

Muskegon Covenant Academy

**REPORT ON FINANCIAL STATEMENTS**  
(with required supplementary information)

Year ended June 30, 2018



Muskegon Covenant Academy

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**INDEPENDENT AUDITOR'S REPORT**

Board of Directors  
Muskegon Covenant Academy  
Muskegon, Michigan

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and the General Fund of Muskegon Covenant Academy (the School), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the 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.

***Auditor's 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 auditor's 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 the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Board of Directors  
Muskegon Covenant Academy  
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***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of Muskegon Covenant Academy as of June 30, 2018, and the respective changes in financial position 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 and budgetary comparison information on pages 3 through 9 and 29 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.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 29, 2018, on our consideration of Muskegon Covenant Academy'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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Muskegon Covenant Academy's 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 Muskegon Covenant Academy's internal control over financial reporting and compliance.



Muskegon, Michigan  
October 29, 2018

Muskegon Covenant Academy  
**MANAGEMENT’S DISCUSSION AND ANALYSIS**  
For the Year Ended June 30, 2018

This discussion and analysis of Muskegon Covenant Academy’s financial performance provides an overall review of the Academy’s financial activities for the fiscal year ended June 30, 2018. The intent of this discussion and analysis is to provide, in layman’s terms, a look at the Academy’s performance and past and current position. We encourage readers to consider the information presented here in conjunction with the financial statements and the notes to the financial statements.

This information is required by GASB 34 (Governmental Accounting Standards Board’s Statement No. 34). GASB 34 requires the presentation of two basic types of financial statements; namely, School-wide Financial Statements and Fund Financial Statements.

**Overview of the Financial Statements**

This annual report consists of four parts: (1) the independent auditor’s report, (2) management’s discussion and analysis, (3) the basic financial statements, and (4) required supplementary information. The financial statements also include notes that explain some of the information in the statements and provide more detail data. The statements are followed by a section of required supplementary information that further explains and supports the financial statements with a comparison of the Academy’s budget for the year.

**School-wide Financial Statements**

The school-wide statements provide a financial perspective of the Academy as a whole. These statements are on the “full accrual” basis of accounting and provide information about the Academy’s overall financial status. They are used to help determine whether or not the Academy is better off or worse off as the result of the year’s activities. There are two school-wide statements: the *Statement of Net Position* and the *Statement of Activities*.

The *Statement of Net Position* reports all of the Academy’s assets, deferred inflows and outflows, and liabilities, both short-term and long-term, regardless if they are “currently available” or not. Capital assets and long-term obligations of the Academy are reported in this statement.

The *Statement of Activities* accounts for the current year’s revenues and expenses regardless of when cash is received or paid. The intent of this statement is to summarize and simplify the information relative to funding received and expenditures made for Academy services.

The two school-wide statements report the Academy’s net position and how they have changed. Net Position – the difference between the Academy’s assets, deferred inflows and outflows, and liabilities – is one way to measure the Academy’s financial health or position.

- Over time, increases or decreases in the Academy’s net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the Academy’s overall health, one needs to consider additional non-financial factors such as the quality of the education provided and the condition of the Academy’s buildings.

In the school-wide statements, the Academy’s activities are classified as *governmental activities*. This includes the Academy’s basic services, such as regular and special education, transportation, and administration. State aid and federal grants finance most of these services.

Muskegon Covenant Academy  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
For the Year Ended June 30, 2018

**Fund Financial Statements**

The fund financial statements focus on individual parts of the Academy, reporting the Academy's operations in more detail than the school-wide statements. The fund level statements are reported on a *modified accrual basis*. Only those assets that are "*measurable*" and "*currently available*" are reported. Liabilities are recognized to the extent they are normally expected to be paid with current financial resources.

The fund statements are formatted to comply with the legal requirements of the Michigan Department of Education's "Accounting Manual." In the State of Michigan, the Academy's major instructional and instructional support activities are reported in the *General Fund*. The primary funding sources for the General Fund are from state foundation grant per student, state categorical funding for specific programs, federal grants and inter-governmental transfers. The Academy has no other funds.

**Financial Analysis of the Academy as a Whole**

The net position of the Academy as of June 30, 2018, was approximately \$1,586,000. Figure A-1 on the following page shows a condensed breakdown of the net position.

The Academy's net position reflects resources that are both unrestricted and restricted as to how they may be used. The restricted net position – net investment in capital assets represents investments in capital (e.g., land, buildings and improvements, and furniture and equipment), less any related debt used to acquire those assets that are still outstanding. The Academy uses these capital assets to provide services to students; consequently, these assets are not available for spending. Although the Academy's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay the debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. The debt used as a decrease to capital assets will be paid from operating revenues.

Muskegon Covenant Academy  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
 For the Year Ended June 30, 2018

**Figure A-1**  
**Condensed Statement of Net Position**

	<b>Governmental Activities</b>	
	<u><b>2017</b></u>	<u><b>2018</b></u>
Current assets	\$ 980,996	\$ 1,068,269
Capital assets, net of depreciation	<u>687,256</u>	<u>778,856</u>
<b>Total assets</b>	<b>1,668,252</b>	<b>1,847,125</b>
Current liabilities	194,028	82,012
Noncurrent liabilities	<u>469,424</u>	<u>178,840</u>
<b>Total liabilities</b>	<u><b>663,452</b></u>	<u><b>260,852</b></u>
Net position		
Net investments in capital assets	175,836	556,675
Unrestricted	<u>828,964</u>	<u>1,029,598</u>
<b>Total net position</b>	<u><b>\$ 1,004,800</b></u>	<u><b>\$ 1,586,273</b></u>

**Comments on Major Changes to Net Position**

The net position of the Academy increased approximately \$581,000 during the 2017-18 year. Figure A-2 on the following page shows the breakdown of this change. The Statement of Activities presented later in the school-wide financial statements, provides greater detail on the Academy's annual activity. The cost of the Academy's governmental activities for the year was approximately \$1,839,000. However, the amount that taxpayers ultimately financed for these activities was \$1,332,000 because approximately \$507,000 was paid for by participants and other governments and organizations who subsidized certain programs with grants and contributions. The remaining "public benefit" portion was paid for with state pupil foundation aid, investment earnings, and other miscellaneous revenues.

Muskegon Covenant Academy  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
For the Year Ended June 30, 2018

**Figure A-2**  
**Statement of Net Position from Operating Results**

	<b>Governmental Activities</b>	
	<b>2017</b>	<b>2018</b>
<b>Revenues</b>		
Program Revenues		
Charges for services	\$ 80,109	\$ 79,844
Operating grants and contributions	320,258	427,488
General Revenues		
Unrestricted grants and contributions	1,674,708	1,901,474
Other	14,547	11,627
<b>Total Revenues</b>	<b>2,089,622</b>	<b>2,420,433</b>
<b>Expenses</b>		
Instruction	678,659	755,957
Support services	914,991	995,901
Community services	-	60,433
Interest on long-term debt	31,700	26,669
<b>Total Expenses</b>	<b>1,625,350</b>	<b>1,838,960</b>
<b>Change in net position</b>	<b>464,272</b>	<b>581,473</b>
<b>Beginning net position</b>	<b>540,528</b>	<b>1,004,800</b>
<b>Ending net position</b>	<b>\$ 1,004,800</b>	<b>\$ 1,586,273</b>

Muskegon Covenant Academy  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
 For the Year Ended June 30, 2018

**Capital Assets and Debt Administration**

**Figure A-3**  
**Summary of Capital Assets (Net of Depreciation)**

	<b>Governmental Activities</b>	
	<b><u>2017</u></b>	<b><u>2018</u></b>
Land	\$ 15,000	\$ 15,000
Buildings and improvements	<u>672,256</u>	<u>763,856</u>
<b>Total</b>	<b><u>\$ 687,256</u></b>	<b><u>\$ 778,856</u></b>

**Comments on Capital Assets and Debt Administration**

*Capital Assets* – A summary of the Academy’s capital assets, net of depreciation, at year end is outlined in figure A-3 above. Additional information on the Academy’s capital assets can be found in note F of the Notes to the Financial Statements.

*Debt Administration* – A summary of the Academy’s indebtedness at year end is outlined in figure A-4 below. Additional information on the Academy’ long-term debt can be found in note G of the Notes to the Financial Statements.

**Figure A-4**  
**Summary of Indebtedness**

	<b>Governmental Activities</b>	
	<b><u>2017</u></b>	<b><u>2018</u></b>
Note payable	\$ 51,314	\$ 36,602
Mortgage	460,106	185,579
Operating loan	<u>120,000</u>	<u>-</u>
<b>Total</b>	<b><u>\$ 631,420</u></b>	<b><u>\$ 222,181</u></b>

**Financial Analysis of the Academy’s Funds**

The financial performance of the Academy as a whole is reflected in its governmental funds as well. The governmental funds equity increased by approximately \$80,000 during the 2017-18 fiscal year. The General Fund equity ended the year at approximately \$1,035,000. The primary factors affecting the Academy’s governmental funds’ fund balance are listed below.

Muskegon Covenant Academy  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
For the Year Ended June 30, 2018

**Factors Impacting Fund Equity**

- *Local revenues* – The Academy received more Act 18 revenue through the Muskegon Area Intermediate School District than anticipated in original budget.
- *Student enrollment* – Proposal A tied state aid funding to student enrollment. The Academy's blended count on which our foundation allowance was based was 244 students for the 2017-18 school year.

**General Fund Budgetary Highlights**

The Uniform Budget Act of the State of Michigan requires that the Board of Directors approve the original budget for the upcoming fiscal year prior to July 1, the start of the fiscal year. When the budget is prepared each year, several unknown factors exist. Estimates are used for such major items as student count, service provider contracts, state aid, staffing, utilities, and repairs. As a matter of practice, the Academy amends its budget periodically during the year. These revisions are made in order to deal with unexpected changes in revenues and expenditures. The following analysis describes the reasons for changes in the budget during the year and the differences in actual and budget figures.

**Original budget to final budget**

There was a 7% increase (\$155,151) in General Fund revenues from the original budget to the final budget.

- Local revenues – Act 18 revenue from the Muskegon Area Intermediate School District was more than anticipated.
- State revenues – increased due to increased enrollment.
- Federal revenues – the Title allocation was more than anticipated.

There was a 9% increase (\$202,761) in General Fund expenditures from the original budget to the final budget.

- A .5 FTE teacher was removed from instruction along with equipment originally budgeted for instruction. Total budget reduction of about \$80,000.
- Debt service and capital outlay were increased approximately \$344,000 to remodel a wing in the school building and to pay an additional principal only amount on the mortgage to reduce that obligation.

**Final budget to actual**

There was a .5% difference (\$11,871) between the final revenue budget and the actual revenue.

- Local source revenues were higher than budget as Act 18 revenue was greater than anticipated.

There was a 2.4% difference (\$58,074) between the final expenditure budget and the actual expenditures.

- Added needs was under budget as Special Ed secretary position was under budget.
- Capital outlay was under budget as the remodel project came in favorably.

Muskegon Covenant Academy  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
For the Year Ended June 30, 2018

**Factors Bearing on the Academy's Future**

**2018-19 Academy Budget**

The adopted budget for the 2018-19 fiscal year projects an increase in the fund balance of approximately \$20,000.

The Academy anticipated the foundation allowance to be \$7,871. The budget is also predicated on enrollment at 225 pupils.

The budget will be amended during the year to reflect updated foundation allowance information, actual student counts, changes to any legislation, and final staffing assignments.

**Requests for Information**

This financial report is designed to provide the Academy's taxpayers, parents, students, investors and creditors with a general overview of the Academy's finances, and to show how the Academy is accountable for the money it receives. Questions concerning any of the information provided in this report, or requests for additional financial information should be addressed to the CEO, Muskegon Covenant Academy, 125 Catherine Ave, Muskegon, MI 49442, telephone number (231) 720-3100.

Muskegon Covenant Academy  
**STATEMENT OF NET POSITION**  
June 30, 2018

	<b>Governmental activities</b>
<b>ASSETS</b>	
Current assets	
Cash and cash equivalents	\$ 387,602
Investments	200,000
Assets managed by others	13,942
Due from other governmental units	464,439
Prepaid items	2,286
Total current assets	1,068,269
Noncurrent assets	
Capital assets, net	
Nondepreciable	15,000
Depreciable	763,856
Total noncurrent assets	778,856
Total assets	1,847,125
<b>LIABILITIES</b>	
Current liabilities	
Accounts payable and accrued liabilities	36,964
Unearned revenue	1,707
Bonds and other obligations, due within one year	59,619
Total current liabilities	98,290
Noncurrent liabilities	
Bonds and other obligations, less amounts due within one year	162,562
Total liabilities	260,852
<b>NET POSITION</b>	
Net investment in capital assets	556,675
Unrestricted	1,029,598
Total net position	<b>\$ 1,586,273</b>

The accompanying notes are an integral part of this statement.

Muskegon Covenant Academy  
**STATEMENT OF ACTIVITIES**  
For the year ended June 30, 2018

<i>Functions/Programs</i>	<b>Expenses</b>	<b>Program Revenue</b>		<b>Net (Expense) Revenue and Changes in Net Position</b>
		<b>Charges for services</b>	<b>Operating grants and contributions</b>	<b>Governmental activities</b>
Governmental activities				
Instruction	\$ 755,957	\$ -	\$ 361,577	\$ (394,380)
Support services	995,901	79,844	5,478	(910,579)
Community services	60,433	-	60,433	-
Interest on long-term debt	26,669	-	-	(26,669)
Total governmental activities	<b>\$ 1,838,960</b>	<b>\$ 79,844</b>	<b>\$ 427,488</b>	(1,331,628)
General revenues				
Grants and contributions not restricted to specific programs				1,901,474
Investment earnings				1,713
Miscellaneous				9,914
Total general revenues				1,913,101
Change in net position				581,473
Net position at beginning of year				1,004,800
Net position at end of year				<b>\$ 1,586,273</b>

The accompanying notes are an integral part of this statement.

Muskegon Covenant Academy  
**BALANCE SHEET**  
 Governmental Funds  
 June 30, 2018

	<b>General Fund</b>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 387,602
Investments	200,000
Assets managed by others	13,942
Due from other governmental units	464,439
Prepaid items	2,286
Total assets	<b>\$ 1,068,269</b>
 <b>LIABILITIES</b>	
Accounts payable	\$ 16,015
Accrued liabilities	15,096
Unearned revenue	1,707
Total liabilities	32,818
 <b>FUND BALANCES</b>	
Nonspendable - prepaid items	2,286
Unassigned	1,033,165
Total fund balances	1,035,451
Total liabilities and fund balances	<b>\$ 1,068,269</b>

The accompanying notes are an integral part of this statement.

Muskegon Covenant Academy  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
 TO THE STATEMENT OF NET POSITION**  
 June 30, 2018

Total fund balance—governmental funds		\$ 1,035,451
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not current financial resources and are not reported in the governmental funds.		
Cost of capital assets	\$ 856,917	
Accumulated depreciation	<u>(78,061)</u>	778,856
Accrued interest in governmental activities is not reported in the governmental funds.		
		(5,853)
Long-term obligations in governmental activities are not due and payable in the current period and are not reported in the governmental funds.		
		<u>(222,181)</u>
Net position of governmental activities		<u><u>\$ 1,586,273</u></u>

The accompanying notes are an integral part of this statement.

Muskegon Covenant Academy  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
 Governmental Funds  
 For the year ended June 30, 2018

	<b>General Fund</b>
<b>REVENUES</b>	
Local sources	
Investment earnings	\$ 1,713
Contributions	15,181
Fees and charges	79,844
Other	44,051
Total local sources	140,789
State sources	2,070,454
Federal sources	209,190
Total revenues	2,420,433
<b>EXPENDITURES</b>	
Current	
Instruction	735,873
Support services	990,382
Community services	60,433
Debt service	
Principal repayment	409,239
Interest and other charges	26,999
Capital outlay	117,203
Total expenditures	2,340,129
Net change in fund balance	80,304
Fund balance at beginning of year	955,147
Fund balance at end of year	\$ 1,035,451

The accompanying notes are an integral part of this statement.

Muskegon Covenant Academy  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES**  
For the year ended June 30, 2018

Net change in fund balances—total governmental funds \$ 80,304

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures; in the Statement of Activities these costs are depreciated over their estimated useful lives.

Depreciation expense	\$ (22,316)	
Capital outlay	<u>113,916</u>	91,600

Repayment of principal on long-term obligations is an expenditure in the governmental funds, but the repayment reduces long-term obligations in the Statement of Net Position.		409,239
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Interest expense on long-term obligations is recorded in the Statement of Activities when incurred, but is not reported in governmental funds until paid.		<u>330</u>
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Change in net position of governmental activities		<u><u>\$ 581,473</u></u>
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The accompanying notes are an integral part of this statement.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of Muskegon Covenant Academy (School) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the School's accounting policies are described below.

**Reporting Entity**

The School is governed by an appointed five member Board of Directors (Board), which has responsibility and control over all activities related to public school education within the School. The School receives funding from local, state, and federal government sources and must comply with all of the requirements of these funding source entities.

Generally accepted accounting principles require that if the School is considered to be financially accountable for other organizations, those organizations should be included as component units in the School's financial statements. Since no organizations met this criterion, none are included in the financial statements.

**Basis of Presentation—Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the School. All fiduciary activities are reported only in the fund financial statements. Governmental activities normally are supported by intergovernmental revenues and other nonexchange transactions.

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds. Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

The fund financial statements provide information about the School's funds, including its fiduciary funds. Separate statements for each fund category – governmental and fiduciary – are presented. The emphasis of fund financial statements is on major governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The School reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the School, except those required to be accounted for in another fund.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Basis of Presentation—Government-wide and Fund Financial Statements—Continued**

During the course of operations the School has activity between funds for various purposes. Any residual balances outstanding at year-end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, they are eliminated in the preparation of the government-wide financial statements.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, they are eliminated in the preparation of the government-wide financial statements.

**Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the School considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

State and federal aid, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end).

The State of Michigan utilizes a foundation grant approach which provides for a specific annual amount of revenue per pupil based on a statewide formula. The foundation is funded from state and local sources. Revenues from state sources are primarily governed by the School Aid Act and the School Code of Michigan. The Michigan Department of Education administers the allocation of state funds to Schools based on information supplied by the Schools. For the current fiscal year, the foundation allowance was based on pupil membership counts taken in October and February.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Measurement Focus and Basis of Accounting—Continued**

The state portion of the foundation is provided primarily by a state education property tax millage of 6 mills on Principal Residence Exemption (PRE) property and an allocated portion of state sales and other taxes. The state revenue is recognized during the foundation period and is funded through payments from October to August. Thus, the unpaid portion at June 30 is reported as due from other governmental units.

The School also receives revenue from the state to administer certain categorical education programs. State rules require that revenue earmarked for these programs be used for its specific purpose. Certain governmental funds require an accounting to the state of the expenditures incurred. For categorical funds meeting this requirement, funds received and accrued, which are not expended by the close of the fiscal year are recorded as unearned revenue.

All other revenue items are considered to be measurable and available only when cash is received by the government.

**Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance**

***Cash and Investments***

The School's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments for the School are reported at fair value (generally based on quoted market prices). Standards also provide that certain investments are valued at cost (or amortized cost) when they are of a short-term duration, the rate of return is fixed, and the School intends to hold the investment until maturity.

State statutes authorize the School to invest in bonds and other direct and certain indirect obligations of the U.S. Treasury; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank, savings and loan association, or credit union, which is a member of the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, or National Credit Union Administration, respectively; in commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services and which matures not more than 270 days after the date of purchase. The School is also authorized to invest in U. S. Government or federal agency obligation repurchase agreements, bankers' acceptances of U.S. banks, and mutual funds composed of investments as outlined above. The School's deposits and investments are in accordance with statutory authority.

***Inventories and Prepaid Items***

All inventories are valued at cost using the first-in/first-out method. The cost of such inventories is recorded as expenses when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance—Continued**

***Capital Assets***

Capital assets, which include property, plant, and equipment, are reported in the government-wide financial statements. Capital assets are defined by the School as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year.

As the School constructs or acquires additional capital assets each period, they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or increase its estimated useful life. Donated capital assets are recorded at their estimated fair value at the date of donation.

Land and construction in progress are not depreciated. The other property, plant, and equipment, of the School are depreciated using the straight-line method over the following estimated useful lives:

<u>Capital Asset Classes</u>	<u>Years</u>
Buildings and improvements	10-50

***Long-term Obligations***

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as expenses in the year in which they are incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

***Deferred Outflows/Inflows of Resources***

In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditures) until then.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance—Continued**

***Net Position Flow Assumption***

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts of net position to report as restricted and unrestricted in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the School's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

***Fund Balance Flow Assumptions***

Sometimes the School will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the School's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

***Fund Balance Policies***

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the School's highest level of decision-making authority. The Board of Directors is the highest level of decision-making authority for the School that can, by formal action prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by formal action remains in place until a similar action is taken (another formal action) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the School for specific purposes but do not meet the criteria to be classified as committed. The Board of Directors may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE A—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES—Continued**

**Revenues and Expenditures/Expenses**

***Program Revenues***

Amounts reported as program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Unrestricted state aid, interest and other internally dedicated resources are reported as general revenues rather than as program revenues.

**NOTE B—STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Budgets and Budgetary Accounting**

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are adopted for the General Fund. All annual appropriations lapse at year end.

The School follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The CEO submits to the Board of Directors a proposed operating budget for the fiscal year commencing on July 1. The operating budget includes proposed expenditures and the means of financing them. The level of control for the budgets is at the functional level as set forth and presented as required supplementary information.
2. Public hearings are conducted to obtain comments.
3. Prior to July 1, the budget is legally adopted by Board of Directors resolution pursuant to the Uniform Budgeting and Accounting Act (P.A. 621 of 1978). The Act requires that the budget be amended prior to the end of the fiscal year when necessary to adjust appropriations if it appears that revenues and other financing sources will be less than anticipated or so that expenditures will not be in excess of original estimates. Expenditures shall not be made or incurred, unless authorized in the budget, in excess of the amount appropriated. Violations, if any, in the General Fund are noted in the required supplementary information section.
4. Formal budgetary integration is employed as a management control device during the year.
5. The budget is amended during the year with supplemental appropriations, the last one approved prior to June 30, 2018.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
 June 30, 2018

**NOTE C—DEPOSITS AND INVESTMENTS**

As of June 30, 2018, the School had the following investments:

<b>Investment Type</b>	<b>Fair value</b>	<b>Weighted average maturity (Days)</b>	<b>Standard &amp; Poor's rating</b>	<b>Percent</b>
MILAF + Max Class	<u><u>\$ 200,000</u></u>	33	AAAm	<u><u>100%</u></u>
Portfolio weighted average maturity		<u><u>33</u></u>		

The School voluntarily invests certain excess funds in an external investment pool (Pool). The Pool utilized by the School is the Michigan Investment Liquid Asset Fund (MILAF). MILAF is an external investment pool of "qualified" investments for Michigan school districts. MILAF is not regulated nor is it registered with the SEC. The fair value of the School District's investments is the same as the value of the Pool shares.

**Interest rate risk**

The School does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Credit risk**

State law limits investments in commercial paper and corporate bonds to the three highest classifications issued by nationally recognized statistical rating organizations. The School has no investment policy that would further limit its investment choices.

**Concentration of credit risk**

The School does not have a concentration of credit risk policy. Concentration of credit risk is the risk of loss attributed to the magnitude of the School investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

**Custodial credit risk - deposits**

In the case of deposits, this is the risk that in the event of a bank failure, the School's deposits may not be returned to it. As of June 30, 2018, \$377,192 of the School's bank balance of \$642,975 was exposed to custodial credit risk because it was uninsured and uncollateralized.

**Custodial credit risk - investments**

The School does not have a custodial credit risk policy for investments. This is the risk that, in the event of the failure of the counterparty, the School will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

**Foreign currency risk**

The School is not authorized to invest in investments which have this type of risk.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
 June 30, 2018

**NOTE D—ASSETS MANAGED BY OTHERS**

**The Fund**

The School has one fund with the Community Foundation for Muskegon County (Foundation).

The Muskegon Covenant Academy Fund (Fund) was established by the School for the purpose of the general support of the charitable or educational purposes of the School. The agreement with the Foundation allows the use of the Fund’s income when a written approved resolution from the Board of Directors is sent with a request for funds.

The Foundation invests the contributions to the funds in various types of marketable equity and debt securities, U.S. Treasuries, commercial paper, and certificates of deposit.

**Reporting of the Assets of the Funds**

The investments held at the Foundation, which includes \$10,000 of startup funds from the School, contributions by donors to the School along with earnings on these investments, are reported at fair value as unrestricted assets of the School. The contributions to the Fund made by third party donors directly to the Foundation have been excluded from the fund balance and net position of the School.

**Summary of the Fund**

A summary of revenues, expenses, and changes in the net assets at fair value of the Fund for the year ended June 30, 2018 follows:

	<b>Muskegon Covenant Academy Fund</b>
Revenues	
Contributions	\$ 350
Dividends and interest	335
Realized and unrealized gains (losses) on investments	545
	1,230
Expenses	
Administration fees	67
Revenues over expenses	1,163
Total assets at beginning of year	12,779
Total assets at end of year	13,942
Less assets recorded as those of the Foundation	-
Assets reported on the Balance Sheet-Statement of Net Position	<b>\$ 13,942</b>

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE E—FAIR VALUE MEASUREMENTS**

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1) and the lowest priority to unobservable inputs (level 3). The three levels of the fair value hierarchy are described below:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the School District has the ability to access.

Level 2 Inputs to the valuation methodology include the following:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities
- Inputs other than quoted prices that are observable for
- Inputs that are derived principally from or corroborated market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the level 2 observable for substantially the full term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at June 30, 2018.

***Assets managed by others:*** The assets are valued based upon the School's allocable share of the Community Foundation for Muskegon County's pooled investment portfolio. The allocable share is based on the value of the underlying assets owned by the fund, minus its liabilities.

The assets managed by others are valued monthly by the Community Foundation and are allocated based upon each organization's calculated share of the Community Foundation's pooled investment portfolio. Each entity with an interest within the pooled investments receives a statement from the Community Foundation indicating the additions to the investment (via contributions), withdrawals from the investment (via grants), and the investment returns allocated via a unitization process. The School calculates the fair value of its beneficial interest in the pooled investment assets held by the Community Foundation based on the estimated fair value of the underlying assets. The Community Foundation controls the investments and makes all management and investment decisions.

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
 June 30, 2018

**NOTE E—FAIR VALUE MEASUREMENTS—Continued**

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the School believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the School's assets at fair value on a recurring basis as of June 30, 2018:

	Assets at Fair Value as of June 30, 2018			
	Level 1	Level 2	Level 3	Total
Assets managed by others	\$ -	\$ 13,942	\$ -	\$ 13,942

**NOTE F—CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2018 was as follows:

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
<b>Capital assets, not being depreciated:</b>				
Land	\$ 15,000	\$ -	\$ -	\$ 15,000
<b>Capital assets, being depreciated:</b>				
Buildings and improvements	728,001	113,916	-	841,917
<b>Less accumulated depreciation:</b>				
Buildings and improvements	55,745	22,316	-	78,061
Total capital assets, being depreciated, net	672,256	91,600	-	763,856
Capital assets, net	\$ 687,256	\$ 91,600	\$ -	\$ 778,856

**Depreciation**

Depreciation expense has been charged to functions as follows:

Instruction	\$ 20,084
Support services	2,232
	\$ 22,316

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
 June 30, 2018

**NOTE G—LONG-TERM OBLIGATIONS**

The School issues bonds, notes and other contractual commitments to provide for the acquisition, construction and improvement of major capital facilities and for the acquisition of certain equipment. The mortgage, notes payable and operating loan are direct obligations and pledge the full faith and credit of the School.

The following is a summary of long-term obligations activity for the School for the year ended June 30, 2018:

	<b>Balance July 1, 2017</b>	<b>Additions</b>	<b>Reductions</b>	<b>Balance June 30, 2018</b>	<b>Due within one year</b>
<b>Governmental activities</b>					
Note payable	\$ 51,314	\$ -	\$ 14,712	\$ 36,602	\$ 17,469
Mortgage	460,106	-	274,527	185,579	42,150
Operating loan	120,000	-	120,000	-	-
	<b>\$ 631,420</b>	<b>\$ -</b>	<b>\$ 409,239</b>	<b>\$ 222,181</b>	<b>\$ 59,619</b>

Long-term obligations consist of the following:

	<b>Interest Rate</b>	<b>Date of Maturity</b>	<b>Balance</b>
Note payable-HCC	1.6%	August 2020	\$ 36,602
Mortgage	5.375%	July 2022	185,579
			<b>\$ 222,181</b>

The annual requirements of principal and interest to amortize the notes payable, mortgage and operating loan outstanding as of June 30, 2018 follow:

<b>Year ending June 30,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2019	\$ 59,619	\$ 7,205	\$ 66,824
2020	61,029	7,180	68,209
2021	44,192	4,577	48,769
2022	46,616	2,153	48,769
2023	10,725	144	10,869
	<b>\$ 222,181</b>	<b>\$ 21,259</b>	<b>\$ 243,440</b>

Muskegon Covenant Academy  
**NOTES TO FINANCIAL STATEMENTS**  
June 30, 2018

**NOTE H—CONTINGENCIES**

**Grant Programs**

The School participates in grant programs, which are subject to program compliance audits by the grantor or its representatives. Such audits of these programs may be performed at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time although the School expects such amounts, if any, to be immaterial.

**NOTE I—OTHER INFORMATION**

**Risk Management**

The School is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; error and omissions; injuries to employees; and natural disasters. The School carries commercial insurance for risks of loss, including employee health and accident insurance. No settlements have occurred in excess of coverage for June 30, 2018 or any of the prior three years.

**Employee Services Agreement**

The School leases its employees from an employee leasing company and is not required to have these School employees covered by MPERS. Expenditures for employee costs such as salaries and wages, payroll taxes, and benefits under the management services agreements have been recorded and reported in conformance with the State of Michigan's standard chart of accounts.

**Related Party Transactions**

The School had an operating loan, described in note E, from an entity whose Board Chair is on the board of directors of the School.

The School entered into a management agreement with Covenant Academies Foundation, effective July 1, 2016, to provide educational and administrative services. The agreement expires on June 30, 2021. For the year ended June 30, 2018, Covenant Academies Foundation service fees totaled \$303,000.

**REQUIRED SUPPLEMENTARY INFORMATION**

Muskegon Covenant Academy  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE**  
 General Fund  
 For the year ended June 30, 2018

	<u>Budgeted amounts</u>		<u>Actual</u>	<u>Variance with final budget- positive (negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Local sources	\$ 81,969	\$ 123,131	\$ 140,789	\$ 17,658
State sources	1,980,425	2,072,243	2,070,454	(1,789)
Federal sources	124,464	211,292	209,190	(2,102)
Incoming transfers and other transactions	66,553	1,896	-	(1,896)
Total revenues	2,253,411	2,408,562	2,420,433	11,871
<b>EXPENDITURES</b>				
Instruction				
Basic programs	441,522	360,080	358,232	1,848
Added needs	399,401	398,271	377,641	20,630
Support services				
Pupil	65,000	43,000	37,289	5,711
Instructional staff	8,363	5,478	5,478	-
General administration	389,443	371,997	389,230	(17,233)
School administration	322,540	302,050	304,314	(2,264)
Business	32,700	35,800	34,857	943
Operations and maintenance	250,000	220,231	210,877	9,354
Pupil transportation services	15,000	10,000	8,337	1,663
Central	4,000	-	-	-
Community services	25,000	60,508	60,433	75
Debt service				
Principal repayment	165,000	413,675	409,239	4,436
Interest	5,000	27,000	26,999	1
Capital outlay	72,472	145,916	117,203	28,713
Fund modifications	-	4,196	-	4,196
Total expenditures	2,195,441	2,398,202	2,340,129	58,073
Excess (deficiency) of revenues over (under) expenditures	<u>\$ 57,970</u>	<u>\$ 10,360</u>	80,304	<u>\$ 69,944</u>
Fund balance at beginning of year			955,147	
Fund balance at end of year			<u>\$ 1,035,451</u>	