

# CHRIST THE KING *School*

## YEAR END SCHOOL CERTIFICATION LETTER For Fiscal Year 2021-2022

Date: September 20, 2022

Archbishop Hartmayer,

As principal of *Christ the King School*, it is my responsibility each year to render an account to our parents and supporters concerning the monies and other assets entrusted to the school and to submit this report to you. I am assisted in my duty by my Finance Council and my administrative staff.

In submitting this report, each of the undersigned affirms to the best of our knowledge:

- The financial reports accurately reflect the financial condition of the school.
- School financial statements were reviewed and approved.
- All federal and state payroll taxes were paid.
- The accounts payable vendors were reviewed to ensure proper classification as to taxability and compliance with IRS regulations, and the issuance and filing of the appropriate 1099 forms.
- All non-exempt real property taxes were paid.
- All of our activities are religious, educational, or charitable, except as noted here: N/A
- None of us know of any credible reports of possible fraudulent or dishonest conduct, which has not been reported to the Archbishop or his staff.
- None of the individuals named and signing below, nor any member of their families, has engaged in any activity with the school from which we could personally benefit and be considered a conflict of interest without fully disclosing the conflict to the pastor and Finance Council.

Sincerely Yours in Christ,

*Signature on File*

Melissa Lowry

Principal

9/20/22

Date

*Signature on File*

Lynn Kester

School Business Manager

9/20/2022

Date

# Christ the King School

## YEAR END SCHOOL CERTIFICATION LETTER For Fiscal Year 2021-2022

*Signatures on File*

KYLE LANDERS

*Please Print Name*

Elizabeth Bennett

*Please Print Name*

Declan Costello

*Please Print Name*

John Dennison

*Please Print Name*

### Dates of the Finance Council Meetings

Date #1 August 26, 2021\_\_\_\_\_

Date #2 September 30, 2021

Date #3 November 18, 2021

Date #4 January 20, 2022

Date #5 February 24, 2022

Date #6 April 21, 2022\_\_\_\_\_