

**Franklin Public Schools  
355 Central Street  
Franklin, MA 02038  
Phone (508) 553-4825**

To: Sara E. Ahern, Ed.D., Superintendent of Schools  
Franklin School Committee

From: Miriam A. Goodman, School Business Administrator

Date: November 6, 2018

Re: Student Activity Fund Account Reconciliations

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You may recall that in the past few years, much attention has been paid to Student Activity Funds (SAF). The Department of Elementary and Secondary Education issued SAF audit guidelines about 3 years ago, and we have since been amending our policies and procedures to comply with these new guidelines.

In accordance with policy JJF-R, enclosed you will find the first set of quarterly bank reconciliations for the five student activity accounts within the district.

Should you have any questions, please feel free to contact me.

Thank you.