**CONTACT INFORMATION**

**FOR 2019-2020**

**Please make sure all staff information is entered on this form.** Due to statutory deadlines both home and cell numbers are needed to reach District/Charter staff. Notify your assigned budget analyst when staff changes occur so the School Budget & Finance Analysis Bureau contact list can be updated. You may change titles or add additional lines to list more staff, if necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **TITLE** | **BUSINESS**  **PHONE** | **HOME**  **PHONE** | **CELL**  **PHONE** |
|  | Superintendent or  Charter Representative |  |  |  |
|  | Superintendent’s  Secretary |  |  |  |
|  | Assistant  Superintendent |  |  |  |
|  | Assistant  Superintendent |  |  |  |
|  | Finance  Director |  |  |  |
|  | District/Charter  Business Manager |  |  |  |
|  | Bookkeeper |  |  |  |
|  | Bookkeeper |  |  |  |
|  | Bilingual  Director |  |  |  |
|  | Special Education Director |  |  |  |
|  | Title I  Director |  |  |  |
|  | Membership  Coordinator |  |  |  |

**DISTRICT/CHARTER:**

**MAILING ADDRESS:**

**(Please enter the address mail is received)**

**PHONE NUMBER:**

**FAX PHONE NUMBER:**

**E-MAIL ADDRESSES:**

Superintendent/Charter Rep.:

District/Charter Business Mgr.:

Membership Coordinator:

Local Board President:

**LOCAL BOARD PRESIDENT:**

**MAILING ADDRESS:**

**PRESIDENT PHONE NUMBER:**

**(Please enter the address mail is received)**