



ST. CATHERINE OF SIENA
CATHOLIC SCHOOL

A 2013 National Blue Ribbon School

St. Catherine of Siena Catholic School

YEAR END SCHOOL CERTIFICATION LETTER

For Fiscal Year 2023-2024

Date: September 16, 2024

Archbishop Hartmayer,

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 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,

Principal – Kelly Wood

09/24/2024

Date

School Business Manager – Jamie Neff

09/17/2024

Date

St. Catherine of Siena Catholic School

YEAR END SCHOOL CERTIFICATION LETTER For Fiscal Year 2023-2024

[Fr. Neil Dhabliwala \(Sep 17, 2024 13:54 EDT\)](#)

Pastor

[Mary Harmon \(Sep 16, 2024 14:32 EDT\)](#)

Finance Council Member #1

Finance Council Member #2

[Beth Morgan \(Sep 16, 2024 14:30 EDT\)](#)

Finance Council Member #3

[Nathaly Mehall-Olivari \(Sep 16, 2024 22:47 EDT\)](#)

Finance Council Member #4

[Deacon James Tramonte \(Sep 23, 2024 17:00 EDT\)](#)

Finance Council Member #5

Finance Council Member #6

Add Additional Members as Needed

Fr. Neil Dhabliwala

Mary Harmon

Please Print Name

Sandra Townsend

Please Print Name

Beth Morgan

Please Print Name

Nathaly Mehall-Olivari

Please Print Name

Deacon James Tramonte

Please Print Name

Please Print Name

Dates of the Finance Council Meetings

Date #1 September 13, 2023

Date #2 November 13, 2023

Date #3 January 22, 2024

Date #4 March 18, 2024

Date #5 May 6, 2024

Date #6

Date #7

Date #8

Date #9

Date #10

Date #11

Date #12












2023-2024 Certification Letter

Final Audit Report

2024-09-24

Created:	2024-09-16
By:	Jamie Neff (jneff@scsiena.org)
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"2023-2024 Certification Letter" History

-  Document created by Jamie Neff (jneff@scsiena.org)
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-  Document emailed to Fr. Neil Dhabliwala (frneil@stcatherinercc.org) for signature
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-  Document emailed to Kelly Wood (kwood@scsiena.org) for signature
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-  Document emailed to Mary Harmon (maryharmon123@comcast.net) for signature
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-  Document emailed to Sandra Townsend (sandra.townsend@copeland.com) for signature
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-  Document emailed to Beth Morgan (beth@ridgecapitalmgt.com) for signature
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-  Document emailed to Nathaly Mehall-Olivari (nathalyolivari@gmail.com) for signature
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-  Document emailed to Deacon James Tramonte (deaconjim@stcatherinercc.org) for signature
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Document e-signed by Nathaly Mehall-Olivari (nathalyolivari@gmail.com)

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Document e-signed by Sandra Townsend (sandra.townsend@copeland.com)

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Document e-signed by Fr. Neil Dhabliwala (frneil@stcatherinercc.org)

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Document e-signed by Jamie Neff (jneff@scsiena.org)

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Agreement completed.

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