



ST. CATHERINE OF SIENA CATHOLIC SCHOOL

St. Catherine of Siena Catholic School

YEAR END SCHOOL CERTIFICATION LETTER

Annual Report of Fiscal Year 2018-2019

Date: 11/20/2019

Bishop Konzen,

As principal of St. Catherine of Siena Catholic 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 parish.
- 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.
- To the best of our knowledge, all of our activities are religious, educational, or charitable.
- None of us know of any credible reports which have not been reported to the Archbishop or his staff, of financial fraud, abuse or misappropriation.
- No one 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 principal and Finance Council.

Sincerely Yours in Christ,

Signature of file

Sr. Mary Cecilia
Pastor

Date

11/20/2019

Signature of file

Shawna Watson
School Business Manager
or Bookkeeper

Date

11/20/2019

St. Catherine of Siena Roman Catholic Church

YEAR END PARISH CERTIFICATION LETTER
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Signatures on file

Michael A. Bohling
Please Print Name

Member #2

SAUERIO N. PASTORI
Please Print Name

MARK RYAN
Please Print Name

John Moran
Please Print Name

Julian Rodas
Please Print Name

MARY H. HARMON
Please Print Name

Add Additional Members as Needed

Dates of the Finance Council Meetings

Date #1	<u>Oct 2018</u>	Date #7	_____
Date #2	<u>Nov 28 2018</u>	Date #8	_____
Date #3	<u>May 13, 2019</u>	Date #9	_____
Date #4	<u>June 24, 2019</u>	Date #10	_____
Date #5	_____	Date #11	_____
Date #6	_____	Date #12	_____