

# **Conroe Independent School District**

## **Finance Manual**

**Finance Office  
3205 West Davis  
Conroe, Texas 77304**

# Conroe Independent School District

## **Elected Officials** **Board of Trustees**

Mr. Datren Williams - *President*

Mr. Skeeter Hubert – *First Vice President*

Mr. Scott Moore – *Second Vice President*

Mr. Ray Sanders – *Secretary*

*Mr. Scott Kidd – Assistant Secretary*

Mr. John Husbands – *Immediate Past President*

Mr. Dale Inman – *Trustee*

## **Appointed Officials**

Dr. Curtis Null - *Superintendent*

Dr. Chris Hines – *Deputy Superintendent*

Mr. Darrin Rice – *Chief Financial Officer*

Ms. Carrie Galatas – *General Counsel*

Mr. Gregg Colschen – *Assistant Superintendent for High Schools*

*Dr. Shellie Winkler – Assistant Superintendent for Middle Schools*

Dr. Debbie Philips – *Assistant Superintendent for Elementary Schools*

*Dr. Hedith Saucedo-Upshaw – Assistant Superintendent for Teaching & Learning*

*Dr. Tamika Taylor – Executive Director for School Improvement & Leadership Development*

*Mr. Chris McCord – Executive Director of Operations*

***Sincere thanks is extended to the members of the Finance Office staff for their efforts in compiling this manual.***

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## Finance Manual

### Preface

This manual provides guidelines and procedures for budgeting and expending District funds. It is a compilation of State and Federal laws and local policies and procedures that are to be used for processing all financial and budget related items.

The manual was prepared using input from the Texas Education Agency, Finance Office staff, and other District personnel. Although it is not all-inclusive and cannot address all situations, the manual does provide general information to assist with normal, everyday financial transactions. Any and all District personnel with financial duties are responsible for the contents.



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