

# FINANCES STANDARD FOR ACCREDITATION

## A. ISSUES RELATED TO THIS STANDARD

The following requirements ask the school system to provide a self-assessment of expectations for quality included in this Standard for Accreditation. The information and data requested in this section are not for evaluation purposes. Instead, the information and data will assist the system in making the determination whether it meets the Standard and its Indicators of Quality.

### A.1. For Publicly-Funded School Systems

	<b>This section is not applicable to our school system.</b>
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#### A.1.a. FINANCIAL RESOURCES:

<b>Assessed valuation of the school system</b>	\$795,404,216
<b>Tax rate per thousand dollars of assessed valuation</b>	\$45.30
<b>Total budget for the school system</b>	\$53,942,571

#### A.1.b. ANNUAL PER PUPIL COSTS:

PER PUPIL COSTS	2010-11 Current Academic Year	2009-10 Last Academic Year
<b>Secondary</b>	\$17,232	\$16,144
<b>Middle School</b>	\$17,686	\$15,748
<b>Elementary School</b>	\$17,345	\$16,081

#### A.1.c. INSURANCE FOR THE SCHOOL SYSTEM:

TYPE OF INSURANCE	Adequacy of Coverage		
	Satisfactory	Needs Improvement	Unsatisfactory

TYPE OF INSURANCE	Adequacy of Coverage		
	Satisfactory	Needs Improvement	Unsatisfactory
Property liability	x		
Employee liability	x		
Administration liability	x		
Governing body liability	x		
Theft, fraud, deceit	x		
Tuition increase	N/A		
Travel and field trips	x		
Institution-owned vehicles	x		
Other (describe):			
Other (describe):			



## A.2. For Non-Public, Independent And Proprietary School Systems

X	This section is not applicable to our school system.
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## A.3. For All School Systems—Financial Assurances

The financial viability and stability of a school system is a primary requirement for accreditation by the Middle States Association.

Therefore, if the school system is not able to provide the results of a full external audit completed within the last 18 months, the head of the school system and the head of the governing body (if applicable) must assure, by their electronic signatures below, that the financial information and data reported in this Self-Study Report are true and accurate.

I give my assurance that the financial information and data in this Self-Study Report are true and accurate.

Signed electronically by:
Printed Name of the Head of the School System:
Leah M. Christman

Signed electronically by:
Printed Name of the Head of the Governing Body:
Thomas McLoughlin

## B. SELF-ASSESSMENT OF THE INDICATORS OF QUALITY

The school system must meet this Standard for Accreditation to be granted "Accreditation" by the Middle States Association. The Indicators of Quality for the Standard identify the types of evidence that, when taken together, indicate whether the school system meets the Standard. Rate the degree to which the school system meets each Indicator by using the following scale:

Rating of Adherence to the Indicator	
1. Does Not Meet	The evidence indicates the school system <b>does not meet</b> the expectations of this Indicator
2. Partially Meets/In Need of Improvement	The evidence indicates that the school system <b>partially meets</b> the expectations of this Indicator and <b>is in need of improvement</b>
3. Meets	The evidence indicates the school system <b>meets</b> the expectations of this Indicator
4. Exceeds	The evidence indicates the school system <b>exceeds</b> the expectations of this Indicator

### Middle States Association Accreditation Standard Finances

**The Standard:** Financial resources are sufficient to provide the educational opportunities defined in the school system's philosophy/mission. The business practices of the school system are ethical. These practices promote confidence in the school system's ability to manage fiscal and material resources in a responsible manner and follow prescribed budgeting and accounting principles. The majority of resources raised for school system purposes is dedicated to the system's operations.

#### 4.1 – 4.12: Indicators for the school system

MSA Indicator of Quality		Rating			
		1	2	3	4
4.1	The school system implements written financial policies and procedures that are in accordance with accepted business practices.			x	
4.2	The school system's governance and leadership exercise prudent control over all financial operations.				x
4.3	The school system's leadership ensures that all component schools implement the system's written financial policies and procedures.			x	
4.4	The school system's leadership ensures that its component schools exercise prudent control over all financial operations.			x	
4.5	Families enrolling students in the school system are informed in advance of all financial obligations for attending schools within the system.				N/A
4.6	Those entrusted with overseeing and conducting the financial and business operations of the school system possess appropriate qualifications.				x
4.7	Periodic audits or financial reviews are conducted by qualified external agencies, and the school system responds appropriately.			x	
4.8	The school system has written, reasonable, and equitable tuition, collection, and refund policies.			x	
4.9	The school system carries adequate insurance coverages including business interruption, casualty, property, and liability insurance for employees and the governance/owner, as appropriate.			x	
4.10	The school system makes prudent use of resources available through development activities, grants, foundations, and partnerships.			x	

**4.11 – 4.13: Indicators for faith-based school systems<sup>1</sup>**

<b>X</b>	<b>These Indicators are not applicable to our school system.</b>
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**B.1. Stakeholders’ comments to support the ratings:  
Our survey did not have comments.**

<b>STANDARD: Finances</b>	
<b>Source of Comments</b>	<b>Comments</b>
<b>Central Administration and Staff</b>	• •
<b>Governing Body</b>	• •
<b>Community Stakeholders</b>	• •
<b>Component School #1</b>	
• <b>Staff</b>	• •
• <b>Students</b>	• •
• <b>Parents</b>	• •
<b>Component School #2</b>	
• <b>Staff</b>	• •
• <b>Students</b>	• •
• <b>Parents</b>	• •

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<sup>1</sup> The use of the Faith-Based Indicators for this and the other Standards for Accreditation by faith-based school systems is voluntary and not required, unless their use is directed by the head of a parent school system such as a Diocesan/Archdiocesan or a similar system of schools. The Faith-Based Indicators allow faith-based school systems, if they desire, to include in their self-study and accreditation process Indicators of Quality that address unique characteristics of and expectations for schools whose mission and educational program are defined wholly or in part by their particular faith.

**B.2. Evidence:**

X	There were no Indicators for this Standard that were rated 1 (Does Not Meet)
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**C. SELF-ASSESSMENT OF THE STANDARD FOR ACCREDITATION**

X	Our self-assessment is that our school system <b>MEETS</b> this Standard for Accreditation
	Our self-assessment is that our school system <b>DOES NOT MEET</b> this Standard for Accreditation because it does not meet or meets only partially the Requirement(s) of the Standard and/or the Indicator(s) of Quality indicated below:



**D. ROOT CAUSE ANALYSIS**

<b>Foundational Issue: Finances</b>		
<b>Are there finance standard indicators not met or in need of improvement that inhibit the attainment of the organizational capacity objective?</b>		<b>YES</b>
	X	<b>NO</b>
<b>Data to support your conclusion:</b>	Auditor Financial Statement Report	

Hypothesis derived from your conclusion:	
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## E. IMPLICATIONS FOR PLANNING

E.1. List the school system's significant strengths in meeting the Finances Standard.

Have a \$15M Fund Balance
Have a strong bond rating Aa3
Approach budget cuts that least impact educating our students

E.2. List the school system's significant areas in need of improvement in meeting the Finances Standard.

None
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E.3. Based on the strengths and areas for improvement identified, list any important next steps or strategic priorities related to Finances that should be included in the action plan in the Plan for Growth and Improvement.

Need to spend wisely to have the resources when needed
Maintaining a strong fund balance will help us to keep our strong bond rating for future borrowing.

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## F. EVIDENCE TO SUPPORT THE ASSESSMENT OF THIS STANDARD

Evidence	
<i>For All School Systems:</i>	
The school system's current operating budget	x
Certified external audit letter of the school system's finances conducted within the last two years	x

<b>Evidence</b>	
The school system's student tuition and fee schedule (if applicable)	N/A
The school system's long-range financial plan	x
Description of any contingent liabilities or on-going litigations that potentially could affect the system's ability to continue operation	x
List of grants and other funding sources obtained in the last calendar year	x
Publications provided to students outlining students' financial obligations	N/A
Summary of the school system's insurance coverages	x
Qualifications of the personnel overseeing and conducting the school system's financial and business operations	x
School system policies related to finances, financial aid, and refunds, including (but limited to):	
• Financial operations and controls	609, 620, 623
• The budget process	
• Tuition and fees and refunds	
• Periodic audits	
• Insurance coverages	
• Development activities, grants, foundations, and partnerships	
<b><i>For Faith-Based School Systems:</i></b>	
Evidence of institutional advancement efforts	N/A
<b><i>For Non-Public, Independent, and Proprietary School Systems:</i></b>	
Schedule of student tuition and fees	N/A
<b><i>For the Component Schools:</i></b>	
Results of the schools' self-assessments of compliance with this Standard for Accreditation and its Indicators of Quality	x

