



# Colchester School District

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## MEMO

**To:** Building Administrators  
**CC:** Amy Minor  
**From:** George A. Trieb, Jr.  
**Subject:** School Operating Budgets – FY’21  
**Date:** November 26, 2019

I am forwarding through email historical actual expenditure figures for the past three years as well as the current year’s budget. This information should be helpful in preparing your budget for next year. The total budget amounts for the upcoming fiscal year have increased slightly. This may change as we move through the process. The total operating budget amounts by school are as follows:

School	Budget (\$)
CHS	\$302,940
CMS	\$163,200
MBS	\$159,120
PPS	\$70,380
UMS	\$70,380
Total	\$766,020

The information being received is in Excel format and different then in year’s past. This should help to make the budgeting process easier. Select the spreadsheet for your school, review your current budget and enter your budget for FY’21. Please send all budgets back to me through email in Excel format no later than November 1<sup>st</sup>.

Thanks in advance for your assistance and cooperation. Please call with any questions/concerns.

Thanks.

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**Amy Minor**  
Superintendent  
of Schools

**George A. Trieb, Jr.**  
Business & Operations  
Manager

**Carrie Lutz**  
Director of Student  
Support Services

**Gwendolyn Carmolli**  
Director of Curriculum  
& Instruction