**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 orCharter Representative |  |  |  |
|  | Superintendent’s Secretary |  |  |  |
|  | Assistant Superintendent |  |  |  |
|  | Assistant Superintendent |  |  |  |
|  | Finance Director |  |  |  |
|  | District/CharterBusiness Manager |  |  |  |
|  |  Bookkeeper |  |  |  |
|  |  Bookkeeper |  |  |  |
|  | Bilingual Director |  |  |  |
|  | Special Education Director |  |  |  |
|  | Title I Director |  |  |  |
|  | MembershipCoordinator |  |  |  |

 **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)**