



# School Finance

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May 11, 2009

★ REGISTER ★  
with the workshop site by  
the date indicated below.

TO: Chief School Administrators  
FROM: Dale M. Dennis, Deputy Commissioner  
SUBJECT: **2009 Budget Workshops for Unified School Districts**

Budget workshops are conducted for superintendents and/or business managers of unified school districts. The budget process will be explained step by step. Please invite your county clerk and school auditor (CPA) to attend a workshop. Board members or officers of your teachers' association are also welcome.

There is **no charge to attend a workshop**, however, participants will be responsible for the cost of the noon meal and other refreshments provided at the workshop site. “**Budget 101**” is designed to introduce first-year superintendents to the budget process. Clerks – please forward this information.

Please contact the workshop site with the number attending from your district to guarantee that adequate seating and a workshop packet will be available for all participants. All facilities are air-conditioned. A light jacket or sweater may be helpful.

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### Please register with the workshop site by phone or e-mail to verify:

- (1) number of people attending the budget workshop and
- (2) number of lunch reservations needed for your group

- ✦ **June 11** ..... **Oakley** ..... NW Kansas Educational Service Center - Oakley, 703 West 2nd  
Thursday 9:30 am to 3:30 pm [call Patricia Runkle at (785) 672-3125, ext. 114,  
or e-mail [prunkle@nkesc.org](mailto:prunkle@nkesc.org) by 3 p.m. June 9]
- ✦ **June 15** ..... **Garden City** ..... Garden City High School, 1412 N Main – Garden City (see directions)  
Monday 9:30 am to 3:30 pm [call Mary Strasser at (620) 805-7005 or e-mail  
[mstrasser@gckschools.com](mailto:mstrasser@gckschools.com) by June 11]
- ✦ **June 16** ..... **Greenbush** ..... Southeast Kansas Education Service Center, Greenbush  
Tuesday 9:30 am to 3:30 pm 947 West 47 Highway, Girard  
(e-mail Roz Mosier [roz.mosier@greenbush.org](mailto:roz.mosier@greenbush.org) by June 12)
- ✦ **June 19** ..... **El Dorado** ..... El Dorado Civic Center, 201 East Central [call Waneta at  
Friday 9:30 am to 3:30 pm (316) 322-4800 or e-mail [wduinn@eldoradoschools.org](mailto:wduinn@eldoradoschools.org) by June 15]
- ✦ **June 22** ..... **Topeka** ..... Seaman High School – 4850 Rochester Road – Topeka 66617  
Monday 9:30 am to 3:30 pm [Call Laura Terrel at (785) 575-8600 or email  
[lterrel@usd345.com](mailto:lterrel@usd345.com) by June 8]
- ✦ **June 23** ..... **Salina** ..... School District Central Office, 1511 Gypsum (see directions)  
Tuesday 9:30 am to 3:30 pm [call Shirley Patrick at (785) 309-4708 or e-mail  
[shirley.patrick@usd305.com](mailto:shirley.patrick@usd305.com) by June 16]
- ✦ **June 18** ..... **Salina (KASA)** ..... “**Budget 101**” – **for new (first year) superintendents only.**  
Thursday 9:00 am to 3:30 pm Contact Kansas Assoc of School Administrators - (785) 232-6566

*If anyone will need special assistance under the Americans with Disabilities Act, please contact our office as soon as possible.*