



SAINT MARY'S SCHOOL
YEAR END SCHOOL CERTIFICATION LETTER
Annual Report of Fiscal Year 2018-2019

September 16, 2019

Bishop Konzen,

As principal of **St. Mary's 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 on file

Melissa Reder
Principal

9/16/19
Date

Signature on file

Terri Borchardt
School Business Manager

9/16/19
Date

St. Mary's Catholic School

YEAR END SCHOOL CERTIFICATION LETTER

Annual Report of Fiscal Year 2018-2019

Signatures on file

John Husser, Sr.

Please Print Name

Jill Maslanka

Please Print Name

Stuart Neslin, Ex-officio

Please Print Name

Finance Council Member #3

Finance Council Member #4

Please Print Name

Finance Council Member #5

Please Print Name

Finance Council Member #6

Please Print Name

Add Additional Members as Needed

Dates of the Finance Council Meetings

Date #1 August 27, 2018

Date #7 May 6, 2019

Date #2 September 17, 2018

Date #8 _____

Date #3 October 15, 2018

Date #9 _____

Date #4 November 26, 2018

Date #10 _____

Date #5 January 28, 2019

Date #11 _____

Date #6 March 18, 2019

Date #12 _____