

aasbo

Alabama Association of
School Business Officials

Local School Financial Management Certificate Program

March 4-5, 2019

Monday, March 4, 2019

9:00 a.m. - 12:30 p.m. (choose one)

Knowing Your School/School District and Understanding Your Role Within School Administration

Core Course for LSFM Certificate

Location: Sellers

The course is designed to give participants an overview of their school/school district in terms of its purpose, objectives, structure culture and systems. Participants will gain an understanding of how following policies and procedures make the school a more effective and efficient organization.

Presenters: **Sonja Peaspanen**, Alabama State Department of Education
David Smith, AASBO
Linda McGhee, AASBO

Current Issues in Local School Accounting

Continuing Education Course for LSFM Graduates

Location: Rast

This session will discuss several current issues related to operations at the local school level to include: after school activities, accounting for classroom instructional support funds, accounting for concessions and extracurricular events and legal issues and liability of school events.

Presenters: **Mark Boardman**, Boardman, Carr, Petelos, Watkins & Ogle P.C.
Dennis Heard, Alabama State Department of Education
Sarita Price, Muscle Shoals City Schools

12:30 pm – 1:00 pm Lunch

1:00 p.m. – 4:30 p.m. (choose one)

Principles of Accounting I (Part 1)

Core Course for LSFM Certificate

Location: Sellers

This course is designed as an introduction to accounting concepts and principles. This course will provide a solid foundation of accounting knowledge that is critical for local school financial personnel. After completion of this course, participants should have an understanding of the basic accounting assumptions, principles and terminology used within the general accounting function.

Presenter: **Dr. Keren Deal**, Auburn University Montgomery

Financial Procedures for Local School Activity Funds (Part 1)

Continuing Education Course for LSFM Graduates

Location: Rast

Courses will be an in depth review of the Local School Financial procedures that each district has adopted.

Presenters: **Sonja Peaspanen**, Alabama State Department of Education
Teresa Meadows, Hoover City Schools
Lois Stephenson, Retired, Mountain Brook City Schools
Michelle McCay, Hoover City Schools

Tuesday, March 5, 2019

9:00 a.m. - 12:30 p.m. (Choose one)

Principles of Accounting I (Part 2)

Core Course for LSFM Certificate

Location: Sellers

This course is designed as an introduction to accounting concepts and principles. This course will provide a solid foundation of accounting knowledge that is critical for local school financial personnel. After completion of this course, participants should have an understanding of the basic accounting assumptions, principles and terminology used within the general accounting function.

Presenter: **Dr. Keren Deal**, Auburn University Montgomery

Financial Procedures for Local School Activity Funds (Part 2)

Continuing Education Course for LSFM Graduates

Location: Rast

Courses will be an in depth review of the Local School Financial procedures that each district has adopted.

Presenters: **Lois Stephenson**, Retired, Mountain Brook City Schools
Michelle McCay, Hoover City Schools

12:30 pm – 1:30 pm Graduation and Lunch

1:30 p.m. - 5:00 p.m.

Elements of Local School Accounting I

Core Course for LSFM Certificate

Location: Sellers

This session will provide an in-depth review of the purpose and use of the financial reports of the school/school district. Participants will gain an understanding of the standardized accounting structure for school districts, as well as the classification of school funds at the local school level and their proper uses and required reporting. Basic concepts of student activity fund accounting will be reviewed and effective management practices that make day-to-day financial operations more efficient will be discussed.

Presenters: **Lois Stephenson**, Mountain Brook Board of Education
Lisa Guzman, Florence City Schools
Sonja Peaspanen, Alabama State Department of Education