

53rd AASBO Annual Conference

May 3-6, 2022, Perdido Beach Resort, Orange Beach, Alabama

Pre-Conference Workshops

- **Budgeting for New CSFOs (by invitation only)**
- **Guide to Managing Capital Projects**
- **Best Practices in Payroll/Personnel Management**
- **Supporting Employee Well Being and Avoiding Employee Burnout**

All Workshops count as Electives or Continuing Education Courses

Tentative Breakout Sessions

CSFO's

- Overview of 2022 Legislative Session
- Federal Programs Review
- Life after ESSER
- Financial Training for Non-Financial Employees
- Economic Update
- CSFO Guide to Managing the CNP Program

Purchasing/Finance

- Examiners' Update on Current Issues
- Update on Alabama Competitive Bid Law
- Leveraging Your Public-School Funds
- Best Practices—Writing Bid Specifications
- A+ College Ready Update
- ABCs of Technology Leasing Contracts
- Post Award of a Procurement Contract – What Now

Payroll/Personnel

- RSA/PEEHIP Update & Issues
- NG Web-Payroll/Personnel
- Data Security/Cybersecurity Risk for Payroll
- FMLA Update
- TEAMS Contract
- Supplemental Pay Issues/Fringe Benefits

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Agenda at a Glance

Pre-Conference Workshops

Tuesday, May 3, 2022

8:30 am – 4:30 pm	Budgeting for New CSFOs (by invitation only)
1:00 pm - 4:30 pm	Pre-Conference Workshops (choose one)
	1. Guide to Managing Capital Projects Elective Course or Continuing Education Course
	2. Best Practices in Payroll/Personnel Management Elective Course or Continuing Education Course

Conference Workshops

Wednesday, May 4, 2022

8:30 – 10:00 am	Registration
10:00 – 11:45 am	First General Session
12:00 – 1:00 pm	Lunch on the Pool Deck
1:00 – 4:30 pm	Breakout Sessions & Vendor Hall
4:30 – 6:00 pm	Reception in the Vendor Hall

Thursday May 5, 2022

8:00 – 8:45 am	Continental Breakfast in Vendor Hall
9:00 – 10:30 am	Breakout Sessions
10:30 - 11:00 am	Break in Vendor Hall
11:00 am - noon	Breakout Sessions
12:00 - 1:00 pm	Lunch for afternoon workshop attendees
1:00 - 4:00 pm	Workshop: Supporting Employee Well Being & Avoiding Employee Burnout

Friday, May 6, 2022

8:00 —11:00 a.m.	Breakfast and Second General Session/Business Meeting
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The AASBO Certificate Program for the Alabama Association of School Business Officials is supported by the State of Alabama Department of Education, Division of Administrative and Financial Services.

Notice to Program Graduates

AASBO Professional Certificate Program Graduates - all courses will count toward your Professional Certification continuing education requirement of 18 Continuing Professional Education hours per year (October through September).

Payroll Personnel Certificate Program Graduates- all courses will count toward your Payroll Certification continuing education requirement of 12 Continuing Professional Education hours per year (October through September).

Purchasing Certificate Program Graduates- all courses will count toward your Purchasing continuing education requirement of 12 Continuing Professional Education hours per year (October through September).

General Information

REGISTRATION FEES

The Registration Fee for the Annual conference is \$300 if received before March 14, 2022. After March 13th the fee is \$350.00. **The registration fee includes all workshops selected during the registration process.**

This conference will sell out. Early registration is encouraged.

LOCATION AND LODGING

The AASBO Annual Conference will be at the Perdido Beach Resort located at 27200 Perdido Beach Blvd. Orange Beach, AL 36561.

Lodging is the responsibility of each participant. A room block is available at the Perdido Beach Resort. The group booking code will be included in your conference confirmation email. **The hotel will sell out—early registration is advised.**

OVERFLOW HOTELS WILL BE POSTED ON THE AASBO WEBSITE

PARKING

Complimentary parking is available at the Perdido Beach Resort for conference attendees.

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General Information

MEALS

Meals will be provided as indicated on the agenda.

CONTINUING PROFESSIONAL EDUCATION for CPA's

Courses will be submitted for approval by the Alabama Board of Public Accountancy.

TRANSCRIPTS

Please contact Anna Clay Adams at aasbo@ua.edu to request a copy of your transcript.

FURTHER INFORMATION

If you have questions or need more information, call Anna Clay Adams, Program Coordinator, Professional and Management Development Programs, The University of Alabama at (205)-348-6224. You may e-mail her at aasbo@ua.edu

AASBO MEMBERSHIP DUES

In order to attend this training session, you must be a member of AASBO. AASBO provides programs and services to promote the highest standards of school business practices through professional development, recognition, and the effective management of available resources. Joining AASBO gives you the means to improve both yourself and your organization. Your annual dues of \$50 (\$100 for CSFO) can be paid on this registration form. Membership cycles run from July 1, 2022-June 30, 2023. You can also renew your membership for 2021-2022 on this form.

BILLING POLICY

Registrations for College of Continuing Studies programs should be accompanied by check or credit card payment. Registrations that are submitted without payment will be billed and collected through UA Student Receivables. To ensure proper documentation of payment, we strongly encourage all registrations be submitted with payment.



Alabama Association of School Business Officials

May 3-6, 2022

AASBO Membership Dues
Program # CS-2107-AASBODUES21-01 or
CS-2207-AASBODUES23-01

AASBO Membership is required to attend this training session.

- \$50 Active Members
- \$100 CSFO
- \$10 SASBO (optional)

AASBO Annual Conference

Program # CS-2205-AASBOCONF-01
May 3-6, 2022
Perdido Beach Resort, Orange Beach, Alabama

- \$300 Early Bird Registration Fee (before 3/14)
- \$350 Late Registration Fee (after 3/14)

Pre-Conference Workshops

There is no registration fee. Pre-registration is required.

Tuesday, May 3, 2022

- 8:30 am - 4:30 pm
Budgeting for New CSFOs (by invitation only)
- 1:00 - 4:30 pm
Guide to Managing Capital Projects

1:00 - 4:30 pm

Best Practices in Payroll/Personnel Management

Thursday, May 5, 2022

- 1:00 - 4:30 pm
Supporting Employee Well Being & Avoiding Employee Burnout

Registration Options

Register by Mail
Registration Services
The University of Alabama
Box 870388
Tuscaloosa, AL 35487

Register by Phone
1-866-432-2015
1-205-348-3000

Please submit this entire page for your registration. For multiple registrations, please duplicate this form.

First: _____ Middle Initial: _____

Last: _____

Preferred Name / Nickname: _____

School Name: _____

School System: _____

I work at a (Check One): Elementary Middle High School Central Office

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Phone: _____

Job Title: _____

How did you find out about this program? _____

School issued purchase order # _____ (Must include hard copy.)

Enclosed is a check for \$ _____ made payable to THE UNIVERSITY OF ALABAMA

Charge \$ _____ to credit card: MasterCard VISA American Express Discover

Card # _____ Exp. Date / _____

Security / Verification / CVV Code _____ (Three or four digit code on back or front of credit card.)

Need our STAARS Vendor Number? Please use VC000118827 for UA College of Continuing Studies. The University of Alabama is committed to complying with the Americans with Disabilities Act. Requests for accommodation of physical and/or dietary needs should be made at least 30 calendar days in advance of the program date. Please email your request to abergeron@ccs.ua.edu. A portion of the invoice amount for this program will go to the Capstone Lifelong Learning Foundation to support activities of The University of Alabama and the College of Continuing Studies.

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