

# Southeastern Association of School Business Officials

2018-2019 Expert Exchange Series



## Online Professional Development Series



- The 2018-2019 series begins October 18, 2018
- Members may purchase the entire series for \$200, one for \$49 or select three for \$99
- Earn up to 18 CPE units (2 hours for each session)
- For more details and to register, visit [www.sasbo.org](http://www.sasbo.org)
- Live Presentations are at 2:00 p.m. Eastern / 1:00 p.m. Central

**All sessions are recorded for future viewing.**

### **October 18, 2018 - "ESSA Update"**

*Sharie Lewis, CPA, Director of Business Services & Operations, Parkrose School District, Portland, Oregon*

Every Student Succeed Act (ESSA) Update to provide school business officials with a general understanding around the changes from NCLB to ESSA and how that may or may not impact your role in your school district. Some of the areas to be covered are: (a) what changes are you going to have to make to ensure you are reporting your financial dollars correctly, (b) what changes will there be to 2 CFR 200 as it relates to audit guidelines within the Federal grants you may receive, (c) will this affect how you should be budgeting in the future, and (d) what are your timelines to meet the new ESSA guidelines.

### **November 8, 2018 - "Crazy Collaboration"**

*LaTresa Carlisle, IT Specialist, Escambia School District, Pensacola, Florida*

Ever needed to make changes to a document at the last minute? What about working on a project with coworker? On leave but someone needs a report? Well... Google Docs can help with all those crazy needs. Google Docs works similar to Microsoft only with a lot of crazy features for you to use for reports, notes, proposals, and much much more.

### **December 13, 2018 – "School Law for the Business Official"**

*Rebecca Owens, Deputy Director for Policy, Compliance & Employee Relations, Wilson County Schools, Lebanon, Tennessee*

The presentation will cover various education and business laws that officials have to comply with each day. It will include resources where employees can get additional information for free.

### **January 17, 2019 - “Purchasing Policies”**

*Susan Barkley, Director of Finance, Shelby County Public Schools, Shelbyville, Kentucky*

Learn how to create a Purchasing Manual for your school district. A written manual will improve compliance, consistency, and morale. Specific areas will include food purchases, why we need purchase orders, and the use of blanket purchase orders. This session will also expand the purchasing discussion to include school issues. Since many purchasing procedures are in place to prevent and detect irregularities, internal control and fraud prevention will be discussed.

### **February 21, 2019 - “What Policies I Need, That I Never Knew I Needed”**

*Jackie Sparks, Finance Director, Cook County Schools, Adel, Georgia*

*Earl Burke, Assistant Superintendent of Business Services and Operations, and Chief Financial Officer, Hinds County School District, Raymond, Mississippi*

Most of us don't think about policy until there is a need. With all that we manage daily, who has time to fix something that's not broken. But it's our job to consider what might happen so that we can have a policy in place to offset any of the misfortunes that could befall our districts. In this session, we will consider little considered policies vulnerabilities that you've never suspected and may have been inadvertently overlooked. These policy considerations just might save the day should one of those "when pigs fly" policy scenarios actually come true.

### **March 21, 2019 - “Succession Planning”**

*Bryan Packwood, Human Resources, First Financial Services, Houston Texas*

Succession Planning is more than just coming up with lists of candidates for important positions. It entails developing internal colleagues with the potential to fill key business leadership positions within the company. Effective succession or talent-pool management concerns itself with building a series of feeder groups up and down the entire pipeline or progression. Those that don't develop and nurture a succession plan at work will be scrambling to find replacements for key roles, hiring over paid and risky outsiders, over-promoting unqualified candidates, fail to retain key employees as well as will lose business continuity and efficiency. In this training we will discuss the costs to the company, the development and execution, the best practices and the challenges and obstacles associated with succession planning. We will talk about “why it is so important to your business” and “what it can do for your business.” This training will address issues and provide a roadmap to make your succession planning strategy successful.

### **April 18, 2019 - “Student Accident Insurance – Why Bother?”**

*Doug Young, President, The Young Group, Raleigh, North Carolina*

During this presentation you will learn:

- The importance of purchasing and offering Student Accident Insurance
- The differences between Student Accident Insurance coverage options
- How partnering with the right Student Accident Insurance service provider can help your district reduce the frequency and amount of student injuries
- How to negotiate the best price for your Student Accident Insurance
- Effective Request for Proposals for your Student Accident Insurance

**May 16, 2019 - "Communication in the Business Office"**

**Anya Randle**, *Director of Business Services, Assumption Parish School Board, Napoleonville, Louisiana*

Develop an understanding of why effective communication is imperative to the success and productivity of any office, along with a unique approach to develop Effective Communication within the Business Office.

**June 13, 2019 - "FLSA and More"      *Jill E Hall, Attorney, Jackson Kelly PLLC, Charleston, West Virginia***

This session will explore various employment laws and recent changes to those laws that impact school systems. We will discuss the Fair Labor Standards Act (FLSA), the Family Medical Leave Act (FMLA) and the Affordable Care Act (ACA), including changes and proposed changes to these laws since President Trump took office. The Trump administration has been clear that it wishes to overturn Obama-era laws and regulations, especially with respect to the FLSA and ACA. The session will explore the impact of those potential changes on employers.

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