



Overview

This form is required pursuant to Section 2211206(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. Goodfaith 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 AFA2020 is executed by or on behalf of a charter school and provided to CDE. The submission of a CHARTER FORM AFA2020 by an authorizer communicates that the authorizer does not provide the assurances for that charter school within the authorizer's FORM AFA2020. If applicable, CHARTER FORM AFA2020(s) should be submitted with an authorizer's FORM AFA2020.

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 AFA2020 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, 2020 (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 2211206(4)(a)(I), C.R.S.

Ref.	Description	C.R.S. Section	Assurance	Responses ^e
441	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, 2019. Note: the appropriation resolution may by reference incorporate the budget as adopted.	Yes
442	Detail of budget	22-44-105(1)(c)	The budget for fiscal year 2019-20 itemizes expenditures by fund and by pupil.	Yes





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443	TABOR	2244105(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
444	Uniform summary sheet	2244105(1)(d.5)	The budget for fiscal year 2019-20 includes a uniform summary sheet for each fund.	Yes
445	Use of beginning fund balance	2244105(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
446	Ongoing deficit	2244105(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	Yes
448	Preparation of budget	2244108(1)(c)	A proposed budget for fiscal year 2019-20 was submitted to the board by May 31, 2019.	Yes
449	Notice of proposed budget	2244109	Notice was made in accordance with law that the proposed budget is available for public inspection.	Yes
4410	Adoption of budget	2244110(4)	The budget for fiscal year 2019-20 was adopted by the board by June 30, 2019.	Yes
4411	Supplemental budget	2244110(5)	Modifications to the budget after January 31, 2020, were made through adoption of a supplemental budget by the board.	Yes
4412	Interfund borrowing	2244113(1)	Interfund borrowings were repaid within 3 months of the fiscal year end.	Yes
4413	Spending in excess of appropriations	2244115(1)	Spending did not exceed amounts appropriated for each fund.	Yes
4414	Use of handbook and chart of accounts	2244204(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
4415	Financial transparency	2244304	Information required by the Public School Financial Transparency Act was made available online 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 2211206(4)(a)(II), C.R.S.

Ref.	Description	C.R.S. Section	Assurance	Response
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451	Enterprise fund accounting	2245102(1)(a)	The full accrual basis of accounting was used for budgeting and accounting for enterprise funds.	Yes
452	Generally Accepted Accounting Principles	2245102(1)(a)	Financial records are kept in accordance with generally accepted principles of governmental accounting.	Yes
453	Board review of financial condition	2245102(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
454	Financial records	2245102(2)	All financial records are maintained at the principal administrative offices and general ledger accounts are posted and reconciled at least monthly.	Yes
455	Bond redemption fund	2245103(1)(b)	A third party custodian was designated to administer the bond redemption fund.	Yes

PART 3 - Assurance required pursuant to Section 2211206(4)(b), C.R.S.

Ref.	Description	C.R.S. Section	Assurance	Response
30.51	Itemized accounting to charter schools	2230.5112(2)(a-4)	An itemized accounting of all costs charged to charter schools was provided to those schools by September 30, 2020.	N/A

PART 4 Optional disclosures

Accounting general ledger software information:

Company/vendor name: SDS

Company/vendor contact: Name: Sherry Countryman

Email: sherryC@schooloffice.com





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PART 5 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)

Keith Vaich

Date: 12/17/20

Superintendent/Executive Director (signature)

(printed name)

Hilary Jaynes

Date: 12/17/20

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

President of the Board (signature)

(printed name)

Jenny MacLennan

Date: 12/17/20

