

Local School Financial Management Program

As part of the Local School Financial Management (LSFM) Program each graduate is required to obtain nine (9) hours of continuing professional education (CPE) each fiscal year (October-September). Hours can be obtained by attending any of the AASBO training sessions. A one-day session is planned for the first week in June specifically for graduates of the LSFM program. Information on the program will be coming out in April. Each participant can also obtain three (3) hours of CPE by writing a Course Review Summary for each of the courses (10) in the program. Each course summary should consist of **300-500** words in paragraph format where you will reflect on the learning and benefits of the course and how it can be used in your current position within the school district. You should complete the course summaries and submit by email to Amanda Al-Betar at aalbetar@ccs.ua.edu or mail to Amanda's attention at Box 870388, Tuscaloosa, AL 35487-0388.

A portion of a sample summary is included below as a guide as you prepare your document. Be sure to include your name, school and district on the emailed or mailed document.

SAMPLE SUMMARY

Knowing Your School/School District

This course presented information relative to my school and school district. The information helped me define the purpose and objectives of my school and provided information on how my school is funded, the purpose of the various program within my school and how the success and effectiveness of my individual school is measured. This course gave me an understanding of the overall objective of my school and made me realize the importance of my role within the organization. Give specific examples _____

This session taught me importance of presenting a positive image of myself and how my image reflects on the image of the school. Professionalism relates not only to the way I dress but to _____

I now have a better understanding of importance of carrying out the policies and procedures of the school in dealing with parents and students. This course has prepared me to do a better job in my current position through _____

The most valuable portion of this session was _____
I plan to take future professional development courses in the area of _____
to enhance my career goals.