

**ARCHDIOCESE OF KANSAS CITY IN KANSAS  
REPORT ON MATERIAL STATUS - SCHOOLS**

**School Name:** \_\_\_\_\_

**City:** \_\_\_\_\_

**Fiscal Year: July 1, 2023 through June 30, 2024**

We believe the attached financial statements present fairly the assets, liabilities, revenues, and expenses of the school. We confirm we are responsible for fair financial reporting, for adopting sound accounting policies, and for establishing and maintaining effective internal controls, including controls to prevent and detect fraud. The attached listing of bank and investment accounts (page 7) is a complete listing of all known bank and investment accounts for the school and its organizations. No other unrecorded assets exist to our knowledge.

**Signatures and Date:**

\_\_\_\_\_  
Principal

\_\_\_\_\_  
School Board Chairperson

\_\_\_\_\_  
Pastor (if Parish School)

\_\_\_\_\_  
Preschool/AfterSchool/Daycare Director

\_\_\_\_\_  
Accountant/Bookkeeper

\_\_\_\_\_  
Food Program/Cafeteria Manager

**List Parish or Parishes Served by this School:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Report Prepared By: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Accounting System: \_\_\_\_\_

**ARCHDIOCESE OF KANSAS CITY IN KANSAS  
ANNUAL SCHOOL FINANCIAL REPORT  
Fiscal Year: July 1, 2023 through June 30, 2024**

**Due Date (completed with signatures): Friday, August 30, 2024**

**Blue cells have formulas in them. Please do not type in these cells!**

1. The pastor, principal, board chairperson, food program/cafeteria manager (if needed), and bookkeeper must certify that the report is complete and correct to the best of their knowledge by signing the cover sheet. Such certification is a standard practice in for-profit businesses, and helps to ensure transparency in school finances.
2. The school is required to provide a balance sheet; and to list every known bank and investment account for the school, including all school organizations. All investment accounts should be listed at market value.
3. School organization revenue and expenses should be shown on page 4 as a net figure, in account 100302. For example, if the Paid Time Off (PTO) collected \$10,000 in receipts, and paid \$4,000 in expenses, the net revenue reportable on page 4 is \$6,000. The figure can be input as a negative if the organization spent more than it made in any given fiscal year.
4. School revenue and expenses should be listed in detail on this report. If the parish pays monies to the school, or expenses on behalf of the school, such amounts should be shown in total as Tuition Assistance & Elementary Subsidy, account 863, on page 12 of the parish annual financial report. This amount should then be listed as revenue on the school report. The detail of expenses paid by the parish for the school is then listed in detail on the school report. For example, if a parish pays \$50,000 directly to the school, plus \$25,000 in salaries for school staff members, the total for account #863 on the parish report should be \$75,000. The school financial report should show the \$75,000 as revenue from the parish, then list the salary expense of \$25,000 in detail on this report.
5. Cafeteria revenue, expenses, and bank accounts should be included in this report. Cafeteria revenue in total should be input on page 4, account 100301. Cafeteria expenses in total should be input on page 11, under section 1300. All cafeteria bank accounts should be listed on page 7. Remember: The person in charge of the food program should also sign the report.
6. Daycare/Preschool/After School care programs should be included in the school report if the accounting is prepared in the same set of books. All revenue, expenses, and bank accounts should be listed. The daycare director should also sign the report where the daycare information appears.
7. Early Education Center (EEC) and Preschool are defined as any child, infant to K, that is NOT enrolled in the Elementary School.
8. Before/After care can include children in both elementary school and EEC/Preschool.



**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

**School Name:**

**City:**

**Fiscal Year: July 1, 2023 through June 30, 2024**

**BALANCE SHEET (1)**

**ASSETS**

CASH

Petty Cash Fund	_____	
Undeposited Funds	_____	
Cash in Bank		\$ -
	Unrestricted _____	
	Restricted _____	
Archdiocesan Funds Deposit (Indicate if funds on deposit are restricted in any manner)	_____	
Other Deposits	_____	
<b>Total Cash</b>		<b>\$ -</b>

RECEIVABLES

Employee Advances	_____	
Other Accounts Receivable	_____	
<b>Total Receivables</b>		<b>\$ -</b>

INVESTMENTS

Investments - Donated Securities/Endowments * (market value per investment firm statements)	_____	
Investments - Real Property (Attach separate listing of these properties and their location. Indicate whether cost or appraised value is being used.)	_____	
<b>Total Investments</b>		<b>\$ -</b>

OTHER ASSETS

_____	_____	
_____	_____	
_____	_____	
<b>Total Other Assets</b>		<b>\$ -</b>
<b>TOTAL ASSETS</b>		<b>\$ -</b>

\* List in detail on page 7

<b>Check figure:</b>		
Cash and Investments per Balance Sheet	\$	-
Cash and Investments per Page 7	\$	-
Difference (should be zero)	\$	-

# ARCHDIOCESE OF KANSAS CITY IN KANSAS

**School Name:**

**City:**

**Fiscal Year: July 1, 2023 through June 30, 2024**

## BALANCE SHEET (2)

### LIABILITIES

CURRENT LIABILITIES

Accounts Payable \_\_\_\_\_

Federal Income Tax Withheld \_\_\_\_\_

State Income Tax Withheld \_\_\_\_\_

FICA Withheld \_\_\_\_\_

Notes Payable - Archdiocese (Short-term) \_\_\_\_\_

Other Current Liabilities (amounts owed to others due within one year):  
 \_\_\_\_\_

**Total Current Liabilities**

**\$ -**

LONG-TERM LIABILITIES

Contracts Payable \_\_\_\_\_

Notes Payable - Archdiocese (Long-term) \_\_\_\_\_

Other Long-Term Liabilities:  
 \_\_\_\_\_

**Total Long-Term Liabilities**

**\$ -**

OTHER LIABILITIES

Deferred Grant Revenue \_\_\_\_\_

**TOTAL LIABILITIES**

**\$ -**

### NET ASSETS

NET ASSETS

School Fund Balance \_\_\_\_\_

**\$ -**

Unrestricted \_\_\_\_\_

Restricted \_\_\_\_\_

**TOTAL LIABILITIES AND NET ASSETS**

**\$ -**

**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

**School Name:**

**City:**

**Fiscal Year: July 1, 2023 through June 30, 2024**

**SCHOOL FINANCIAL SUMMARY**

**REVENUE**

1001 Total Tuition	\$	-
1002 Total Fees	\$	-
1003 Total Other Sources	\$	-
11 Net Receipts from Clearing Accounts	\$	-
13 Revenue from Private Sources	\$	-
14 Revenue from State Government Sources	\$	-
15 Revenue from Federal Government Sources	\$	-
20 Non-Revenue Receipts	\$	-
30 Additional Revenue Accounts	\$	-
<b>TOTAL SCHOOL REVENUE</b>	<b>\$</b>	<b>-</b>

**DISBURSEMENTS**

Total Salaries - All Staff	\$	-
Total Employee Benefits	\$	-
Total Salaries and Benefits - All Staff	\$	-
100 Total Administration	\$	-
220 Total Textbooks	\$	-
230 Total Libraries	\$	-
235 Language Lab, TV	\$	-
240 Instructional Supplies	\$	-
241 Total Departmental Supplies	\$	-
250 Other Expenses for Instruction	\$	-
251 Total Administration (Principal's Office)	\$	-
400 Health Service	\$	-
500 Pupil Transportation	\$	-
600 Total Maintenance & Operation of Plant	\$	-
800 Total Insurance, Rentals, Property Taxes, Tuition Reimbursement	\$	-
1200 Capital Outlay (New Equipment)	\$	-
1300 Total School Subsidy & Additional Disbursements	\$	-
<b>TOTAL SCHOOL DISBURSEMENTS</b>	<b>\$</b>	<b>-</b>

**NET (RECEIPTS LESS DISBURSEMENTS)**

**\$ -**

\*Include all expenses paid by the parish on behalf of the school in detail. Please see the Tip Sheet for more information.

**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

School Name:

City:

Fiscal Year: July 1, 2023 through June 30, 2024

Revenue

	TOTAL	School	Pre K	Daycare	Before/ After Care	Cafeteria
<b>10 Revenue from Institutional Sources</b>						
<b>1001 Tuition</b>						
100101 Regular Tuition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100102 Tuition in Arrears	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Tuition</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>1002 Fees</b>						
100201 Registration Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100202 Other Fees -- Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Fees -- Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Fees</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>1003 Other Sources</b>						
100301 Cafeteria & Vending Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vending and other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100302 Net Receipts from Parent Clubs, etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100303 Rental of Facilities or Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100304 Pupil Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100305 Other (specify):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>11 Net Receipts from Clearing Accounts</b>						
1101 Food Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1102 Books and/or Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1103 Athletics	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1104 Book Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Net Receipts from Clearing Accounts</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>13 Revenue from Private Sources</b>						
<b>1301 Unrestricted Donations</b>						
130101 Gifts - Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
130102 Grants- Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
130103 Subsidies (include all amounts paid to the school by the parish and all expenses paid on behalf of the school by the parish in this total.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue from Private Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Include all expenses paid by the parish on behalf of the school in detail. Please see the Tip Sheet for more information.

**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

School Name:

City:

Fiscal Year: July 1, 2023 through June 30, 2024

Revenue (continued)

		<u>School</u>	<u>Pre K</u>	<u>Daycare</u>	<u>Before/ After Care</u>	<u>Cafeteria</u>
<b>14 Revenue from State Government Sources</b>						
1401 Direct Appropriations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1403 Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue from State Government Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>15 Revenue from Federal Government Sources</b>						
1501 Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1503 Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1504 Other: ERTC (Employee Retention Tax Credit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1504 Other (Describe):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue from Federal Government Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Revenue from State/Federal Government Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>20 Non-Revenue Receipts</b>						
Borrowed Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>22 Sale of Property</b>						
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>23 Sale of Equipment</b>						
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>24 Insurance Recovery</b>						
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Series 20, 22, 23, 24</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>30 Additional School Revenue Accounts</b>						
Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Additional Revenue Accounts</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL SCHOOL REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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**SCHOOL FINANCIAL STATEMENT RECONCILIATION (CASH FLOW)**

Beginning Balance - June 30, 2023 (pg 7) <i>(This must equal the total of all prior year funds and investments, pg 7.)</i>	\$ -
Plus: Total School Revenue (pg 3)	\$ -
Total Funds Available	\$ -
Less Total School Disbursements (pg 3)	\$ -
Subtotal	\$ -
Reconciliation to Accrual Basis:	
Plus amounts recorded as expenses but not yet paid (such as accrued payroll taxes)	\$ -
Other (please describe) _____	\$ -
Ending Balance - June 30, 2024	\$ -
Ending Balance per Total of Funds and Investments (from pg 7)	\$ -
Difference (should be zero)	\$ -



**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

**School Name:**

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**Disbursements**

		<u>School</u>	<u>Pre K</u>	<u>Daycare</u>	<u>Before/ After Care</u>	<u>Cafeteria</u>
<b><u>Salary and Benefits - All Staff</u></b>						
<b><u>Salaries</u></b>						
210101	Principal	\$ -	\$ -	\$ -	\$ -	\$ -
210103	Substitute/ Asst Principal	\$ -	\$ -	\$ -	\$ -	\$ -
2101	<b>Salary of Principals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
210201	Teacher - FT (30+hrs)	\$ -	\$ -	\$ -	\$ -	\$ -
	Teacher - PT (<30hrs)	\$ -	\$ -	\$ -	\$ -	\$ -
210202	Substitute Teachers	\$ -	\$ -	\$ -	\$ -	\$ -
210203	Teacher Aides/Paraprofessional	\$ -	\$ -	\$ -	\$ -	\$ -
2102	<b>Salaries of Teachers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Salaries for Instruction - Grand Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
25101	School Admin Asst & Clerical Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
2151	Salary of Librarian	\$ -	\$ -	\$ -	\$ -	\$ -
2152	Salary of Guidance Counselor	\$ -	\$ -	\$ -	\$ -	\$ -
2153	Salary of Others: Describe:	\$ -	\$ -	\$ -	\$ -	\$ -
410	Salaries - Health Services (Nurse, etc)	\$ -	\$ -	\$ -	\$ -	\$ -
41001	Salaries: Professional/Computer/Technical	\$ -	\$ -	\$ -	\$ -	\$ -
41002	Salaries of Others: Describe	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Salaries: Total Admin, Health, Prof</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
61001	Salaries of Plant Superintendent	\$ -	\$ -	\$ -	\$ -	\$ -
61002	Salaries of Custodial	\$ -	\$ -	\$ -	\$ -	\$ -
61003	Salaries of Groundskeeper(s)	\$ -	\$ -	\$ -	\$ -	\$ -
	Salaries of Cafeteria	\$ -	\$ -	\$ -	\$ -	\$ -
51001	Driver's Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
51002	Salaries: Other/Describe	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Salaries Custodial, Cafeteria, Other</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Salaries - All Staff</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>800 Employee Benefits - All Staff</u></b>						
810	Employee Fringe Benefits					
81001	Lay Retirement	\$ -	\$ -	\$ -	\$ -	\$ -
81002	Health Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
81003	Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
81004	FICA (Employer Share)	\$ -	\$ -	\$ -	\$ -	\$ -
81005	Worker's Compensation	\$ -	\$ -	\$ -	\$ -	\$ -
81006	Dental Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
81007	FSA (Flexible Savings Account) Expense	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Employee Benefits</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Salaries and Benefits - All Staff</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Include all expenses paid by the parish on behalf of the school in detail. Please see the Tip Sheet for more information.

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**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

School Name:

City:

Fiscal Year: July 1, 2023 through June 30, 2024

Disbursements (continued)

		<u>School</u>	<u>Pre K</u>	<u>Daycare</u>	<u>Before/ After Care</u>	<u>Cafeteria</u>
<b>100 Administration</b>						
130 Diocesan School Office Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Administration</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>220 Textbooks</b>						
2201 Religious Textbooks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2202 Other Textbooks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Textbooks</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>230 Libraries</b>						
23011 Religious Library Books	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23012 Other Library Books	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2302 Periodicals & Newspapers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2303 Audio Visual Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2304 Library Operation Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Libraries</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>235 Language Laboratory Materials, TV</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>240 Instructional Supplies</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>241 Departmental Supplies</b>						
24101 Art	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24102 Physical Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24103 Music	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24104 Other (specify):	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Describe:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Departmental Supplies</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>250 Other Expenses for Instruction</b>						
110 Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2501 Instructors' Material	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2502 Travel for Instruction & Workshop Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2504 Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2505 Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2508 Replacement of Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2509 Repairs of Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2507 Computer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Expenses for Instruction</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>251 Administration (Principal's Office)</b>						
25102 Dues, Fees, Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25120 Supplies (non-teaching supplies)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25130 Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25140 Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25150 Printing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25160 Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Administration (Principal's Office)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>400 Health Services</b>						
420 Health Services - Materials/Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
420 Other Expenses of Health Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Health Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>500 Pupil Transportation</b>						
520 Contracted Services of Others	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
530 Vehicle Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
540 Insurance on Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
550 Gas, Oil, & Misc Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
560 Repairs & Maintenance of Equipment (buses, etc.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
570 Other - Descriptor:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Pupil Transportation</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Admin/Operating Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

School Name:

City:

Fiscal Year: July 1, 2023 through June 30, 2024

**Disbursements (continued)**

		<u>School</u>	<u>Pre K</u>	<u>Daycare</u>	<u>Before/ After Care</u>	<u>Cafeteria</u>
<b>600 Maintenance &amp; Operation of Plant</b>						
620 Contracted Services: Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
62001 For Upkeep of Grounds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
62002 For Repair of Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
62003 For Repair of Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Maintenance &amp; Operation of Plant</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
640 Utilities						
64001 Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
64002 Electricity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
64003 Gas	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
64004 Telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
64005 Other Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Utilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
650 Supplies for Operation						
65001 Custodial Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
65002 Supplies for Care of Grounds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Supplies</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
660 Chapel Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
670 Other Expenses: Describe	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
67001 Upkeep of Grounds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
67002 Repair of Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
67003 Repair of Non-instructional Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
680 Replace of Non-Instructional Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Upkeep &amp; Repairs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Cafeteria -- Food	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cafeteria - supplies/materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cafeteria - equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cafeteria - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Cafeteria</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
820 Insurance - Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
830 Rental of Land and Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
840 Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
850 Tuition Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Insurance, Rentals, Propety Taxes, Tuition Reimbursement</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Maintenance &amp; Operation of Plant</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Include all expenses paid by the parish on behalf of the school in detail. Please see the Tip Sheet for more information.

**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

**School Name:**

**City:**

**Fiscal Year: July 1, 2023 through June 30, 2024**

**Disbursements (continued)**

		<b>School</b>	<b>Pre K</b>	<b>Daycare</b>	<b>Before/ After Care</b>	<b>Cafeteria</b>
<b>1200 Capital Outlay</b>						
1210 Sites	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1220 Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
1230 Equipment						
12301 Equipment - Instructional (new, not replacement)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12302 Equipment - Non-instructional (new, not replacement)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Computer Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Computer Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>1300 School Subsidy &amp; Additional Disbursements*</b>						
School Subsidy - Other Elementary Schools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Subsidy - High Schools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Subsidy - Regional High School Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cafeteria Subsidy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repayment of Loan Amounts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total School Subsidy &amp; Additional Disbursements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Capital &amp; Subsidy</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL SCHOOL DISBURSEMENTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Include all expenses paid by the parish on behalf of the school in detail. Please see the Tip Sheet for more information.

**ARCHDIOCESE OF KANSAS CITY IN KANSAS**

**Catholic Mutual CUP II Information**

**If the parish completed this page, the school does not need to re-submit it.**

**School Name:**

**City:**

**Fiscal Year: July 1, 2023 through June 30, 2024**

Description	Explanation	# of Units
<b>Autos / SUVs / Crossovers</b>	Diocesan & Parish Owned	
<b>Trucks</b>	Diocesan & Parish Owned	
<b>Vans</b>	Diocesan & Parish Owned	
<b>Bus: 0-20 Passengers</b>	Diocesan & Parish Owned	
<b>Bus: 20-60 Passengers</b>	Diocesan & Parish Owned	
<b>Bus: Over 60 Passengers</b>	Diocesan & Parish Owned	
<b>Students: Elementary</b>	K-8	
<b>Students: Secondary</b>	High School	
<b>Students:</b> -Day Care -Preschool -Extended Care	Daycare students include children ages infant through pre-kindergarten. Preschool and extended care students can be of any age when enrolled in a care program which takes place before or after regular school hours. A pre or extended care program can either be on or off school premises. It is possible for a child to be both an elementary student and an extended/preschool care student.	
<b>Teachers (K-12): Full-Time</b>	Includes professionals teaching grades K through 12.	
<b>Teachers (K-12): Part-Time</b>	Includes professionals teaching grades K through 12.	
<b>Non-Teachers: Other Staff</b>		
<b>Counselors:</b>	If they are employed by Catholic Charities, DO NOT include them. If primary function is spiritual guidance, they should NOT be included in this category. There is no distinction between social workers with bachelor's and master's degrees.	

**SPECIAL NOTE:**

**Please do NOT include SOR/CCD students in any of the totals.**

PLEASE PRINT  
First & Last Name

\_\_\_\_\_

Contact Telephone Number:

\_\_\_\_\_

Contact E-mail Address:

\_\_\_\_\_

Updated:

6/30/2023