	<u>510,809</u>	<u>(82,962)</u>	<u>427,847</u>
Total Net Position	<u>\$ 699,508</u>	<u>\$ (82,962)</u>	<u>\$ 616,546</u>

In 2013, total revenues increased by \$0.8 million about 7.2% compared to total revenues in 2012. Total expenses increased by \$0.14 million, about 1.25%.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED**

	Governmental		Business Type		Total	
	Activities		Activities			
	2013	2012	2013	2012	2013	2012
Revenues						
Program Revenues:						
Charge for Services	\$ -	\$ -	\$ 52,500	\$ 44,553	\$ 52,500	\$ 44,553
Operating grants and Contributions	<u>2,351,882</u>	<u>1,538,536</u>	<u>490,283</u>	<u>373,778</u>	<u>2,842,165</u>	<u>1,912,314</u>
Total Program Revenues	<u>2,351,882</u>	<u>1,538,536</u>	<u>542,783</u>	<u>418,331</u>	<u>2,894,665</u>	<u>1,956,867</u>
General Revenues:						
Local Aid	1,126,597	1,099,724	-	-	1,126,597	1,099,724
Federal and State Aid	7,525,722	7,693,596	-	-	7,525,722	7,693,596
Miscellaneous	<u>8,200</u>	<u>3,166</u>	<u>-</u>	<u>727</u>	<u>8,200</u>	<u>3,893</u>
Total General Revenues	<u>8,660,519</u>	<u>8,796,486</u>	<u>-</u>	<u>727</u>	<u>8,660,519</u>	<u>8,797,213</u>
Total Revenues	<u>11,012,401</u>	<u>10,335,022</u>	<u>542,783</u>	<u>419,058</u>	<u>11,555,184</u>	<u>10,754,080</u>
Expenses						
Instructions	6,041,944	5,761,466	-	-	6,041,944	5,761,466
Support Services:						
Administrative expenses	1,700,384	1,644,468	-	-	1,700,384	1,644,468
Other support services	2,850,342	3,043,864	-	-	2,850,342	3,043,864
Unallocated:						
Capital outlay	5,213	27,447	-	-	5,213	27,447
Depreciation	63,087	92,040	-	-	63,087	92,040
Food Service	-	-	529,043	454,124	529,043	454,124
After Care	<u>-</u>	<u>-</u>	<u>11,955</u>	<u>18,181</u>	<u>11,955</u>	<u>18,181</u>
Total Expenses	<u>10,660,970</u>	<u>10,569,285</u>	<u>540,998</u>	<u>472,305</u>	<u>11,201,968</u>	<u>11,041,590</u>
Change in Net Assets	<u>\$ 351,431</u>	<u>\$ (234,263)</u>	<u>\$ 1,785</u>	<u>\$ (53,247)</u>	<u>\$ 353,216</u>	<u>\$ (287,510)</u>

**Governmental Activities**

The Statement of Activities reflects the cost of program services and the charges for services and operating grants and contributions offsetting those services. The table below, for government activities, indicates the total cost of services and the net cost of services. It identifies the cost of these services supported by unrestricted state entitlements for the fiscal year ended June 30, 2013.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT’S DISCUSSION AND ANALYSIS - CONTINUED**

	<u>Total Cost of Services</u>	<u>Grants/ Contributions</u>	<u>Net Cost of Services</u>
Instruction	6,041,944	1,675,800	(4,366,144)
Support Services:			
Administrative expenses	1,700,384	345,678	(1,354,706)
Other support services	2,850,342	330,404	(2,519,938)
Unallocated:			
Capital outlay	5,213	-	(5,213)
Depreciation	<u>63,087</u>	<u>-</u>	<u>(63,087)</u>
Total Expenses	<u>10,660,970</u>	<u>2,351,882</u>	<u>(8,309,088)</u>

**Business-Type Activity**

The business-type activities of the Charter School are the food service operation and after care. These programs had revenues of \$518,961 and operating expenses of \$519,131 for fiscal year 2013. The Charter School continued in its effort to have food services be self-operating without assistance from the General Fund.

**The Charter School’s Funds**

The Charter School’s governmental funds are accounted for using the modified accrual basis of accounting. All governmental funds had revenues and other financing sources of \$11.0 million and expenditures and other financing uses of \$10.6 million.

**General Fund Budgeting Highlights**

The Charter School’s budget is prepared according to New Jersey law and is based on accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the general fund.

During the course of fiscal year 2013, the Charter School amended its General Fund budget as needed. The Charter School uses state-aid and other revenue-based budget. The budgeting systems are designed to tightly control total budget, but provide flexibility for Charter School management teams.

For the General Fund, final budgeted revenues and other financing sources were \$8.8 million which included a local tax levy of \$1.1 million. Expenditures and other financing uses were budgeted at \$9.16 million. The Charter School anticipated a decrease in fund balance before other financing sources of \$.35 million. In its fiscal year 2012-2013 budget expenditures and other financing uses exceeded the revenues and other financing sources by \$352,485. Actual revenues and other financing sources were \$9,229,670 and expenditures were \$8,813,370.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**MANAGEMENT’S DISCUSSION AND ANALYSIS - CONTINUED**

The State of New Jersey reimbursed the Charter School \$219,547 during the year ended June 30, 2013 for the employer’s share of social security contributions for TPAF members while on-behalf TPAF payments for post-retirement medical benefits were \$349,604. These unbudgeted amounts are included in both revenues and expenditures.

**Capital Assets**

At the end of fiscal year 2013, the Charter School had \$38,653 invested in capital assets all in governmental activities.

The table below reflects fiscal year 2013 balances:

	<b>Governmental Activities</b>	<b>Business Type Activities</b>	<b>Total</b>
Machinery and equipment	\$ 301,724	\$ -	\$ 301,724
Leasehold improvements	<u>603,098</u>	<u>-</u>	<u>603,098</u>
Total capital assets	904,822	-	904,822
Less accumulated depreciation	<u>(866,169)</u>	<u>-</u>	<u>(866,169)</u>
Totals	<u><u>38,653</u></u>	<u><u>-</u></u>	<u><u>38,653</u></u>

**Economic Factors and Next Year’s Budget**

The State of New Jersey continues to face serious budgetary constraints. These impacts the amount of state aid allocated to charter schools. This reality was taken into account when adopting the general fund budget for the fiscal year 2012-2013. Nothing was done to compromise the quality of the programs in place in our Charter School during the regular instructional day. The budget was prepared to ensure that all students have the textbooks, materials supplies, equipment and programs they need to meet New Jersey’s Core Curriculum Content Standards.

**Contacting the Charter School’s Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Charter School’s finances and to reflect the Charter School’s accountability for the monies it receives. Questions about this report or additional financial information needs should be directed to:

Marion P. Thomas Charter School  
Business Office  
370-374 South 7<sup>th</sup> Street  
Newark, New Jersey 07103

# **BASIC FINANCIAL STATEMENTS**

## **CHARTER SCHOOL WIDE FINANCIAL STATEMENTS**

This Statement of Net Position and the Statement of Activities display information about the Charter School as a whole. The Statement of Net Position presents the financial condition of the government and business-type activities of the Charter School at fiscal year-end. The Statement of Activities presents a comparison between direct expense and program revenues for each program or function of the Charter School's governmental and business-type activities.

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

## STATEMENT OF NET POSITION

JUNE 30, 2013

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
<b>Assets</b>			
Current Assets:			
Cash and cash equivalents	\$ 872,647	\$ 79,232	\$ 951,879
Accounts receivable	818,264	100,425	918,689
Security deposit	<u>25,000</u>	<u>-</u>	<u>25,000</u>
Total current assets	<u>1,715,911</u>	<u>179,657</u>	<u>1,895,568</u>
Capital assets:			
Machinery and equipment	325,528	-	325,528
Leasehold improvements	<u>579,294</u>	<u>-</u>	<u>579,294</u>
	904,822	-	904,822
Less: Accumulated depreciation	<u>(866,169)</u>	<u>-</u>	<u>(866,169)</u>
Net capital assets	<u>38,653</u>	<u>-</u>	<u>38,653</u>
Total assets	<u>1,754,564</u>	<u>179,657</u>	<u>1,934,221</u>
<b>Liabilities</b>			
Current Liabilities:			
Accounts payable	327,487	76,489	403,976
Accrued expenses	17,265	-	17,265
Intergovernmental payable:			
State	168,211	-	168,211
Interfund payables (internal)	370,707	186,130	556,837
Deferred revenues	<u>27,559</u>	<u>-</u>	<u>27,559</u>
Total current liabilities	<u>911,229</u>	<u>262,619</u>	<u>1,173,848</u>
Long-Term Liabilities:			
Compensated absences			
Due within one year	14,383	-	14,383
Due in more than one year	<u>129,444</u>	<u>-</u>	<u>129,444</u>
Total long-term liabilities	<u>143,827</u>	<u>-</u>	<u>143,827</u>
Total liabilities	<u>1,055,056</u>	<u>262,619</u>	<u>1,317,675</u>
Net position			
Invested in capital assets, net of related debt	38,653	-	38,653
Restricted for Food service	150,046	-	150,046
Unrestricted	<u>510,809</u>	<u>(82,962)</u>	<u>427,847</u>
Total net position	<u>\$ 699,508</u>	<u>\$ (82,962)</u>	<u>\$ 616,546</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

## STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2013

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-type Activities	Totals
<b>Governmental activities:</b>						
Instruction						
Salaries	\$ 3,863,916	\$ -	\$ 918,250	\$ (2,945,666)	\$ -	\$ (2,945,666)
Allocated benefit costs	1,458,336	-	536,897	(921,439)	-	(921,439)
Professional/Technical service	112,391	-	52,122	(60,269)	-	(60,269)
Other purchased services	138,478	-	10,330	(128,148)	-	(128,148)
General educational supplies	285,850	-	156,992	(128,858)	-	(128,858)
Instructional text and books	168,021	-	-	(168,021)	-	(168,021)
Other instructional expenses	14,952	-	1,209	(13,743)	-	(13,743)
Administrative cost:						
Salaries	818,671	-	-	(818,671)	-	(818,671)
Allocated benefit costs	451,846	-	154,295	(297,551)	-	(297,551)
Professional/Technical service	273,666	-	191,383	(82,283)	-	(82,283)
Other purchased services	65,456	-	-	(65,456)	-	(65,456)
Communications and Telephones	30,649	-	-	(30,649)	-	(30,649)
Supplies and materials	33,464	-	-	(33,464)	-	(33,464)
Interest on current loans	12,749	-	-	(12,749)	-	(12,749)
Miscellaneous expenses	13,883	-	-	(13,883)	-	(13,883)
Support services:						
Salaries	777,037	-	103,293	(673,744)	-	(673,744)
Allocated benefit costs	333,556	-	122,801	(210,755)	-	(210,755)
Purchased Professional/Technical service	65,449	-	-	(65,449)	-	(65,449)
Other purchased services	29,889	-	10,000	(19,889)	-	(19,889)
Rent on land and buildings	1,390,119	-	50,000	(1,340,119)	-	(1,340,119)
Insurance-fidelity, liability, property	17,376	-	-	(17,376)	-	(17,376)
Supplies and materials	34,251	-	34,251	-	-	-
Transportation costs	35,030	-	-	(35,030)	-	(35,030)
Utilities	137,894	-	-	(137,894)	-	(137,894)
Miscellaneous	34,954	-	10,059	(24,895)	-	(24,895)
Unallocated:						
Depreciation	63,087	-	-	(63,087)	-	(63,087)
Total governmental activities	<u>10,660,970</u>	<u>-</u>	<u>2,351,882</u>	<u>(8,309,088)</u>	<u>-</u>	<u>(8,309,088)</u>
<b>Business-type activities:</b>						
Food service	529,043	9,468	490,283	-	(29,292)	(29,292)
After care	<u>11,955</u>	<u>43,032</u>	<u>-</u>	<u>-</u>	<u>31,077</u>	<u>31,077</u>
Total business-type activities	<u>540,998</u>	<u>52,500</u>	<u>490,283</u>	<u>-</u>	<u>1,785</u>	<u>1,785</u>
Total primary government	<u>\$ 11,201,968</u>	<u>\$ 52,500</u>	<u>\$ 2,842,165</u>	<u>\$ (8,309,088)</u>	<u>\$ 1,785</u>	<u>\$ (8,307,303)</u>
<b>General revenues, transfers and special items:</b>						
Local sources				\$ 1,126,597	-	\$ 1,126,597
State sources				7,525,722	-	7,525,722
Miscellaneous				8,200	-	8,200
Total general revenues, transfers and special items				<u>8,660,519</u>	<u>-</u>	<u>8,660,519</u>
Changes in net assets				351,431	1,785	353,216
Net position at beginning of year				<u>348,077</u>	<u>(84,747)</u>	<u>263,330</u>
Net position at ending of year				<u>\$ 699,508</u>	<u>\$ (82,962)</u>	<u>\$ 616,546</u>

**FUND FINANCIAL STATEMENTS**

**GOVERNMENTAL FUNDS**

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**GOVERNMENTAL FUNDS  
BALANCE SHEET**

**JUNE 30, 2013**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
<b>Assets</b>			
Cash and cash equivalents	\$ 872,647	\$ -	\$ 872,647
Accounts receivable:			
Local	2,686	-	2,686
State	10,760	46,609	57,369
Federal	-	351,657	351,657
Interfund receivables	406,552	-	406,552
Security deposit	<u>25,000</u>	<u>-</u>	<u>25,000</u>
Total assets	<u>\$ 1,317,645</u>	<u>\$ 398,266</u>	<u>\$ 1,715,911</u>
<b>Liabilities and Fund Balances</b>			
Liabilities:			
Accounts payable	\$ 327,487	\$ -	\$ 327,487
Accrued expenses	17,265	-	17,265
Intergovernmental payables:			
State	168,211	-	168,211
Interfund payables	-	370,707	370,707
Deferred revenue	<u>-</u>	<u>27,559</u>	<u>27,559</u>
Total liabilities	<u>512,963</u>	<u>398,266</u>	<u>911,229</u>
Fund balances:			
Assigned	239,034	-	239,034
Unassigned	<u>565,648</u>	<u>-</u>	<u>565,648</u>
Total fund balances	<u>804,682</u>	<u>-</u>	<u>804,682</u>
Total liabilities and fund balances	<u>\$ 1,317,645</u>	<u>\$ 398,266</u>	

Amounts reported for governmental activities in the statement of net assets (A-1) are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

Cost of capital assets	\$ 904,822
Accumulated depreciation	<u>(866,169)</u>
	<u>38,653</u>

Long-term liabilities, including capital leases and compensated absences are not due and payable in the current period and therefore are not reported as liabilities in the funds.

Compensated absences payable	<u>(143,827)</u>
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Net position of governmental activities - A-1

\$ 699,508

See accompanying notes to financial statements.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**GOVERNMENTAL FUNDS**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

**YEAR ENDED JUNE 30, 2013**

	<b>General Fund</b>	<b>Special Revenue Fund</b>	<b>Total</b>
<b>Revenues</b>			
Local Sources:			
Local tax levy	\$ 1,126,597	\$ -	\$ 1,126,597
Miscellaneous	8,200	19,050	27,250
Total revenues -local sources	1,134,797	19,050	1,153,847
State sources	7,525,722	951,454	8,477,176
Federal sources	-	812,227	812,227
Reimbursed TPAF - Social Security (non-budgeted)	219,547	-	219,547
TPAF pension and post retirement medical benefits on-behalf payments (non-budgeted)	349,604	-	349,604
Total revenues	<u>9,229,670</u>	<u>1,782,731</u>	<u>11,012,401</u>
<b>Expenditures</b>			
Current expense:			
Instruction:			
Salaries	2,945,666	918,250	3,863,916
Professional/technical service	60,269	52,122	112,391
Other purchased services	128,148	10,330	138,478
General educational supplies	170,315	156,992	327,307
Instructional text and books	168,021	-	168,021
Other instructional expenses	13,743	1,209	14,952
Administrative cost:			
Salaries	818,671	-	818,671
Total benefit costs	1,383,206	244,842	1,628,048
Professional/Technical service	82,283	191,383	273,666
Other purchased services	65,456	-	65,456
Communications and telephone	30,649	-	30,649
Supplies and materials	33,464	-	33,464
Judgments against charter school	-	-	-
Interest on current loans	12,749	-	12,749
Miscellaneous	13,883	-	13,883
Support services:			
Salaries	673,744	103,293	777,037
Purchased Professional/Technical service	65,449	-	65,449
Other purchased services	14,676	10,000	24,676
Rent on land and buildings	1,340,119	50,000	1,390,119
Insurance-fidelity, liability, property	17,376	-	17,376
Supplies and materials	-	34,251	34,251
Transportation-other than to/from school	35,030	-	35,030
Utilities	137,894	-	137,894
Miscellaneous	24,895	10,059	34,954
Capital outlay:			
Instructional equipment	-	-	-
Non-instructional equipment	-	-	-
Facilities and acquisition	8,513	-	8,513
Reimbursed and on-behalf payments:			
Reimbursed TPAF - Social Security (non-budgeted)	219,547	-	219,547
TPAF pension and post retirement medical benefits on-behalf payments (non-budgeted)	349,604	-	349,604
Total expenditures	<u>8,813,370</u>	<u>1,782,731</u>	<u>10,596,101</u>
Net change in fund balances	416,300	-	416,300
Fund balances at beginning of year	<u>388,382</u>	<u>-</u>	<u>388,382</u>
Fund balances at end of year	<u>\$ 804,682</u>	<u>\$ -</u>	<u>\$ 804,682</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES**

**YEAR ENDED JUNE 30, 2013**

**Total net change in fund balances - governmental funds (B-2)** \$ 416,300

**Amounts reported for governmental activities in the Statement  
of Activities (A-2) are different because:**

Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capital outlays in the period. Additionally, in the Statement of Activities gains or (losses) are recognized upon disposition:

Capital outlay	44,757
Depreciation expense	<u>(63,087)</u>
	(18,330)

In the Statement of Activities, certain operating expenses, e.g., compensated absences (vacation) are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are reported in the amount of financial resources used (paid). When the earned amounts exceeds the paid amount, the difference is a reduction in the reconciliation, when the paid amount, exceeds the earned amount the difference is an addition to the reconciliation

(46,539)

**Change in net position of governmental activities (A-2)** \$ 351,431

**PROPRIETARY FUNDS**

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**PROPRIETARY FUND**

**STATEMENT OF NET POSITION**

**JUNE 30, 2013**

**Assets**

Current assets:

Cash and cash equivalents	\$ 79,232
Accounts receivable:	
Federal	95,404
State	1,104
Others	3,917
	<u>100,425</u>

Total assets	<u>\$ 179,657</u>
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**Liabilities**

Current liabilities:

Accounts payable	\$ 76,489
Interfund payable - General Fund	<u>186,130</u>

Total liabilities	262,619
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**Net position**

Unrestricted (Deficit)	<u>(82,962)</u>
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Total liabilities and net position	<u>\$ 179,657</u>
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**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**PROPRIETARY FUND**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION**

**YEAR ENDED JUNE 30, 2013**

Operating revenues:		
Charges for services:		
Daily sales - nonreimbursable programs	\$	9,468
Miscellaneous revenue		<u>43,032</u>
Total Operating revenues		<u>52,500</u>
Operating expenses:		
Cost of sales		402,436
Salaries		112,577
Supplies and materials		<u>25,985</u>
Total operating expenses		<u>540,998</u>
Operating loss		<u>(488,498)</u>
Nonoperating revenues:		
State sources:		
State School Lunch Program		5,268
Federal sources:		
National School Lunch Program		264,358
National School Breakfast Program		166,672
After School Snacks		9,807
Fresh fruits and vegetables		22,311
Food commodities		<u>21,867</u>
Total nonoperating revenues		<u>490,283</u>
Change in net position		1,785
Net position at beginning of year		<u>(84,747)</u>
Net position at end of year	\$	<u>(82,962)</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**PROPRIETARY FUND**

**STATEMENT OF CASH FLOWS**

**YEAR ENDED JUNE 30, 2013**

**Cash flows from operating activities**

Operating loss	\$ (488,498)
Adjustment to reconcile operating loss to net cash from operating activities	
Changes in assets and liabilities:	
Decrease in accounts receivable	(61,938)
Decrease in accounts payable	23,180
Decrease in interfund payable	<u>111,921</u>
Net cash from operating activities	<u>(415,335)</u>

**Cash flows from noncapital financing activities**

Cash received from state and federal reimbursements	<u>490,283</u>
Net increase in cash and cash equivalents	74,948
Cash and cash equivalents at beginning of year	<u>4,284</u>
Cash and cash equivalents at end of year	<u>\$ 79,232</u>

**FIDUCIARY FUNDS**

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**FIDUCIARY FUNDS**

**STATEMENT OF FIDUCIARY NET POSITION**

**JUNE 30, 2013**

**Assets**

Cash and cash equivalents	\$ 367,289
Interfund receivables	155,521
Prepaid expenses	<u>1,702</u>
Total assets	<u><u>\$ 524,512</u></u>

**Liabilities and Net Position**

Liabilities:

Payroll withholdings payable	\$ 198,954
Accounts payable	3,498
Summer payroll payable	137,229
Interfund payables	<u>184,831</u>
Total liabilities	<u>524,512</u>

**Net Position**

Restricted	
Unemployment compensation	<u>-</u>
Total net position	<u>-</u>
Total liabilities and net position	<u><u>\$ 524,512</u></u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**FIDUCIARY FUNDS**

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**

**YEAR ENDED JUNE 30, 2013**

Revenues:

General fund appropriation	\$	13,659
Employees' contributions		<u>2,988</u>
Total revenues		<u>16,647</u>

Expenditures:

Payments to NJ Unemployment Compensation Fund		<u>16,647</u>
Total expenditures		<u>16,647</u>

Excess (deficiency) of revenue over (under) expenditures -

Net position at beginning of year -

Net position at end of year \$ -

## **NOTES TO THE BASIC FINANCIAL STATEMENTS**

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2013**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

This summary of significant accounting policies of Marion P. Thomas Charter School (the "Charter School") is presented to assist in understanding the Charter School's financial statements and notes are representation of the Charter School's management, who is responsible for their integrity and objectivity. These accounting policies conform to accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units and have been consistently applied in the preparation of these financial statements.

**A. Reporting Entity:**

The Charter School was incorporated in the State of New Jersey on March 13, 1997 as a non-for-profit corporation for the purpose of operating and maintaining a public school under a charter granted by the State of New Jersey, which promotes comprehensive educational reform by infusing innovation into the public education system. The Charter School is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code.

The Charter School is an instrument of the State of New Jersey, established to function as an educational institution. Its mission is to establish a character school to serve as a neighborhood resource and as a model for other similar schools. The Charter School is committed to achieving the New Jersey Core Curriculum Content Standards and producing high academic achievement by all students. The Charter School will integrate a holistic curriculum, utilize learner center techniques, family and caregiver centered approaches, comprehensive community involvement, cutting edge technology and an intimate nurturing environment that will enhance positive self-images.

**B. Component Units**

The primary criterion for including activities within the Charter School's reporting entity, as set forth in Section 2100 of the Government Auditing Standards Board (GASB) Codification of Governmental Accounting and Financial Reporting Standards, is the degree of oversight responsibility maintained by the Charter School management. Oversight responsibility includes financial interdependency, selection of governing authority, designation of management, and ability to significantly influence operations and accountability for fiscal matters. The combined financial statements include all funds and account groups of the Charter School. Based on the aforementioned criteria, the Charter School has no component units.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**C. Basis of Presentation**

The financial statements of the Charter School have been prepared in conformity with GAAP as applied to governmental units. GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The Charter School also applies Financial Accounting Standards Board (FASB) pronouncements issued on or before November 30, 1989, to its governmental and business-type activities and to its enterprise fund unless they conflict with or contradict GASB pronouncements. The most significant of the Charter School's accounting policies are described below:

In June 1999, the GASB unanimously approved Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. Certain of the significant changes in the financial statements include the following:

The financial statements include:

- i) A Management's Discussion and Analysis (MD&A) section providing an analysis of the Charter School's overall financial position and results of operations.
- ii) Financial statements prepared using full accrual accounting for all of the Charter School's activities.
- iii) A change in the fund financial statements to focus on the major funds.

These and other changes are reflected in the accompanying financial statements (including notes to financial statements).

**D. Basic Financial Statements**

The Charter School's basic financial statements consist of Charter School or government-wide statements, including a statement of net position and a statement of activities, and fund financial statements that provide a more detailed level of financial information.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

**D. Basic Financial Statements - Continued**

**Government-wide Financial Statements**

The statement of net position and the statement of activities display information about the Charter School as a whole. These statements include the financial activities of the Charter School, except for fiduciary funds.

The statement of net position presents the financial condition of the governmental and business-type activities of the Charter School at fiscal year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Charter School's governmental and business-type activities. The governmental activities generally are financed through federal and state awards, taxes and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

**Fund Financial Statements**

Fund financial statements of the Charter School are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Charter School.

The Charter School segregates transactions related to certain Charter School functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Charter School at a more detailed level.

**E. Governmental Funds**

**General Fund** - The General Fund is the primary operating fund of the Charter School and is always classified as a major fund. It is used to account for all financial resources except those that are legally or administratively required to be accounted for in another fund. Included are certain expenditures for vehicles and movable instructional or non-instructional equipment which are classified in the Capital Outlay sub-fund.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**E. Governmental Funds - Continued**

- 1) As required by the New Jersey Department of Education, the Charter School included budgeted capital outlay in this fund. Generally accepted accounting principles as they pertain to governmental entities state that General Fund resources may be used to directly finance capital outlays for long-lived improvements as long as the resources in such cases are derived exclusively from unrestricted revenues.
- 2) Resources for budgeted capital outlay purposes are normally derived from State of New Jersey aid and appropriated fund balance. Expenditures are those that result in the acquisition of or additions to fixed assets for land, existing buildings, improvements of ground, construction of buildings, additions to or remodeling of buildings and the purchase of built-in equipment. These resources can be transferred from and to current expense by board resolution.

**Special Revenue Fund** - The Special Revenue Fund is used to account for the proceeds of specific revenue from State and Federal Government, (other than major Capital Projects, Debt Service or the Enterprise Funds) and local appropriations that legally restricted to expenditures for specified purposes.

**Capital Projects Fund** - The Capital Projects Fund is used to account for all financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds). The financial resources are derived from temporary notes or serial bonds that are specifically authorized by the voters as a separate question on the ballot either during the annual election or at a special election. As of June 30, 2013 there was no Capital Projects Fund.

**Debt Service Fund** -The Debt Service Fund is used to account for the accumulation of resources for, and the payment of principal and interest on, bonds issued to finance major property acquisitions, construction, and improvement programs. As of June 30, 2013 there was no debt service fund.

**F. Proprietary Funds**

The focus of Proprietary Funds' measurement is upon determination of net income, changes in net position, financial position and cash flows. The generally accepted accounting principles applicable are those to similar to business in the private sector. The following is a description of the Proprietary Funds of the Charter School:

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**F. Proprietary Funds - Continued**

**Enterprise Funds:**

The Enterprise Fund are utilized to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the Charter School is that the cost (i.e. expenses including depreciation and indirect costs) of providing goods and services to the students on a continuing basis be financed or recovered primarily through user charges; or where the Charter School has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriated for capital maintenance, public policy, management control, accountability or other purposes.

All proprietary funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and all liabilities, whether current or noncurrent, associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and unreserved retained earnings, if applicable. Proprietary fund type operating statements present increases (revenue) and decreases (expenses) in net total assets.

**Internal Service (Self-Insurance) Fund:**

The Self-Insurance Fund is used to cover the self-insured limits of the various insurance policies for all funds. Charter School does not use self-insurance fund.

**G. Fiduciary Funds**

Fiduciary or trust and Agency Funds are used to account for assets held by the Charter School in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. This fund category includes:

**Expendable Trust Funds** - Expendable Trust Funds are accounted for in essentially the same manner as the governmental fund types, using the same measurement focus and basis of accounting. Expendable Trust Funds account for assets where both the principal and interest may be spent.

**Nonexpendable Trust Funds** - Nonexpendable Trust Funds are used to account for assets held under the terms of a formal trust agreement, whereby the Charter School is under obligations to maintain the trust principal.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**G. Fiduciary Funds - continued**

**Agency Funds** – Agency funds are used to account for the assets that the Charter School holds on behalf of others as their agent. Agency funds are custodial in nature and do not involved measurement of results of operations. Agency funds include payroll and student activities funds.

**H. Measurement Focus and Basis of Accounting**

**Measurement Focus** – Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied. On the government-wide statements of net position and the statement of activities, both governmental and business-like activities are presented using the economic resources measurement focus. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds and expendable trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statement of these funds present increases (i.e., revenues and other financing sources), and decreases (i.e. Expenditures and other finances uses) during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

All proprietary funds are accounted for on a flow economic resources measurement focus. With this measurement focus, the accounting adjectives are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flow. All assets and all liabilities, whether current or noncurrent, associated with their activities are included on the statement of financial position. Fund equity (i.e., net total assets) is classified as net position.

**Basis of Accounting** - In the government-wide statement of net position and statements of activities, both governmental and business-like activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when the liability, resulting from exchange and exchange like transactions, is incurred (i. e. the exchange takes place).

In the fund financial statements, governmental fund and agency funds are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**H. Measurement Focus and Basis of Accounting - Continued**

**Basis of Accounting - continued**

“Measurable” means the amount of the transaction can be determined and “available” means collectible with the current period or soon enough thereafter to be used to pay liabilities of the current period. State equalization monies are recognized as revenue during the period in which they are appropriated. A one-year availability period is used for revenue recognition for all other governmental fund revenues.

**I. Budgets/Budgetary Control**

Annual appropriated budgets are prepared prior to July 1, for the General Fund. The budget is prepared using the modified accrual basis of accounting. The legal level of budgetary control is established at line item accounts within each fund. Line item accounts are defined as the lowest (most specific) level of detail as established pursuant to the minimum chart of accounts referenced in N.J.A.C. 6:20-2A. 2(m)1. All budget amendments must be approved by the State Department of Education. Formal budgetary integration into the accounting system is employed as a management control device during the year. For governmental funds, there are no substantial differences between the budgetary basis of accounting and generally accepted accounting principles, with the exception of the Special Revenue Fund as noted below.

Formal budgetary integration into the accounting system is employed as a management control device during the year. For governmental funds, there are no substantial differences between the budgetary basis of accounting and generally accepted accounting principles with the exception of the Special Revenue Fund as noted below. Encumbrance accounting is also employed as an extension of formal budgetary integration in the governmental fund types. Unencumbered appropriations lapse at fiscal year-end.

The accounting records of Special Revenue Fund are maintained on the grant accounting budgetary basis. The grant accounting budgetary basis differs from GAAP in that the grant accounting budgetary basis recognized encumbrances as expenditures and also recognized the related revenue, whereas the GAAP basis do not. Sufficient supplemental records are maintained to allow of the presentation of GAAP basis financial report. As presented in the Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General, Special Revenue Fund and Debt Service Funds to the GAAP basis of accounting as presented in the Statements of Revenue, Expenditures and Changes in Fund Balances – Governmental Funds.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**J. Deposits, Investments and Risk Disclosure**

Cash and equivalents include petty cash, funds deposited in demand deposit accounts, time deposit accounts and certificates of deposit with original maturities of less than three months.

New Jersey Charter Schools are limited as to the types of the investments and types of financial institution they may invest in, New Jersey statute 18A:20-37 provides a list of permissible investment that may be purchased by New Jersey Charter Schools. These investments are to be recorded at fair value and will be subject to risk categorization.

Additionally, the Charter School has adopted a cash management plan that requires it to deposit public fund in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect Governmental Units from loss funds on deposit with a failed banking institution in New Jersey.

N.J.S.A. 17:9-41 et. seq. established the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with GUDPA. Public depositories include Savings and Loan Institutions, bank (both state and national banks) and saving bank the deposits of which are federally insured. All public depositories must pledge collateral, having a market value at least equal to five percent of the average daily balance of collected public funds, to secure the deposit of Governmental Units, if a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the full amount of their deposits to the Governmental Units.

Custodial credit risk is the risk that in the event of a bank failure, the Charter School's deposits may not be returned to it. GASB Statement No. 40 directs that deposits be disclosed as exposed to custodial credit risk if they are not covered by depository insurance and the deposits are either uncollateralized, collateralized by securities held by the pledging financial institution or collateralized by securities held by the pledging financial institution's trust department but not in the Charter School's name. The Charter School's aggregate bank balances were not exposed to custodial credit risk at June 30, 2013.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**K. Prepaid Expenses**

Prepaid expenses, which benefit future periods, other than those recorded in the enterprise fund are recorded as expenditure during the year of purchase.

Prepaid expenses in the Enterprise Fund represent payments made to vendors for services that will benefit periods beyond June 30, 2013.

**L. Interfund Assets/Liabilities**

On the fund financial statements, receivables and payables resulting from short-term Interfund loans are classified as Interfund Receivable/Payable. Interfund balances within governmental activities and within business-type activities are eliminated on the government-wide Statements of Net Position.

**M. Fixed Assets**

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. General capital assets are long-lived assets of the Charter School as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized. The valuation based for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement cost.

Capital assets in the proprietary funds are capitalized in the fund in which they are utilized. The valuation bases for proprietary fund capital assets are the same as those used for the governmental fund capital assets.

Donated capital assets are capitalized at estimated fair market value on the date donated. Depreciation of capital assets is computed and recorded by the straight-line method. Estimated useful lives of the various classes of the depreciable capital assets are as follows:

<u>Description</u>	<u>Estimated lives</u>
Land Improvements	15 years
Building and Buildings Improvements	15 years
Furniture and Equipment	5 years

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**N. Compensated Absences**

The Charter School accounts for compensated absences (e.g., unused vacation, sick leave) as directed by GASB Statement No. 16, "Accounting for Compensated Absences." A liability for compensated absences that are attributable to services already rendered and not contingent on a specific event that is outside the control of the employer and employee is accrued as employees earn the rights to the benefits.

Charter School employees are granted sick and vacation leave in varying amounts under the Charter School's personnel policies and according to negotiated contracts. In the event of termination, an employee is reimbursed for accumulated vacation and sick leave. Vacation days not used during the year may only be carried forward with approval from the Head of School.

In the charter school-wide Statement of Net Position, the liabilities whose average maturities are greater than one year should be reported in two components – the amount due within one year and the amount due in more than one year.

The liability for vested compensated absences of the proprietary fund types is recorded within those funds as the benefits accrue to employees. As of June 30, 2013, there are no liabilities for compensated absences in the Food Service Fund.

**O. Deferred Revenue**

Deferred revenue in special revenue fund represent cash that has been received but not yet earned.

**P. Accrued Liabilities and Long-Term Obligations**

All payables, accrued liabilities, and long-term obligations are reported on the government-wide financial statements. All payable, accrued liabilities, and long-term obligations payable from the enterprises fund are reported and the enterprises fund financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, contractually required pension contributions and compensated absences that are paid from governmental funds are reported as liabilities on the fund financial statements only to the extent that they are due for payments during the current year.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

**Q. Fund Balance and Equity**

Generally, fund balance represents the difference between current assets and current liabilities. In the fund financial statements, governmental funds report fund classifications that comprise a hierarchy based primarily on the extent to which the Charter School is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Under this standard, the fund balance classifications are as follows:

*Nonspendable* fund balance includes amounts that cannot be spent because they are either not in spendable form (inventories, prepaid amounts, long-term receivables) or they are legally or contractually required to be maintained intact (the corpus of a permanent fund).

*Restricted* fund balance is to be reported when constraints placed on the use of the resources are imposed by grantors, contributors, laws or regulations of other governments or imposed by law through enabling legislation. Enabling legislation includes a legally enforceable requirement that these resources be used only for the specific purposes as provided in the legislation. This fund balance classification will be used to report funds that are restricted for debt service obligations and for other items contained in General Municipal Law or Education Law.

*Committed* fund balance will be reported for amounts that can only be used for specific purposes pursuant to formal action of the entity's highest level of decision making authority. These funds may only be used for the purpose specified unless the entity removes or changes the purpose by taking the same action that was used to establish the commitment. This classification includes certain designations established and approved by the entity's governing board.

*Assigned* fund balance, in the General Fund, will represent amounts constrained either by the entity's highest level of decision-making authority or a person with delegated authority from the governing board to assign amounts for a specific intended purpose. An assignment cannot result in a deficit in the unassigned fund balance in the General Fund. This classification will include amounts designated for balancing the subsequent year's budget and encumbrances. Assigned fund balance in all other governmental funds represents any positive remaining amount after classifying nonspendable, restricted or committed fund balance amounts.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**Q. Fund Balance and Equity - continued**

*Unassigned* fund balance, in the General Fund, represents amounts not classified as nonspendable, restricted, committed or assigned. The General Fund is the only fund that would report a positive amount in unassigned fund balance. For all governmental funds other than the General Fund, unassigned fund balance would necessarily be negative, since the fund's liabilities, together with amounts already classified as nonspendable, restricted and committed would exceed the fund's assets.

When both restricted and unrestricted amounts of fund balance are available for use for expenditures incurred, it is the Charter School's policy to use restricted amounts first and then unrestricted amounts as they are needed. For unrestricted amounts of fund balance, it is the Charter School's policy to use fund balance in the following order: committed, assigned, and unassigned.

**R. Net Position**

Net Position on the *Statement of Net Position* include the following:

**Investments in Capital Assets, net of Related Debt** - the component of net asset there reports the differences between capital assets less both the accumulated depreciation and the outstanding balance of debt, excluding unexpended proceeds, that is directly attributed to the acquisition, construction or improvement of those assets.

**Restricted for Specific Purposes** - the component of net position that reports the difference between assets and liabilities of the certain programs that consist of assets with constraints placed on their use by either external parties and /or enabling legislation.

**Restricted for Debt Service** - the component of net position that reports the difference between assets and liabilities of the Debt Service Fund that consists of assets with constraints placed on their use by creditors.

**Unrestricted** - the difference between the assets and liabilities that is not reported in Net Position Invested in Capital Assets, net of Related Debt, Net Assets Restricted for Specific Purposes or Net Position Restricted for Debt Services.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**S. Contributed Capital**

Contributed capital represents the amount of fund capital contributed to the proprietary funds from other funds.

**T. Interfund Transactions**

Interfund transfers are defined as the flow of assets, such as cash or goods, without equivalent flows of assets in return. Interfund borrowings are reflected as "Due from/to Other Funds" on the accompanying financial statements. All other interfund transfers are reported as operating transfers.

**U. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates that affect the recorded amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

**V. On-Behalf Payments**

Revenues and expenditures of the General Fund include payment made by the State of New Jersey for Pension and Social Security contributions for certified teacher members of the New Jersey Teachers Pension and Annuity Fund, and for post-retirement medical benefits of members. The amounts are not required to be included in the Charter School's annual budget.

**W. Subsequent Events Evaluation by Management**

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is November 25, 2013.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 2 APPLICATION OF ACCOUNTING STANDARDS**

The Charter School implemented Governmental Accounting Standards Board (GASB) Statement 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and Statement 65, *Items Previously reported as Assets and Liabilities*, in the fiscal year ending June 30, 2013. In accordance with GASB Statement 63, the Statement of Net Assets has been replaced with the Statement of Net Position. Items on the Statement of Net Position are now classified into Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position.

**NOTE 3 CASH AND CASH EQUIVALENTS**

As of June 30, 2013, the Charter School's deposits are summarized as follows:

	General Fund	Enterprise Fund	Trust and Agency Funds	Total
Operating account	\$ 800,223	\$ 79,232	\$ 363,791	\$ 1,243,246
Interest-bearing account	72,424	-	-	72,424
Total	<u>\$ 872,647</u>	<u>\$ 79,232</u>	<u>\$ 363,791</u>	<u>\$ 1,315,670</u>

**NOTE 4 CAPITAL ASSETS**

As required under accounting standards discussed in Note 2, the Charter School performed a thorough review of the inventory records of all its fixed assets. The valuation bases for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement cost have been used. The review of inventory records of all the Charter School's capital assets was completed during the fiscal year ended June 30, 2013, deletions, if any, have been accounted for in the Charter School's beginning balances; the table below illustrates the net of additions and deletions for the current year.

Capital assets activities for the year ended June 30, 2013 are as follows:

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

<b>Governmental Activities</b>	<b>Beginning Balance</b>	<b>Net Additions (Deletions)</b>	<b>Ending Balance</b>
<b>Capital assets being depreciated:</b>			
Machinery and equipment	\$ 260,267	\$ 41,457	\$ 301,724
Leasehold improvements	<u>599,798</u>	<u>3,300</u>	<u>603,098</u>
Total	860,065	44,757	904,822
Less accumulated depreciation	<u>(803,082)</u>	<u>(63,087)</u>	<u>(866,169)</u>
Capital assets, net	56,983	(18,330)	38,653
<b><u>Business-Type Activities</u></b>	<u>-</u>	<u>-</u>	<u>-</u>
Capital assets, net	<u>\$ 56,983</u>	<u>\$ (18,330)</u>	<u>\$ 38,653</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 5 LONG-TERM DEBTS**

During the fiscal year ended June 30, 2013, long-term liabilities reported in the *Statement of Net Position* are as follows:

Long-term Debt	Balance June 30,2012	Additions	Retired	Balance June,30,2013	Due within One Year
Compensated absences	\$ 97,288	\$ 56,268	\$ 9,729	\$ 143,827	\$ 14,383

**NOTE 6 NET POSITION**

As of June 30, 2013, governmental activities net position consisted of the following components:

**INVESTMENT IN CAPITAL ASSETS,  
NET OF RELATED DEBT**

Capital assets, net	\$ 38,653
Less: long-term obligations	-
(All long-term debt relates to capital assets)	38,653

**RESTRICTED**

Restricted for Food Service	150,046
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**UNRESTRICTED**

Net assets not restricted above	510,809
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**NET ASSETS**

	699,508
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Business-type activities net position did not have any capital assets or restrictions.

**NOTE 7 PENSIONS PLANS**

**A. Description of Plans**

All eligible employees of the Charter School are covered by either the Public Employee's Retirement System (PERS) or the Teacher's Pension and Annuity Fund (TPAF) which have been established by state statute and are administered by the New Jersey Division of Pension and Benefit (Division). According to the State of New Jersey Administrative Code, all obligations of both Systems will be assumed by the State of New Jersey should the Systems terminate. The Division issues a publicly available financial report that includes the financial statements and required supplementary information for the PERS and the TPAF. These reports may be obtained by writing to the Division of Pensions and Benefits, PO Box 295, Trenton, New Jersey, 08625.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 7 PENSIONS PLANS - CONTINUED**

**A. Description of Plans - continued**

**i. Teachers Pension and Annuity Fund (TPAF)**

The TPAF was established in January 1, 1995, under the provisions of N.J.S.A. 18A:66 to provide coverage including post-retirement health care to substantially all full time certified teachers or professional staff of the public school systems in the State. The TPAF is considered a cost-sharing multiple-employer plan with a special funding situation, as under current statute, all employer contributions are made by the State of New Jersey on behalf of the Charter School and the systems other related non-contributing employers. Membership is mandatory for substantially all teachers or members of the professional staff certified by the State Board of Examiners, and employees of the Department of Education who have titles that are unclassified, professional and certified.

**ii. Public Employees' Retirement System (PERS)**

The Public Employees' Retirement Systems (PERS) was established as of January 1, 1955 under the provisions of N.J.S.A. 43:15A to provide coverage including post-retirement health care to substantially all full time employees of the State or any county municipality, Charter School, or public agency provided the employee is not a member of another state-administered retirement system. The PERS is a cost-sharing multiple-employer plan. Membership is mandatory for substantially all full time employees of the State of New Jersey or any county, municipality, Charter School, or public agency, provided the employee is not required to be a member of another state administered retirement system or other state or local jurisdiction.

**B. Vesting and Benefit Provisions**

The vesting and benefit provisions for PERS are set by N.J.S.A 43:15a and 4303B and N.J.S.A. 18A: for TPAF. All benefits vest after eight to ten years of service, except for medical benefits that vest after 25 years of service. Retirement benefits for age and service are available at age 55 and are generally determine to be 1/55 of the final average salary for each year of service credit as defined. Final average salary equals the average salary for the final three years of service prior to retirement (or highest three years' compensation if other than the final three years). Members may seek early retirement after achieving 25 years of service credit or they may elect deferred retirement after achieving eight to ten years of service in which case benefits would begin the first day of the month after the member attains normal retirement age.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 7 PENSIONS PLANS - CONTINUED**

**B. Vesting and Benefit Provisions - continued**

The TPAF and PERS provides for specified medical benefits for member who retire after achieving 25 years of qualified service, as defined, or under the disability provisions of the System.

Members are always fully vested for their own contributions and, after three years of service credit, become vested for 2% of related interest earned on the contributions. In the case of death before retirement, members' beneficiaries are entitled to full interest credited to the member's accounts.

**C. Significant Legislation**

Two pieces of legislation passed during fiscal year 2001 having significant impact on the benefit provisions under PERS and TPAF. Chapter 133, P.L.2001, increases retirement benefits for service, deferred and early retirements by changing the formula from 1/60 to 1/55 of final compensation for each year of service. The legislation also increases the retirement benefit for veteran member with 35 years or more of service and reduces age qualification from 60 to 55. The legislation further provides that existing retirees and beneficiaries would also receive a comparable percentage increase in their retirement allowance. The benefit enhancements are effective with the November 1, 2001 benefit checks. Chapter 120, P.L 2001, established an additional retirement option for plan members. Under the new option, a retiree's actuarially reduced allowance (to provide a benefit to the retiree's beneficiary upon the death of the retiree) would "pop-up" to the maximum retirement allowance if the beneficiary predeceases the retiree.

Chapter 4, P.L 2001 provides increased benefit to certain members of PERS who retired prior to December 29, 1989 with at least 25 years of creditable service.

The maximum amount of the increase is 5 percent the retiree's final compensation. For those with 30 or more years of service, the total pension would increase from 65 to 71 percent of final compensation.

Due to the enactment of 1997 legislation, Chapter 114, P.L. 1997 and Chapter 115, P.L 1997, the State of New Jersey's portion of the unfunded accrued liability under each retirement system was eliminated. In addition, excess valuation assets were available to fund, in full or in part, the State of New Jersey's normal contribution from 1997 to 2001, excluding the contribution for post-retirement medical benefits in the PERS and TPAF.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 7 PENSIONS PLANS - CONTINUED**

**D. Contribution Requirement**

The contribution policy is set by laws of the State of New Jersey and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. TPAF and PERS provide for employee contributions of 4.5 % and 3%, respectively of employees' annual compensation, as defined. Employers are required to contribute at an actuarially determined rate in both TPAF and PERS. The actuarially determined contribution includes funding for cost-of-living adjustment, noncontributory death benefits, and post-retirement medical premiums. Under current statute the Charter School is a non-contributing employer of the TPAF. The Charter School's contribution to PERS for the year ended June 30, 2013 was \$41,918.

In accordance with N.J.S.A 18A:66-66 the State of New Jersey reimbursed the Charter School \$219,547 during the year ended June 30, 2013 for the employer's share of social security contributions for TPAF members, as calculated on their base salaries. These amounts have been included in the basic financial statements.

**NOTE 8 POST-RETIREMENT BENEFITS**

Chapter 384 of Public Laws 1987 and Chapter 6 of Public Laws 1990 required TPAF and PERS, respectively, to fund post-retirement medical benefits for those State employees who retire after accumulating 25 years of credited service or on a disability retirement. P.L. 2007, c 103 amended the law to eliminate the funding of post-retirement medical benefits through the TPAF and PERS. It created separate funds outside of the pension plans for the funding and payment of post-retirement medical benefits for retired State employees and retired educational employees. As of June 30, 2012, there were 97,661 retirees eligible for post-retirement medical benefits.

The cost of these benefits is funded through contribution by the State in accordance with Chapter 62, P.L. 1994. Funding of post-retirement medical premiums changed from a pre-funding basis to a pay-as-you-go basis beginning in fiscal year 1994.

The State is also responsible for the cost attributable to Chapter 126, P.L. 1992, which provides free health benefits to members of PERS and the Alternate Benefit Program who retired from a board of education or county college with 25 year of service. In fiscal year 2012, the State paid \$146.6 million toward Chapter 126 benefits for 16,618 eligible retired members.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 9 DEFERRED COMPENSATION**

The Charter School offered its employees a choice of the following deferred compensation plans created in accordance with Internal Revenue Service 403(b). The Plan is administered by AXA Equity, Inc. permits participants to defer apportion of their salary until future years. Amounts deferred under the plan are not available to employees until termination, death or unforeseeable emergency.

**NOTE 10 RISK MANAGEMENT**

The Charter School is exposed to various risks of loss relates to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

**A. Property and Liability Insurance**

The Charter School maintains commercial insurance coverage for property, liability and surety bonds. A complete schedule of insurance coverage can be found in the Statistical Section (Unaudited) of this Comprehensive Annual Financial Report (Schedule J-20).

**B. New Jersey Unemployment Compensation**

The Charter School has elected to fund its New Jersey Unemployment Compensation Insurance under the "Benefit Reimbursement Method". Under this plan, the Charter School is required to reimburse the New Jersey Unemployment Trust Fund For benefits paid to its former employees and charged to its account with the State. The Charter School is billed quarterly for amounts due to the State.

The following is a summary of Charter School contributions, employee contributions, reimbursements to the State for benefits employees and charged to its account with the State. The Charter School ending balance of the expendable trust fund for the current year is as follows:

<u>Fiscal Year</u>	<u>Charter School Contributions</u>	<u>Employee Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2012-2013	\$ 13,659	\$ 2,988	\$ 16,647	\$ -
2011-2012	4,000	3,086	7,086	-
2010-2011	180,009	8,605	188,614	-
2009-2010	86,274	20,960	107,234	-
2008-2009	41,033	21,540	62,573	-

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**NOTE 11 INTERFUND RECEIVABLES AND PAYABLES**

Amount reported in the governmental funds as interfund receivable and payable from/to other governmental funds are eliminated in the governmental activities column. The remaining internal receivable and payable between the governmental funds and enterprise fund have been eliminated in the total Charter School-wide Statement of Net Asset.

At June 30, 2013, the interfund balances consisted of the following components:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General fund	Special revenue fund	\$ 370,707
General fund	Enterprise fund	186,130
Fiduciary funds	General fund	(335,116)
General fund	Fiduciary funds	184,831
	Total	<u>\$ 406,552</u>

**NOTE 12 CONTINGENCIES**

**State and Federal Aid Receipts**

State and Federal awards are generally subject to review by the responsible governmental agencies for compliance with the agencies regulations governing the aid. In the opinion of the Charter School's management and legal counsel, any potential adjustments to the Federal or State aid recorded by the Charter School through June 30, 2013, resulting from a review by a responsible government agency will not have a material effect on the Charter School financial statements at June 30, 2013.

**NOTE 13 RELATED PARTY TRANSACTIONS**

The Friends of Marion P. Thomas Charter School (The Friends) is an affiliate organization related to the Charter School. It is a not-for-profit organization incorporated on September 23, 2004 under the laws of the State of New Jersey, to become the Fundraising arm of the Charter School with the intent of making both restricted and unrestricted contributions to the Charter School from time to time. The Friends made no unrestricted contributions during 2013.

The Friends was also organized to own and manage (through its subsidiary, the REAL Friends) the facilities located at 370-380 South 7<sup>th</sup> Street, Newark, New Jersey, occupied by the Charter School under three operating leases that requires total monthly rental payment of \$111,677.

**REQUIRED SUPPLEMENTARY INFORMATION**

**PART II**

**BUDGETARY COMPARISON SCHEDULES**

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

EXHIBIT C-1

GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE

YEAR ENDED JUNE 30, 2013

	Original Budget	Budget Transfers	Final Budget	Actual	Variance Final to Actual
<b>Revenues</b>					
Local Sources:					
Local tax levy	\$ 1,108,086	\$ 3,757	\$ 1,111,843	\$ 1,126,597	\$ 14,754
Miscellaneous	-	166	166	8,200	8,034
Total revenues -local sources	<u>1,108,086</u>	<u>3,923</u>	<u>1,112,009</u>	<u>1,134,797</u>	<u>22,788</u>
State sources	7,346,205	344,710	7,690,915	7,525,722	(165,193)
Reimbursed TPAF - Social Security (non-budgeted)	-	-	-	219,547	219,547
TPAF pension and post retirement medical benefits on-behalf payments (non-budgeted)	-	-	-	349,604	349,604
Total revenues	<u>8,454,291</u>	<u>348,633</u>	<u>8,802,924</u>	<u>9,229,670</u>	<u>426,746</u>
<b>Expenditures</b>					
Current expense:					
Instruction					
Salaries	2,795,798	15,001	2,810,799	2,945,666	(134,867)
Professional/Technical service	111,816	(29,690)	82,126	60,269	21,857
Other purchased services	71,641	47,715	119,356	128,148	(8,792)
General educational supplies	209,301	61,029	270,330	170,315	100,015
Instructional text and books	270,971	(78,421)	192,550	168,021	24,529
Other instructional expenses	36,189	(25,256)	10,933	13,743	(2,810)
Total current expense	<u>3,495,716</u>	<u>(9,622)</u>	<u>3,486,094</u>	<u>3,486,162</u>	<u>(68)</u>
Administrative cost:					
Salaries	1,018,939	1,591	1,020,530	818,671	201,859
Total benefit costs	1,585,196	55,036	1,640,232	1,383,206	257,026
Professional/Technical service	124,980	(30,500)	94,480	82,283	12,197
Other purchased services	45,869	28,500	74,369	65,456	8,913
Communications and Telephones	80,000	(41,200)	38,800	30,649	8,151
Supplies and materials	61,004	(15,968)	45,036	33,464	11,572
Judgments against Charter School	8,000	(7,943)	57	-	57
Interest on current loans	15,000	(2,899)	12,101	12,749	(648)
Miscellaneous	29,690	(9,898)	19,792	13,883	5,909
Total administrative cost	<u>2,968,678</u>	<u>(23,281)</u>	<u>2,945,397</u>	<u>2,440,361</u>	<u>505,036</u>
Support services:					
Salaries	819,522	20,040	839,562	673,744	165,818
Purchased Professional/Technical service	88,500	13,000	101,500	65,449	36,051
Other purchased services	146,600	(75,800)	70,800	14,676	56,124
Rent on land and buildings	1,362,919	(22,800)	1,340,119	1,340,119	-
Insurance-fidelity, liability, property	50,000	(50,000)	-	17,376	(17,376)
Supplies and materials	46,000	5,800	51,800	-	51,800
Transportation-other than to/from school	15,000	31,000	46,000	35,030	10,970
Utilities	150,000	-	150,000	137,894	12,106
Miscellaneous	49,200	(3,463)	45,737	24,895	20,842
Total support services	<u>2,727,741</u>	<u>(82,223)</u>	<u>2,645,518</u>	<u>2,309,183</u>	<u>336,335</u>
Capital outlay:					
Instructional equipment	18,000	-	18,000	-	18,000
Non-instructional equipment	33,400	-	33,400	-	33,400
Purchase of land/improvements	45,000	(18,000)	27,000	8,513	18,487
Total capital outlay	<u>96,400</u>	<u>(18,000)</u>	<u>78,400</u>	<u>8,513</u>	<u>69,887</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

EXHIBIT C-1

GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE

YEAR ENDED JUNE 30, 2013

	<u>Original Budget</u>	<u>Budget Transfers</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Final to Actual</u>
Reimbursed TPAF - Social Security (non-budgeted)					
TPAF pension and post retirement medical	\$ -	\$ -	\$ -	\$ 219,547	\$ (219,547)
benefits on-behalf payments (non-budgeted)	-	-	-	349,604	(349,604)
Total reimbursed and on-behalf payments	<u>-</u>	<u>-</u>	<u>-</u>	<u>569,151</u>	<u>(569,151)</u>
Total expenditures	<u>9,288,535</u>	<u>(133,126)</u>	<u>9,155,409</u>	<u>8,813,370</u>	<u>342,039</u>
Excess of revenues over expenditures	(834,244)	481,759	(352,485)	416,300	(768,785)
Fund balances at beginning of year	<u>654,180</u>	<u>-</u>	<u>654,180</u>	<u>654,180</u>	<u>-</u>
Fund balances at end of year	<u>\$ (180,064)</u>	<u>\$ 481,759</u>	<u>\$ 301,695</u>	<u>\$ 1,070,480</u>	<u>\$ (768,785)</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

SPECIAL REVENUE FUND

BUDGETARY COMPARISON SCHEDULE

YEAR ENDED JUNE 30, 2013

	Original Budget	Budget Transfers	Final Budget	Actual	Final to Actual
<b>Revenues</b>					
Local sources	\$ 50,000	\$ -	\$ 50,000	\$ 19,050	\$ (30,950)
State sources	266,281	105,839	372,120	-	(372,120)
Federal sources	900,055	264,665	1,164,720	812,227	(352,493)
Total revenues	<u>1,216,336</u>	<u>370,504</u>	<u>1,586,840</u>	<u>831,277</u>	<u>(755,563)</u>
<b>Expenditures</b>					
Current Expenditures:					
Instruction:					
Salaries of teachers	313,292	39,294	352,586	98,721	253,865
Other salaries for instruction	111,000	156,312	267,312	295,145	(27,833)
Purchased Professional and technical services	5,400	215,882	221,282	31,622	189,660
Other purchased services	-	3,750	3,750	10,330	(6,580)
Instructional supplies	89,497	142,759	232,256	67,558	164,698
Miscellaneous expenditures	2,000	(1,100)	900	1,209	(309)
Total instruction	<u>521,189</u>	<u>556,897</u>	<u>1,078,086</u>	<u>504,585</u>	<u>573,501</u>
Support services					
Salaries of supervisors of instruction	208,280	69,321	277,601	12,943	264,658
Salaries of secretarial/clerical assistant	15,120	-	15,120	21,550	(6,430)
Employee benefits	144,085	4,294	148,379	58,585	89,794
Purchased professional educational services	292,355	71,243	363,598	191,383	172,215
Travel	25,524	(1,118)	24,406	-	24,406
Rent	-	-	-	-	-
Other purchased services	-	-	-	5,000	(5,000)
Supplies	3,866	6,271	10,137	32,251	(22,114)
Miscellaneous	5,917	(4,850)	1,067	4,980	(3,913)
Total support services	<u>695,147</u>	<u>145,161</u>	<u>840,308</u>	<u>326,692</u>	<u>513,616</u>
Capital Outlay:					
Non-instructional equipment	-	30,944	30,944	-	30,944
Total capital outlay	<u>-</u>	<u>30,944</u>	<u>30,944</u>	<u>-</u>	<u>30,944</u>
Total Expenditures	<u>\$ 1,216,336</u>	<u>\$ 733,002</u>	<u>\$ 1,949,338</u>	<u>\$ 831,277</u>	<u>\$ 1,118,061</u>

**NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION**

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**REQUIRED SUPPLEMENTARY INFORMATION  
BUDGETARY GAAP RECONCILIATION  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

**YEAR ENDED JUNE 30, 2013**

**Note A - Explanation of Differences between Budgetary Inflows  
and Outflows and GAAP Revenues and Expenditures**

	<u>General Fund</u>	<u>Special Revenue Fund</u>
<b>Sources/inflows of resources</b>		
Actual amounts (budgetary basis) "revenue" from the budgetary comparison schedule:	[C-1] \$ 9,229,670	[C-2] 831,277
Difference - budget to GAAP:		
Grant accounting budgetary basis differs from GAAP in that encumbrances are recognized as expenditures, and the related revenue is recognized.	-	-
Last State aid payment recognized for budgetary purposes only.	-	-
General Fund contribution to Early Childhood Program Aid.	-	-
Total revenues as reported on the statement of revenues, expenditures and changes in fund balances - governmental funds	[B-2] <u>9,229,670</u>	[B-2] <u>831,277</u>
<b>Uses/outflows of resources</b>		
Actual amounts (budgetary basis) "total outflows" from the budgetary comparison schedule	[C-1] 8,813,370	[C-2] 831,277
Differences - budget to GAAP		
Encumbrances for supplies and equipment ordered but not received are reported in the year the order is placed for budgetary purposes, but in the year the supplies are received for financial reporting purposes.	-	-
Transfers to and from other funds are presented as outflows of budgetary resources but are not expenditures for financial reporting purposes.		
Net transfer (outflows) to general fund	-	-
Total expenditures as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds	[B-2] <u>\$ 8,813,370</u>	[B-2] <u>\$ 831,277</u>

Note A -The general fund budget basis of the use/outflow of resources is GAAP, therefore no reconciliation is required.

**OTHER SUPPLEMENTARY INFORMATION**

**SPECIAL REVENUE FUND**

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

SPECIAL REVENUE FUND  
COMBINING SCHEDULE OF REVENUES AND EXPENDITURES  
BUDGETARY BASIS

YEAR ENDED JUNE 30, 2013

	Title I	Title II Part 2A	IDEA	NJASK	Total
<b>Revenues</b>					
Local	\$ -	\$ -	\$ -	\$ 19,050	\$ 19,050
Federal	643,665	24,977	143,585	-	812,227
Total revenues	<u>643,665</u>	<u>24,977</u>	<u>143,585</u>	<u>19,050</u>	<u>831,277</u>
<b>Expenditures</b>					
Current Expenditures:					
Instruction:					
Salaries of teachers	66,177	4,800	27,744	-	98,721
Other salaries for instruction	224,203	-	70,942	-	295,145
Purchased professional and technical services	-	9,373	22,249	-	31,622
Other purchased services	-	10,330	-	-	10,330
Supplies and materials	63,313	-	4,245	-	67,558
Miscellaneous expenditures	1,209	-	-	-	1,209
Total instruction	<u>354,902</u>	<u>24,503</u>	<u>125,180</u>	<u>-</u>	<u>504,585</u>
Support services					
Salaries of supervisors of instruction	12,943	-	-	-	12,943
Salaries of secretarial/clerical asst.	-	-	3,000	18,550	21,550
Employee benefits	42,706	474	15,405	-	58,585
Purchased professional educational services	191,383	-	-	-	191,383
Travel	-	-	-	-	-
Rent	-	-	-	-	-
Other purchase services	5,000	-	-	-	5,000
Supplies	31,751	-	-	500	32,251
Miscellaneous expenditures	4,980	-	-	-	4,980
Total support services	<u>288,763</u>	<u>474</u>	<u>18,405</u>	<u>19,050</u>	<u>326,692</u>
Capital Outlay:					
Facilities acquisition and construction services:					
Instructional equipment	-	-	-	-	-
Noninstructional equipment	-	-	-	-	-
Total facilities acquisition and construction services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>\$ 643,665</u>	<u>\$ 24,977</u>	<u>\$ 143,585</u>	<u>\$ 19,050</u>	<u>\$ 831,277</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

## SPECIAL REVENUE FUND

## SCHEDULE OF PRESCHOOL EDUCATION AID - BUDGETARY BASIS

YEAR ENDED JUNE 30, 2013

	Original Budget	Budget Transfers	Final Budget	Actual	Final to Actual
<b>EXPENDITURES:</b>					
<b>Instruction:</b>					
Salaries of teachers	\$ 113,905	\$ 184,828	\$ 298,733	\$ 298,733	\$ -
Other salaries for instruction	61,000	164,651	225,651	225,651	-
Purchased professional and technical services	-	20,500	20,500	20,500	-
Other purchased services	-	-	-	-	-
Instructional supplies	-	89,434	89,434	89,434	-
Miscellaneous	-	-	-	-	-
Total instruction	<u>174,905</u>	<u>459,413</u>	<u>634,318</u>	<u>634,318</u>	<u>-</u>
<b>Support services</b>					
Salaries of supervisors of instruction	6,000	(6,000)	-	-	-
Other salaries for support services	40,000	28,800	68,800	68,800	-
Employee benefits	45,376	140,881	186,257	186,257	-
Rent	50,000	-	50,000	50,000	-
Other purchased services	-	5,000	5,000	5,000	-
Supplies	-	2,000	2,000	2,000	-
Miscellaneous expenditures	-	5,079	5,079	5,079	-
Total support services	<u>141,376</u>	<u>175,760</u>	<u>317,136</u>	<u>317,136</u>	<u>-</u>
<b>Total Expenditures</b>	<u>\$ 316,281</u>	<u>\$ 635,173</u>	<u>\$ 951,454</u>	<u>\$ 951,454</u>	<u>\$ -</u>

## CALCULATION OF BUDGET AND CARRYOVER

Total revised 2012-13 Preschool Education Aid Allocation	\$ 972,250
Add: Actual ECPA/PEA Carryover (June 30, 2012)	<u>6,763</u>
Total Preschool Education Aid Funds Available for 2012-13 Budget	979,013
Less: 2012-13 Budgeted Preschool Education Aid (Including Prior year budget carryover)	<u>951,454</u>
Available and Unbudgeted Preschool Education Aid Funds as of June 30, 2013	<u>27,559</u>
2012-13 Carryover - Preschool Education Aid Programs	<u>\$ 27,559</u>
2012-13 Preschool Education Aid Carryover Budgeted for Preschool Programs 2013-14	<u>\$ 27,559</u>

## **CAPITAL PROJECTS FUND**

The capital projects fund is used to account for the acquisition and construction of major capital facilities and equipment purchases other than those financed by propriety funds.

At June 30, 2013, there was no capital project fund.

## **ENTERPRISE FUNDS**

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the Charter School is that the costs of providing goods and services be financed through user charges. The Charter School has the Food Service and After Care in its Enterprise Fund to account for the operation of food services and after care.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**ENTERPRISE FUND**

**COMBINING SCHEDULE OF NET POSITION**

**JUNE 30, 2013**

	<u>AFTER CARE</u>	<u>FOOD SERVICE</u>	<u>TOTAL</u>
<b>Assets</b>			
Current assets:			
Cash and cash equivalents	\$ 79,232	\$ -	\$ 79,232
Accounts receivable:			
Federal	-	95,404	95,404
State	-	1,104	1,104
Miscellaneous	<u>3,917</u>	<u>-</u>	<u>3,917</u>
Total current assets	<u>3,917</u>	<u>96,508</u>	<u>100,425</u>
Interfund receivable - Food Service	<u>(10,268)</u>	<u>10,268</u>	<u>-</u>
Total Assets	<u>\$ 72,881</u>	<u>\$ 106,776</u>	<u>\$ 179,657</u>
<b>Liabilities and Net Position</b>			
Current liabilities:			
Accounts payable	\$ -	\$ 76,489	\$ 76,489
Interfund payable - General Fund	<u>1,880</u>	<u>184,250</u>	<u>186,130</u>
Total current liabilities	1,880	260,739	262,619
Net position			
Unrestricted	<u>67,084</u>	<u>(150,046)</u>	<u>(82,962)</u>
Total Liabilities and position	<u>\$ 68,964</u>	<u>\$ 110,693</u>	<u>\$ 179,657</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**ENTERPRISE FUND**

**COMBINING SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION**

**YEAR ENDED JUNE 30, 2013**

	<u>AFTER CARE</u>	<u>FOOD SERVICE</u>	<u>TOTAL</u>
Operating revenues:			
Charges for services:			
Daily sales - nonreimbursable programs	\$ -	\$ 9,468	\$ 9,468
Miscellaneous	<u>43,032</u>	<u>-</u>	<u>43,032</u>
Total Operating revenues	<u>43,032</u>	<u>9,468</u>	<u>52,500</u>
Operating expenses:			
Cost of sales	-	402,436	402,436
Salaries	11,955	100,622	112,577
Supplies and materials	<u>-</u>	<u>25,985</u>	<u>25,985</u>
Total operating expenses	<u>11,955</u>	<u>529,043</u>	<u>540,998</u>
Operating loss	<u>31,077</u>	<u>(519,575)</u>	<u>(488,498)</u>
Nonoperating revenues:			
State sources:			
State School Lunch	-	5,268	5,268
Federal sources:			
National School Lunch	-	264,358	264,358
National School Breakfast	-	166,672	166,672
After School Snacks	-	9,807	9,807
Fresh Fruit and Vegetable	-	22,311	22,311
Food Commodities	<u>-</u>	<u>21,867</u>	<u>21,867</u>
Total nonoperating revenues	<u>-</u>	<u>490,283</u>	<u>490,283</u>
Changes in net position	31,077	(29,292)	1,785
Total net position at beginning of year	<u>36,007</u>	<u>(120,754)</u>	<u>(84,747)</u>
Total net position at end of year	<u>\$ 67,084</u>	<u>\$ (150,046)</u>	<u>\$ (82,962)</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

ENTERPRISE FUND

COMBINING SCHEDULE OF CASH FLOWS

YEAR ENDED JUNE 30, 2013

	<u>AFTER CARE</u>	<u>FOOD SERVICE</u>	<u>TOTAL</u>
<b>Cash flows from operating activities</b>			
Operating income (loss)	\$ 31,077	\$ (519,575)	\$ (488,498)
Adjustment to reconcile operating loss to net cash from operating activities			
Changes in assets and liabilities:			
Accounts receivable	-	(61,938)	(61,938)
Accounts payable	-	23,180	23,180
Interfund payable	39,954	71,967	111,921
Net cash from operating activities	<u>71,031</u>	<u>(486,366)</u>	<u>(415,335)</u>
<b>Cash flows from noncapital financing activities</b>			
Cash received from state and federal reimbursements	<u>-</u>	<u>490,283</u>	<u>490,283</u>
Net increase in cash and cash equivalents	71,031	3,917	74,948
Cash and cash equivalents at beginning of year	<u>4,284</u>	<u>-</u>	<u>4,284</u>
Cash and cash equivalents at end of year	<u>\$ 75,315</u>	<u>\$ 3,917</u>	<u>\$ 79,232</u>

## **FIDUCIARY FUNDS**

Trust funds are used to account for gifts and bequests to the Charter School for specific purposes.

Unemployment Compensation Insurance Trust Fund is an expendable trust fund used to account for unemployment transactions of the Charter School.

At June 30, 2013 there was no non-expandable trust fund utilized by the Charter School.

Agency funds are used to account for assets held by the Charter School as an agent for individuals, private organizations, governmental and/or other funds.

Payroll Fund - This agency fund is used to account for the payroll transactions of the Charter School.

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

## FIDUCIARY FUNDS

## COMBINING STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2013

	<u>New Jersey Unemployment Benefits</u>	<u>Student Activity Agency Fund</u>	<u>Payroll Agency Fund</u>	<u>Total</u>
<b>Assets</b>				
Cash and cash equivalents	\$ -	\$ 3,498	\$ 363,791	\$ 367,289
Interfund receivable	-	-	155,521	155,521
Prepaid expenses	<u>-</u>	<u>-</u>	<u>1,702</u>	<u>1,702</u>
Total assets	<u>\$ -</u>	<u>\$ 3,498</u>	<u>\$ 521,014</u>	<u>\$ 524,512</u>
<b>Liabilities and Net Position</b>				
Liabilities:				
Payroll and withholdings payable	\$ -	\$ -	\$ 198,954	\$ 198,954
Accounts payable	-	3,498	-	3,498
Summer payroll payable	-	-	137,229	137,229
Interfund payable	<u>-</u>	<u>-</u>	<u>184,831</u>	<u>184,831</u>
Total liabilities	<u>-</u>	<u>3,498</u>	<u>521,014</u>	<u>524,512</u>
Net position:				
Restricted				
Unemployment compensation	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities and net position	<u>\$ -</u>	<u>\$ 3,498</u>	<u>\$ 521,014</u>	<u>\$ 524,512</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

FIDUCIARY FUNDS

COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
(TRUST FUND)

YEAR ENDED JUNE 30, 2013

**New Jersey**  
**Unemployment Benefits**

Revenues:		
General fund appropriation	\$	13,659
Employees' contributions		<u>2,988</u>
Total revenues		<u>16,647</u>
Expenditures:		
Payments to NJ Unemployment Compensation Fund		<u>16,647</u>
Total expenditures		<u>16,647</u>
Excess(deficiency) of revenue over expenditures		-
Net position at beginning of year		<u>-</u>
net position at end of year	\$	<u><u>-</u></u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

## STUDENT ACTIVITY AGENCY FUND

## SCHEDULE OF RECEIPTS AND DISBURSEMENTS

YEAR ENDED JUNE 30, 2013

	<u>Balance at June 30, 2012</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Balance at June 30, 2013</u>
<b>Assets</b>				
Cash and cash equivalents	\$ <u>6,385</u>	\$ <u>25,350</u>	\$ <u>28,237</u>	\$ <u>3,498</u>
<b>Liabilities</b>				
Accounts Payable	\$ <u>6,385</u>	\$ <u>25,350</u>	\$ <u>28,237</u>	\$ <u>3,498</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

PAYROLL AGENCY FUND

SCHEDULE OF RECEIPTS AND DISBURSEMENTS

YEAR ENDED JUNE 30, 2013

	<u>Balance at June 30, 2012</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Balance at June 30, 2013</u>
<b>Assets</b>				
Cash and cash equivalents	\$ 299,497	\$ 5,969,962	\$ 5,905,668	\$ 363,791
Interfund receivables	-	756,292	600,771	155,521
Prepaid expenses	-	-	(1,702)	1,702
Total Assets	<u>\$ 299,497</u>	<u>\$ 6,726,254</u>	<u>\$ 6,504,737</u>	<u>\$ 521,014</u>
<b>Liabilities</b>				
Payroll deductions and withholdings	\$ 50,509	\$ 5,969,962	\$ 5,821,517	\$ 198,954
Summer payroll payable	154,146	154,450	171,367	137,229
Interfund payable	<u>94,842</u>	<u>601,842</u>	<u>511,853</u>	<u>184,831</u>
Total Liabilities	<u>\$ 299,497</u>	<u>\$ 6,726,254</u>	<u>\$ 6,504,737</u>	<u>\$ 521,014</u>

## **LONG-TERM DEBT**

The long-term debt is used to record the outstanding principal balances of the long term liabilities of the charter school. This includes the outstanding principal balance on capital lease, the accrued liability for insurance claims and the liability for compensated absences and the outstanding principal balance on certificates of participation outstanding or mortgage note payable. The Charter School has no long-term debts.

# **STATISTICAL SECTION**

Unless otherwise noted, the information in these Schedules is derived from the Comprehensive Annual Financial Reports (CAFR) for the relevant year. The Charter School implemented GASB 34 in the fiscal year ended June 30, 2004. Schedules of Statistical information are presented beginning in that year.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**INTRODUCTION TO THE STATISTICAL SECTION**

<b><u>Contents</u></b>	<b><u>Page</u></b>
<b>Financial Trends</b>  These schedules contain trend information to help the reader understand how the district's financial performance and well being have changed over time.	<b>65</b>
<b>Revenue Capacity</b>  These schedules contain information to help the reader assess the district's most significant local revenue source, the property tax.	<b>N/A</b>
<b>Debt Capacity</b>  These schedules present information to help the reader assess the affordability of the district' s current levels of outstanding debt and the district's ability to issue additional debt in the future.	<b>N/A</b>
<b>Demographic and Economic Information</b>  These schedules offer demographic and economic indicators to help the reader understand the environment within which the district's financial activities take place.	<b>N/A</b>
<b>Operating Information</b>  These schedules contain service and infrastructure data to help the reader understand how the information in the district's financial report relates to the services the district provides and the activities it performs.	<b>71</b>
<b>Sources:</b>  <i>Schedules are derived from the comprehensive annual financial reports (CAFR) for the relevant year. The charter school implemented GASB Statement 34 in the fiscal year ending June 30, 2004; schedules presenting charter-wide information include information beginning in that year.</i>	

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

NET ASSETS BY COMPONENT

Last Ten Fiscal Years

(accrual basis of accounting)

	Fiscal Year Ending June 30,									
	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
Governmental activities										
Invested in capital assets, net of related debt	\$ 38,653	\$ 56,983	\$ 98,113	\$ 108,227	\$ 103,873	\$ 114,011	\$ 38,653	\$ 152,741	\$ 363,325	\$ 295,523
Restricted	150,046	-	-	-	-	-	-	-	-	-
Unrestricted	510,809	170,340	425,238	675,839	255,475	19,170	510,809	31,822	78,527	1,038
Total governmental activities net assets	\$ 699,508	\$ 227,323	\$ 523,351	\$ 784,066	\$ 359,348	\$ 133,181	\$ 549,462	\$ 184,563	\$ 441,852	\$ 296,561
Business-type activities										
Invested in capital assets, net of related debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	-	-	-	-	-	-	-	-	-	-
Unrestricted	(82,962)	(84,747)	(31,500)	43,410	34,420	1,960	(82,962)	(27,227)	(22,579)	(16,380)
Total business-type activities net assets	\$ (82,962)	\$ (84,747)	\$ (31,500)	\$ 43,410	\$ 34,420	\$ 1,960	\$ (82,962)	\$ (27,227)	\$ (22,579)	\$ (16,380)
School-wide										
Invested in capital assets, net of related debt	\$ 38,653	\$ 56,983	\$ 98,113	\$ 108,227	\$ 103,873	\$ 114,011	\$ 38,653	\$ 152,741	\$ 363,325	\$ 295,523
Restricted	150,046	-	-	-	-	-	-	-	-	-
Unrestricted	427,847	85,593	393,738	719,249	289,895	21,130	427,847	4,595	55,948	(15,342)
Total Charter School net assets	\$ 616,546	\$ 142,576	\$ 491,851	\$ 827,476	\$ 393,768	\$ 135,141	\$ 466,500	\$ 157,336	\$ 419,273	\$ 280,181

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**CHANGES IN NET ASSETS/NET POSITION  
Last Ten Fiscal Years  
(Accrual basis of accounting)**

	<b>Fiscal Year Endend June 30,</b>									
	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>2005</b>	<b>2004</b>
<b>Expenses</b>										
Governmental activities										
Instruction										
Regular	\$ 6,041,944	\$ 5,761,466	\$ 4,757,864	\$ 3,881,968	\$ 3,491,636	\$ 2,052,078	\$ 1,840,527	\$ 1,589,072	\$ 1,580,850	\$ 1,574,166
Support Services:										
Student and instruction related services	1,465,436	1,703,745	1,476,935	957,536	872,987	706,190	530,992	442,153	336,541	379,024
General administration	1,700,384	1,644,468	1,535,254	1,975,545	1,490,751	1,532,668	1,451,780	1,229,099	974,090	591,556
Plant Operations and Maintenance	1,390,119	1,340,119	1,366,294	1,186,301	324,104	249,481	216,300	229,000	301,980	151,000
Unallocated depreciation	63,087	92,040	21,130	17,458	17,458	15,994	22,736	465,828	25,991	32,561
Total governmental activities expenses	<u>10,660,970</u>	<u>10,541,838</u>	<u>9,157,477</u>	<u>8,018,808</u>	<u>6,196,936</u>	<u>4,556,411</u>	<u>4,062,335</u>	<u>3,955,152</u>	<u>3,219,452</u>	<u>2,728,307</u>
Business-type activities:										
Food service	529,043	454,124	346,568	196,092	181,515	175,194	181,515	164,234	128,171	159,162
Child Care	11,955	18,181	20,412	33,518	14,587	-	-	-	-	-
Total business-type activities expense	<u>540,998</u>	<u>472,305</u>	<u>366,980</u>	<u>229,610</u>	<u>196,102</u>	<u>175,194</u>	<u>181,515</u>	<u>164,234</u>	<u>128,171</u>	<u>159,162</u>
Total district expenses	<u>\$ 11,201,968</u>	<u>\$ 11,014,143</u>	<u>\$ 9,524,457</u>	<u>\$ 8,248,418</u>	<u>\$ 6,393,038</u>	<u>\$ 4,731,605</u>	<u>\$ 4,243,850</u>	<u>\$ 4,119,386</u>	<u>\$ 3,347,623</u>	<u>\$ 2,887,469</u>
<b>Program Revenues</b>										
Governmental activities:										
Operating grants and contributions	\$ 2,351,882	\$ 1,538,536	\$ 1,021,779	\$ 1,080,476	\$ 454,137	\$ 412,281	\$ 450,877	\$ 307,598	\$ 468,417	\$ 404,038
Total governmental activities program revenues	<u>2,351,882</u>	<u>1,538,536</u>	<u>1,021,779</u>	<u>1,080,476</u>	<u>454,137</u>	<u>412,281</u>	<u>450,877</u>	<u>307,598</u>	<u>468,417</u>	<u>404,038</u>
Business-type activities:										
Charges for services										
Food service	9,468	17,854	13,095	9,306	44,723	53,293	44,723	26,513	29,348	31,960
Child care	43,032	27,426	25,018	31,275	39,713	-	-	-	-	-
Operating grants and contributions	490,283	373,778	253,957	198,019	144,126	143,754	144,126	133,073	92,624	118,727
Total business type activities program revenues	<u>542,783</u>	<u>419,058</u>	<u>292,070</u>	<u>238,600</u>	<u>228,562</u>	<u>197,047</u>	<u>188,849</u>	<u>159,586</u>	<u>121,972</u>	<u>150,687</u>
Total district program revenues	<u>2,894,665</u>	<u>1,957,594</u>	<u>1,313,849</u>	<u>1,319,076</u>	<u>682,699</u>	<u>609,328</u>	<u>639,726</u>	<u>467,184</u>	<u>590,389</u>	<u>554,725</u>
<b>Net (Expense)/Revenue</b>										
Governmental activities	(8,309,088)	(9,003,302)	(8,135,698)	(6,938,332)	(5,742,799)	(4,144,130)	(3,611,458)	(3,647,554)	(2,751,035)	(2,324,269)
Business-type activities	1,785	(53,247)	(74,910)	8,990	32,460	21,853	7,334	(4,648)	(6,199)	(8,475)
Total district-wide net expense	<u>\$ (8,307,303)</u>	<u>\$ (9,056,549)</u>	<u>\$ (8,210,608)</u>	<u>\$ (6,929,342)</u>	<u>\$ (5,710,339)</u>	<u>\$ (4,122,277)</u>	<u>\$ (3,604,124)</u>	<u>\$ (3,652,202)</u>	<u>\$ (2,757,234)</u>	<u>\$ (2,332,744)</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**CHANGES IN NET ASSETS/NET POSITION  
Last Ten Fiscal Years  
(Accrual basis of accounting)**

	<b>Fiscal Year Endend June 30,</b>									
	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
<b>General Revenues and Other Changes in Net Assets</b>										
Governmental activities:										
Property taxes levied for general purposes, ne	\$ 8,652,319	\$ 8,793,320	\$ 7,932,991	\$ 7,280,051	\$ 6,376,798	\$ 3,591,784	\$ 3,591,784	\$ 3,316,631	\$ 2,776,792	\$ 2,310,216
Grants and contributions	-	-	-	-	-	-	-	-	82,393	224,167
Miscellaneous	8,200	3,166	981	82,999	21,213	27,893	27,893	73,634	37,141	27,557
Transfers	-	-	-	-	-	-	-	-	-	-
Total governmental activities	<u>8,660,519</u>	<u>8,796,486</u>	<u>7,933,972</u>	<u>7,363,050</u>	<u>6,398,011</u>	<u>3,619,677</u>	<u>3,619,677</u>	<u>3,390,265</u>	<u>2,896,326</u>	<u>2,561,940</u>
Total district-wide	<u>\$ 8,660,519</u>	<u>\$ 8,796,486</u>	<u>\$ 7,933,972</u>	<u>\$ 7,363,050</u>	<u>\$ 6,398,011</u>	<u>\$ 3,619,677</u>	<u>\$ 3,619,677</u>	<u>\$ 3,390,265</u>	<u>\$ 2,896,326</u>	<u>\$ 2,561,940</u>
<b>Changes in Net Assets/Net Position</b>										
Governmental activities	\$ 351,431	\$ (206,816)	\$ (201,726)	\$ 424,718	\$ 655,312	\$ (524,453)	\$ 8,219	\$ (257,289)	\$ 145,291	\$ 237,671
Business-type activities	<u>1,785</u>	<u>(53,247)</u>	<u>(74,910)</u>	<u>8,990</u>	<u>32,460</u>	<u>21,853</u>	<u>7,334</u>	<u>(4,648)</u>	<u>(6,199)</u>	<u>(8,475)</u>
Total district	<u>\$ 353,216</u>	<u>\$ (260,063)</u>	<u>\$ (276,636)</u>	<u>\$ 433,708</u>	<u>\$ 687,772</u>	<u>\$ (502,600)</u>	<u>\$ 15,553</u>	<u>\$ (261,937)</u>	<u>\$ 139,092</u>	<u>\$ 229,196</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**FUND BALANCES - GOVERNMENTAL FUNDS**

**Last Ten Fiscal Years**

*(Modified accrual basis of accounting)*

	<b>Fiscal Year Ended June 30,</b>									
	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
General Fund										
Assigned	\$ 239,034	\$ 56,983	\$ -	\$ 108,227	\$ 103,873	\$ 114,011	\$ 130,005	\$ 152,741	\$ 363,325	\$ 295,523
Unassigned	<u>565,648</u>	<u>342,529</u>	<u>654,180</u>	<u>771,437</u>	<u>302,214</u>	<u>19,170</u>	<u>62,777</u>	<u>31,822</u>	<u>78,527</u>	<u>1,038</u>
Total general fund	<u>\$ 804,682</u>	<u>\$ 399,512</u>	<u>\$ 654,180</u>	<u>\$ 879,664</u>	<u>\$ 406,087</u>	<u>\$ 133,181</u>	<u>\$ 192,782</u>	<u>\$ 184,563</u>	<u>\$ 441,852</u>	<u>\$ 296,561</u>

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
Last Ten Fiscal Years  
(Unaudited)

Function	Fiscal Year Ended June 30,									
	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
<b>Revenues</b>										
Local Sources:										
Local tax levy	\$ 1,126,597	\$ 1,099,724	\$ 1,003,418	\$ 910,681	\$ 830,218	\$ 827,904	\$ 632,331	\$ 569,593	\$ 447,810	\$ 405,139
Miscellaneous	27,250	53,166	45,981	82,999	21,313	148,996	27,893	73,634	37,141	27,557
State sources	9,046,327	8,268,574	7,047,413	6,620,898	5,546,580	3,107,609	2,959,453	2,751,038	2,328,982	1,905,077
Federal sources	812,227	690,511	695,037	828,948	454,137	412,281	450,877	303,598	550,810	628,205
Total Revenues	11,012,401	10,111,975	8,791,849	8,443,526	6,852,248	4,496,790	4,070,554	3,697,863	3,364,743	2,965,978
<b>Current expense:</b>										
Instruction										
Salaries	3,863,916	3,306,744	2,986,861	2,501,308	2,206,612	1,659,627	1,507,045	1,356,071	1,186,512	1,001,573
Professional/Technical service	112,391	323,957	105,876	35,684	104,968	97,926	94,935	62,436	80,260	116,924
Other purchased services	138,478	123,070	28,272	18,544	62,145	-	-	4,318	-	366
General educational supplies	327,307	348,915	335,950	249,877	192,239	176,320	169,264	121,938	219,827	182,053
Instructional text and books	168,021	192,550	163,502	57,414	65,230	65,228	18,565	5,310	59,471	4,636
Other instructional expenses	14,952	11,083	11,813	21,201	20,631	52,977	50,718	38,999	34,780	16,837
Administrative cost:										
Salaries	818,671	1,020,462	856,940	1,064,663	871,985	526,905	536,677	492,909	351,522	290,578
Total benefit costs	2,197,199	1,968,677	1,474,239	1,532,695	1,263,342	741,028	719,399	488,215	397,795	332,105
Professional/Technical service	273,666	94,408	131,152	196,798	52,754	57,109	39,000	41,449	87,492	46,618
Other purchased services	65,456	73,946	58,339	46,479	34,047	27,741	22,150	32,333	10,116	76,704
Communications and telephones	30,649	38,704	51,917	70,064	52,343	41,279	26,564	24,441	32,964	43,056
Supplies and materials	33,464	44,965	88,122	86,929	69,654	29,197	37,186	29,048	41,679	27,617
Judgments against Charter School	-	57	-	950	-	-	-	-	-	3,000
Interest on current loans	12,749	12,101	7,930	8,745	13,987	9,105	11,718	11,070	5,839	5,607
Miscellaneous expenses	13,883	19,776	17,919	76,152	64,114	100,304	59,086	109,634	46,683	36,204
Support services:										
Salaries	777,037	971,890	700,472	398,150	363,655	219,842	88,434	72,530	135,055	84,856
Purchased Professional/Technical service	65,449	101,314	120,354	47,151	34,932	32,555	24,000	11,640	1,819	21,190
Other purchased services	24,676	36,776	92,421	192,046	217,880	320,118	345,172	218,568	147,100	108,300
Rent on land and buildings	1,390,119	1,340,119	1,366,294	1,186,301	324,104	249,481	216,300	229,000	301,980	251,000
Insurance-fidelity, liability property	17,376	-	29,998	32,649	37,485	42,192	20,099	28,007	25,233	23,588
Transportation- other than to/from school	35,030	9,654	-	9,654	-	-	-	-	-	-
Supplies and materials	34,251	52,069	46,741	46,441	20,517	44,766	15,636	19,395	18,733	22,627
Utilities	137,894	139,731	166,232	70,204	59,765	46,717	35,366	62,516	8,601	307
Miscellaneous	34,954	45,666	34,595	2,392	350	-	2,285	29,497	8,601	307
Capital outlay	8,513	54,553	11,016	21,812	7,320	-	-	255,244	93,793	232,293
Total Expenditures	10,596,101	10,331,187	8,886,955	7,974,303	6,140,059	4,540,417	4,039,599	3,744,568	3,287,254	2,928,039

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
Last Ten Fiscal Years  
(Unaudited)

Function	Fiscal Year Ended June 30,									
	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
Excess (Deficiency) of Revenues Over Expenditures	416,300	(219,212)	(95,106)	469,223	712,189	(43,627)	30,955	(46,705)	77,489	37,939
Net change in fund balances	<u>\$ 416,300</u>	<u>\$ (219,212)</u>	<u>\$ (95,106)</u>	<u>\$ 469,223</u>	<u>\$ 712,189</u>	<u>\$ (43,627)</u>	<u>\$ 30,955</u>	<u>\$ (46,705)</u>	<u>\$ 77,489</u>	<u>\$ 37,939</u>
Debt service as a percentage of noncapital expenditures	0.12%	0.12%	0.09%	0.11%	0.23%	0.20%	0.29%	0.32%	0.18%	0.21%

Source: Charter school's records.

Note: Noncapital expenditures are total expenditures less capital outlay.

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

FULL-TIME EQUIVALENT CHARTER SCHOOL EMPLOYEES BY FUNCTION/PROGRAM  
Last Ten Fiscal Years

Function/Program	Fiscal Year Ended June 30,									
	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
Instruction										
Regular	47	48	58	48	49	39	39	39	33	26
Special education	5	2	2	2	1	1	1	1	1	1
Other instruction	18	-	-	-	-	-	-	-	-	-
Support Services:										
Student & instruction related services	2	2	2	2	-	-	-	-	-	-
General administration	5	6	3	6	11	6	6	6	7	6
Other administrative services	5	2	3	2	-	-	-	-	-	-
Central services	6	2	4	2	-	-	-	-	-	-
Administrative Information Technology	-	-	1	-	-	-	-	-	-	-
Plant operations and maintenance	4	4	-	4	-	-	-	-	-	-
Other support services	6	6	-	6	7	1	1	1	2	2
Food Service	1	4	4	4	4	4	4	4	3	3
Child Care	-	-	-	-	-	-	-	-	-	-
Total	<u>99</u>	<u>76</u>	<u>77</u>	<u>76</u>	<u>72</u>	<u>51</u>	<u>51</u>	<u>51</u>	<u>46</u>	<u>38</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**OPERATING STATISTICS**

**Last Ten Fiscal Years  
(Unaudited)**

Fiscal Year Ended June 30,	Enrollment	Operating Expenditures <sup>a</sup>		Cost Per Pupil	Percentage Change	Teaching Staff <sup>b</sup>	Pupil/Teacher Ratio		Average Daily Enrollment (ADE) <sup>c</sup>	Average Daily Attendance (ADA) <sup>c</sup>	% Change in Average Daily Enrollment	Student Attendance Percentage	
							Kindergarten	Elementary					
2004	254	\$	2,859,079	\$	11,256	N/A	27.00	10.1	12.3	254.0	249	N/A	98.00%
2005	297		3,287,254		11,068	16.9%	34.00	13.1	12.5	300.0	294	18.11%	98.00%
2006	337		3,517,534		10,438	13.5%	40.00	12.3	12.7	339.0	332	13.00%	98.00%
2007	357		3,945,620		11,052	5.9%	40.00	12.3	12.7	357.0	350	40.55%	98.00%
2008	361		4,039,599		11,190	1.12%	40.00	12.3	12.7	357.0	350	19.00%	98.00%
2009	468		6,132,739		13,104	17.1%	50.00	12.3	12.7	468.0	459	38.05%	98.00%
2010	510		7,952,491		15,596	19.0%	50.00	12.3	12.7	510.0	500	50.44%	98.00%
2011	573		9,054,062		15,801	12.0%	60.00	12.9	12.9	573.0	562	12.35%	98.00%
2012	659		10,546,267		16,011	15.0%	50.00	12.3	12.7	510.0	500	50.44%	98.00%
2013	693		10,596,101		15,290	6.4%	2.00	12.3	12.7	693.0	679	94.12%	98.00%

**Source:** Charter School's Records

**Note:** Enrollment based on annual October Charter School count.

- a Operating expenditures equal total expenditures less debt service and capital outlay.
- b Teaching staff includes only full-time equivalents of certificated staff.
- c Average daily enrollment and average daily attendance are obtained from the School Register Summary (SRS).

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SCHOOL BUILDING INFORMATION  
Last Ten Fiscal Years**

	Fiscal Year Ended June 30,									
	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
Square Feet	45,002	45,002	60,000	45,002	45,002	18,000	18,000	18,000	18,000	18,000
Capacity (students)	750	525	600	525	480	360	360	360	360	300
Enrollment	694	517	573	510	480	339	339	339	300	254

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**INSURANCE SCHEDULE**

**June 30, 2013  
(Unaudited)**

	<u>Coverage</u>	<u>Deductible</u>
Commercial property and general liability:		
<b>Property:</b>		
Building and Contents	\$ 14,260,000	\$ 1,000
Electronic Data Processing	270,000	1,000
Boiler and Machinery	Included	1,000
<b>Crime Coverage:</b>		
Blanket Faithful Performance	25,000	500
Money and Securities	5,000	500
Depositors' Forgery	25,000	500
Bond Board Secretary	159,000	1,000
Bond Board Treasurer	159,000	1,000
Comprehensive General Liability	1,000,000	-
Automobile	6,000,000	N/A
Supplemental Indemnity	Statutory	7-day waiting period
<b>School Leaders Errors and Omissions:</b>		
Coverage A	1,000,000	5,000
Coverage B	100,000	5,000
Coverage B - Annual Aggregate	300,000	-
Workers Compensation	2,000,000	-
Umbrella	6,000,000	-
Student Accident Liability	1,000,000	1,000

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

CHARTER SCHOOL PERFORMANCE FRAMEWORK  
FINANCIAL PERFORMANCE  
FISCAL RATIOS

	2011 Audit	2012 Audit	2013 Audit	Source
Cash	369,442	334,323	951,879	Audit: Exhibit A-1
Current Assets	1,334,823	849,338	1,895,568	Audit: Exhibit A-1
Total Assets	1,443,050	906,321	1,934,221	Audit: Exhibit A-1
Current Liabilities	519,976	545,703	1,173,848	Audit: Exhibit A-1
Total Liabilities	615,574	642,991	1,317,675	Audit: Exhibit A-1
Net Assets	827,476	263,330	616,546	Audit: Exhibit A-1
Total Revenue	8,682,126	10,754,080	11,555,184	Audit: Exhibit A-2
Total Expenses	8,248,418	11,041,590	11,201,968	Audit: Exhibit A-2
Change in Net Assets	433,708	(287,510)	353,216	Audit: Exhibit A-2
Depreciation Expense	17458	92040	63087	Financial Statements/Audit Workpapers
Interest Expense	8,745	12,101	12,749	Financial Statements/Audit Workpapers
Principal Payments	9,560	9,560	9,729	Financial Statements/Audit Workpapers
Interest Payments	8,745	12,101	12,749	Financial Statements/Audit Workpapers
Final Average Daily Enrollment	510.00	573.00	658.00	DOE Enrollment Reports
March 30th Budgeted Enrollment	691	691	691	Charter School Budget

RATIOS ANALYSIS...						
Near Term Indicators		2011	2012	2013	3 YR CUM	Source:
1a.	Current Ratio	2.57	1.56	1.61		Current Assets/Current Liabilities
1b.	Unrestricted Days Cash	16.35	11.05	31.02		Cash/(Total Expenses/365)
1c.	Enrollment Variance	74%	83%	95%		Average Daily Enrollment/Budgeted Enrollment
1d.*	Default	Yes/No	Yes/No	Yes/No		Audit
Sustainability Indicators						
2a.	Total Margin	5%	-3%	3%	2%	Change in Net Assets/Total Revenue
2b.	Debt to Asset	0.43	0.71	0.68		Total Liabilities/Total Assets
2c.**	Cash Flow		(35,119)	617,556		Net change in cash flow from prior years
2d.	Debt Service Coverage Ratio	25.12	(8.47)	19.09		(Change in Net Assets+Depreciation+Interest Expense)/(Principal & Interest Payments)

\* Is school in default of loan covenant(s) and/or is delinquent with debt service payments? Yes or No

\*\* 2013 =2013 Cash - 2012 Cash; 2012 =2012 Cash-2011 Cash; 2011 =2011 Cash-2010 Cash

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

CHARTER SCHOOL PERFORMANCE FRAMEWORK  
FINANCIAL PERFORMANCE  
FISCAL RATIOS

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RATIOS ANALYSIS...						
Near Term Indicators		2011	2012	2013	3 YR CUM	Source:
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1d.*	Default	Yes/No	Yes/No	Yes/No		Audit
Sustainability Indicators						
2a.	Total Margin	5%	-3%	3%	2%	Change in Net Assets/Total Revenue
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\* Is school in default of loan covenant(s) and/or is delinquent with debt service payments? Yes or No

\*\* 2013 =2013 Cash - 2012 Cash; 2012 =2012 Cash-2011 Cash; 2011 =2011 Cash-2010 Cash

# **SINGLE AUDIT SECTION**

**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**

The Honorable President and  
Members of the Board of Trustees  
Marion P. Thomas Charter School  
Essex County, New Jersey

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Marion P. Thomas Charter School (the Charter School), in the County of Essex, State of New Jersey, as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Charter School's basic financial statements, and have issued our report thereon dated November 25, 2013.

**Internal Control Over Financial Reporting**

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

**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 - CONTINUED**

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Charter 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* and audit requirements as prescribed by the Division of Finance, Department of Education, State of New Jersey.

However, we noted certain matters that we have reported to the Board of Trustees of the Marion P. Thomas Charter School in the County of Essex, New Jersey in a separate *Auditor's Management Report on Administrative Findings - Financial, Compliance and Performance*, dated November 25, 2013.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Charter School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



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Leonora Galleros, CPA  
Licensed Public School Accountant  
No. 20CS002239400

November 25, 2013

**REPORT ON COMPLIANCE FOR MAJOR FEDERAL AND STATE PROGRAMS  
AND ON INTERNAL CONTROL OVER COMPLIANCE AS REQUIRED BY  
OMB CIRCULAR A-133 AND NEW JERSEY OMB LETTER CIRCULAR 04-04**

The Honorable President and  
Members of the Board of Trustees  
Marion P. Thomas Charter School  
Essex County, New Jersey

**Report on Compliance for Each Major Federal and State Programs**

We have audited the Marion P. Thomas Charter School's (the Charter School) in the County of Essex, State of New Jersey compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* and the *New Jersey State Aid Grant Compliance Supplement* that could have a direct and material effect on each of the Charter School's major federal and state programs for the fiscal year ended June 30, 2013. The Charter School's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal and state programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the Charter School's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements as prescribed by the Division of Finance, Department of Education, State of New Jersey; OMB Circular A-133 *Audits of States, Local Governments, and Non-Profit Organizations*; and New Jersey OMB Letter Circular 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Those standards, OMB Circular A-133 and New Jersey OMB Letter Circular 04-04, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on major federal or state program occurred. An audit includes examining, on a test basis, evidence about the Charter School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

## **REPORT ON COMPLIANCE FOR MAJOR FEDERAL AND STATE PROGRAMS AND ON INTERNAL CONTROL OVER COMPLIANCE AS REQUIRED BY OMB CIRCULAR A-133 AND NEW JERSEY OMB LETTER CIRCULAR 04-04**

We believe that our audit provides a reasonable basis for our opinion. However, our audit does not provide a legal determination of the Charter School's compliance on compliance for each major federal and state programs.

### **Opinions on Each Major Federal and State Programs**

In our opinion, the Marion P. Thomas Charter School Board of Trustees, in the County of Essex, State of New Jersey, complied, in all material respects, with the requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the fiscal year ended June 30, 2013.

### **Other Matters**

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133 and NJ OMB Letter Circular 04-04, and which are described in the accompanying schedule of findings and questioned costs as items 2013-01 and 2013-02. Our opinion on each major federal program and state financial assistance is not modified with respect to these matters.

### **Report on Internal Control Over Compliance**

Management of the Charter School is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Charter School's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal and state programs to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance and to test and report on internal control over compliance for each major federal and state programs and to test and report on internal control over compliance in accordance with OMB Circular A-133 and New Jersey OMB Letter Circular 04-04, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Charter School's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

**REPORT ON COMPLIANCE FOR MAJOR FEDERAL AND STATE PROGRAMS AND ON  
INTERNAL CONTROL OVER COMPLIANCE AS REQUIRED BY OMB CIRCULAR A-133  
AND NEW JERSEY OMB LETTER CIRCULAR 04-04**

Our consideration of internal control over compliance 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 compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133 and NJ OMB Letter Circular 04-04. Accordingly, this report is not suitable for any other purpose.



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Leonora Galleros, CPA  
Licensed Public School Accountant  
No. 20CS002239400

November 25, 2013

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

EXHIBIT K-3  
SCHEDULE A

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2013

Federal Grant/ Pass-Through Grantor/ Program Title	Federal CFDA No.	Grant No.	Grant Period	Award Amount	Balance at June 30, 2012	Carryover Walkover Amount	Cash Received	Budgetary Expenditures	Repayment of Prior Years' Balances	(Accounts Receivable) at June 30, 2013	Deferred Revenue at June 30, 2013	Due to Grantor at June 30, 2013
<b>U.S. Department of Education:</b>												
<b>Passed-through New Jersey State Department Education</b>												
<b>No Child Left Behind:</b>												
Title I, Part A - Grants to Local Education Agencies	84.010		9/1/12-8/31/13	\$ 500,580	\$ -	\$ -	\$ 340,702	\$ (500,580)	\$ -	\$ (159,878)	\$ -	\$ -
Title I, Part A - Grants to Local Education Agencies	84.010		9/1/11-8/31/12	664,888	(77,920)	-	77,920	(143,085)	-	(143,085)	-	-
Title II, Part A - Improving Teacher Quality State Grants	84.367		9/1/12-8/31/13	24,977	-	-	24,977	(24,977)	-	-	-	-
Title II, Part A - Improving Teacher Quality State Grants	84.367		9/1/12-8/31/13	46,136	(20,532)	-	20,532	-	-	-	-	-
Title II, Part D - Educational Technology State Grants	84.318		9/1/11-8/31/12	1,114	(1,114)	-	1,114	-	-	-	-	-
IDEA , Basic - Special Education - Grants to States	84.027		9/1/12-8/31/13	136,340	-	-	101,336	(136,340)	-	(35,004)	-	-
IDEA , Basic - Special Education - Grants to States	84.027		9/1/11-8/31/12	122,619	(38,997)	-	38,997	-	-	-	-	-
Total U.S. Department of Education					(138,563)	-	605,578	(804,982)	-	(337,967)	-	-
<b>U.S. Department of Agriculture</b>												
<b>Passed-through New Jersey State Department of Agriculture</b>												
Fresh Fruits and Vegetables Program	10.582		7/1/12-6/30/13	22,311	-	-	16,161	(22,311)	-	(6,150)	-	-
Fresh Fruits and Vegetables Program	10.582		7/1/11-6/30/12	30,559	(7,088)	-	7,088	-	-	-	-	-
National School Lunch Program	10.555		7/1/12-6/30/13	274,165	-	-	218,333	(274,165)	-	(55,832)	-	-
National School Lunch Program	10.555		7/1/11-6/30/12	270,967	(23,169)	-	23,169	-	-	-	-	-
School Breakfast Program	10.553		7/1/12-6/30/13	166,672	-	-	133,250	(166,672)	-	(33,422)	-	-
School Breakfast Program	10.553		7/1/11-6/30/12	41,540	(3,840)	-	3,840	-	-	-	-	-
Total U.S. Department of Agriculture					(34,097)	-	401,841	(485,015)	-	(95,404)	-	-
<b>Total Expenditures of Federal Awards</b>					\$ (172,660)	\$ -	\$ 1,007,419	\$ (1,289,997)	\$ -	\$ (433,371)	\$ -	\$ -

MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)

EXHIBIT K-4  
SCHEDULE B

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE

FOR THE YEAR ENDED JUNE 30, 2013

State Grantor/Program Title	Grant or State Project Number	Grant Period	Award Amount	Balance at June 30, 2012	Adjustments	Carryover Walkover Amount	Cash Received	Budgetary Expenditures	Repayment of Prior Years' Balances	(Accounts Receivable) at June 30, 2013	Deferred Revenue at June 30, 2013	Due to Grantor at June 30, 2013
<b>New Jersey State Department of Education</b>												
<b>General Fund:</b>												
Equalization Aid	13-495-034-5120-078	7/1/12-6/30/13	\$ 7,265,479	\$ -	\$ -	\$ -	\$ 7,281,488	\$ (7,265,479)	\$ -	\$ -	\$ -	\$ 16,009
Equalization Aid	12-495-034-5120-078	7/1/11-6/30/12	7,366,707	93,298	-	-	-	-	93,298	-	-	-
Special Education Categorical Aid	13-495-034-5120-089	7/1/12-6/30/13	48,842	-	-	-	48,842	(48,842)	-	-	-	-
TPAF-Social Security	13-495-034-5095-006	7/1/12-6/30/13	219,547	-	-	-	208,787	(219,547)	-	(10,760)	-	-
TPAF-Social Security	12-495-034-5095-006	7/1/11-6/30/12	223,047	(18,125)	-	-	18,125	-	-	-	-	-
On-behalf payments - TPAF Security Aid	13-495-034-5095-007	7/1/12-6/30/13	349,604	-	-	-	349,604	(349,604)	-	-	-	-
	13-495-034-5120-084	7/1/12-6/30/13	259,310	-	-	-	259,310	(259,310)	-	-	-	-
Total General Fund				<u>75,173</u>	<u>-</u>	<u>-</u>	<u>8,166,156</u>	<u>(8,142,782)</u>	<u>93,298</u>	<u>(10,760)</u>	<u>-</u>	<u>16,009</u>
<b>Special Revenue Fund:</b>												
Pre-School Education	13-495-034-5120-086	7/1/12-6/30/13	972,250	-	-	-	972,250	(944,691)	-	-	27,559	-
Pre-School Education	12-495-034-5120-086	7/1/11-6/30/12	378,883	6,763	-	-	-	(6,763)	-	-	-	-
				<u>6,763</u>	<u>-</u>	<u>-</u>	<u>972,250</u>	<u>(951,454)</u>	<u>-</u>	<u>-</u>	<u>27,559</u>	<u>-</u>
<b>Enterprise Fund:</b>												
State School Lunch Program	13-100-010-3350-023	7/1/12-6/30/13	5,269	-	-	-	4,165	(5,269)	-	(1,104)	-	-
State School Lunch Program	12-100-010-3350-023	7/1/11-6/30/12	5,700	(473)	-	-	473	-	-	-	-	-
Total Enterprise Fund				<u>(473)</u>	<u>-</u>	<u>-</u>	<u>4,638</u>	<u>(5,269)</u>	<u>-</u>	<u>(1,104)</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures of State Financial Assistance</b>				<u>\$ 81,463</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,143,044</u>	<u>\$ (9,099,505)</u>	<u>\$ 93,298</u>	<u>\$ (11,864)</u>	<u>\$ 27,559</u>	<u>\$ 16,009</u>

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO THE SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS AND STATE  
FINANCIAL ASSISTANCE**

**FOR THE ENDED JUNE 30, 2013**

**NOTE 1 GENERAL**

The accompanying schedules of expenditures of federal awards and state financial assistance include federal and state activity of the Charter School. The Charter School is defined in Note 1 to the Charter School's basic financial statements. All federal and state awards received directly from federal and state agencies, as well as federal awards and state financial assistance passed through other government agencies is included on the schedule of federal awards and state financial assistance.

**NOTE 2 BASIS OF ACCOUNTING**

The accompanying Schedules of Expenditures of Federal Awards and State Financial Assistance (the "Schedules") are presented using the budgetary basis of accounting with the exception of those recorded in the food service fund, which are presented using the accrual basis of accounting. These bases of accounting are described in Note 1 to the Charter School's basic financial statements. The information in these schedules are presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and New Jersey OMB Letter Circular 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid*. Therefore, some amounts presented in these Schedules may differ from amounts presented in, or used in the preparation of the basic financial statements.

**NOTE 3 RELATIONSHIP TO BASIC FINANCIAL STATEMENTS**

Amounts reported in the accompanying Schedules agree with the amounts reported in the Charter School's basic financial statements. The basic financial statements present the special revenue fund on both accounting principles generally accepted in the United States of America (GAAP) and budgetary basis. The special revenue fund is presented in the accompanying Schedules on the grant accounting budgetary basis which recognizes encumbrances as expenditures and also recognizes the related revenues, whereas the GAAP basis does not. See Exhibit C-3 for a reconciliation of the budgetary basis to the GAAP basis of accounting for the special revenue fund. Awards and financial assistance revenues are reported in the Charter School's basic financial statements on a GAAP basis as follows:

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**NOTES TO THE SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS AND STATE  
FINANCIAL ASSISTANCE - CONTINUED**

**NOTE 3 RELATIONSHIP TO BASIC FINANCIAL STATEMENTS - CONTINUED**

	<u>Federal</u>	<u>State</u>	<u>Total</u>
General Fund	\$ -	\$ 8,094,873	\$ 8,094,873
Special Revenue Fund	690,511	951,454	1,641,965
Enterprise Fund	<u>460,762</u>	<u>5,699</u>	<u>466,461</u>
Total	<u>\$ 1,151,273</u>	<u>\$ 9,052,026</u>	<u>\$ 10,203,299</u>

**NOTE 4 RELATIONSHIP TO STATE FINANCIAL REPORTS**

Amounts reported in the accompanying Schedules agree with the amounts reported in the related federal and state financial reports.

**NOTE 5 ON-BEHALF PAYMENTS**

Teacher's Pension and Annuity Fund (TPAF) Social Security Contributions represents reimbursements in the amount of \$219,547 by the State for the employer's share of social security contributions for TPAF members for the year ended June 30, 2013. The State had also made on-behalf TPAF payments for post-retirement medical benefits in the amount of \$349,604.

**NOTE 6 NON-CASH ASSISTANCE**

The Charter School is the recipient of a Federal Award that does not result in cash receipts or disbursements. The Charter School was granted \$21,867 of commodities under the National School Lunch Program (CFDA 10.555)

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**FOR THE YEAR ENDED JUNE 30, 2013**

**SECTION I - SUMMARY OF AUDITORS' RESULTS**

**Financial Statement Section**

**Financial Statement Section**

Type of auditors' report issued:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

\_\_\_\_\_ Yes     None reported

Significant deficiency(ies) identified?

\_\_\_\_\_ Yes     None reported

Noncompliance material to financial statements noted?

\_\_\_\_\_ Yes     No

**Federal Awards**

Dollar threshold used to determine Type A and B program

\$300,000

Internal control over compliance on major programs:

Material weakness(es) identified?

\_\_\_\_\_ Yes     No

Significant deficiency(ies) identified?

\_\_\_\_\_ Yes     None reported

Type of auditors' report on compliance for major programs:

Unmodified

Auditee qualified as low-risk auditee?

Yes    \_\_\_\_\_ No

Any audit findings disclosed that are required to be reported

In accordance with OMB Circular A-133 (Section .510(a))?

Yes    \_\_\_\_\_ No

**Identification of Major Programs:**

<u>CFDA No.</u>	<u>Name of Federal Program</u>
84.010	Title I Grants to Local Educational Agencies <i>Food Program Cluster.</i>
10.553	School Breakfast Program
10.555	School Lunch Program

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED**

**SECTION I - SUMMARY OF AUDITORS' RESULTS - CONTINUED**

**State Financial Assistance**

Dollar threshold used to determine Type A and B programs	<u>\$300,000</u>
Auditee qualified as low-risk auditee?	<u>  ✓  </u> Yes <u>      </u> No
Type of auditors' report on compliance for major programs:	<u>Unmodified</u>
Internal control over compliance:	
Material weakness(es) identified?	<u>      </u> Yes <u>  ✓  </u> No
Significant deficiency(ies) identified?	<u>      </u> Yes <u>  ✓  </u> No
Any audit findings disclosed that are required to be reported In accordance with NJ OMB Letter Circular 04-04?	<u>  ✓  </u> Yes <u>      </u> No

**Identification of Major Programs:**

<u>State or Project No.</u>	<u>Name of State Program</u>
13-495-034-5120-078	<i>State Aid Public Cluster:</i>
13-495-034-5120-084	Equalization Aid
13-495-034-5120-089	Security Aid
13-495-034-5120-086	Special Education Aid
	Pre-School Education Aid

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED**

**SECTION II - FINANCIAL STATEMENT FINDINGS**

None Noted

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED**

**SECTION III        FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE FINDINGS  
AND QUESTIONED COSTS**

**Finding 2013-01                      Documentation of Time Spent on Program**

CDFA #84.010 - Title I Grants to Local Educational Agencies

***Criteria***

An employee who works, in whole or in part, on a Federal program or cost objective must document time and effort. An employee who works solely on a single cost objective (e.g., a single Federal program) must furnish a semi-annual certification that he/she has been engaged solely in activities that support the single cost objective. The certification must be signed by the employee or a supervisory official having first-hand knowledge of the work performed by the employee in accordance with OMB Circular A-87, Attachment B, and paragraph 8.h. (3).

***Condition***

During our review of payroll and supporting documents, we noted 4 employees whose salaries were solely charged to Title 1 did not have signed semi-annual certification on file, which should clearly indicate the hours spent on the program for the first semester of fiscal year 2013. Two of the four employees had semi-annual certifications for the 2<sup>nd</sup> semester.

***Cause***

Procedures to monitor the submission of time and effort documentation were not adhered to consistently.

***Effect***

Allocation of salaries among programs may not be equitable.

***Recommendation***

We recommend that documentation of time and effort of employees working, in whole or in part, on a federal program must be required and maintained in accordance with OMB Circular A-87, Attachment B, paragraph 8.h. (3).

***Management's Response:***

Employees charged to the grant submitted monthly time sheets but did not indicate the level of effort as required due to lack of clarity on how it to measure level of effort. Management has instituted measures to clarify measurement and recording by employees whose salaries are being partly charged to grants.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED**

**SECTION III        FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE FINDINGS  
AND QUESTIONED COSTS - CONTINUED**

**Finding 2013-02                      Lunch Applications**

CDFA #10.553, 10.556 – Child Nutrition Cluster

***Criteria***

*“Eligibility for Free or Reduced Price Meals or Free Milk (1) General Rule: Annual Certification*  
– A child’s eligibility for free or reduced price meals under a Child Nutrition Cluster program may be established by the submission of an annual application or statement which furnishes such information as family income and family size. Local educational agencies (LEAs), institutions, and sponsors determine eligibility by comparing the data reported by the child’s household to published income eligibility guidelines.

***Condition***

In our review of free and reduced lunch applications, we noted applications that were placed in incorrect categories.

- a. 15 students were classified as “free” should have been classified under “reduced”.
- b. 20 students classified as “reduced” should have been classified under “free”
- c. 67 student with “denied” application should have been classified under “free”
- d. 9 students with “denied” application should have been classified under “reduced”

***Cause***

Procedures to review student application and meals classification were not adhered to consistently.

***Effect***

The basis for Federal and State meals reimbursements is not accurate.

***Recommendation***

We recommend that free and reduced applications and entries in the Charter Enrollment System should be reviewed by the Charter School personnel to ensure proper classification of applications into the categories of free, reduced, or paid.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED**

**SECTION III        FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE FINDINGS  
AND QUESTIONED COSTS - CONTINUED**

**Finding 2013-02                      Lunch Applications - Continued**

CDFA #10.553, 10.556 – Child Nutrition Cluster

***Management's Response***

Some of the errors were noted when the Parents submitted the required forms and verification done in the School Meal Software system (REAL TIME). However, the information was not reflected timely in the Charter School Enrollment system ("CHE System") when it was opened for edits. However, the basis of reimbursement for meals served was on the data in REAL Time System and not the CHE System. Management has put in place a system that would insure errors noted in the review of application are corrected in CHE System in a timely manner when opened for edits.

**MARION P. THOMAS CHARTER SCHOOL  
(COUNTY OF ESSEX, NEW JERSEY)**

**SUMMARY SCHEDULE OF PRIOR-YEAR AUDIT FINDINGS AND QUESTIONED COSTS AS  
PREPARED BY MANAGEMENT**

**FISCAL YEAR ENDED JUNE 30, 2013**

None