

Developing a School Budget

Audience: Administrators and Aspiring Administrators
Instructor: John Antonucci
Date & Time: Thursday, April 29, 2010
3:30 – 6:30 PM

Location: TEC Professional Development Center in
Dedham
Cost: \$40 TEC Members / \$50 Non-TEC
(Free to TEC Administrative Licensure
Participants, Past and Present)
Earn: 3 Hours of Participation

Course Description: This workshop is designed to help those who need to create, support or understand school and district budgeting.

Participants will be taken through the steps of the budgeting process and learn how to analyze an existing budget. Questions to be answered include:

- What are the components of a budget?
- How are costs determined?
- In these financial times, where should we look to economize?
- How are priorities determined?

About the Instructor: John Antonucci is the Superintendent of Schools for Westwood. He was a business manager for Nashoba School District and Bedford Schools. John has an MBA from Boston University.

*Cancellations: Notice must be given at least **ten (10)** business days prior to the start of program.
Payment will be processed at that time and refunds will not be granted after that date.
Note: After January 29, a \$25 late fee is required with each course registration.*

To register: Complete this form and send, along with your check or purchase order, to:
TEC Professional Development, P.O. Box 186, Dedham, MA 02027

Please register me for "Developing a School Budget" beginning on 4/29/10!
Enclosed is a check or purchase order for: ___\$40 TEC / ___\$50 Non-TEC / ___\$0 TEC Licensure Participant

Name: _____ School: _____
Home address: _____ Role: _____
City, state, zip code: _____ Address: _____
Email: _____ City, state, zip code: _____
Home phone: _____ Work phone: _____

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