



Overview

This form is required pursuant to Section 22-11-206(4), C.R.S. The school district must submit an assurance form certifying the school district’s substantial and good-faith compliance with the a) School District Budget Law, b) Financial Policies and Procedures Act, c) Public School Financial Transparency Act, and d) accounting and reporting. The Colorado Department of Education monitors the district’s compliance by reviewing the district’s finance data pipeline submission, audited financial statements, financial transparency website, and responses from management to inquiries related to those reviews. Good-faith compliance is determined, in part, by the assurances provided below as certified by those charged with governance.

Additional information for charter school authorizers

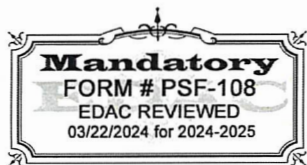
The assurances provided with this form are also applicable to all charter schools unless a separate CHARTER FORM AFA2024 is executed by or on behalf of a charter school and provided to CDE. The submission of a CHARTER FORM AFA2024 by an authorizer communicates that the authorizer does not provide the assurances for that charter school within the authorizer’s FORM AFA2024. If applicable, CHARTER FORM AFA2024(s) should be submitted with an authorizer’s FORM AFA2024.

Completion and submission

1. Open header and select entity from the drop down.
2. Select the appropriate response for each assurance. Note: select “N/A” when item is not applicable.
3. Complete an Attachment A for each “No” response.
4. Scan to PDF the completed and signed FORM AFA2024 with, if applicable, an Attachment A for each “No” response.
5. Submit with the following items as PDF files via email attachments to: schoolfinance@cde.state.co.us
 - a. Audited financial statements for year ended June 30, 2024 (including audit reports for charter schools, if applicable)
 - b. Grant Revenue Reconciliation Report from data pipeline with responses for all differences in column 9
 - c. Finance December Error Detail Report - Rollup from data pipeline with confirmation or responses for all warning edits

PART 1 - Assurances for Article 44 Budget Policy and Procedures required pursuant to Section 22-11-206(4)(a)(I), C.R.S.

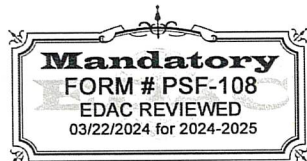
Ref.	Description	C.R.S. Section	Assurance	Response
44-1	Adopt budget and an appropriation resolution	22-44-103(1) 22-44-107	The board of education adopted a budget and an appropriation resolution prior to June 30, 2023. <i>Note:</i> the appropriation resolution may by reference incorporate the budget as adopted.	Yes
44-2	Detail of budget	22-44-105(1)(c)	The budget for fiscal year 2023-24 itemizes expenditures by fund.	Yes





Ref.	Description	C.R.S. Section	Assurance	Response
44-3	TABOR	22-44-105(1)(c.5)	The three percent emergency reserve required by TABOR has been properly reported using a) unrestricted general funds, b) cash fund emergency reserves, or c) a statutorily approved alternative.	Yes
44-4	Uniform budget summary sheet	22-44-105(1)(d.5)	The budget for fiscal year 2023-24 includes a uniform budget summary sheet for each fund.	Yes
44-5	Use of beginning fund balance	22-44-105(1.5)(a)&(c)	For budgets that include the use of beginning fund balance, a resolution was adopted by the board specifically authorizing this use and stating the district's plan to ensure that use will not lead to an ongoing deficit.	Yes
44-6	Ongoing deficit	22-44-105(1.5)(a)&(c) 22-44-102(7.3)	The district reported, in the annual financial audit, a positive amount in the unassigned fund balance for each governmental fund and unrestricted net assets for each proprietary fund	No
44-8	Preparation of budget	22-44-108(1)(c)	A proposed budget for fiscal year 2023-24 was submitted to the board by May 31, 2023.	Yes
44-9	Notice of proposed budget	22-44-109	Notice was made in accordance with law that the proposed budget is available for public inspection.	Yes
44-10	Adoption of budget	22-44-110(4)	The budget for fiscal year 2023-24 was adopted by the board by June 30, 2023.	Yes
44-11	Supplemental budget	22-44-110(5)	Modifications to the budget after January 31, 2024, were made through adoption of a supplemental budget by the board.	Yes
44-12	Interfund borrowing	22-44-113(1)	Interfund borrowings were repaid within 3 months of the fiscal year end.	Yes
44-13	Spending in excess of appropriations	22-44-115(1)	Spending did not exceed amounts appropriated for each fund.	No
44-14	Use of handbook and chart of accounts	22-44-204(3)	The financial policies and procedures handbook and chart of accounts were used for budget development, maintaining financial records, and periodic presentation of financial information to the board.	Yes
44-15	Financial transparency	22-44-304	Information required by the Public School Financial Transparency Act was made available on-line in a downloadable format. <i>Note:</i> Check the organization's website to ensure all required documents are posted and current.	Yes

PART 2 - Assurances for Article 45 Accounting and Reporting required pursuant to Section 22-11-206(4)(a)(II), C.R.S.





Ref.	Description	C.R.S. Section	Assurance	Response
45-1	Enterprise fund accounting	22-45-102(1)(a)	The full accrual basis of accounting was used for budgeting and accounting for enterprise funds.	Yes
45-2	Generally Accepted Accounting Principles	22-45-102(1)(a)	Financial records are kept in accordance with generally accepted principles of governmental accounting.	Yes
45-3	Board review of financial condition	22-45-102(1)(a) & (b)	The board required the preparation of financial reports that included at a minimum the information required by state law. The board reviewed the financial condition of the entity at least quarterly during the fiscal year.	Yes
45-4	Financial records	22-45-102(2)	All financial records are maintained at the principal administrative offices and general ledger accounts are posted and reconciled at least monthly.	Yes
45-5	Bond redemption fund	22-45-103(1)(b)	A third-party custodian was designated to administer the bond redemption fund.	Yes

PART 3 - Assurance required pursuant to Section 22-11-206(4)(b), C.R.S.

Ref.	Description	C.R.S. Section	Assurance	Response
30.5-1	Itemized accounting to charter schools	22-30.5-112(2)(a.4)	An itemized accounting of all costs charged to charter schools was provided to those schools by September 30, 2024.	Yes

PART 4 - Assurance required pursuant to Section 22-54-106(2.1)(d) (II), C.R.S.

Ref.	Description	C.R.S. Section	Assurance	Response
54-1	Property Tax Credit, if applicable	22-54-106(2.1)(d) (II)	The district levied a greater number of Total Program mills than levied in the prior property tax year, due to the reduction of temporary tax credits.	Yes

PART 5 - Optional disclosures

Accounting general ledger software information:

Company/vendor name: Workday Company/vendor contact: Name: Tim Mueller - Account Executive Email: tim.mueller@workday.com





PART 6 - Certification of assurances

I certify, to the best of my knowledge and belief, that the assurances provided in Parts 1 through 3 are true and correct. I further certify that all information provided with Attachment A(s), if applicable, is true and correct.

Chief Financial Officer/Business Manager (signature)

(printed name)

_____ Jana Schleusner _____

Date: 12/10/2024

Superintendent/Executive Director (signature)

(printed name)

_____ Erin Kane _____

Date: 12/10/2024

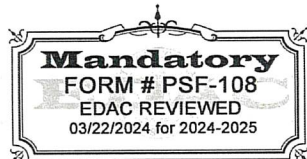
I certify that the board reviewed the assurances and approved the related responses.

President of the Board (signature)

(printed name)

_____ Christy Williams _____

Date: 12/10/2024





Select entity: 0900: Douglas County Re 1

Charter school name, if applicable: Aspen View Academy

Select related assurance: 44-13, Spending in excess of appropriations

Explanation for non-compliance:

Aspen View Academy's actual expenditures were over appropriations (budget) by \$810,711. This was due to the fiscal year being July-June, while all employment contracts are dated from August-July. Our auditor required us to accrue July salaries and benefits into the previous fiscal year, which made our spending more than appropriations. This is a 1-year catch up. Aspen View Academy also spent more on capital outlay than budgeted. This was due to technology upgrades that our auditor wanted to expense rather than capitalize.

Plan to address non-compliance:

The salaries will be included in the budget going forward so that Aspen View Academy will maintain its compliance with the related financial assurances.

Actual or expected date of compliance MM/DD/YY: 12/31/2024

Additional Comments:

[Empty box for additional comments]



Select entity: 0900: Douglas County Re 1

Charter school name, if applicable: Hope Online Learning Academy Co-Op

Select related assurance: 44-6, Ongoing deficit

Explanation for non-compliance:

As of June 30, 2024, HOPE's unassigned fund balance was \$(225,000) as compared to \$(284,000) as of June 30, 2023. Prepaid expenses, which are included as "non-spendable: remain high at \$575,000 due to vendor requirements. Further, HOPE incurred additional expenses, including legal fees, related to the termination of its contract with Global Advantage.

Plan to address non-compliance:

HOPE will manage prepaid expenses and ensure that the unassigned fund balance is positive as of June 30, 2025

Actual or expected date of compliance MM/DD/YY: 06/30/2025

Additional Comments:

[Empty box for additional comments]



Select entity: 0900: Douglas County Re 1

Charter school name, if applicable: Renaissance Secondary School

Select related assurance: 44-6, Ongoing deficit

Explanation for non-compliance:

Renaissance Secondary school's building fund has a negative unrestricted fund balance in the building fund of (\$13,616). The building fund is recovering from a deferment of principal in FY20 related to lower enrollment in the school. A debt amendment of the current loan was completed in September of 2023 to an interest only loan. Payments of principal of \$100,000 will resume 6/1/26.

Plan to address non-compliance:

Renaissance will resume making principal payments in 2025-26

Actual or expected date of compliance MM/DD/YY: 06/30/2026

Additional Comments: