



The Division of Financial Operations
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Online School Bank Account Survey

Please report your school's reconciled bank account balances through an online recording system. The Division of Financial Operations prefers that you report your balances by **June 30**, since most financial reporting is done at this time. If you report by June 30, you may use your school's May 31 reconciled balances. To record the reconciled balance for each account maintained by the school treasurer, please click [here](#).

If you cannot make the June 30 deadline, you may still report after June 30 but before September 22. In this case, please use your school's June 30 reconciled balances.

You will receive a confirmation e-mail when account balances are successfully entered. To enter bank account data using the link above, your school's account must be on file in the FAMIS system. If your school account information is not on file in the FAMIS system, please complete the information requested by clicking on the [link underneath the login button on the survey page](#). You can also click on the help icon for assistance. Registration and accounting for all bank accounts maintained by a school or office within the DOE is mandatory for Financial Statement disclosure.

As a reminder, balances of more than \$250,000 maintained at any one bank (all branches combined) for one school or location are not FDIC insured. An exception is made for funds maintained in both a demand deposit account (checking account) and another type of account, where each will be separately insured up to \$250,000. Click [here](#) for more details on FDIC coverage.

If you require any additional assistance, please call Rashid Dehbi at the Financial Management and Reporting: Banking Unit at (718) 935-2654.