

THE ROMAN CATHOLIC
ARCHDIOCESE OF ATLANTA



Memo

Date: May 19, 2025

To: All parish and school business managers

From: Sue Stanton, parish systems administrator, Office of Finance

Re: **Please register for our in-person Summer 2025 P+SIC**
Tuesday, June 17, at the Chancery

We are very excited to invite you to [register](#) for our **in-person Summer Parish+School Insights Conference** at the Chancery (2401 Lake Park Drive, Smyrna, Georgia 30080).

The conference, scheduled for **Tuesday, June 17**, starts at **9 a.m. and concludes at approximately 3 p.m.** Please [use this link](#) to complete the registration form no later than Thursday, June 12.

We are excited to present on finance topics and more including:

- Insurance updates from Catholic Mutual
- Role specific training videos from Catholic Mutual
- Banking updates, bank signer changes, BOA DocuSign, YE and budgets
- Worker's Compensation deduction from payroll
- Year-end reports and certification letters (Adobe)
- Amazon reporting
- Spend and expense
- Internal audit
- Bill – coding invoices, credit memos, adding vendors and more
- HR – Pension/403B

- Catholic Schools – Georgia Goal
- Communications – The Georgia Bulletin access changes

Please join us at the Chancery for an engaging day of presentations and socializing with other parish and school business managers and Archdiocese of Atlanta team members.

Continental breakfast and full lunch will be served. Come as early as 8:15 a.m. to enjoy breakfast and to catch up with old and new colleagues and friends!

We look forward to seeing you! Questions? Please contact me at 404-920-7642 or sstanton@archatl.com.