

ALASBO

News Link...



February 2005

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

David Means, Ketchikan

There is a recent article on the ASBO International website asking people: "Who are school business officials?" Melody Douglas, ASBO International President-Elect answers, "A School Business Official is someone who, after a contentious School Board Meeting, a challenging employee negotiations session, or a struggle with the State Legislature to gain equality in funding, is able to remember that 'it's all for the kids'."

So, who are school business officials? Some people might describe school business officials by job titles. They might say school business officials are:

- Accountants
- Accounts Payable Clerks

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President's Message (Continued)

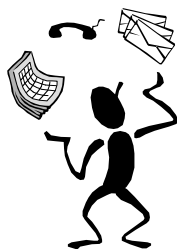
- Budget Developers
- Chief Financial Officers
- Computer Techs
- Food Service Workers
- Human Resources officers
- Labor Negotiators
- Maintenance Workers
- Payroll Specialists
- Purchasing Agents
- And many other job titles

Other people might describe school business officials by their characteristics:

- They are the **unsung heroes** integral to the school system performing very necessary work without much recognition for their valuable contributions.
- They are **dedicated** to public education and its value in modern society.
- They are **positive** towards all: students, teachers, administrators, parents, and others in the educational community.
- And most of all, they remember that **school** is for the students!

So, one more time, who are school business officials? I like the answer of James M. Rowan, RSBO, CFO/Director of Business Affairs in Talawanda School District, Oxford, Ohio, who writes, "(a) School Business Official is the heart of any school organization."

And what is my answer? School Business Officials are the heart of all school organizations. They bring effective specialized skills to the educational world for the efficient continual support of student learning.



What is your answer?

ASBO International News

Melody Douglas, Vice-President

The ASBO Executive Committee met January 7 and 8, 2005 with Futures Task Force Chair and Vice Chair, Denny Costerison and Dr. Pam Deering, to discuss the Futures Task Force and

to prepare for the ASBO Board Meeting scheduled February 10, 2005.

The goal of the Futures Task Force is to research pertinent trends relative to the ASBO membership and to develop recommendations to meet the needs of the changing ASBO membership. Basically, retiring baby boomers are being replaced by people entering the profession from banking and other non-educational professions and generation Xers (1960-1980) and Nexters (1980 -). Each of these member types has their own work ethic, way of working, and relating to people; the challenge for ASBO is to meet their different professional development needs in a meaningful and valued way. The Futures Task Force recommendations will be used by the ASBO Board to revise the ASBO Strategic Framework that guides the Association.



The Futures Task Force is made up of a thoughtful, diverse set of members reflective of the demographics of the profession. In addition to Denny Costerison, Executive Director for Indiana ASBO, and Dr. Pam Deering, Past President of ASBO International, the following ASBO members were appointed to serve on this committee:

- Aaron Beaulieu, Greenville, North Carolina
- Amador Garza, San Antonio, Texas
- Brian Greene, London, Ontario, Canada
- Marilyn Hirth, West Lafayette, Indiana (Associate Professor at Purdue University)
- Jaclin Horrocks, Pottstown, Pennsylvania
- Darren Muci, Wichita, Kansas
- Susan Murai, Marysville, California
- Carlos Patino, Buenos Aires, Argentina
- George Perry, Albany, New York (Executive Director for New York ASBO)
- Kay Watson, Shoshoni, Wyoming

The Futures Task Force timeline is:

January 31: Task Force Orientation Meeting - *meeting held via audio conference*

February 10: Task Force Update Delivered to ASBO Board

June 24 : Task Force Update Delivered to ASBO Affiliate Executive Director Group

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ASBO International News (Continued)

July 15-16: Task Force Meets

August 6: Task Force Update Delivered to ASBO Board

October 19-20: Task Force Draft Report Delivered to ASBO Board
Task Force Meets

February 9: Task Force Final Report Delivered to ASBO Board

The task force will also meet monthly via audio conference. Please let me know if you have information, concerns, and/or suggestions you want conveyed to this group for consideration.

The Executive Committee received information on:

- updated YTD Key Result Measures targeting ASBO's Strategic Framework
- proposed FY05 ASBO Budget (*ASBO's fiscal year is April 1 thru March 31*)
- proposed Strategic Framework Recommendations
- revised Annual Meeting Manual (*guides all activities relative to the annual conference*)
- revised Committee Manual (*guides all activities relative to ASBO committees*)
- proposed changes to the Professional Registration Program
- ASBO policy recommendations

The ASBO Board of Directors will address the action items noted above in addition to receiving information on the revised Eagle Institute and new Facilities Award Programs. Dr. Ron Everett, Chair and Edie Williams, Vice Chair of ASBO's new Membership Committee, will also meet with the Board to discuss the goals and objectives for this committee.

Mark your calendars and plan to attend the 91st Annual Meeting & Exhibits, Celebrating the Success of Children, in Boston, Massachusetts, October 21-25, 2005!



Please let me know of any concerns, suggestions and ideas you would like addressed concerning ASBO International. I may be reached at 907-714-8847 or mdouglas@kpbsd.k12.ak.us.

ALASBO 6th Annual Legislative Fly-In

Lucienne Smith, North Slope Borough School District

The legislative fly-in dates have been finalized for Wednesday thru Friday, March 2-4, 2005. In the past, our strategy has been to go in as late in the session as practical because that is when the decisions were occurring. This session, the legislature has indicated they want to pass the state operating budget in the first 45 days in order to work on gas pipeline legislation for the remaining days in session.

Juneau or Bust!



Talking points for this fly-in will include the request for a substantial increase in the base student allocation to cover the PERS and TRS increases and inflation, PERS/TRS program changes, and our ongoing request for the legislature to develop a comprehensive fiscal plan. The ongoing communication among school business officials is to continue promoting that we work together for **all** Alaskan students.

At this writing there are six house education funding bills, and six senate education funding bills. These bills increase the base student allocation from its current level of \$4,576 to \$4,880 (the largest increase for FY 2006) and \$5,190 for FY 2007; a couple of the bills set a date when school districts are to be informed of subsequent education funding.

As the 24th Legislative Session progresses, stay in touch with your legislators throughout the session. Even if you are not able to attend the ALASBO Legislative Fly-In, it's a great help for your district to have immediate access to information that will affect your funding. Also keep in touch with your LIO and give them your current contact information so they can route urgent education funding issues to you or notify you when testimony would be helpful. Here is the website to locate your representatives: www.legis.state.ak.us.

Hope to see you in Juneau!

Eddy Jeans Receives Alaska School Business Official of the Year Award

Congratulations to Eddy Jeans, who received this year's School Business Official of the Year Award at the December 2004 ALASBO annual conference! Each year's award-winner is selected from nominees solicited from school business officials around the state, by an ALASBO committee that includes past SBO of the Year recipients and retired ALASBO members.

Eddy Jeans is a past president of ALASBO and has been an active supporter of the organization. He has worked in several different positions with the Department of Education and Early Development during his career. He currently holds the position of DEED School Finance Manager. During the award presentation, Eddy was cited for his reputation among school business officials of being fair and evenhanded, seeking to benefit all Alaskan students and help the districts attain all the funding they're entitled to in support of their programs. Thanks to PenAir for the continued sponsorship of this recognition program!



EED Program Management Update

**Heather Brown, Department of Education
and Early Development**

At the December ALASBO Conference we introduced the new 165D, Record & Report of Local Expenditures. Many of you have written to me asking for these forms in an electronic version and many school districts are beginning to use the new forms. These forms are now posted on the Department web page at <http://www.eed.state.ak.us/forms/forms1.html#Grants>. You can also access these forms on the

Department's Web Page: Quick Links, Forms & Grants, Financial Grant Administration Forms. If you have any questions completing the form, please call or email me or any of the other Grant Administrators: Melissa Bell, Larry Fanning, and Gretchen Barnes. Please share your comments with us, as well.

Kristina Monson is our contracts person. Please contact her, if you have questions about Contracts and District Staff Activity forms. Katy Gutschmidt is the newest addition to our unit, as Grants Clerk. In addition to all her other assignments, Katy has begun researching all those unidentifiable warrants. Give her a call if you need help reconciling your bank statement.

Larry Fanning and I attended the NCLB Conference in January 2005. At round table sessions we had open discussions about REAP, Transferability, and School Improvement. We distributed a CD with the following: Guidance on REAP and Transferability, Audit Requirements, State Chart of Accounts and the New 165 forms. If you would like a copy of the CD, please contact us.

Now is a good time for districts to review budgets, especially those districts that have school improvement sites in level two or above, and are required to set aside 20% of Title I-A Basic funds for Choice and Supplemental Services. Please review the choice and supplemental services costs. Unused funds can be returned to the regular Title I-A, Basic Grant. The Waiver Form is on our web site: http://www.eed.state.ak.us/nclb/pdf/ses_fy05_20percent_release_final.pdf. Title I-A funds have a 15% carryover limitation so it would be a good idea to get any unused funds back in the regular budget and working for you.

Most important, call or email any of us if you have any questions. We are here to help you: Heather, 465-8694, Melissa, 465-8697, Larry, 465-8698, Gretchen, 465-8696, Kristina, 465-2930, Katy, 465-2939.

Scholarships Awarded for ASBO International Conference

- RBMS \$1,250 Scholarship – Tim Altman, Altman Rogers & Co.
- Vendor \$1,000 Scholarship – Willa Eckenweiler, Bering Strait School District

Thanks to our vendors, for their continued sponsorship! The Tom Freeman Professional

Development scholarship winner will be decided in February.

Proposed ADEC Regulation Changes Affect School Food Service Programs

Cindy Reilly, Yupiit School District

In my position at Yupiit School District, I am required to "wear many hats" besides the Business Manager beanie. One that has been taking quite a bit of my time this year is that of Food Service Director. Now, hanging out with the cooks is great fun. They usually know the latest "news" and they always provide great snacks. But the work we've been doing lately revolves around some new legislation that will affect all school kitchens within the next year.

The Alaska Department of Environmental Conservation (ADEC) is on the cutting edge in our country with an idea that will bring food safety to the forefront. They are calling on food service personnel to become self-monitoring, due in part to a budget that simply makes it impossible for the ADEC to do all the inspecting that needs to be done. Their answer is Active Managerial Control (AMC), a four part compliance program that will help school kitchens meet requirements.

The first element of AMC is training. Food service personnel will undergo various levels of training:

1. Every kitchen will have one Certified Food Protection Manager, a designation that will be achieved through successfully completing a nationally recognized test on Food Safety. It will be the responsibility of this person to monitor the kitchen and make sure safe food practices are being followed.
2. All other food workers must pass an exam and get a Food Worker card from the State of Alaska. Training can be obtained through self-study, online courses, or by attending training seminars.

The second element of AMC is to develop Standard Operating Procedures (SOP's) by which the kitchen will function. The SOP's must be written down, and they should describe how the kitchen will deal with cleaning and sanitizing, employee health, employee training, food sources, hand washing, and receiving and storage. The ADEC has a CD that they will send to anyone who requests it which makes writing these SOP's almost turnkey.

Third, AMC will help school kitchens set up a system of monitoring and record keeping. This element will include watching to make sure SOP's are being followed and that all food workers have Food Worker cards and that each kitchen has a Certified Food Protection Manager. Finally, AMC will ensure that quarterly food safety checks, conducted by the operator, will verify that the establishment's procedures and good retail practices are being followed, and any required records are maintained.

The beauty of the AMC program is that it will bring a new level of accountability and security to the food service programs in our schools. The downside is that it may be difficult for some food service workers to take and pass a test, especially the Certified Food Protection Manager test. But the ADEC will build in a grace period for meeting the requirements of the new regulations, probably of one year. By getting a jump on the process, our food service workers will have a better chance of being successful, and in the long run, this means better food service for Alaska's kids.

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**Alaska Association of
School Business Officials**

C/o Cindy Reilly
Yupit School District
PO Box 100
Akiachak, AK 99551

Upcoming Conference Dates:

- 6th Annual ALASBO Legislative Fly-in: March 2-4, Juneau
- ASBO International Conference: October 21-24, Boston, MA
- ALASBO Annual Conference, December 5-7, Anchorage

MARK YOUR CALENDAR!