

## MEMORANDUM

TO: Dr. Kyle Schumacher, Dr. Griff Powell, Co-Interim Superintendents,  
Board of Education

FROM: Daina Pflug, Business Manager

DATE: June 16, 2025

RE: Appointment of Person to Prepare Central 301's Tentative Budget

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The school code requires a school district to designate a person to prepare in tentative form the annual budget for the new fiscal year. It is recommended that Daina Pflug, Business Manager is designated to prepare Central CUSD 301's tentative budget for fiscal year 2026. The budget is prepared as a team effort between school building administration, directors, administrative assistants, co-interim superintendents, human resources, payroll and finance departments.