

## **Accountant's Report on CSAC's 2009-2010 Financial Information**

**To: St. Gregory's CSAC Committee Members**

**Re: St. Gregory's CSAC's Financial Information for 2009-2010**

As specifically agreed, I have performed the following procedures in connection with the CSAC's financial information for the period 2009-2010:

### Receipts

1. Vouched the amount per deposit slip to the bank receipt.
2. Vouched the amount per the bank receipt to the Bank Statement.
3. Agreed the amount per the Bank Statement to CSAC's books of account.
4. Reviewed appropriateness of account classification based on revenue source.
5. Totaled the deposits per the books of account and agreed total to CSAC's financial report.

### Disbursements

1. Vouched disbursement to supporting invoice/documentation.
2. Vouched cheque details to cheque register.
3. Agreed details per cheque register to Bank Statement.
4. Reviewed nature of expenditure for appropriateness according to approved Staff Funding Request forms and past practices of CSAC.
5. For Teacher Allocations, reviewed allocations provided for the 2009 – 2010 school year to ensure that only eligible teachers received allocations.
6. Reviewed appropriateness of disbursement classification based on nature of expenditure.

Detailed results of performing the above specified audit procedures are provided to you in a separate report "CSAC Specified Procedures Results", dated September 17, 2010.

This report was prepared in accordance with the requirements of the CICA Handbook for Special Reports on the Results of Applying Specified Auditing Procedures to Financial Information other than Financial Statements. These procedures do not constitute an audit and therefore I express no opinion on the financial information for 2009-2010. It is understood that this report is for your use in fulfilling your responsibilities as members of St. Gregory's CSAC Committee.

*Original signed by*

**Nadine P. Lustrì**  
Chartered Accountant  
Toronto, Ontario  
September 17, 2010