

4/13/2023  
REVISED RPT

**LARKSPUR-CORTE MADERA SCHOOL DISTRICT**  
**SCHOOL FACILITY PROGRAM (SFP)**  
**PERFORMANCE AUDIT REPORT**  
**For Cove Elementary School**  
**Application No. 50/65367-00-001**

**NIGRO & NIGRO<sup>PC</sup>**

**SCHOOL FACILITY PROGRAM (SFP) PERFORMANCE AUDIT REPORT  
LARKSPUR-CORTE MADERA SCHOOL DISTRICT – COVE ELEMENTARY  
SCHOOL**

*Application No. 50/65367-00-001*

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## INDEPENDENT AUDITORS' REPORT ON PERFORMANCE

Board of Trustees  
Larkspur-Corte Madera School District  
Larkspur, California

We have examined Larkspur-Corte Madera School District's compliance with the performance audits required in Education Code Section 41024 for a local education agency that receives any funds pursuant to the Leroy F. Greene School Facilities Act of 1998. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

We conducted this performance audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and Appendix B of the 2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

In planning and performing our performance audit, we obtained an understanding of the District's internal control in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Education Code 41024 but not for the purpose of expressing an opinion of the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

The results of our tests indicated that the District expended for application 50/65367-00-001 for Cove Elementary School in accordance with Education Code 41024 and Appendix B of the 2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, except for the items reported on the Summary of Final Project Funding and the Summary of Audit Findings.

### OBJECTIVES OF THE AUDIT

The objectives of the audit were to determine whether expenditures have been expended in accordance with the laws and regulations governing the School Facility Program (SFP) and

To verify the District maintained over the course of the project a general ledger that reflects expenditures as a project specific level that included fund, resource, project, year, goal, function and object codes for all expenditures for the project as they are described in the California School Accounting Manual, Procedure 301 and

To verify any statutorily required District matching funds have been deposited in the County School Facility Fund or expended by the District from the matching funding source prior to the Notice of Completion.

## **SCOPE OF THE AUDIT**

We selected a representative sample of the project expenditures reported on the final form SAB 50-06 for application 50/65367-00-001 and detailed listing of project expenditures (DLOPE) that was obtained on the Office of Public School Construction website for the period May 06, 2015 to January 1, 2016.

## **METHODOLOGY OF THE AUDIT**

The project was identified as a Closeout Audit, and accordingly the audit steps utilized were:

- For each item selected as part of a representative sample, we agreed and traced expenditures reported on the final form SAB 50-06 and the DLOPE to the supporting documentation such as invoices, contracts or purchase orders, warrants and posting to the general ledger.
- We determined that the type of project expenditures reported are eligible in accordance with the laws and regulations of the School Facility Program (SFP).
- We determined that the expenditures were made within an eligible time frame by obtaining the DLOPE. We reviewed all expenditure dates listed in the DLOPE to verify they were within the allowable time limit.
- We verified the final DLOPE grand total for the project reconciles back to the District's general ledger grand total for the project.
- We selected a sample of construction contracts including change order amounts and agreed and traced the expenditures and dollar amounts authorized in the contract to the final billed amounts, agreed and traced the expenditures reported on the DLOPE and General Ledger to the final billed amounts to ensure the expenditures were not over reported. For construction contracts sampled, we inspected documentation substantiating compliance with provisions of the PCC concerning competitive bidding.
- We utilized the DLOPE to prepare the table and report the percent the District spent on hard construction costs.
- We did not identify any transfers of School Facility Project Funds out of the School Facility Fund.
- We verified the District established a Restricted Maintenance Account for the exclusive purpose of providing ongoing and major maintenance of school buildings, commencing in the fiscal year 2017-18 and continuing through 2020-21 has deposited into the account a minimum of three percent of the total general fund expenditures for the most recent fiscal year and prior fiscal years after receipt of funds including the fiscal year that it received funds and has developed an ongoing major maintenance plan that complies with and is implemented under the provisions of Education Code Sections 17070.75 and 17070.77.

## **RESULTS**

We noted two exceptions in our testing. The impact of the exception is reported on the Summary of Final Project Funding and the Summary of Audit Findings. In our opinion, with the exception of the noted finding, the District complied with the compliance requirements for the School Facility Program Audits listed and tested above.

Our audit of compliance made for the purpose set forth in the preceding paragraph would not necessarily disclose all instances of noncompliance.

This report is intended for the information of the Board of Trustees and management, however, this report is a matter of public record.

*Nixie + Nixie, PC.*

Murrieta, California  
October 20, 2021

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*Summary of Audit Schedules*

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**SCHOOL FACILITY PROGRAM (SFP) PERFORMANCE AUDIT REPORT**  
**LARKSPUR-CORTE MADERA SCHOOL DISTRICT-COVE ELEMENTARY SCHOOL**  
*Application No. 50/65367-00-001*  
**Summary of Audit Findings**

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Section	Procedure	Objective	Finding/Outcome	Site Related Amount (OPSC Action)	All other Ineligible Expenditures (CDE Action)
IIA.	13	Verify that the District established a Restricted Maintenance Account for the exclusive purpose of providing ongoing and major maintenance of school buildings, commencing in the fiscal year 2017-18 and continuing through 2020-21, has deposited into the account a minimum of three percent of the total general fund expenditures for the most recent fiscal year and prior fiscal years after receipt of funds including the fiscal year that it received funds, and has developed an ongoing major maintenance plan that complies with and is implemented under the provisions of Education Code Sections 17070.75 and 17070.77.	The District did not contribute the full 3% to the restricted routine maintenance account for the 2019/20 fiscal year.	District under-contributed by an amount of \$222,678 in the 2019/20 fiscal year. In 2020/21 the contributed an extra \$57,370 to partially offset this prior year shortage.	\$ -
<p><b>Views of Responsible Officials:</b> The District will be making the 3% required routine maintenance commitment and was done in all past years (except for 2019-20). During all the confusion and recommendations being made during the 2019-20 Covid-19 budget year closeout, the District miss heard that Districts only had to "budget" for the 3%, therefore the District transferred actual expenses from RE 8150 to Fund 21. The District will be making the required 3% routine maintenance commitment, in future years</p>					
IIA.	3	Determine whether expenditures have been expended in accordance with the laws and regulations governing the SFP. Select a representative sample of the project expenditures reported on the final form SAB 50-06 and Detailed Listing of Project Expenditures (DLOPE) previously obtained by contacting OPSC.	The District included one expenditure on the DLOPE for \$107,368 that was for another school site project, not part of the Cove Modernization.	\$ -	\$ 107,368.00
<p><b>Views of Responsible Officials:</b> Regarding the finding on the performance audit of the Cove project 57/65367-00-001, the District was overseeing multiple facilities projects at the same time and inadvertently included an invoice from a different site on this expenditure report. The District will carefully review all future expenditure reports to ensure only relevant invoices are reported.</p>					

**SCHOOL FACILITY PROGRAM (SFP) PERFORMANCE AUDIT REPORT**  
**LARKSPUR-CORTE MADERA SCHOOL DISTRICT-COVE ELEMENTARY SCHOOL**  
*Application No. 50/65367-00-001*  
*Site Grant Adjustments Summary*

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*Not applicable.*



**SCHOOL FACILITY PROGRAM (SFP) PERFORMANCE AUDIT REPORT**  
**LARKSPUR-CORTE MADERA SCHOOL DISTRICT-COVE ELEMENTARY SCHOOL**  
*Application No. 50/65367-00-001*  
*Determination of Project Savings*

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		<b>Reported</b>	<b>Audited</b>	<b>Difference</b>
A.	State Share: Grant Amount (do not include site acquisition, relocation assistance, hazardous waste removal, or DTSC grants in this figure)	\$ 1,331,078.00	\$ 1,331,078.00	\$ -
B.	Plus District Contribution	\$ 1,331,078.00	\$ 1,331,078.00	\$ -
C.	Plus Financial Hardship Apportionment	\$ -	\$ -	\$ -
D.	District Share: (B + C)	\$ 1,331,078.00	\$ 1,331,078.00	\$ -
E.	Plus Interest Earned on State Funds	\$ -	\$ -	\$ -
F.	Amounts Financed (A+D+E=F)	\$ 2,662,156.00	\$ 2,662,156.00	\$ -
G.	Reported Expenditures to Office of Public School Construction (do not include expenditures related to site acquisition, relocation assistance, hazardous wasteremoval, or DTSC grants in this figure):	\$ 2,726,045.00	\$ 2,726,045.00	\$ -
H.	Amount Overspent (if reported expenditures more than amounts financed) (F-G=H)	\$ 63,889.00	\$ 63,889.00	\$ -
I.	Amount of Savings (if reported expenditures less than amounts financed) (F-G=I)	\$ -	\$ -	\$ -

**SCHOOL FACILITY PROGRAM (SFP) PERFORMANCE AUDIT REPORT**  
**LARKSPUR-CORTE MADERA SCHOOL DISTRICT-COVE ELEMENTARY SCHOOL**  
*Application No. 50/65367-00-001*  
*Summary of Final Project Funding*

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	<b>Non-Hardship</b>	<b>Dept.</b>
A. State Share: Grants Received (do not include site purchase, relocation assistance, hazardous waste removal, or DTSC grants in this figure)	\$ 1,331,078.00	
B. Plus District Contribution	\$ 1,331,078.00	
C. Plus Financial Hardship Apportionment	N/A	
D. District Share (B + C = D)	\$ 1,331,078.00	
E. Plus Audited Interest Earned on State Funds	\$ -	
F. <b>Total Project Financing</b> (A + D + E = F)	\$ 2,662,156.00	
G. Reported Expenditures to Office of Public School Construction (do not include expenditures related to site purchase, relocation assistance, hazardous waste removal, or DTSC grants in this figure)	\$ 2,726,045.00	
H. Amount Overspent (if reported expenditures more than project financing) (G - F = H)	\$ 63,889.00	
I. <b>Amount of Audited Savings</b> (if reported expenditures less than project financing) (F - G = I; also Audited Savings amount on SFP Project Savings Schedule)	\$ -	<b>OPSC</b>
J. <b>Ineligible Expenditures</b> – Audit Findings from SFP Summary of Audit Findings	\$ 107,368.00	<b>CDE</b>
K. <b>Financial Hardship Grant Adjustment</b> -Expenditures Prior to Fund Release that exceeded District Contribution – Audit Finding from SFP Summary of Audit Findings	N/A	<b>OPSC</b>
L. <b>Site Grant Adjustments</b> – from Schedule of Site Grant Adjustments Summary	\$ -	<b>OPSC</b>
M. <b>Total Amount to be returned to the State</b> (Non-Financial Hardship For Audit Findings and Site Grant Adjustments) (J + K + L = M)	\$ 107,368.00	
N. <b>Total Amount to be returned to the State - Financial Hardship District</b> (I + J + K + L = N)	\$ 107,368.00	

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*Application No. 50/65367-00-001*  
*Hard Costs*

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**Hard Construction Costs:**

	Amount	Percentage
60% of Total Grant*	\$ 1,597,293.60	
Reported Hard Costs & Percentage**	\$ 2,726,045.00	102%
Audited Hard Costs & Percentage***	\$ 2,618,677.00	98%
Difference	\$ 107,368.00	4%

\*Total Grant (State Share + Districts Contribution)

\*\*Percentage spent on hard construction is the total hard construction expenditures/  
total grant (State share + District Contribution)

\*\*\*Audited hard cost amount is reduced by ineligible expenditure



MALIA M. COHEN  
California State Controller

December 29, 2023

Dr. Brett Geithman, Superintendent  
Larkspur-Corte Madera School District  
230 Doherty Dr.  
Larkspur, CA 94939-1532

Re: Certification Letter for Larkspur-Corte Madera School District, Cove Elementary, New Construction Project 50/65367-00-001

The State Controller's Office (SCO) has completed its desk review of the referenced entity's audit report dated October 20<sup>th</sup>, 2021. As a result of the review, we certify that the audit report conforms to the reporting standards contained in the audit guide, *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, Appendix B, prescribed in Title 5, California Code of Regulations, section 19810.

If you have any questions regarding this letter, please contact a member of my LEA staff by telephone at (916) 324-6442, or by email at [audsfp@sco.ca.gov](mailto:audsfp@sco.ca.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "J. James", is written over a light gray circular stamp.

JOEL JAMES, Chief  
Financial Audits Bureau  
Division of Audits