

# AUDITOR GENERAL

WILLIAM O. MONROE, CPA



## HERNANDO COUNTY DISTRICT SCHOOL BOARD

FLORIDA EDUCATION FINANCE PROGRAM (FEFP)  
FULL-TIME EQUIVALENT (FTE) STUDENTS

AND

STUDENT TRANSPORTATION

For the Fiscal Year Ended June 30, 2006

The governing body of the District is the District School Board, which is composed of five elected members. The executive officer of the Board is the appointed Superintendent of Schools. The Board members and Superintendent of Schools who served during the examination period were: Robert Wiggins, Chairman to 11/22/05; Jim Malcolm, Vice Chairman to 11/22/05, Chairman from 11/23/05; John Druzbeck, Vice Chairman from 11/23/05; Pat Fagan; Sandra Nicholson; and Wendy L. Tellone, Ed.D, Superintendent.

This examination was conducted by Richard W. Woods, CPA, Gail S. Collier, CPA, and Bernice Rivas, and was supervised by J. David Hughes, CPA. Please address inquiries regarding this report to Joseph L. Williams, CPA, Audit Manager, via e-mail at [joewilliams@aud.state.fl.us](mailto:joewilliams@aud.state.fl.us) or by telephone at (850) 414-9941.

This report, as well as other audit reports prepared by the Auditor General, can be obtained on our Web site (<http://www.state.fl.us/audgen>); by telephone at (850) 487-9024; or by mail at G74 Claude Pepper Building, 111 West Madison Street, Tallahassee, Florida 32399-1450.

Hernando County District School Board  
Full-Time Equivalent (FTE) Students and Student Transportation  
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Hernando County District School Board  
Full-Time Equivalent (FTE) Students and Student Transportation  
**LIST OF ABBREVIATIONS**  
For the Fiscal Year Ended June 30, 2006

**IEP** – Individual Educational Plan

**EP** – Educational Plan

**ESE** – Exceptional Student Education

**LEP** – Limited English Proficient

**FES** – Fluent English Speaking

**ESOL** – English for Speakers of Other Languages

**PK** – Prekindergarten

**OJT** – On-the-Job Training

**IDEA** – Individuals with Disabilities Education Act



WILLIAM O. MONROE, CPA  
AUDITOR GENERAL

# AUDITOR GENERAL STATE OF FLORIDA

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The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

## INDEPENDENT AUDITOR'S REPORT HERNANDO COUNTY DISTRICT SCHOOL BOARD FULL-TIME EQUIVALENT (FTE) STUDENTS

We have examined management's assertion, included in its representation letter dated February 26, 2007, that the Hernando County District School Board complied with State requirements governing the determination and reporting of the number of full-time equivalent (FTE) students under the Florida Education Finance Program (FEFP) for the fiscal year ended June 30, 2006. These requirements are found primarily in Sections 1011.60, 1011.61, and 1011.62, Florida Statutes; State Board of Education Rules, Chapter 6A-1, Florida Administrative Code; and the *FTE General Instructions* issued by the Department of Education. As discussed in the representation letter, management is responsible for the District's compliance with State requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the District's compliance with the aforementioned State requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. The legal determination of the District's compliance with these requirements is, however, ultimately the responsibility of the Department of Education.

Our examination procedures disclosed the following instances of material noncompliance:

1. Teachers

Forty-three of the 143 teachers in our sample did not meet State requirements governing certification; School Board approval of out-of-field teacher assignments; notification of parents regarding out-of-field teachers, or the earning of required in-service training points in ESOL strategies. (See SCHEDULE D, finding Nos. 6, 7, 8, 9, 12, 17, 18, 24, 25, 27, 29, 30, 31, 39, 40, 41, 42, 50, 53, and 59.)

2. Students

We noted exceptions involving 13 of the 95 students in our ESOL student sample; 35 of the 108 students in our Exceptional sample for ESE Support Levels 4 and 5, and 81 of the 85 students in our Career Education OJT sample. These exceptions involved reporting errors or records that were not properly and accurately prepared or were missing and could not be located. (See SCHEDULE D: for ESOL, finding Nos. 10, 13, 19, 20, 33, 34, 46, 49, and 55; for ESE Support Levels 4 and 5, finding Nos. 3, 4, 14, 15, 16, 22, 23, 26, 35, 36, 37, 38, 43, 44, 45, 47, 51, 52, 56, 57, and 58; and for Career Education OJT, finding Nos. 1, 5, 13, 32, and 54.)

In our opinion, except for the instances of material noncompliance mentioned above involving teachers, and the reporting of, and the preparation and maintenance of supporting documentation for, students in ESOL, ESE Support Levels 4 and 5, and Career Education OJT, the Hernando County District School Board complied, in all material respects, with State requirements governing the determination and reporting of the number of full-time equivalent (FTE) students under the Florida Education Finance Program (FEFP) for the fiscal year ended June 30, 2006.

The results of our examination disclosed other instances of noncompliance with the State requirements mentioned above. We considered these other instances of noncompliance in forming our opinion regarding management's assertion and these items did not affect our opinion as stated above. All of the instances of noncompliance disclosed by our examination procedures are discussed in SCHEDULE D. The impact of those instances of noncompliance on the District's reported number of full-time equivalent (FTE) students is presented in SCHEDULE A, SCHEDULE B, SCHEDULE C, and SCHEDULE D.

In accordance with *Government Auditing Standards*, we are required to report deficiencies in internal control that are material to management's assertion. The instances of material noncompliance mentioned above are indicative of such deficiencies in the District's internal controls related to teacher assignments, and the reporting of, and the preparation and maintenance of supporting documentation for, students in ESOL, ESE Support Levels 4 and 5, and Career Education OJT. The relevant populations, samples, and exception totals that pertain to these instances of noncompliance are presented in SCHEDULE A herein. We performed our examination to express

an opinion on the District's compliance with the State requirements previously mentioned and not for the purpose of expressing an opinion on the District's related internal controls; accordingly, we express no such opinion.

This report is intended for the information of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the State Board of Education, the Department of Education, and the Hernando County District School Board. Copies of this report are available pursuant to Section 11.45(4)(c), Florida Statutes, and its distribution is not limited.

Respectfully submitted,

A handwritten signature in cursive script that reads "William O. Monroe".

William O. Monroe, CPA  
May 15, 2007

**SCHEDULE A**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**POPULATIONS, SAMPLES, AND TEST RESULTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Description<sup>1</sup></u>	<u>Number of Schools</u>	<u>% of Pop.</u>	<u>Number of Students (w/Exceptions)</u>	<u>% of Pop. (Sample)</u>	<u>Number of Unweighted FTE<sup>2</sup></u>	<u>% of Pop. (Sample)</u>
<b>1. Basic</b>						
Population <sup>3</sup>	22	100.00%	11,534	100.00%	16,520.4000	100.00%
Sample Size <sup>4</sup>	12	54.55%	279	2.42%	237.1058	1.44%
Students w/Exceptions	-	-	(11)	(3.94%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	71.9715	-
<b>2. Basic with ESE Services</b>						
Population <sup>3</sup>	22	100.00%	2,787	100.00%	3,857.7500	100.00%
Sample Size <sup>4</sup>	12	54.55%	236	8.47%	207.4864	5.38%
Students w/Exceptions	-	-	(16)	(6.78%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(25.0933)	-
<b>3. ESOL</b>						
Population <sup>3</sup>	19	100.00%	222	100.00%	274.1200	100.00%
Sample Size <sup>4</sup>	11	57.89%	95	42.79%	67.1238	24.49%
Students w/Exceptions	-	-	(13)	(13.68%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(26.9391)	-
<b>4. ESE Support Levels 4 and 5</b>						
Population <sup>3</sup>	17	100.00%	155	100.00%	120.1000	100.00%
Sample Size <sup>4</sup>	10	58.82%	108	69.68%	71.6026	59.62%
Students w/Exceptions	-	-	(35)	(32.41%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(10.7087)	-
<b>5. Career Education 9-12</b>						
Population <sup>3</sup>	6	100.00%	392	100.00%	799.6200	100.00%
Sample Size <sup>4</sup>	4	66.67%	85	21.68%	22.6254	2.83%
Students w/Exceptions	-	-	(81)	(95.29%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(22.7376)	-
-----						
<b><u>All Programs</u></b>						
Population <sup>3</sup>	22	100.00%	15,090	100.00%	21,571.9900	100.00%
Sample Size <sup>4</sup>	12	54.55%	803	5.32%	605.9440	2.81%
Students w/Exceptions	-	-	(156)	(19.43%)	-	-
Net Audit Adjustments <sup>5</sup>	-	-	-	-	(13.5072)	-

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE A (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**POPULATIONS, SAMPLES, AND TEST RESULTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Description<sup>1</sup></u>	<u>Number of Schools</u>	<u>% of Pop.</u>	<u>Number of Teachers (w/Exceptions)</u>	<u>% of Pop. (Sample)</u>
<u>Teachers</u>				
Population <sup>3</sup>	22	100.00%	505	100.00%
Sample Size <sup>4</sup>	12	54.55%	143	28.32%
Teachers w/Exceptions	-	-	(43)	(30.07%)

<sup>1</sup> See NOTE A6.

<sup>2</sup> Unweighted full-time equivalent (FTE) students represents FTE prior to the application of the applicable cost factor for each program. (See SCHEDULE B and NOTE A4.)

<sup>3</sup> The population shown for the number of schools is the total number of schools in the District which offered the courses in the program specified (i.e., Basic, ESOL, ESE, and Career Education). The population shown for the number of students is the total number of students in each program at the schools in our sample. Our Career Education sample was limited to those students who participated in OJT. The population shown for full-time equivalent (FTE) students is the total FTE for all of the District's schools (sample schools plus nonsample schools) as reported for each survey conducted for the fiscal year ended June 30, 2006. The population shown for teachers is the total number of teachers at schools in our sample who taught courses in ESE or Career education or taught courses to LEP students. (See NOTE A5.)

<sup>4</sup> See NOTE B.

<sup>5</sup> Our audit adjustments present the net effects of the instances of noncompliance disclosed by our examination procedures, including those related to our tests of teacher certification. Our audit adjustments generally reclassify reported FTE to Basic education, except for noncompliance involving a student's enrollment or attendance, in which case the audit adjustment take the reported FTE to zero.

**The accompanying notes are an integral part of this schedule.**

**SCHEDULE B**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**EFFECT OF AUDIT ADJUSTMENT ON WEIGHTED FTE**  
*(For Illustrative Purposes Only)*  
 For the Fiscal Year Ended June 30, 2006

<u>No. Program</u> <sup>1</sup>	<u>Net Audit Adjustment</u> <sup>2</sup>	<u>Cost Factor</u>	<u>Weighted FTE</u> <sup>3</sup>
101 Basic K-3	7.0000	1.018	7.1260
102 Basic 4-8	15.5368	1.000	15.5368
103 Basic 9-12	49.4347	1.113	55.0208
111 Grades K-3 with ESE Services	1.5000	1.018	1.5270
112 Grades 4-8 with ESE Services	(4.1666)	1.000	(4.1666)
113 Grades 9-12 with ESE Services	(22.4267)	1.113	(24.9609)
130 ESOL	(26.9391)	1.318	(35.5057)
254 ESE Support Level 4	(6.0266)	3.818	(23.0096)
255 ESE Support Level 5	(4.6821)	5.190	(24.3001)
300 Career Education 9-12	<u>(22.7376)</u>	1.193	<u>(27.1260)</u>
Total	<u>(13.5072)</u>		<u>(59.8583)</u>

<sup>1</sup> See NOTE A6.

<sup>2</sup> These adjustments are for unweighted FTE. (See SCHEDULE C.)

<sup>3</sup> Weighted FTE adjustments are presented for illustrative purposes only; they do not take special program caps or allocation factors into consideration and are not intended to indicate the FTE used to compute the dollar value of audit adjustment. That computation is the responsibility of the Department of Education. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

SCHEDULE C

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENT BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2006

<u>No.</u> <u>Program</u>	<u>Audit Adjustments<sup>1</sup></u>			<u>Balance Forward</u>
	<u>#0051</u>	<u>#0161</u>	<u>#0181</u>	
101 Basic K-3	.....	1.5000	.....	1.5000
102 Basic 4-8	.....	1.5000	.....	1.5000
103 Basic 9-12	3.4312	.....	4.2939	7.7251
111 Grades K-3 with ESE Services	.....	(.5000)	.....	(.5000)
112 Grades 4-8 with ESE Services	.....	(.5000)	.....	(.5000)
113 Grades 9-12 with ESE Services	(.7783)	.....	(1.2649)	(2.0432)
130 ESOL	(.6633)	(2.0000)	(1.6672)	(4.3305)
254 ESE Support Level 4	.....	.....	.....	.0000
255 ESE Support Level 5	(1.1000)	.....	(1.1734)	(2.2734)
300 Career Education 9-12	<u>(1.9945)</u>	<u>.....</u>	<u>(1.4685)</u>	<u>(3.4630)</u>
Total	<u>(1.1049)</u>	<u>.0000</u>	<u>(1.2801)</u>	<u>(2.3850)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2006

Program No.	Brought Forward	Audit Adjustments <sup>1</sup>				Balance Forward
		#0202	#0231	#0241	#0251	
101	1.5000	.....	2.0000	.....	.....	3.5000
102	1.5000	5.4000	5.1084	2.5217	.....	14.5301
103	7.7251	.....	.....	.....	34.4762	42.2013
111	(.5000)	.....	.....	.....	.....	(.5000)
112	(.5000)	(3.0000)	.5000	(.5000)	.....	(3.5000)
113	(2.0432)	.....	.....	.....	(15.2086)	(17.2518)
130	(4.3305)	(2.7500)	(7.1084)	(2.0217)	(3.6684)	(19.8790)
254	.0000	.....	(.5000)	.....	(2.5000)	(3.0000)
255	(2.2734)	(.1200)	.....	.....	(.0400)	(2.4334)
300	<u>(3.4630)</u>	<u>.....</u>	<u>.....</u>	<u>.....</u>	<u>(14.2704)</u>	<u>(17.7334)</u>
Total	<u>(2.3850)</u>	<u>(.4700)</u>	<u>.0000</u>	<u>.0000</u>	<u>(1.2112)</u>	<u>(4.0662)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2006

<u>Program No.</u>	<u>Brought Forward</u>	<u>Audit Adjustments<sup>1</sup></u>				<u>Balance Forward</u>
		<u>#0253</u>	<u>#0261</u>	<u>#0271</u>	<u>#0351</u>	
101	3.5000	.....	1.0000	2.5000	.....	7.0000
102	14.5301	(.1602)	3.0000	1.0000	.....	18.3699
103	42.2013	.....	.....	.....	9.5940	51.7953
111	(.5000)	.....	1.0000	1.0000	.....	1.5000
112	(3.5000)	.5000	(.5000)	.....	.....	(3.5000)
113	(17.2518)	.....	.....	.....	(4.8416)	(22.0934)
130	(19.8790)	.1602	(3.0000)	(3.5000)	(.7203)	(26.9391)
254	(3.0000)	.4734	(2.5000)	(1.0000)	.....	(6.0266)
255	(2.4334)	(1.9000)	1.0000	.0000	(1.3487)	(4.6821)
300	<u>(17.7334)</u>	.....	.....	.....	<u>(4.5321)</u>	<u>(22.2655)</u>
Total	<u>(4.0662)</u>	<u>(.9266)</u>	<u>.0000</u>	<u>.0000</u>	<u>(1.8487)</u>	<u>(6.8415)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE C (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**AUDIT ADJUSTMENTS BY SCHOOL**  
 For the Fiscal Year Ended June 30, 2006

<u>No.</u> <u>Program</u>	<u>Brought Forward</u>	<u>Audit Adjustments<sup>1</sup></u>	
		<u>#9007</u>	<u>Total</u>
101 Basic K-3	7.0000	.....	7.0000
102 Basic 4-8	18.3699	(2.8331)	15.5368
103 Basic 9-12	51.7953	(2.3606)	49.4347
111 Grades K-3 with ESE Services	1.5000	.....	1.5000
112 Grades 4-8 with ESE Services	(3.5000)	(.6666)	(4.1666)
113 Grades 9-12 with ESE Services	(22.0934)	(.3333)	(22.4267)
130 ESOL	(26.9391)	.....	(26.9391)
254 ESE Support Level 4	(6.0266)	.....	(6.0266)
255 ESE Support Level 5	(4.6821)	.....	(4.6821)
300 Career Education 9-12	<u>(22.2655)</u>	<u>(.4721)</u>	<u>(22.7376)</u>
Total	<u>(6.8415)</u>	<u>(6.6657)</u>	<u>(13.5072)</u>

<sup>1</sup> These adjustments are for unweighted FTE. (See NOTE A4.)

*The accompanying notes are an integral part of this schedule.*

SCHEDULE D

Hernando County District School Board  
Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENT**  
For the Fiscal Year Ended June 30, 2006

Overview

Management is responsible for determining and reporting the number of full-time equivalent (FTE) students under the Florida Education Finance Program (FEFP) in compliance with State requirements. These requirements are found primarily in Sections 1011.60, 1011.61, and 1011.62, Florida Statutes; State Board of Education Rules, Chapter 6A-1, Florida Administrative Code; and the *FTE General Instructions* issued by the Department of Education. Except for instances of material noncompliance involving teachers, and the reporting of, and the preparation and maintenance of supporting documentation for, students in ESOL, ESE Support Levels 4 and 5, and Career Education OJT, the Hernando County District School Board complied, in all material respects, with State requirements governing the determination and reporting of FTE for the fiscal year ended June 30, 2006. All of the instances of noncompliance disclosed by our examination procedures are discussed below and require management's attention and action, as recommended on page 34.

**Net Audit  
Adjustments  
(Unweighted FTE)**

Findings

*Our examination included the July and October 2005 surveys and the February and June 2006 surveys. (See NOTE A5.) Unless otherwise specifically stated, the findings and audit adjustment presented herein are for the October 2005 survey or the February 2006 survey or both. Accordingly, our findings do not mention specific surveys unless necessary for a complete understanding of the instances of noncompliance being disclosed.*

Hernando High School (#0051)

1. [Ref. 5101] We noted exceptions involving 18 students. The course schedules for 17 students, who were in OJT, were reported using an incorrect priority that funded the students' off-campus OJT courses prior to their on-campus instruction. Additionally, the reported FTE for the dual-enrolled courses taken by three of these 17 students and one other student was incorrectly computed based on class period minutes. Section 1011.62(1)(i), Florida Statutes, provides that such courses "shall be reported by school districts as 75 membership hours for purposes of FTE calculation." We made the following audit adjustment:

103 Basic 9-12	.7410	
300 Career Education 9-12	<u>(.7195)</u>	.0215

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Hernando High School (#0051)** (Continued)

2. [Ref. 5102] One ESE student was reported incorrectly in Basic and Career Education programs. The student had a valid IEP and should have been reported in only program No. 113 (Grades 9-12 with ESE Services). We made the following audit adjustment:

103 Basic 9-12	(.4250)	
113 Grades 9-12 with ESE Services	.5000	
300 Career Education 9-12	(.0750)	.0000

3. [Ref. 5103] The entire course schedule for one student was reported incorrectly in program No. 255 (ESE Support Level 5). The student was scheduled to receive both regular on-campus instruction in program No. 103 (Basic 9-12) and intermittent homebound instruction in program No. 255 through Hospital and Homebound services. However, only on-campus instruction was provided to the student during the reporting surveys and, thus, he should have been reported in program No. 103. We made the following audit adjustment:

103 Basic 9-12	1.0000	
255 ESE Support Level 5	(1.0000)	.0000

4. [Ref. 5104] The homebound instructional time for two students in the Hospital and Homebound program was incorrectly reported. Both students were provided 420 instructional minutes during survey. However, one student was reported for 360 and 540 instructional minutes for the October and February surveys, respectively, and the other student was reported for 660 instructional minutes in the February survey. We made the following audit adjustment:

255 ESE Support Level 5	(.1000)	(.1000)
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*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Hernando High School (#0051)** (Continued)

5. [Ref. 5105] The timecards for seven students in OJT were missing and could not be located. We also noted that the students' course schedules were reported using an incorrect priority that funded the students' off-campus OJT courses prior to their on-campus instruction. (Three of these students are also cited in finding No. 1 (Ref. 5101).) We made the following audit adjustment:

103 Basic 9-12	.1736	
300 Career Education 9-12	(1.2000)	(1.0264)

6. [Ref. 5171/73] Two teachers taught Primary Language Arts to classes that included LEP students, but were not properly certified to teach LEP students and were not approved by the School Board to teach such students out-of-field. We also noted that the parents of the LEP students concerned were not notified of the teachers' out-of-field status. Additionally, one of the teachers (Ref. 5173) had earned none of the 240 in-service training points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustments:

<u>Ref. 5171</u>		
103 Basic 9-12	.3583	
130 ESOL	(.3583)	.0000

<u>Ref. 5173</u>		
103 Basic 9-12	.1500	
130 ESOL	(.1500)	.0000

7. [Ref. 5172] One teacher taught a World History class that included one LEP student, but had earned none of the 60 in-service points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustment:

103 Basic 9-12	.0750	
130 ESOL	(.0750)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Hernando High School (#0051)** (Continued)

8. [Ref. 5181] We noted the following exceptions involving one teacher who taught five courses out-of-field: two German courses, a Reading course, a Psychology course, and a Primary Language Arts course (with regard to LEP students):

- a. The teacher's out-of-field status for German was not approved by the School Board until November 15, 2005, after the October 2005 survey. The teacher's out-of-field status for Reading, Psychology, and Primary Language Arts (with regard to LEP students) was unapproved.
- b. The parents of the students taught by the teacher were not notified appropriately of the teacher's out-of-field status. We noted that a letter sent to the students' parents dated August 8, 2005, indicated only that the teacher was working toward certification in Health, and did not fully disclose the teacher's out-of-field status for the subject areas mentioned above.

We made the following audit adjustment:

103 Basic 9-12	1.1317	
113 Grades 9-12 with ESE Services	(1.0517)	
130 ESOL	(.0800)	.0000

9. [Ref. 5182] One teacher was not properly certified and was not approved by the School Board to teach out-of-field. We also noted that the parents of the students taught by this teacher were not notified of the teacher's out-of-field status. We made the following audit adjustment:

103 Basic 9-12	.2266	
113 Grades 9-12 with ESE Services	(.2266)	.0000
		<u>(1.1049)</u>

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Westside Elementary School (#0161)**

10. [Ref. 16101] The file for one LEP student did not contain documentation justifying the student's continued placement in ESOL beyond the initial three-year base period. We made the following audit adjustment:

101 Basic K-3	1.0000	
130 ESOL	(1.0000)	.0000

11. [Ref. 16102] The files for two ESE students did not contain an IEP covering the reporting survey. We made the following audit adjustment:

101 Basic K-3	.5000	
102 Basic 4-8	.5000	
111 Grades K-3 with ESE Services	(.5000)	
112 Grades 4-8 with ESE Services	(.5000)	.0000

12. [Ref. 16171] One teacher in the October survey taught Primary Language Arts to a class that included two LEP students, but was not properly certified to teach LEP students and was not approved by the School Board to teach such students out-of-field until November 1, 2005. We also noted that the teacher had earned only 60 of the 300 in-service training points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustment:

102 Basic 4-8	1.0000	
130 ESOL	(1.0000)	.0000
		<u>.0000</u>

**Frank W. Springstead High School (#0181)**

13. [Ref. 18101/05] We noted exceptions involving the reporting of 17 students (15 of whom were in our Career Education sample.) The reported course schedule for one student, who was LEP, incorrectly funded the student's Basic education courses prior to the student's ESOL courses. The course schedules for 16 students, who were in OJT, were reported using an incorrect priority that funded the students' off-campus OJT courses prior to their on-campus instruction. (Continues on next page.)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Frank W. Springstead High School (#0181)** (Continued)

Additionally, the reported FTE for the dual-enrolled courses taken by 2 of these 16 students was incorrectly computed based on class period minutes. Section 1011.62(1)(i), Florida Statutes, provides that such courses “shall be reported by school districts as 75 membership hours for purposes of FTE calculation.” We also noted that the timecards for 5 of the students were missing and could not be located. We made the following audit adjustments:

<u>Ref. 18101</u>		
103 Basic 9-12	.9161	
130 ESOL	.0287	
300 Career Education 9-12	<u>(.9448)</u>	.0000
<u>Ref. 18105</u>		
300 Career Education 9-12	<u>(.5237)</u>	(.5237)

14. [Ref. 18102] We noted exceptions involving two ESE students in the Hospital and Homebound program in the October and February surveys:

- a. One student was absent from school during the October survey period and received no on-campus or homebound instructional services during that time. We also noted that the instructional log needed to support the student’s homebound instruction reported in the February survey was missing and could not be located.
- b. One student was reported in the February survey for both on-campus Basic instruction and homebound instruction. We noted that the student’s on-campus Basic instruction was reported incorrectly in program No. 255 (ESE Support Level 5), and the instructional log needed to support the student’s homebound instruction was missing and could not be located.

We made the following audit adjustment:

103 Basic 9-12	.4170	
113 Grades 9-12 with ESE Services	(.5000)	
255 ESE Support Level 5	<u>(.5900)</u>	(.6730)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Frank W. Springstead High School (#0181)** (Continued)

15. [Ref. 18103] One student in the Hospital and Homebound program was reported incorrectly for an on-campus course. We made the following audit adjustment:

255 ESE Support Level 5	(.0834)	(.0834)
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16. [Ref. 18104] One student was reported incorrectly in program No. 255 (ESE Support Level 5) in the October survey. The student had been dismissed from the Hospital and Homebound program and returned to on-campus Basic instruction prior to the survey. We made the following audit adjustment:

103 Basic 9-12	.5000	
255 ESE Support Level 5	(.5000)	.0000

17. [Ref. 18171/72/73] Three teachers taught Primary Language Arts to classes that included LEP students, but were not properly certified to teach LEP students and were not approved by the School Board to teach such students out-of-field. We also noted that the parents of the LEP students concerned were not notified of the teachers' out-of-field status. Additionally, we noted that one of the teachers (Ref. 18171) had earned only 120 of the 300 in-service training points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustments:

<u>Ref. 18171</u>		
103 Basic 9-12	.7785	
130 ESOL	(.7785)	.0000

<u>Ref. 18172</u>		
103 Basic 9-12	.2502	
130 ESOL	(.2502)	.0000

<u>Ref. 18173</u>		
103 Basic 9-12	.6672	
130 ESOL	(.6672)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Frank W. Springstead High School (#0181)** (Continued)

18. [Ref. 18180/81] Two teachers were not properly certified and were not approved by the School Board to teach out-of-field. We also noted that the parents of the students concerned were not notified of the teachers' out-of-field status. We made the following audit adjustments:

<u>Ref. 18180</u>		
103 Basic 9-12	.7249	
113 Grades 9-12 with ESE Services	<u>(.7249)</u>	.0000
<u>Ref. 18181</u>		
103 Basic 9-12	.0400	
113 Grades 9-12 with ESE Services	<u>(.0400)</u>	.0000
		<u>(1.2801)</u>

**Fox Chapel Middle School (#0202)**

19. [Ref. 20201] One LEP student's English language proficiency was not re-assessed when the student re-enrolled in school after an overseas absence of more than three months. We made the following audit adjustment:

102 Basic 4-8	.7000	
130 ESOL	<u>(.7000)</u>	.0000

20. [Ref. 20202] One LEP student's course schedule was incorrectly reported entirely in the Basic program in the October survey. The student's eligible courses should have been reported in ESOL. We made the following audit adjustment:

102 Basic 4-8	<u>(.3750)</u>	
130 ESOL	.3750	.0000

21. [Ref. 20203] The files for three ESE students did not contain an IEP covering the reporting surveys. We made the following audit adjustment:

102 Basic 4-8	2.5000	
112 Grades 4-8 with ESE Services	<u>(2.5000)</u>	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Fox Chapel Middle School (#0202)** (Continued)

22. [Ref. 20204] The homebound teacher’s instruction logs needed to support the reported homebound instruction of two ESE students were missing and could not be located. We also noted that one of the students was scheduled for on-campus courses two days a week; however, four courses in the February survey were reported as five days per week. We made the following audit adjustment:

112 Grades 4-8 with ESE Services	(.3500)	
255 ESE Support Level 5	(.1000)	(.4500)

23. [Ref. 20205] One student in the Hospital and Homebound program was reported incorrectly for 360 instructional minutes; however, both the student's IEP and the homebound teacher’s instructional log supported only 300 instructional minutes. We made the following audit adjustment:

255 ESE Support Level 5	(.0200)	(.0200)
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24. [Ref. 20271/72] Two teachers taught Basic subject area classes that included LEP students, but had earned none of the 60 in-service training points required in ESOL strategies, pursuant to the teachers’ in-service training timelines. We made the following audit adjustments:

<u>Ref. 20271</u>		
102 Basic 4-8	.6000	
130 ESOL	(.6000)	.0000
 <u>Ref. 20272</u>		
102 Basic 4-8	.6750	
130 ESOL	(.6750)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Fox Chapel Middle School (#0202)** (Continued)

25. [Ref. 20273/75/76] Three teachers taught Primary Language Arts to classes that included LEP students, but were not properly certified to teach LEP students and were not approved by the School Board to teach such students out-of-field. We also noted that the parents of the LEP students concerned were not notified of the teachers' out-of-field status. In addition, we noted the following exceptions involving these teachers: (a) one (Ref. 20273) taught French out-of-field without School Board approval or parental notification; and (b) two (Ref. 20275/76) had earned only 199 and 60 in-service training points, respectively, of the 300 required in ESOL strategies, pursuant to the teachers' in-service training timelines. We made the following audit adjustments:

<u>Ref. 20273</u>		
102 Basic 4-8	.6750	
112 Grades 4-8 with ESE Services	(.1500)	
130 ESOL	(.5250)	.0000
<u>Ref. 20275</u>		
102 Basic 4-8	.1750	
130 ESOL	(.1750)	.0000
<u>Ref. 20276</u>		
102 Basic 4-8	.4500	
130 ESOL	(.4500)	.0000
		(.4700)

**John D. Floyd Elementary School (#0231)**

26. [Ref. 23101] One ESE student was not reported in accordance with the student's Matrix of Services form. The Matrix authorized program No. 112 (Grades 4-8 with ESE Services), but the student was reported in program No. 254 (ESE Support Level 4). We made the following audit adjustment:

112 Grades 4-8 with ESE Services	.5000	
254 ESE Support Level 4	(.5000)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**John D. Floyd Elementary School (#0231)** (Continued)

27. [Ref. 23171/72/73/74/75/76] Six teachers taught Primary Language Arts to classes that included LEP students, but were not properly certified to teach LEP students and were not approved by the School Board to teach such students out-of-field. We also noted that the parents of the LEP students concerned were not notified of the teachers' out-of-field status. In addition, we noted that four of the teachers (Ref. 23171/72/74/75) had not earned the number of in-service training points required in ESOL strategies, pursuant to the teachers' in-service training timelines, as follows: one teacher (Ref. 23171) had only 139 of 300 required points; two (Ref. 23172/74) had only 60 of 180 and 300 required points, respectively; and one (Ref. 23175) had earned none of 120 required points. We made the following audit adjustments:

<u>Ref. 23171</u>		
102 Basic 4-8	1.0000	
130 ESOL	<u>(1.0000)</u>	.0000
<u>Ref. 23172</u>		
102 Basic 4-8	1.0000	
130 ESOL	<u>(1.0000)</u>	.0000
<u>Ref. 23173</u>		
101 Basic K-3	2.0000	
130 ESOL	<u>(2.0000)</u>	.0000
<u>Ref. 23174</u>		
102 Basic 4-8	.1084	
130 ESOL	<u>(.1084)</u>	.0000
<u>Ref. 23175</u>		
102 Basic 4-8	2.0000	
130 ESOL	<u>(2.0000)</u>	.0000
<u>Ref. 23176</u>		
102 Basic 4-8	1.0000	
130 ESOL	<u>(1.0000)</u>	.0000
<u>.0000</u>		

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<u>Net Audit Adjustments (Unweighted FTE)</u>	
<b><u>D. S. Parrott Middle School (#0241)</u></b>		
28. [Ref. 24102] <u>The file for one ESE student did not contain an IEP covering the reporting survey. We made the following audit adjustment:</u>		
102 Basic 4-8	.5000	
112 Grades 4-8 with ESE Services	(.5000)	.0000
29. [Ref. 24171] <u>The parents of three LEP students taught Primary Language Arts courses by an out-of-field teacher were not notified of the teacher's out-of-field status. We made the following audit adjustment:</u>		
102 Basic 4-8	.4638	
130 ESOL	(.4638)	.0000
30. [Ref. 24172] <u>One teacher taught Mathematics classes that included three LEP students, but had earned none of the 60 in-service points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustment:</u>		
102 Basic 4-8	.2635	
130 ESOL	(.2635)	.0000
31. [Ref. 24173/74/75] <u>Three teachers taught Primary Language Arts to classes that included three LEP students, but was not properly certified to teach LEP students and was not approved by the School Board to teach such students out-of-field. We also noted that the parents of these LEP students were not notified of the teachers' out-of-field status. In addition, we noted that one of the teachers (Ref. 24174) had earned none of the 60 in-service training points required in ESOL strategies, pursuant to the teachers' in-service training timelines. We made the following audit adjustments:</u>		
<u>Ref. 24173</u>		
102 Basic 4-8	.3868	
130 ESOL	(.3868)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>		<u>Net Audit Adjustments (Unweighted FTE)</u>
<b><u>D. S. Parrott Middle School (#0241)</u></b> (Continued)		
Ref. 24174		
102 Basic 4-8	.3090	
130 ESOL	(.3090)	.0000
Ref. 24175		
102 Basic 4-8	.5986	
130 ESOL	(.5986)	.0000
		<u>.0000</u>

**Central High School (#0251)**

32. [Ref. 25101] We noted exceptions involving 28 students (26 of whom were in our Career Education sample). The course schedules for 25 students, who were in OJT, were reported using an incorrect priority that funded the students' off-campus OJT courses prior to their on-campus instruction. Additionally, the reported FTE for the dual-enrolled courses taken by 8 of these 25 students and one other student was incorrectly computed based on class period minutes. Section 1011.62(1)(i), Florida Statutes, provides that such courses "shall be reported by school districts as 75 membership hours for purposes of FTE calculation." We also noted that the timecards for 9 of the 25 students and two other students either showed fewer work hours than were reported or were missing and could not be located. We made the following audit adjustment:

103 Basic 9-12	1.3394	
300 Career Education 9-12	(2.0106)	(.6712)

33. [Ref. 25102] One LEP student's English language proficiency was not re-assessed when the student re-enrolled in school after an overseas absence of more than three months. We made the following audit adjustment:

103 Basic 9-12	.4170	
130 ESOL	(.4170)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<u>Net Audit Adjustments (Unweighted FTE)</u>	
<b>Central High School (#0251) (Continued)</b>		
34. [Ref. 25103] <u>One LEP student was beyond the maximum six-year period allowed for State funding of ESOL. We made the following audit adjustment:</u>		
103 Basic 9-12	1.0000	
130 ESOL	(1.0000)	.0000
35. [Ref. 25104] <u>Four ESE students were not reported in accordance with their Matrix of Services forms. We also noted the file for one of the students did not contain an IEP covering the reporting survey. We made the following audit adjustment:</u>		
103 Basic 9-12	.5000	
113 Grades 9-12 with ESE Services	1.5000	
254 ESE Support Level 4	(2.0000)	.0000
36. [Ref. 25106] <u>The homebound teacher's instructional log for one ESE student in the Hospital and Homebound program was missing and could not be located. We made the following audit adjustment:</u>		
255 ESE Support Level 5	(.1200)	(.1200)
37. [Ref. 25108] <u>The homebound instruction provided to three students in the Hospital and Homebound program was incorrectly reported. Two students were reported for less time than was provided (i.e., one for 360 versus 480 minutes in the October and February surveys, and one for 300 versus 360 minutes in the February survey only). The remaining student was reported for 420 minutes in the February survey, but was provided, and should have been reported for, 360 minutes. We made the following audit adjustment:</u>		
255 ESE Support Level 5	.0800	.0800
38. [Ref. 25109] <u>One student was absent from school during the 11-day window of the reporting survey and should not have been reported for FEFP funding. We made the following audit adjustment:</u>		

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>		<b>Net Audit Adjustments (Unweighted FTE)</b>
<b>Central High School (#0251) (Continued)</b>		
254 ESE Support Level 4	(.5000)	(.5000)
<p>39. [Ref. 25171/73] <u>Two teachers taught Basic subject area classes that included LEP students, but had earned none of the 60 in-service training points required in ESOL strategies, pursuant to the teachers' in-service training timelines. We made the following audit adjustments:</u></p>		
<u>Ref. 25171</u>		
103 Basic 9-12	.5004	
130 ESOL	(.5004)	.0000
<u>Ref. 25173</u>		
103 Basic 9-12	.9174	
130 ESOL	(.9174)	.0000
<p>40. [Ref. 25172/74/75] <u>Three teachers taught Primary Language Arts to classes that included LEP students, but were not properly certified to teach LEP students and were not approved by the School Board to teach such students out-of-field. We also noted the parents of these LEP students were not notified of the teachers' out-of-field status. In addition, one of the teachers (Ref. 25174) had earned only 60 of the 300 in-service training points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustments:</u></p>		
<u>Ref. 25172</u>		
103 Basic 9-12	.4166	
130 ESOL	(.4166)	.0000
<u>Ref. 25174</u>		
103 Basic 9-12	.1668	
130 ESOL	(.1668)	.0000
<u>Ref. 25175</u>		
103 Basic 9-12	.2502	
130 ESOL	(.2502)	.0000

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Central High School (#0251)** (Continued)

41. [Ref. 25181/82/83] Three teachers were not properly certified and were not approved by the School Board to teach out-of-field. We also noted that the parents of the students taught by two of the three teachers were not notified of the teachers' out-of-field status. The parental notification for the remaining teacher (Ref. 25182) was deficient because it did not identify the teacher's out-of-field subject area. We made the following audit adjustments:

<u>Ref. 25181</u>		
103 Basic 9-12	.0800	
113 Grades 9-12 with ESE Services	<u>(.0800)</u>	.0000
<u>Ref. 25182</u>		
103 Basic 9-12	11.9690	
113 Grades 9-12 with ESE Services	<u>(11.9690)</u>	.0000
<u>Ref. 25183</u>		
103 Basic 9-12	12.7602	
113 Grades 9-12 with ESE Services	(.5004)	
300 Career Education 9-12	<u>(12.2598)</u>	.0000

42. [Ref. 25184] One ESE teacher did not hold a Florida teaching certificate. We made the following audit adjustment:

103 Basic 9-12	4.1592	
113 Grades 9-12 with ESE Services	<u>(4.1592)</u>	.0000
		<u>(1.2112)</u>

**West Hernando Middle School (#0253)**

43. [Ref. 25301] Three ESE students were incorrectly reported. Two were provided only homebound instruction under the Hospital and Homebound program but were also reported for on-campus instruction. The third student was reported for Hospital and Homebound services, but had been dismissed from the Hospital and Homebound program during the prior school year. We made the following audit adjustment:

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>		<b>Net Audit Adjustments (Unweighted FTE)</b>
<b>West Hernando Middle School (#0253) (Continued)</b>		
112 Grades 4-8 with ESE Services	.5000	
255 ESE Support Level 5	<u>(1.4000)</u>	(.9000)
44. [Ref. 25302] <u>The Matrix of Services form for one ESE student incorrectly included a Special Considerations point designated for students with a Matrix score of 21 points and a Level 5 rating in four Domains. This student had a Level 5 rating in only three Domains. We made the following audit adjustment:</u>		
254 ESE Support Level 4	.5000	
255 ESE Support Level 5	<u>(.5000)</u>	.0000
45. [Ref. 25303] <u>The course schedule for one ESE student, who did not have a first period class due to his disability, was incorrectly reported. Additional instructional minutes were included in the student's other class periods to make up for first period. We made the following audit adjustment:</u>		
254 ESE Support Level 4	<u>(.0266)</u>	(.0266)
46. [Ref. 25304] <u>The course schedules for five LEP students were incorrectly reported. Some Basic education courses were funded prior to ESOL courses and the reported course schedules for two of the students duplicated some courses and incorrectly listed the instructional minutes for some courses. We made the following audit adjustment:</u>		
102 Basic 4-8	<u>(.1602)</u>	
130 ESOL	<u>.1602</u>	.0000
		<u>(.9266)</u>

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Deltona Elementary School (#0261)**

47. [Ref. 26101] We noted exceptions involving the Matrix of Services forms for four ESE students, as follows: (a) the Matrix forms for two students were not reviewed and updated when the students' new IEPs were developed; (b) the Matrix form for one student was missing and could not be located; and (c) one student was not reported in accordance with the student's Matrix form. We made the following audit adjustment:

111 Grades K-3 with ESE Services	1.0000	
112 Grades 4-8 with ESE Services	.5000	
254 ESE Support Level 4	(2.5000)	
255 ESE Support Level 5	<u>1.0000</u>	.0000

48. [Ref. 26102] The file for one ESE student was missing and could not be located. We made the following audit adjustment:

102 Basic 4-8	1.0000	
112 Grades 4-8 with ESE Services	<u>(1.0000)</u>	.0000

49. [Ref. 26103] The English language proficiency of one LEP student was not assessed prior to the student's continued placement in ESOL beyond the initial three-year base period. We made the following audit adjustment:

102 Basic 4-8	1.0000	
130 ESOL	<u>(1.0000)</u>	.0000

50. [Ref. 26171/72] Two teachers taught Primary Language Arts to classes that included LEP students, but were not properly certified to teach LEP students and were not approved by the School Board to teach such students out-of-field. We also noted the parents of the students concerned were not notified of the teachers' out-of-field status. In addition, one of the teachers (Ref. 26171) had earned only 180 of the 300 in-service training points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustments:

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<u>Net Audit Adjustments (Unweighted FTE)</u>
<b><u>Deltona Elementary School (#0261)</u></b> (Continued)	
Ref. 26171	
101 Basic K-3	1.0000
130 ESOL	<u>(1.0000)</u>
	.0000
Ref. 26172	
102 Basic 4-8	1.0000
130 ESOL	<u>(1.0000)</u>
	<u>.0000</u>
	<u>.0000</u>
<b><u>Moton Elementary School (#0271)</u></b>	
51. [Ref. 27103] <u>One ESE student was not reported in accordance with his Matrix of Services form. We made the following audit adjustment:</u>	
111 Grades K-3 with ESE Services	1.0000
254 ESE Support Level 4	<u>(1.0000)</u>
	.0000
52. [Ref. 27104] <u>The reported homebound instructional time for two ESE students in the Hospital and Homebound program was not adequately supported. The students were reported for 200 instructional minutes. The supporting instructional log for one student was missing and could not be located, and the log for the other student supported 300 minutes rather than 200. We made the following audit adjustment:</u>	
255 ESE Support Level 5	(.0667)
255 ESE Support Level 5	<u>.0667</u>
	.0000
53. [Ref. 27171/72/73] <u>Three teachers taught Primary Language Arts to classes that included LEP students, but were not properly certified to teach LEP students and were not approved by the School Board to teach such students out-of-field. We also noted that the parents of the LEP students concerned were not notified of the teachers' out-of-field status. In addition, one of the teachers (Ref. 27172) had earned only 240 of the 300 in-service training points required in ESOL strategies, pursuant to the teacher's in-service training timeline. We made the following audit adjustments:</u>	

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>		<u>Net Audit Adjustments (Unweighted FTE)</u>
<b><u>Moton Elementary School (#0271)</u></b> (Continued)		
<u>Ref. 27171</u>		
101 Basic K-3	2.0000	
130 ESOL	<u>(2.0000)</u>	.0000
<u>Ref. 27172</u>		
102 Basic 4-8	1.0000	
130 ESOL	<u>(1.0000)</u>	.0000
<u>Ref. 27173</u>		
101 Basic K-3	.5000	
130 ESOL	<u>(.5000)</u>	<u>.0000</u>
		<u>.0000</u>

**Nature Coast Technical High School (#0351)**

54. [Ref. 35101/06] We noted exceptions involving 22 students (20 of whom were in our Career Education sample). The course schedules for 21 students, who were in OJT, were reported using an incorrect priority that funded the students' off-campus OJT courses prior to their on-campus instruction. We also noted that 1 of the 21 students had two 9-week courses reported as 18-week courses; and the timecard for another of the 21 students, who was reported for 2.25 OJT work hours, showed zero hours. Additionally, the reported FTE for the dual-enrolled courses taken by 1 of the 21 students and 1 other student was incorrectly computed based on class period minutes. Section 1011.62(1)(i), Florida Statutes, provides that such courses "shall be reported by school districts as 75 membership hours for purposes of FTE calculation." We made the following audit adjustments:

<u>Ref. 35101</u>		
103 Basic 9-12	1.3504	
300 Career Education 9-12	<u>(1.1891)</u>	.1613
<u>Ref. 35106</u>		
300 Career Education 9-12	<u>(.0448)</u>	(.0448)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Nature Coast Technical High School (#0351)** (Continued)

55. [Ref. 35102] One LEP student was incorrectly reported for FEFP funding. The student was a foreign exchange student on a J-1 visa and should not have been reported. In addition, we noted that his host family was not notified of his ESOL-placement until December 2, 2005, after the October survey. We made the following audit adjustment:

103 Basic 9-12	(.2330)	
130 ESOL	(.6236)	
300 Career Education 9-12	(.1434)	(1.0000)

56. [Ref. 35103] We noted exceptions involving two ESE students: (a) the file for one ESE student did not contain an IEP covering the October survey; and (b) on-campus courses taken by one ESE student in the Hospital and Homebound program on an intermittent basis were reported incorrectly in program No. 255 (ESE Support Level 5). These on-campus courses should have been reported in program No. 103 (Basic 9-12). We also noted that the homebound teacher's instructional log did not show any homebound instruction provided during the reporting survey. We made the following audit adjustment:

103 Basic 9-12	.8835	
113 Grades 9-12 with ESE Services	(.5000)	
255 ESE Support Level 5	(.4435)	(.0600)

57. [Ref. 35104] The homebound teacher's instructional logs for two students in the Hospital and Homebound program were missing and could not be located. We also noted that the *Matrix of Services* form for one of the students was missing page one and the student's IEP did not authorize the on-campus instruction for which she was reported. We made the following audit adjustment:

255 ESE Support Level 5	(.6102)	(.6102)
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*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Net Audit  
 Adjustments  
 (Unweighted FTE)**

**Findings**

**Nature Coast Technical High School (#0351)** (Continued)

58. [Ref. 35105] One student in the Hospital and Homebound program was reported incorrectly for 525 instructional minutes in the October survey and 1,200 instructional minutes in the February survey. The student should have been reported for 420 minutes, pursuant to the student’s IEP and homebound teacher’s instructional log. We made the following audit adjustment:

255 ESE Support Level 5	<u>(.2950)</u>	(.2950)
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59. [Ref. 35182/83] Two teachers were not properly certified and were not approved by the School Board to teach out-of-field. We also noted that the parents of the students concerned were not notified of the teachers’ out-of-field status. We made the following audit adjustments:

<u>Ref. 35182</u>		
103 Basic 9-12	4.2949	
113 Grades 9-12 with ESE Services	(4.1982)	
130 ESOL	<u>(.0967)</u>	.0000
 <u>Ref. 35183</u>		
103 Basic 9-12	3.2982	
113 Grades 9-12 with ESE Services	(.1434)	
300 Career Education 9-12	<u>(3.1548)</u>	<u>.0000</u>
		 <u>(1.8487)</u>

**Withlacoochee STOP Camp (#9007)**

60. [Ref. 900701] The number of days-in-term for 15 students in the July survey (4 of whom were in our sample) and 17 students in the June survey (4 of whom were in our sample) was incorrectly reported as 90 days. The correct number was 30 days for each survey. After we initially presented this finding, the District amended its reporting for the June survey to reflect a 30-day term. We made the following audit adjustment for the July survey:

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE D (Continued)**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<u>Net Audit Adjustments (Unweighted FTE)</u>
<b><u>Withlacoochee STOP Camp (#9007)</u></b> (Continued)	
102 Basic 4-8	(2.3331)
103 Basic 9-12	(1.3885)
112 Grades 4-8 with ESE Services	(.6666)
113 Grades 9-12 with ESE Services	(.3333)
300 Career Education 9-12	<u>(.2780)</u>
	(4.9995)
61. [Ref. 900702] <u>Four students (three in the July survey and one in the June survey) were not enrolled in school and should not have been reported. We made the following audit adjustment:</u>	
102 Basic 4-8	(.5000)
103 Basic 9-12	(.9717)
300 Career Education 9-12	<u>(.1945)</u>
	(1.6662)
62. [Ref. 900703] <u>The reported course schedule for one student incorrectly funded the student's Basic education courses prior to a Career Education course. We made the following audit adjustment:</u>	
103 Basic 9-12	(.0004)
300 Career Education 9-12	<u>.0004</u>
	<u>.0000</u>
	<u>(6.6657)</u>
	<u>(13.5072)</u>

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE E**

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
 For the Fiscal Year Ended June 30, 2006

**Recommendations**

**We recommend** that management exercise more care and take corrective action, as appropriate, to ensure that: (1) FTE is correctly calculated for all reported students, particularly OJT, dual-enrolled and students provided both on-campus instruction and home-based instruction in the Hospital and Homebound program; (2) only eligible students in attendance and membership for a particular survey are reported for FEFP funding; (3) students are reported in the proper funding categories and have adequate documentation to support that reporting; particularly with regard to students in ESOL and ESE; (4) teachers are properly certified or, if out-of-field, have appropriate School Board approval and parental notification; and (5) teachers earn the in-service training points required in ESOL strategies, pursuant to their in-service training timelines.

The absence of statements in this report regarding practices and procedures followed by the District should not be construed as acceptance, approval, or endorsement of those practices and procedures. Additionally, the specific nature of this report does not limit or lessen the District's obligation to comply with all State requirements governing full-time equivalent (FTE) students and the Florida Education Finance Program (FEFP).

**Regulatory Citations**

Reporting

- Section 1011.60, F.S. ....Minimum Requirements of the Florida Education Finance Program (FEFP)
- Section 1011.61, F.S. ....Definitions
- Section 1011.62, F.S. ....Funds for Operation of Schools
- Rule 6A-1.0451, F.A.C. ....FEFP Student Membership Surveys
- Rule 6A-1.04513, F.A.C. ....Maintaining Auditable FTE Records
- FTE General Instructions 2005-2006

Attendance

- Section 1003.23, F.S. ....Attendance Records and Reports
- Rules 6A-1.044(3)&(6)(c), F.A.C. .Pupil Attendance Records
- Rule 6A-1.04513, F.A.C. ....Maintaining Auditable FTE Records
- FTE General Instructions 2005-2006
- Comprehensive Management Information System: Automated Student Attendance Recordkeeping System

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE E (Continued)**

Hernando County District School Board  
Full-Time Equivalent (FTE) Students  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
For the Fiscal Year Ended June 30, 2006

**Regulatory Citations** (Continued)

English for Speakers of Other Languages (ESOL)

- Section 1003.56, F.S. ....English Language Instruction for Limited English Proficient Students
- Section 1011.62(1)(g), F.S. ....Education for Speakers of Other Languages
- Rule 6A-6.0901, F.A.C. ....Definitions Which Apply to Programs for Limited English Proficient Students
- Rule 6A-6.0902, F.A.C. ....Requirements for Identification, Assessment, and Programmatic Assessment of Limited English Proficient Students
- Rule 6A-6.0904, F.A.C. ....Equal Access to Appropriate Programming for Limited English Proficient Students

Career Education On-the-Job Attendance

- Rule 6A-1.044(6)(c), F.A.C. ....Pupil Attendance Records

Exceptional Education

- Section 1003.57(5), F.S. ....Exceptional Students Instruction
- Section 1011.62, F.S. ....Funds for Operation of Schools
- Section 1011.62(1)(e), F.S. ....Funding Model for Exceptional Student Education Programs
- Rule 6A-6.03028, F.A.C. ....Development of Individual Educational Plans for Students with Disabilities
- Rule 6A-6.03029, F.A.C. ....Development of Family Support Plans for Children with Disabilities Ages Birth through Five Years
- Rule 6A-6.0312, F.A.C. ....Course Modification for Exceptional Students
- Rule 6A-6.0331, F.A.C. ....Identification and Determination of Eligibility of Exceptional Students for Specially Designed Instruction
- Rule 6A-6.0334, F.A.C. ....Temporary Assignment of Transferring Exceptional Students
- Rule 6A-6.03411, F.A.C. ....Policies and Procedures for the Provision of Specially Designed Instruction and Related Services for Exceptional Students
- Matrix of Services Handbook

Career Education On-the-Job Funding Hours

- Rule 6A-6.055(3), F.A.C. ....Definitions of Terms Used in Vocational Education and Adult Programs
- FTE General Instructions 2005-2006

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE E (Continued)**

Hernando County District School Board  
Full-Time Equivalent (FTE) Students  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
For the Fiscal Year Ended June 30, 2006

**Regulatory Citations** (Continued)

Teacher Certification

Section 1003.56, F.S. ....English Language Instruction for Limited English Proficient Students

Section 1011.62(1)(g), F.S. ....Education for Speakers of Other Languages

Section 1012.42(2), F.S. ....Teacher Teaching Out-of-Field; Notification Requirements

Section 1012.55, F.S. ....Positions for Which Certificates Required

Rule 6A-1.0502, F.A.C. ....Non-certificated Instructional Personnel

Rule 6A-1.0503, F.A.C. ....Definition of Qualified Instructional Personnel

Rule 6A-4.001, F.A.C. ....Instructional Personnel Certification

*The accompanying notes are an integral part of this schedule.*

SCHEDULE F

Hernando County District School Board  
Full-Time Equivalent (FTE) Students  
**SUMMARY OF MANAGEMENT'S RESPONSE**  
For the Fiscal Year Ended June 30, 2006

*Management indicated that it was not in total agreement with our findings, but did not specify the findings with which it disagreed.*

*Management also listed the corrective actions taken by the District as a result of our examination.*

*A copy of management's response may be found on page 57 of this report.*

*The accompanying notes are an integral part of this schedule.*

Hernando County District School Board  
Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
For the Fiscal Year Ended June 30, 2006

**NOTE A - SUMMARY**

A summary discussion of the significant features of the District, the Florida Education Finance Program (FEFP), full-time equivalent (FTE) students, and related areas follows:

**1. School District of Hernando County**

The District was established pursuant to Section 1001.30, Florida Statutes, to provide public educational services for the residents of Hernando County, Florida. Those services are provided primarily to students attending kindergarten through high school, but also to adults seeking career education-type training. The District is part of the State system of public education under the general direction and control of the State Board of Education. The geographic boundaries of the District are those of Hernando County. For the fiscal year ended June 30, 2006, the District operated 22 schools, reported 21,571.99 unweighted full-time equivalent (FTE) students, and received approximately \$59 million in State funding under the Florida Education Finance Program (FEFP) for those FTE. The primary sources of funding for the District are funds from FEFP, local ad valorem taxes, and Federal grants and donations.

**2. Florida Education Finance Program (FEFP)**

Florida school districts receive State funding through the Florida Education Finance Program (FEFP), which was established by the Florida Legislature in 1973. It is the intent of the law "to guarantee to each student in the Florida public school system the availability of programs and services appropriate to his educational needs which are substantially equal to those available to any similar student notwithstanding geographic differences and varying local economic factors." To provide equalization of educational opportunity in Florida, the FEFP formula recognizes (1) varying local property tax bases, (2) varying program cost factors, (3) district cost differentials, and (4) differences in per student cost for equivalent educational programs due to sparsity and dispersion of student population.

Hernando County District School Board  
Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
For the Fiscal Year Ended June 30, 2006

**NOTE A - SUMMARY** (Continued)

**3. Full-Time Equivalent (FTE) Students**

The funding provided by FEFP is based upon the numbers of individual students participating in particular educational programs. A numerical value is assigned to each student according to the student's hours and days of attendance in those programs. The individual student thus becomes equated to a numerical value known as an FTE (full-time equivalent) student. For example, for kindergarten through third grade, one FTE is defined as one student in membership in a program or a group of programs for 20 hours per week for 180 days; for grade levels four through twelve, one FTE is defined as one student in membership in a program or a group of programs for 25 hours per week for 180 days.

**4. Calculation of FEFP Funds**

The amount of State and local FEFP funds is calculated by the Department of Education by multiplying the number of unweighted full-time equivalent (FTE) students in each educational program by the specific cost factor of each program to obtain weighted FTEs. Weighted FTEs are multiplied by the base student allocation amount and that product is multiplied by the appropriate cost differential factor. Various adjustments are then added to this product to obtain the total State and local FEFP dollars. All cost factors, the base student allocation amount, cost differential factors, and various adjustment figures are established by the Florida Legislature.

**5. FTE Surveys**

FTE is determined and reported during the school year by means of four FTE membership surveys, which are conducted under the direction of district and school management. Each survey is a sampling of FTE membership for a period of one week. The surveys for the 2005-2006 school year were conducted during and for the following weeks: survey one was performed for July 11-15, 2005; survey two was performed for October 10-14, 2005; survey three was performed for February 6-10, 2006; and survey four was performed for June 12-16, 2006.

Hernando County District School Board  
 Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
 For the Fiscal Year Ended June 30, 2006

**NOTE A - SUMMARY** (Continued)

**6. Educational Programs**

The Florida Education Finance Program (FEFP) funds ten specific programs under which instruction may be provided as authorized by the Florida Legislature. The general program titles under which these specific programs fall are as follows: (1) Basic; (2) English for Speakers of Other Languages (ESOL); (3) Exceptional; and (4) Career Education (9-12).

**7. Statutes and Rules**

The following statutes and rules are of significance to the administration of Florida public education:

- Chapter 1000, F.S. .... K-20 General Provisions
- Chapter 1001, F.S. .... K-20 Governance
- Chapter 1002, F.S. .... Student and Parental Rights and Educational Choices
- Chapter 1003, F.S. .... Public K-12 Education
- Chapter 1006, F.S. .... Support for Learning
- Chapter 1007, F.S. .... Articulation and Access
- Chapter 1010, F.S. .... Financial Matters
- Chapter 1011, F.S. .... Planning and Budgeting
- Chapter 1012, F.S. .... Personnel
- Chapter 6A-1, F.A.C. .... Finance and Administration
- Chapter 6A-4, F.A.C. .... Certification
- Chapter 6A-6, F.A.C. .... Special Programs I

**NOTE B - SAMPLING**

Our examination procedures provided for the selection of samples of schools, students, and teachers, using statistical and judgmental methods, for testing FTE reported to the Department of Education for the fiscal year ended June 30, 2006. Our sampling process was designed to facilitate the performance of appropriate examination procedures to test the District's compliance with State requirements governing FTE and the Florida Education Finance Program (FEFP). The following schools were in our sample:

Hernando County District School Board  
Full-Time Equivalent (FTE) Students  
**NOTES TO SCHEDULES**  
For the Fiscal Year Ended June 30, 2006

**NOTE B - SAMPLING** (Continued)

<u>School Name/Description</u>	<u>Finding Number(s)</u>
1. Hernando High School	1 through 9
2. Westside Elementary School	10 through 12
3. Frank W. Springstead High School	13 through 18
4. Fox Chapel Middle School	19 through 25
5. John D. Floyd Elementary School	26 and 27
6. D. S. Parrott Middle School	28 through 31
7. Central High School	32 through 42
8. West Hernando Middle School	43 through 46
9. Deltona Elementary School	47 through 50
10. Moton Elementary School	51 through 53
11. Nature Coast Technical High School	54 through 59
12. Withlacoochee STOP Camp	60 through 62



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The President of the Senate, the Speaker of the  
House of Representatives, and the  
Legislative Auditing Committee

## INDEPENDENT AUDITOR'S REPORT HERNANDO COUNTY DISTRICT SCHOOL BOARD STUDENT TRANSPORTATION

We have examined management's assertion, included in its representation letter dated February 26, 2007, that the Hernando County District School Board complied with State requirements governing the determination and reporting of the number of students transported for the fiscal year ended June 30, 2006. These requirements are found primarily in Chapter 1006, Part I, E., and Section 1011.68, Florida Statutes; State Board of Education Rules, Chapter 6A-3, Florida Administrative Code; and the *Student Transportation General Instructions* issued by the Department of Education. As discussed in the representation letter, management is responsible for the District's compliance with State requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States and, accordingly, included examining, on a test basis, evidence about the District's compliance with the aforementioned State requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. The legal determination of the District's compliance with these requirements is, however, ultimately the responsibility of the Department of Education.

In our opinion, the Hernando County District School Board complied, in all material respects, with State requirements governing the determination and reporting of the number of students transported for the fiscal year ended June 30, 2006.

The results of our examination disclosed instances of noncompliance with the State requirements mentioned above. We considered these instances of noncompliance in forming our opinion regarding management's assertion and these items did not affect our opinion as stated above. All of the instances of noncompliance disclosed by our examination procedures are discussed in SCHEDULE B. The impact of those instances of noncompliance on the District's reported number of transported students is presented in SCHEDULE A and SCHEDULE B.

This report is intended for the information of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the State Board of Education, the Department of Education, and the Hernando County District School Board. Copies of this report are available pursuant to Section 11.45(4)(c), Florida Statutes, and its distribution is not limited.

Respectfully submitted,



William O. Monroe, CPA  
May 15, 2007

**SCHEDULE A**

Hernando County District School Board  
 Student Transportation  
**POPULATIONS, SAMPLES, AND TEST RESULTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Description</u>	<u>Number of Vehicles</u>	<u>% of Pop.</u>	<u>No. of Students Transp.</u>	<u>% of Pop. (Sample)</u>
Population <sup>1</sup>	411	100.00%	25,605	100.00%
Sample <sup>2</sup>	-	-	294	1.15%
Students w/ Exceptions	-	-	28	(9.52%)
Net Audit Adjustments	-	-	(12)	(4.08%)

<sup>1</sup> The population figures for students are the totals of the figures reported for each survey conducted for the fiscal year ended June 30, 2006. The District reported 25,605 students in the following ridership categories: 619 in IDEA (K-12), Weighted; 9 in IDEA (K-12), Unweighted; 163 in IDEA (PK), Weighted; 73 in IDEA (PK), Unweighted; 54 in Teenage Parents and Infants; 24,649 in Two Miles or More; and 19 in Center to Center (IDEA), Unweighted. The District also reported operating a total of 411 vehicles (410 buses and 1 passenger car). (IDEA stands for Individuals with Disabilities Education Act.)

<sup>2</sup> See NOTE B.

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Overview**

Management is responsible for determining and reporting the number of students transported in compliance with State requirements. These requirements are found primarily in Chapter 1006, Part I, E., and Section 1011.68, Florida Statutes; State Board of Education Rules, Chapter 6A-3, Florida Administrative Code; and the *Student Transportation General Instructions* issued by the Department of Education. The Hernando County District School Board complied, in all material respects, with State requirements governing the determination and reporting of students transported for the fiscal year ended June 30, 2006. All of the instances of noncompliance disclosed by our examination procedures are discussed below and require management's attention and action, as recommended on page 53.

**Students  
 Transported  
 Net Audit  
Adjustments**

**Findings**

*Our examination procedures included both general tests and detailed tests. Our general tests included inquiries concerning the District's transportation of students and verification that a bus driver's report existed for each bus reported in a survey. Our general tests disclosed the instances of noncompliance discussed in finding No. 1. Our detailed tests checked the accuracy of the reported ridership categories for students sampled from the July, October, February, and June surveys. Our detailed tests disclosed the instances of noncompliance discussed in finding Nos. 2 through 5.*

**General Tests**

1. [Ref. 51/56] The number of days-in-term was reported incorrectly for 64 students in the July survey and 174 students in the June survey. The students in the July survey should have been reported for a 9 day-term; however, they were reported for a variety of other term lengths. The students in the June survey had a variety of different term lengths that were misreported. We made the following audit adjustments:

<b><u>Ref. 51</u></b>	
<b><u>July 2005 Survey</u></b>	
<b><u>1 Days-in-Term</u></b>	
Two Miles or More	(1)
<b><u>3 Days-in-Term</u></b>	
IDEA (PK), Unweighted	(1)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B (Continued)**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Students  
 Transported  
 Net Audit  
 Adjustments**

**Findings**

**General Tests** (Continued)

**Ref. 51** (Continued)

**July 2005 Survey** (Continued)

**4 Days-in-Term**

IDEA (K-12), Weighted	(2)
IDEA (PK), Weighted	(5)
IDEA (PK), Unweighted	(2)
Two Miles or More	(4)

**5 Days-in-Term**

IDEA (K-12), Weighted	(4)
IDEA (PK), Weighted	(8)
IDEA (PK), Unweighted	(5)
Two Miles or More	(5)

**7 Days-in-Term**

IDEA (K-12), Weighted	(4)
IDEA (PK), Weighted	(4)
IDEA (PK), Unweighted	(1)
Two Miles or More	(3)

**8 Days-in-Term**

IDEA (K-12), Weighted	(15)
IDEA (PK), Weighted	(9)
IDEA (PK), Unweighted	(1)
Two Miles or More	(3)

**9 Days-in-Term**

IDEA (K-12), Weighted	64
IDEA (PK), Weighted	30
IDEA (PK), Unweighted	11
Two Miles or More	32

**10 Days-in-Term**

IDEA (PK), Weighted	(1)
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**12 Days-in-Term**

IDEA (K-12), Weighted	(1)
Two Miles or More	(2)

**15 Days-in-Term**

IDEA (K-12), Weighted	(1)
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*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B (Continued)**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<u>Students Transported</u>	<u>Net Audit Adjustments</u>
<b>General Tests (Continued)</b>		
<b>Ref. 51 (Continued)</b>		
<b>July 2005 Survey (Continued)</b>		
<u>16 Days-in-Term</u>		
IDEA (K-12), Weighted	(1)	
<u>21 Days-in-Term</u>		
IDEA (K-12), Weighted	(1)	
<u>22 Days-in-Term</u>		
IDEA (K-12), Weighted	(2)	
Two Miles or More	(2)	
<u>23 Days-in-Term</u>		
IDEA (K-12), Weighted	(27)	
IDEA (PK), Weighted	(1)	
IDEA (PK), Unweighted	(1)	
Two Miles or More	(11)	
<u>38 Days-in-Term</u>		
IDEA (K-12), Weighted	(2)	
<u>39 Days-in-Term</u>		
IDEA (K-12), Weighted	(4)	
IDEA (PK), Weighted	(2)	
Two Miles or More	(1)	0
<b>Ref. 56</b>		
<b>June 2006 Survey</b>		
<u>15 Days-in-Term</u>		
IDEA (K-12), Weighted	57	
IDEA (PK), Weighted	18	
IDEA (PK), Unweighted	10	
Two Miles or More	73	
<u>16 Days-in-Term</u>		
Two Miles or More	8	
Two Miles or More	(8)	

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B (Continued)**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<b>Students Transported Net Audit Adjustments</b>
<b><u>General Tests</u></b> (Continued)	
<b><u>Ref. 56</u></b> (Continued)	
<b><u>June 2006 Survey</u></b> (Continued)	
<u>20 Days-in-Term</u>	
IDEA (K-12), Weighted	(57)
IDEA (PK), Weighted	(18)
IDEA (PK), Unweighted	(10)
Two Miles or More	(8)
Two Miles or More	8
Two Miles or More	<u>(73)</u>
	<u>0</u>
<b>Net Audit Adjustments from General Tests</b>	<u>0</u>

**Detailed Tests**

2. [Ref. 52] Two ESE students in the July survey were reported incorrectly in Two Miles or More. The students lived less than two miles from school and should have been reported in IDEA (K-12), Unweighted. We made the following audit adjustment:

<b><u>July 2005 Survey</u></b>		
<u>9 Days-in-Term</u>		
IDEA (K-12), Unweighted	2	
Two Miles or More	<u>(2)</u>	0

3. [Ref. 53] We noted the following exceptions involving eight students in the October survey:

- a. Two students, one in Two Miles or More and one in the IDEA (K-12), Weighted, were not transported by bus during the 11-day survey window and should not have been reported.
- b. Three students, two in IDEA (K-12), Weighted and one in IDEA (K-12), Unweighted were not IDEA-eligible students. However, the two students reported incorrectly in IDEA (K-12), Weighted lived more than two miles from school and should have been reported in Two Miles or More.

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B (Continued)**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Students  
 Transported  
 Net Audit  
 Adjustments**

**Findings**

**Detailed Tests** (Continued)

- c. The IEP for one student reported in IDEA (K-12), Weighted did not authorize weighted funding for the student. However, the student lived more than two miles from school and should have been reported in Two Miles or More.
- d. One student in IDEA (K-12), Unweighted lived more than two miles from school and should have been reported in Two Miles or More.
- e. One student in Two Miles or More for a 54 day-term lived less than two miles from school and should not have been reported.

We made the following audit adjustment:

**October 2005 Survey**

90 Days-in-Term

a. IDEA (K-12), Weighted	(1)	
Two Miles or More	(1)	
b. IDEA (K-12), Weighted	(2)	
IDEA (K-12), Unweighted	(1)	
Two Miles or More	2	
c. IDEA (K-12), Weighted	(1)	
Two Miles or More	1	
d. IDEA (K-12), Unweighted	(1)	
Two Miles or More	1	
e. <u>54 Days-in-Term</u>		
Two Miles or More	(1)	(4)

4. [Ref. 54] We noted the following exceptions involving 11 students in the February survey:

- a. One student in the Center to Center (IDEA), Unweighted was not an ESE student and should not have been reported in that category. However, the student did live more than two miles from school and should have been reported in Two Miles or More.

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B (Continued)**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

**Students  
 Transported  
 Net Audit  
 Adjustments**

**Findings**

**Detailed Tests** (Continued)

- b. Three students, one in IDEA (K-12), Weighted, one in IDEA (PK), Weighted, and one in IDEA (PK), Unweighted were not transported by bus during the 11-day survey window.
- c. One student in IDEA (K-12), Unweighted was not an IDEA-eligible student and should not have been reported.
- d. One student in Two Miles or More lived less than two miles from school and should not have been reported.
- e. The IEPs for two students, one in IDEA (K-12), Weighted and one in IDEA (K-12), Unweighted, did not authorize special transportation services. However, since the students lived more than two miles from school, they should have been reported in Two Miles or More.
- f. One ESE student in IDEA (K-12), Weighted and one student in Two Miles or More were reported incorrectly for a 54 day-term. They should have been reported for a 90-day term, and the student reported in IDEA (K-12), Weighted should have been reported in IDEA (K-12), Unweighted.
- g. The IEP for one ESE student in IDEA (K-12), Weighted for a 54-day term did not authorize weighted funding. We also noted that the student should have been reported for a 90-day term. In addition, the student lived more than two miles from school and should have been reported in Two Miles or More.

We made the following audit adjustments:

**February 2006 Survey**

**90 Days-in-Term**

- a. Center to Center (IDEA), Unweighted (1)  
 Two Miles or More 1
- b. IDEA (K-12), Weighted (1)  
 IDEA (PK), Weighted (1)  
 IDEA (PK), Unweighted (1)

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B (Continued)**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<u>Students Transported</u>	<u>Net Audit Adjustments</u>
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**Detailed Tests** (Continued)

<b><u>February 2006 Survey</u></b> (Continued)		
c. IDEA (K-12), Unweighted	(1)	
d. Two Miles or More	(1)	
e. IDEA (K-12), Weighted	(1)	
IDEA (K-12), Unweighted	(1)	
Two Miles or More	2	
f. <u>54 Days-in-Term</u>		
IDEA (K-12), Weighted	(1)	
Two Miles or More	(1)	
<u>90 Days-in-Term</u>		
IDEA (K-12), Unweighted	1	
Two Miles or More	1	
g. <u>54 Days-in-Term</u>		
IDEA (K-12), Weighted	(1)	
<u>90 Days-in-Term</u>		
Two Miles or More	<u>1</u>	(5)
5. <u>[Ref. 55] Seven students in the June survey were reported incorrectly in Two Miles or More. Two of the students were in ESE and should have been reported in IDEA (K-12), Unweighted and two were in PK and should have been reported in IDEA (PK), Unweighted. The other three students lived less than two miles from school and should not have been reported. We made the following audit adjustment:</u>		
<b><u>June 2006 Survey</u></b>		
<u>15 Days-in-Term</u>		
IDEA (PK), Unweighted	2	
Two Miles or More	(2)	
<u>16 Days-in-Term</u>		
IDEA (K-12), Unweighted	1	
Two Miles or More	(1)	

*The accompanying notes are an integral part of this schedule.*

**SCHEDULE B (Continued)**

Hernando County District School Board  
 Student Transportation  
**FINDINGS AND AUDIT ADJUSTMENTS**  
 For the Fiscal Year Ended June 30, 2006

<u>Findings</u>	<b>Students Transported Net Audit Adjustments</b>
<b><u>Detailed Tests</u></b> (Continued)	
<b><u>June 2006 Survey</u></b>	
<b><u>20 Days-in-Term</u></b>	
IDEA (K-12), Unweighted	1
Two Miles or More	(4)            (3)
<b>Net Audit Adjustments from Detailed Tests</b>	<b>(12)</b>

*The accompanying notes are an integral part of this schedule.*

SCHEDULE C

Hernando County District School Board  
Student Transportation  
**RECOMMENDATIONS AND REGULATORY CITATIONS**  
For the Fiscal Year Ended June 30, 2006

**Recommendations**

**We recommend** that management exercise more care and take corrective action, as appropriate, to ensure that: (1) transported students are reported in the correct ridership categories for the correct number of days-in-term; (2) only those students in fundable ridership categories who are enrolled in school during the survey week and ride a bus during the 11-day survey period are reported for State transportation funding; (3) the distance from home to school, for students reported in Two Miles or More, is verified prior to reporting; and (4) only ESE students whose need for special transportation services has been properly documented on their IEPs are reported in IDEA ridership categories.

The absence of statements in this report regarding practices and procedures followed by the District should not be construed as acceptance, approval, or endorsement of those practices and procedures. Additionally, the specific nature of this report does not limit or lessen the District's obligation to comply with all State requirements governing student transportation.

**Regulatory Citations**

- Chapter 1006, Part I, E., F.S. ....Transportation of Public K-12 Students
- Section 1011.68, F.S. ....Funds for Student Transportation
- Chapter 6A-3, F.A.C. ....Transportation
- Student Transportation General Instructions

*The accompanying notes are an integral part of this schedule.*

SCHEDULE D

Hernando County District School Board  
Student Transportation  
**SUMMARY OF MANAGEMENT'S RESPONSE**  
For the Fiscal Year Ended June 30, 2006

*Management indicated that it was not in total agreement with our findings, but did not specify the findings with which it disagreed.*

*Management also listed the corrective actions taken by the District as a result of our examination.*

*A copy of management's response may be found on page 57 of this report.*

*The accompanying notes are an integral part of this schedule.*

Hernando County District School Board  
 Student Transportation  
**NOTES TO SCHEDULES**  
 For the Fiscal Year Ended June 30, 2006

**NOTE A - SUMMARY**

A summary discussion of the significant features of student transportation and related areas follows:

**1. Student Eligibility**

Any student who is transported by bus must meet one or more of the following conditions in order to be eligible for State transportation funding: live two or more miles from school, be physically handicapped, be a Career Education or Exceptional student who is transported from one school center to another where appropriate programs are provided, or meet the criteria for hazardous walking specified in Section 1006.23(4), Florida Statutes.

**2. Transportation in Hernando County**

For the fiscal year ended June 30, 2006, the District received approximately \$5.3 million in State transportation funding. The District’s transportation reporting by survey was as follows:

<u>Survey Period</u>	<u>No. of Vehicles</u>	<u>No. of Students</u>
July 2005	19	139
October 2005	181	12,602
February 2006	182	12,615
June 2006	<u>29</u>	<u>249</u>
Total	<u>411</u>	<u>25,605</u>

**3. Statutes and Rules**

The following statutes and rules are of significance to the District’s administration of student transportation:

- Chapter 1006, Part I, E., F.S. ....Transportation of Public K-12 Students
- Section 1011.68, F.S. ....Funds for Student Transportation
- Chapter 6A-3, F.A.C. ....Transportation

Hernando County District School Board  
Student Transportation  
**NOTES TO SCHEDULES**  
For the Fiscal Year Ended June 30, 2006

**NOTE B - SAMPLING**

Our examination procedures provided for the selection of samples of buses and students, using statistical and judgmental methods, for testing the number of students transported as reported to the Department of Education for the fiscal year ended June 30, 2006. Our sampling process was designed to facilitate the performance of appropriate examination procedures to test the District's compliance with State requirements governing students transported.

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**MANAGEMENT'S RESPONSE**


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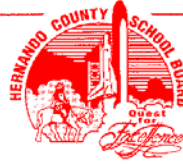


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*The School Board of Hernando County, Florida*

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*Superintendent*  
*Dr. Wendy Tellone*

*Chairman*  
*Pat Fagan*

*Vice Chairperson*  
*Sandra Nicholson*

*Members*  
*Dianne Bonfield*  
*Jim Malcolm*  
*John Sweeney*

June 12, 2007

Mr. William O. Monroe, CPA  
Florida Auditor General  
111 West Madison Street  
Tallahassee, Florida 32302

Dear Mr. Monroe,

We are addressing your proposed audit findings of the FTE audit for the fiscal year ended June 30, 2006, although we are not in total agreement with them. We are currently implementing the corrective actions outlined below to prevent the reoccurrence of such findings.

- The District has implemented procedures to ensure the School Board timely approves out-of-field teacher assignments and properly notifies parents regarding all out-of-field teachers.
- The District has corrected the 2006-07 on-the-job-training (OJT) FTE data for surveys 2 and 3 for an error in a data field that deals with funding priority and notified the data entry operators of the appropriate code for the student course records.
- The District has corrected the 2006-07 FTE reporting for dual enrollment classes, all classes funded at 75 hours, in accordance with Florida Statutes, Section 1011.62(1)(i).
- The District has implemented procedures to assist schools in maintaining auditable student records to support FTE reported including bell schedules, Individual Education Plans (IEPs), Matrix of Services forms, time cards for OJT students, and attendance documents.

If you have any questions or concerns, please contact Deborah Bruggink, Chief Financial Officer, at (352) 797-7004 or SunCom 619-7004.

Respectfully submitted,

Wendy L. Tellone, Ed.D.  
Superintendent

cc: Heather Martin, Executive Director of Business Services

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