

ALASBO

News Link...



August 2004

A newsletter publication of Alaska Association of School Business Officials

ALASBO News Link
is published for the members of the Alaska
Association of School Business Officials
and its affiliate members.

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President's Message

*Mike Fisher, Fairbanks North Star Borough
School District*

By the time you receive this issue of *ALASBO News Link*, many of you will be busily preparing for the opening of school.

It is an exciting time of the year. The long summer days have been replaced by cool evenings, leaves are starting to fall, and geese and tourists alike can be seen heading south. The smoky haze of hot, dry, summer days are a distant memory. Nature's furry little creatures can be seen scurrying around busily preparing for the onset of winter. Business Managers can be seen just scurrying around. For everyone, a sense of urgency is in the air.

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President's Message (Continued)

I'm sure we have all taken mental inventory of our "cache of provisions" we must have in place to get us through the long winter ahead. Staffing allocations, food service menus, transportation routes, supply and equipment allocations, activity schedules, insurance binders, fuel inventories, teacher housing, special education services, curriculum materials, facility repairs and maintenance, audit report, vendor orders, travel schedules, charter school contracts, correspondence school enrollments, adequate yearly progress and school choice, are to name but a few. And don't forget to add legislators' phone and fax numbers.

But no matter how well prepared you seem to be, something will always come up that catches you by surprise. It could be something you have never had to think about before, or something you have researched, but you can't believe there is not a better solution than the one facing you. Fortunately there are a number of resources that may be helpful in finding the right solution.

One excellent opportunity for professional development in general, or for answers to specific questions or situations is the *Association of School Business Officials International* Annual Conference. This year's conference is in Cincinnati Ohio, from October 15 – 19, 2004. It is a great opportunity to network with over 1,500 school business professionals. The conference offers a number of pre-conference workshops, and numerous discussion groups and break out sessions. There is a wealth of information to bring back from these conferences. Please visit www.asbointl.org for more information.



**ALASBO - Forming Friendships
and Facing Challenges
Annual Conference
December 6-8, 2004**

Another excellent opportunity for professional development a little closer to home is the *Alaska Association of School Business Officials* (ALASBO) Annual Conference. This year's conference is at the Hotel Captain Cook in Anchorage from December 6 – 8, 2004. This year's theme is *ALASBO - Forming Friendships and Facing Challenges*, and guarantees to

provide a number of professional development opportunities.

I would like to especially encourage new business managers, or current business managers who have never attended an ALASBO annual conference to attend this year's event. And just as importantly, I invite not just business officials, but also all business office staff to attend and participate in the conference. And again, I cannot over emphasize the importance of developing friendships in addition to "professional contacts." It not only brings out the best in the individual, but it is what keeps our association active and professionally strong.

The conference provides a number of professional development opportunities. On Monday we typically will have a welcoming address, followed by our first general session. During the morning session we also welcome the numerous exhibitors, without whose support the conference would not be possible. The afternoon is kept busy with ten to fifteen "Round Table " discussions. You choose the top three topics of most interest to you and visit each of those tables. Presenters provide information and real life experiences on a number of subjects. Every forty minutes or so you move to a different round table. The short sessions keep the afternoon interesting and informative. There are opportunities to pick up handouts and information for sessions you were not able to attend. The evening is capped off with a short welcome reception for first year attendees, and a sponsor's reception.

Tuesday typically opens with a welcome address, followed by a keynote speaker, followed by time to visit our vendor booths. After an entertaining slide show during lunch, the afternoon is divided into three time blocks, each hosting four or five informative sectionals. Again, you choose the topic of most interest to you during each sectional. The evening starts with a sponsor's reception, followed by our Banquet and Dance.

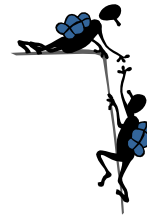
Wednesday begins with a general session, followed by "Cracker Barrel" sessions. Cracker Barrel sessions provide an informal setting for asking questions and exchanging ideas on a number of topics. Each discussion group has a facilitator, but you are encouraged to participate and ask questions or offer insight. The rest of the morning includes two informative sectionals. The Wednesday luncheon includes our annual membership meeting, election of officers, and numerous drawings and awards. The conference concludes early Wednesday afternoon with a Board of Directors Meeting.

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President's Message (Continued)

The ALASBO Board and Conference Committee are still in the process of finalizing the topics to cover during the numerous round tables, sectionals, and cracker barrel sessions. In many cases, these sectionals are presented or facilitated by our own membership and Department of Education and Early Development staff. A list of topics under consideration for this year's conference is shown below. If you would like to see an additional topic added, would like to present on a topic, or know of someone who would be willing to present, please let any one of your ALASBO directors know. Possible topics include:

- Reimbursable Medicaid Services
- Addressing TRS/PERS Issues
- Social Security Protection Act
- OASIS/Foundation Funding
- Student Activities
- Negotiation Strategies
- Leadership
- No Child Left Behind Act
- GASB 34
- Vocational/Technical Issues
- Purchasing Issues
- Food/Nutrition Issues
- How to Control Your Budget
- Pupil Transportation
- CIP-Reporting and Reimbursements
- Electronic Time Keeping
- New Business Mangers
- Correspondence Programs
- Special Education Intensive Resource Criteria
- TSA Options and Accountability
- E-Rate Update
- Insurance /Risk Issues
- Personnel Issues
- Record Retention Issues
- Changes to the Fair Labor Standards Act
- Adequate Yearly Progress/School Choice
- Health Benefit Options
- Security and Emergency Preparedness
- Excel/Access

Again, this is a great opportunity to meet your colleagues from around the state, and gain insight into your special questions or issues. Hope to see you in December, *Forming Friendships and Facing Challenges*.



Executive Director's Message

Tammy White

Many districts have opened the doors of the schools to the most important part of our jobs, the children. With all the media focus on AYP, much of the educational community is looking at the global picture rather than at the individual student picture. So as business officials, what can we do to insure that each individual student is educated to their full potential? I believe the answer lies in support services we give to each staff member who comes in contact with that student.

From the smallest district to the largest, our responsibilities are vast and expanding daily. All members of ALASBO take insuring each and every student has the opportunity to succeed very seriously. Are we prepared for the future of ever-changing regulations and additional workloads? One way we could be is through professional development training. ASBO and ALASBO have many wonderful opportunities.

The ASBO annual meeting is October 15th through the 19th in Cincinnati, Ohio. Early Bird registration has been extended until October 1st, saving \$100 on registration, which will be \$430.00. See their website www.asbointl.org for on-line registration and housing availability. Also look at the website for the schedule at a glance, general session meetings, and all professional development available. Although Alaska did not block a group of rooms, I am willing to help members find someone to share a hotel room with, to cut costs. Currently, hotel cost are approximately \$680 for the full conference, but sharing a room can make this very affordable. Just e-mail me at twhite@mosquitonet.com and I will put you in touch with others who are looking for roommates.

ALASBO's state conference is December 6-8, 2004 at The Captain Cook Hotel in Anchorage. Registration forms will be mailed out in early September and hotel reservations can be made at any time. Be sure to mention ALASBO to receive the blocked room pricing. This year promises to be one of the best meetings to date.

President Mike Fisher is working diligently to get a great keynote speaker and set up a wide variety of helpful workshops to give you skills to meet your day-to-day tasks.

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Executive Director's Message (Continued)

Which brings us back to that individual student. I have always found it inspiring to go to the schools and volunteer. Reading to a classroom or an individual student, or my favorite activity of tutoring a student in math can make a difference in their success. This also helps us to remember why we are doing what we are doing.

As many of you know, I resigned my position with Yukon-Koyukuk School District to pursue my dream of consulting school districts and non-profit organizations. I intend to spend a great deal of time on ALASBO, reaching many of the goals the board, members and I have set for the organization. Thanks to everyone who has made a difference in ALASBO.

ARE YOU A NEW SCHOOL BUSINESS LEADER?

WOULD YOU LIKE TO GO TO ASBO'S 90TH ANNUAL MEETING AND EXHIBITS FOR FREE?

Bridges to the Future enables school business officials new to the profession to experience networking, world-class professional development growth, and leadership in ASBO. ASBO will award fifteen \$1,000 scholarships. Each scholarship includes \$430 for Annual Meeting registration and \$570 for travel and/or hotel expenses in Cincinnati. Don't delay! Applications will be accepted until September 1, 2004. Visit the ASBO website to apply: <http://asbointl.org/EducationLinks>

ASBO International News

Melody Douglas, Vice-President
ASBO International

The ASBO Board met July 17 and 18, 2004, beginning with a strategic thinking session facilitated by Denise Cavanaugh of Cavanaugh Hagan & Pierson, a consulting firm that has worked with such organizations as the Ford Foundation, Houghton Mifflin Company, International Monetary Fund, J. P. Morgan & Co., Federal Trade Commission, and others.

This session focused on the 'Toward Organization Strength' section of ASBO's Strategic Framework, targeting the trends surrounding the evolving interests and needs of the next generations of school business officials. The Board was asked to identify several leadership actions that the board and committees can take in the next 6-18 months to address the most critical factors identified. Such areas as board and committee relations with affiliates, strategies to encourage members to participate in ASBO leadership roles, and expansion of ASBO membership were discussed.

Board Action included approval of:

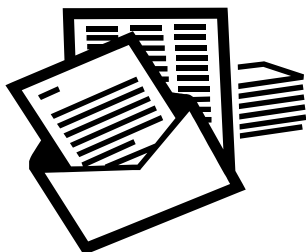
- the 2003 Audit Report
- an investment strategy, objectives and guidelines pertinent to the Capital Reserves Fund supporting the Cash Reserves Policy
- updated ASBO's Legislative Belief Statements *
- updated Strategic Framework *
- a position statement on certification for school business officials supported by The State of State Certification for School Business Officials report *
- bylaws changes to be presented to the ASBO membership at the October 2005 meeting
- policy updates (the entire policy is being reviewed this year)

The Board received information on:

- a proposal to purchase the ASBO office building
- the updated electronic election process to be used at the Annual Meeting
- an update on the Annual Meeting scheduled October 15-19, 2004 in Cincinnati
- the new *Bridges to the Future** Program sponsored by MetLife and ASBO
- the exploration of creating a new program to recognize outstanding facilities maintenance
- the 2005 Leadership Conference scheduled for February 11-12, 2005 in Boston
- the 2005 Annual Meeting scheduled October 21-25, 2005 in Boston

* These documents are on the ASBO Website.

The Board also discussed Dr. Anne Miller's annual appraisal after receiving a Key Result Measures & Goals Report on ASBO's Strategic Framework from her. Please let me know of any concerns, suggestions and ideas you would like addressed concerning ASBO International. I may be reached at 907-262-5846 or mdouglas@kpbsd.k12.ak.us.



Newsletter Production *Amy Lujan, Nome Public Schools*

I am delighted to announce that Cindy Reilly of Yupiit School District is taking over *News Link* production with this edition.

Dividing the newsletter publication tasks between two volunteers has made the quarterly newsletter doable, but I couldn't have done it these past four years without the very able assistance of Jan Ames, who has recently left North Slope Borough School District for a new job with the North Slope Borough. Thank you and good luck, Jan!

I know that Cindy, already a member of the ALASBO Communications Committee, will be able to fill Jan's shoes. Thanks to Carl Warner of Aleutians East Borough Schools, who also expressed a willingness to help.

Nomination Form Available for SBO of the Year Award

Enclosed with this newsletter is the nomination form for the most prestigious ALASBO peer recognition award, the School Business Official of the Year, sponsored by PenAir.

This award recognizes outstanding service, innovative plan design and implementation, or other exemplary business practices within school business management. Nominations will be accepted from ALASBO Active or Honorary Members, immediate supervisors, and local boards of education. Self-nominating applications will be rejected. Applications must be postmarked by October 31.

The winner is announced at the ALASBO Annual Conference in December and will receive: a check for \$500; two Roundtrip PenAir tickets; recognition in news and trade media; and an engraved plaque. Past winners are:

- Dennis Niedermeyer, Lake and Peninsula Borough School District
- Isabelle Harrington, Iditarod Area School District
- Clara Langton, Nome Public Schools
- Lucienne Harger, North Slope Borough School District
- Tammy White, Yukon-Koyukuk School District



ASBO Press Release

The job of a school business official is crucial to the efficient and effective operation of schools and districts. Yet policies and programs to certify these officials run the gamut from strict state requirements for education and experience to no requirements or certification whatsoever. This according to a new report, *The State of State Certification for School Business Officials*, by the Association of School Business Officials International ASBO, a not-for-profit professional organization that promotes the highest standards of school business management practices and the effective use of educational resources.

Sixteen states now require a school business official to be certified, and all but two of these states are in the eastern half of the U.S. Certification often calls for certain levels of education and experience, but states have begun to add provisions to support the development of business managers over the course of a career.

New ASBO International report explores state certification of school business officials. Policies dramatically different from state to state in the U.S.

New Hampshire is the latest state to add new certification requirements. Now a business administrator in that state must document prior work and education experience and demonstrate ability and knowledge in specific

areas. And, new Wisconsin provisions under development for the past year will go into effect 8/31/04, establishing a three-tiered professional career ladder for business officials. A Master Administrator, for instance, has documented

Another fifteen states have voluntary certification or licensure through ASBO Affiliates, and nineteen states including the District of Columbia have no programs—mandatory or voluntary. Oklahoma's affiliate, for instance, put in place a new voluntary program as of 7/1/04.


contributions to the field and receives a certificate good for a decade.

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"Because every dollar counts in education, it is crucial that state policymakers arm themselves with information about what school business officials bring to the job and the kinds of on-the-job support they receive in other states," said ASBO International Executive Director Dr. Anne Miller. "This report helps legislators and board members see clearly for the first time how policies compare across the United States. We expect that *The State of State Certification for School Business Officials* will help raise the standards for a profession essential to public education today."

The new report provides stories from states with different certification structures, and reviews trends in professional standards. It concludes with elements of model policy options for state leaders to consider. To view the report in full access this website: <http://asbointl.org/EducationLinks/LinkList.asp?i=308>. ASBO International is grateful to ING for underwriting this report.

ASBO International is the voice of School Business Professionals. Founded in 1910, ASBO is a professional organization with more than 6,100 members that provides programs and services to promote the highest standards of school business management practices, professional growth, and the effective use of educational resources. ASBO publishes *School Business Affairs*, a monthly journal that covers the full spectrum of school business management concerns, and *ASBO Accents Online*, a bi-weekly Web-enabled membership newsletter. The association also manages the Meritorious Budget Award program, designed to help school business officials develop easily understandable and effective financial documents and budgets, and the Certificate of Excellence in Financial Reporting, which recognize schools that exhibit outstanding budget presentation. ASBO rewards outstanding achievements by school business officials through the highly acclaimed Eagle and Pinnacle Awards. For additional information, visit ASBO's website, www.asbointl.org, or call Siobhan McMahon at 703-708-7076.




"Kudos!"

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AT&T Alascom congratulates the business professionals and educational officials of ALASBO for their ongoing commitment.

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E-mail: marylou@apcm.net

OR

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**Alaska Association of
School Business Officials**

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PO Box 51170
Akiachak, AK 99551

Upcoming Conference Dates:

- ASBO International Annual Meeting & Exhibits: October 15 - 19, Cincinnati, Ohio
- ALASBO Annual Conference: December 6 - 8, Anchorage, Alaska

MARK YOUR CALENDAR!