



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

Elizabeth Frances, Dillingham School District

It is hard for me to believe that nearly a year has gone by since David Means passed ALASBO's presidential gavel to me. It has been a challenging and rewarding year made possible only through the support of many committed school business officials throughout the state. Team ALASBO has worked hard and we have taken excellent steps forward. We have continued to provide monthly training through Power Lunches, we have completed a membership survey to help us understand your professional development needs so we can develop more effective programming, we held

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#### **INSERTS:**

- ALASBO Conference Schedule
- ALASBO Conference Registration

## President's Message (Continued)

our annual legislative fly-in in March, the website has been updated, newsletters continue to provide school business updates quarterly, we supported Melody Douglas from Kenai Peninsula Borough School District as our ASBO International President in Pittsburgh, we have started development of a professional marketing plan, we have moved forward to hire a part-time paid Executive Director in order to more aggressively develop training opportunities for the membership, and we held our second annual Leadership Conference in August.

The Leadership Conference theme was "Charting our Course to the Future." The hard work undertaken by the participants resulted in some excellent outcomes that will take us forward. We spent the first half day discussing ALASBO's mission statement. The result was a revised mission statement designed to reflect the fundamental objective of our organization. It reads as follows:

#### **ALASBO**

# Promoting the highest standards in school business practices

A professional association educating stakeholders in the effective use of resources for the benefit of Alaska's children and supporting the personal growth and professional development of all individuals who perform school business functions

After completing work on the mission statement we started working on updating the strategic The revised strategic plan includes elements to expand professional development opportunities for the membership that will be cost effective, timely and relevant. Additionally it contains items to enhance the professional presence of our organization within Alaska and expand our use of technology through the website to increase information availability and networking opportunities. The complete strategic plan will be available at the annual conference in December. I hope you will find it as exciting as I do and that you will elect to become involved in Charting ALASBO's Course to the Future.

My theme this year has been "Team ALASBO – Educating Alaska" and it truly has been a team effort. I could not have made it through the year without the support of our Executive Director, Tammy White, the Board of Directors, all of the committee chairs, the committee members, the

past presidents and every member of the Association. We have all worked hard this year to educate ourselves as school business officials and to educate the children of Alaska. Thank you and congratulations to all of us for a job well done!



# Executive Director's Message

Tammy White, ALASBO Executive Director

This is my opportunity to express my gratitude to everyone involved over the past eight years in the efforts to elect and support our esteemed colleague Melody Douglas, President ASBO, Intl. Over years and especially this past month many people have been very kind in showing their appreciation and giving me praise for the time and efforts I have given ALASBO, ASBO and Mel. Recognizing your fine words are important to me but more important is thanking you for being a Team ALASBO better than I could have ever dreamed to work with. You are the ones that make my job look easy.

The continued team support was obvious when over 50 Alaskans registered for this year's ASBO conference. The family members and our adopted Alaskans made up for another 25 members in Pittsburg. When we started this process with 13 Alaskans in Orlando, we ran our first reception. This reception introduced the idea that Mel would be running for a spot on the Board of Directors. The next year in Minnesota there were at least 25 of us running the election process and many at home cheering us on. Success breeds success!

The numbers grew! In Charlotte, NC – many, many miles from home there were 50 of us toasting the success of an overwhelming victory for Mel's bid for the position of Vice President. This position allowed the progression to President Elect and then this year to President.

Through out the process there were two major rules; first, we'll continue to do this until it is not fun anymore. Sometimes it was less than fun, but always gratifying. Next it must always benefit

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## **Executive Director's Message (Continued)**

the ALASBO membership with professional development opportunities and bringing of our members closer together. I truly believe we accomplished the latter of the two.

Following on the excellent professional development opportunities in Pittsburgh, ALASBO's president and board have been working diligently on a program for the State Conference in December. I believe you will find this conference to be very beneficial for your professional development.

The Schedule-at-a-Glance included in the newsletter indicates the number of different training opportunities offered for everyone providing support to the educational process. I look forward to seeing Team ALASBO in December.

# Website Updated! www.alasbo.org

Thanks to new webmaster, Jackie
Ansotegui and the ALASBO Service
Committee, the website has been updated!

Use the website to get conference information and registration forms, find news, information and links related to school business, and access ALASBO organizational documents.

BEFORE THE DECEMBER

CONFERENCE: Check out the ALASBO committee manual on the website and consider signing up to work on a committee that interests you. Committees typically have 3-4 teleconferences per year. Help make a difference and improve your state organization!

# Pre-Conference Session at Annual Conference

Elizabeth Frances, Dillingham School District

This year's Annual Conference will include a pre-conference session on Sunday, December 3, from 1 – 5 PM, at the Captain Cook Hotel. The topic of of the session is Impact Aid. There is no additional cost or sign-up to attend the pre-conference session.

Presenters Nanette Durham and Veronica Edwards from the federal Department of Education will lead the session. Topics will include an overview of the application process, documentation of eligible students and property, use of the e-application, description of the payment process and preparation for a field review. And of course, time for Q&A.

# ASBO International News

Melody Douglas, ASBO President, Kenai Peninsula BoroughSchool District

The ASBO Annual Meeting and Exhibits provided great educational and networking opportunities for about 45 registered Alaskans...up from 10 members who attended in 1999, which is about the time ALASBO embarked on the plan to become involved in the ASBO leadership. Thirty-five more ALASBO members getting top quality professional development is a tremendous outcome of this project! It was exciting to see everyone having a good time - and the weather wasn't half bad considering how far along we are toward winter around the state. It's been bitingly cold in our area. Thank you to everyone able to attend; you made this event especially meaningful to me.



Last year, ASBO's professional standards and code of ethics received a thorough review; you may have received updated copies of these documents not long ago. This year the Credentialing Task Force (CTF) is exploring various elements of credentialing as a means to elevate the profession of school business. The next logical step is to establish a process for questions that often arise concerning various practices and activities of those in our profession and to address future credentialing questions. To facilitate this process, the ASBO Board of

ASBO International News (Continued)

Directors authorized the creation of an Ethics Committee and the process to be used by the committee with the ASBO Board responsible for acting on the committee's recommendation(s).

The Board also enacted a new task force to use the results of the CTF work. A Leadership Development Task Force (LDTF) will begin its work using the information compiled by the CTF. The objectives of the LDTF are: 1) Develop strategies for identifying core leadership competencies of school business officials globally; 2) Review ASBO's professional development programs related to leadership development and recommend the future direction of existing programs (e.g. Eagle Awards Program and Eagle Institute); 3) Learn from ASBO Affiliates with existing leadership development programs; 4) Recommend a timeline and plan for the creation of a leadership development program, based on ASBO's strategic goals and objectives; and, 5) Report findings and plans to the ASBO Board in 2007.

Please contact ASBO Executive Director John Musso if you have an interest in either of these opportunities to serve your colleagues. I also encourage any ALASBO member to become involved in an ASBO committee; it's not an onerous activity and the benefits you reap are to you personally and to your district. The committee application is available on the ASBO Website at www.asbointl.org.

# ALASBO Recruits Paid Executive Director

Chad Stiteler, Anchorage School District

The ALASBO Board is seeking qualified candidates to serve as a part-time PAID executive director. After countless hours of dedication from past presidents, executive members and directors, board fabulous volunteers, ALASBO and the school business environment has evolved to a point where we need a brilliant, dedicated and well-qualified Alaskan school business official to take the helm as executive director and assist the president. board and members in elevating organization to the next level. through implementation of the adopted strategic plan and continued operational support.

Those attending the ALASBO Leadership Institute this summer discussed this situation at length with the ultimate decision being to

establish an ad hoc executive director search committee. The committee researched the ALASBO board policy and bylaws to determine the authority and ability of the board to adopt a budget including such a position. confirmation of ability granted via board policy, the committee moved forward. The committee also discussed and analyzed the duties and responsibilities needed to support ALASBO to determine the feasibility of continuing with a volunteer executive director. Within this process, many other state ASBO organizations and Alaska school-based organizations were reviewed and questioned on their experience with paid versus volunteer executive director positions.

The committee agreed that in order to implement the strategic plan and move the organization forward, it is critical to create a paid position to help the countless volunteers throughout the organization continue in a focused direction. The committee presented these recommendations to the ALASBO board this past fall. After discussion, review and legal opinion, the board voted unanimously in favor of moving forward with a part-time paid executive director position. A position description and job posting has been developed. Both are in circulation at this point and are available on the ALASBO website, www.alasbo.org.

The position opened the beginning of November and applications are due November 27<sup>th</sup>. Interview dates will follow, beginning December 2<sup>nd</sup>. The contract for the position will commence on January 1, 2007. The position is a 12-month, "independent contractor" position from 33.3% to 50% time. Contract amount is negotiable based on experience.



A qualified candidate will have five or more years experience with Alaskan public school systems in business administration and supervisory roles. Further skills and experience of a qualified candidate include organizational management, implementation of staff development and training opportunities and leadership within an educational setting.

# Managing Changes in the Retirement System

Kerry Jarrell, Bering Strait School District

### The Problem

On September 11th, the Alaska Retirement Management Board (ARMB) set employer contribution rates for TRS and PERS for the next school year. The new statewide rate for teachers will be 54.03%. For PERS, the average rate will increase to 39.76%. The increases are necessary to offset the multi-billion dollar liability of the plans. The impact of these changes has been called "potentially the most devastating decision in the history of education in Alaska". Let me share a few examples of the budgetary impact of the TRS increases alone. The Bering Strait School District will see an increase in required contributions of over \$3.4 million next year. Nome City Schools will have to pay an additional \$1.04 million, Mat-Su School District's budget will increase over \$19 million for TRS only, and Kodiak Island Schools will feel the impact of an increase of over \$4.2 million.

It has been suggested that the state legislature should appropriate the additional \$505 million in funding necessary to cover these increases. While a legislative appropriation for FY2008 is certainly a possibility, the rates set by the ARMB are not intended for one year only. The elevated rates are intended to last for the next twenty-five years. In order for the legislature to cover those costs, an additional \$505 million or more would need to be included in every budget for the next quarter of a century. Such a drain on the state's resources is almost beyond comprehension.

School business managers and superintendents are hired to be problem solvers. While the problem of funding the increased retirement contributions is colossal, some steps can be taken to reduce the fiscal impact. The remainder of this article will address one option available that could provide significant relief for your district.

### **Background**

In response to the huge liability in the TRS/PERS fund, the 2005 Alaska Legislature passed the retirement bill known to most of us as Senate Bill 141 (SB141). The bill created a new retirement plan effective July 1, 2006 for all governmental and school employees hired after that date. The new plan is sometimes referred to as Tier III for teachers or Tier IV for non-certified employees. Although business managers and superintendents are encouraged to evaluate the new plans as they relate to all employees, this

article will focus primarily on the Teachers Retirement Plan, Tier III.

The new plan, sometimes referred to as a defined contribution plan or "DC" plan, is dramatically different from the earlier plans. It changes contribution rates for both employees and employers. Health and dependent benefits are modified to create more of a health partnership instead of placing full reliance on the plan. Under the DC plan, the employee controls the investments held in his or her retirement account and may change those investments at any time. Vesting periods are phased in over five years instead of eight and start as early as two years after employment. Finally, under many circumstances, the entire balance of the account may be withdrawn and taken with the employee upon termination.

#### A Recommended Solution

A great deal of negative publicity has been disseminated about the new DC plan. It is not my intent to discuss the benefits or shortcomings of the plan. Rather, I would encourage business managers to look at the potential for savings provided by the DC plan as a mechanism to reduce the impact of the increased rates mentioned earlier.

One of the provisions of the new plan is an option for employers to allow non-vested employees to convert from the old plan to the new plan. This provision is of enormous importance to both employees and employers. For employees, two provisions of the new plan are very inviting. The first is "portability". An employee who may not plan on staying the eight years necessary for vesting would be able to withdraw up to their entire balance and take it with them upon separation. The second provision is "control". Employees control their own investment choices much like a taxsheltered annuity. Many employees would prefer to manage their own investments rather than depending on the slower growth of the older defined benefit plan.



For employers, the difference in having employees in the new plan versus the old plan is huge. The TRS rate for the old plan will be 54.03% of salaries in FY2008. The rate for

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# Retirement System (Continued)

teachers under the new plan will most likely be around 12%. That translates into a savings of 42% of wages, or about \$21,000 per year for the average teacher. For every five teachers who convert to the new plan, the school district saves over \$100,000 in contributions the first year and every subsequent year that that person stays with the district.

There is a cost attached to allowing the conversion, and it is significant. The employer must pay the retirement system an amount equal to the employee's balance in TRS at the time of conversion. That amount will vary with each employee and could erase the entire savings for a year or more; however, the potential for savings is very significant.

What is your responsibility as a business manager? DO NOT IGNORE THIS OPPORTUNITY!! This issue is simply too important. Do your homework. The Division of Retirement and Benefits has an employer guide to the conversion option on their web site. The Division will also provide a complete listing of eligible employees along with the employee balances that would potentially need to be matched.

Decreasing the number of employees who participate in the old plan is the only effective way to reduce retirement costs. The decision to allow conversions may pose unique challenges for each district. Business managers should take the lead by analyzing their district data, determining the potential for savings, and making appropriate recommendations to their governing board.

# Member Spotlight: Robin Mullins

For this quarter's edition of the "Member Spotlight" feature, Amy Lujan has picked Robin Mullins for the spotlight!

**Tell us about your school district** – The Fairbanks North Star Borough School District:

- serves over 14,500 students in grades K through 12
- encompasses 7,361 square miles (roughly the size of Rhode Island, Delaware and Connecticut combined)
- has schools that range in size from an elementary school with less than 100 students to a high school with more than 1,250 students

- has a total of 35 school sites (19 elementary, 4 middle, 1 junior/senior high, 4 senior high, 3 charter schools, 1 Independent Study program, and several alternative learning sites)
- has an annual budget (all funding sources) of over \$181 million.

How long have you been in school business? 24 years.

How did you get into this business? Through a series of unfortunate events. (Just kidding!) I've been interested in numbers and financial matters ever since I can remember, so it was a natural choice to elect business, finance and communications when the "you must declare your college major" police visited. I have many interests (and still no clear idea of what I want to be when I grow up). I guess I figured that no matter what I ended up doing, learning about business, finance and communications would likely prove useful.

After graduation from UCONN, I first found work in the insurance industry, (had to pay those student loans), and was later hired as a budget analyst with the Harford Public School System. I moved to Fairbanks in 1982, got hired by the FNSDSD, and have been gratefully employed here ever since!



What do you like best about your job? I like that my job, although removed from the classroom, nevertheless serves a supporting role in the education of our children. The variety of work to be accomplished (it's never boring), the fast paced environment, the opportunities for personal and professional growth and career advancement, the hardworking and dedicated folks I have the honor to supervise (they're the greatest!), and the others I get to work with on a daily basis - wonderful bosses, colleagues and mentors who've also become my friends. (That's a short list of the things I like best!)

What advice do you have for those new to school business? Join ALASBO, and tack the "ALASBO School Business Officials Liaison list" to your wall. Got questions? Don't be too shy to ask them! Call or email any one of us – we will

## Member Spotlight (Continued)

be happy to try and help, (or at least get you pointed in the right direction). Come to the ALASBO annual conference where you can meet your colleagues, and make new friends! And you might want to tack this quote on your wall, too....."If you're not fired with enthusiasm, you will be fired with enthusiasm." (Vince Lombardi)

How have you benefited from membership in ALASBO? I've always found ALASBO members are willing to share their expertise, skills and even their "work products". ALASBO conferences are packed with helpful information and provide a great opportunity to network with colleagues across the state.

What do you like to do for fun? I am easily amused, and I have many interests. Traveling would have to rate way up there on the fun-ometer. Going places I've never been, returning to places that are beautiful and I love, doing just about anything you can do outdoors. Inside activities? Reading, games, cooking, crafts, reading...

If you could visit anyplace in the world, where would you go and why? If I were limited to just "one" place? I guess I'd say "Europe" – (because I could cover a lot of new territory there)! If it were truly any place though? I'd take off on a sailboat journey, and head south to explore the coastlines, as far as I could, for as long as possible. (You asked a Sagittarius, ya know....)

Tell us something about yourself that most people don't know? I recently started beekeeping.

What is your proudest accomplishment? My two children – Casey, (20) and Cody, (12), are unquestionably the best things I've ever produced, and I'm very proud of them!

# Alaskans Honored By ASBO International

Congratulations to Lucienne Smith, who was honored with the Pinnacle of Achievement award at October's ASBO International conference in Pittsburg! Lucienne was one of four honorees for this award, sponsored by Virco. Read more about Lucienne's project for North Slope Borough School District in the upcoming issue of "School Business Affairs"

from ASBO International. Award recipients also receive a cash prize and crystal pinnacle.



In addition, the following Alaska districts have received recognition from the ASBO International.

<u>Certificate of Excellence</u> – for preparation of the FY05 comprehensive annual financial report (CAFR):

- Anchorage School District
- Bering Strait School District
- Fairbanks North Star Borough School District
- Kenai Peninsula Borough School District

<u>Meritorious Budget Award</u> – for preparation of annual FY06 budget:

Kenai Peninsula Borough School District

# Wanted: Newsletter Editor

Hard to believe, but I'm completing my sixth year as your ALASBO newsletter editor! I hope that you've found the quarterly newsletter to be useful and timely. Now, I'm ready to let someone else try their hand!

I spend about an hour each quarter figuring out my plan and sending out reminders to contributors. Then it takes 4-6 hours to put it together in Word. (Wine, music and "undo" are helpful!) I have great production support from Cindy Reilly in Matsu. I send the newsletter to her by e-mail and she does the distribution – thanks, Cindy!

The newsletter falls under the ALASBO Service Committee. If you're interested in this volunteer assignment, please sign up for the Committee and talk with me at the December conference! It's been fun – really!

- Amy Lujan, Nome Public Schools

# Taking the Leap: One-on-One Laptop Computers

Jenny Martens, Petersburg City School District

This year Petersburg City School District took a huge leap into the 21<sup>st</sup> century: it began a one-on-one laptop learning environment in the high school and increased and upgraded technology to a higher level throughout the district. This leap has been as exciting and rewarding as it has been frustrating. It is definitely not business as usual around here; it has affected every aspect of education and business of the district.

It all began last winter when the superintendent informed me of this venture the district was about to undertake. I listened to the plan while my mind was swirling with dollar signs. By the time he was through with explaining the plan I had to do what any good, sensible business official would do; I picked myself up off the floor, wiped the sweat from my forehead and went to work crunching numbers. It has taken everyone's support to put this plan into action. I'm not going to hide the fact that I was skeptical about whether such a huge financial undertaking was going to produce equal results.

The district's plan first put laptops in the hands of all the certificated personnel. It was decided that if teachers could begin the process and have a solid knowledge of the laptops and the capabilities they can offer, it would make the one-on-one laptop learning environment go that much smoother.

At the same time, new laptop carts with printers were provided to teachers in the middle and elementary schools, so more classrooms could take advantage of technology as a learning tool. Each classroom was given a projector, and digital cameras, as well as access to video cameras.

Staffing was beefed up in the technology department and the tech coordinator took summer courses to become certified to service the laptops. Inservice days were dedicated to integrating technology into the learning environment. Professional development travel was focused on training in integrating technology into the classroom. Staff put in many hours of their own time to get acquainted with their laptops and researched ways to teach with technology as well as use the internet.

This fall, the district dedicated five evenings to rolling out the laptops to the high school students. It was an exciting and tiring time as

every student was required to bring their parent(s) to an evening of "laptop 101" before they could check out their laptops. The town was buzzing with controversy about the program: "What's going on up there?" "How can such a program work?" "Laptops for all students?" "Can we afford it?" You all know about that kind of buzz. But, I believe nearly every student was excited when he/she left with a laptop, and parents felt informed and encouraged with the program.

Throughout this process we were sometimes a step ahead while other times we were a step behind. This undertaking has not been perfect and it has definitely not come without an enormous amount of energy; I won't try and pretend otherwise. We are still working out kinks, some bigger than others. There are days I believe every one of us has sat back and thought how easy it was before this project. But, then I remember, as all our staff does, that we are committed to this project because we believe in what it can do for our students. The goal we have all been working towards is right in front of us now.

I have heard story after story about the excitement from the students, how engaged they are, and how full of the desire to learn. I see first hand how this is supporting staff. A teacher who just last year was talking about retirement is now full of revitalized energy and excited about the new ways she can teach her students. She had to show me how her classes were benefiting from all this new equipment. She is working on putting her class presentations on the internet, so traveling students can take advantage of seeing how problems are solved and everyone can review. Watching her excitement makes me realize how important this project was for our district. We are truly taking advantage of what technology has to offer.

I am still having those dollar sign dizzy spells. We have invested heavily in this project. If any of you are in districts ready to take this plunge (yes, it's a plunge no matter how slow you take it), it can be so rewarding to see the results. Just remember to be financially prepared and try to anticipate everything. I will leave you with some of the expenditures we made to support our plunge: supplies and time to tag computers; additional equipment to maximize the use of laptops (we all know tech equipment doesn't come cheap); backpacks or cases for the laptops; property insurance; software upgrades to existing equipment; increased internet

# **One-to-One Laptops (Continued)**

bandwidth; lots of wireless stations; added security; additional days for staff; additional travel for training; professional help to ensure smooth implementation; firewalls; increased network, electrical support, legal advice; classes to train staff to service equipment; replacement of equipment; damage by students; and the list goes on.

We are all professionals and fully capable of supporting our district's direction, but it is less difficult when we can depend on each other and use other districts' experiences to help get us through our own. To those who helped us....thank you, and to those who need help....we're here to help.

# TIME GETS BETTER WITH AGE

- \* I learned that I like my teacher because she cries when we sing "Silent Night". Age 5
- \* I learned that our dog doesn't want to eat my broccoli either. Age 7
- \* I learned that when I wave to people in the country, they stop what they are doing and wave back. Age 9
- \* I learned that just when I get my room the way I like it, Mom makes me clean it up again. Age 12
- \* I learned that if you want to cheer yourself up, you should try cheering someone else up. Age 14
- \* I learned that although it's hard to admit it, I'm secretly glad my parents are strict with me. Age 15
- \* I learned that silent company is often more healing than words of advice. Age 24
- \* I learned that brushing my child's hair is one of life's great pleasures. Age 26
- \* I learned that wherever I go, the world's worst drivers have followed me there. Age 29
- \* I learned that if someone says something unkind about me, I must live so that no one will believe it.

  Age 30
- \* I learned that there are people who love you dearly but just don't know how to show it. Age 42
- \* I learned that you can make someone's day by simply sending them a little note. Age 44
- \* I learned that the greater a person's sense of guilt, the greater his or her need to cast blame on others. Age 46
- \* I learned that children and grandparents are natural allies. Age 47
- \* I learned that no matter what happens, or how bad it seems today, life does go on, and it will be better tomorrow. Age 48
- \* I learned that singing "Amazing Grace" can lift my spirits for hours. Age 49
- \* I learned that motel mattresses are better on the side away from the phone. Age 50
- \* I learned that you can tell a lot about a man by the way he handles these three things: a rainy day, lost luggage, and tangled Christmas tree lights. Age 51
- \* I learned that keeping a vegetable garden is worth a medicine cabinet full of pills. Age 52
- \* I learned that regardless of your relationship with your parents, you miss them terribly after they die. Age 53
- \* I learned that making a living is not the same thing as making a life. Age 58
- \* I learned that if you want to do something positive for your children, work to improve your marriage.

  Age 61
- \* I learned that life sometimes gives you a second chance. Age 62
- \* I learned that you shouldn't go through life with a catcher's mitt on both hands. You need to be able to throw something back. Age 64
- \* I learned that if you pursue happiness, it will elude you. But if you focus on your family, the needs of others, your work, meeting new people, and doing the very best you can, happiness will find you. Age 65
- \* I learned that whenever I decide something with kindness, I usually make the right decision. Age 66
- \* I learned that everyone can use a prayer. Age 72
- \* I learned that even when I have pains, I don't have to be one. Age 82
- \* I learned that every day you should reach out and touch someone. People love that human touch; holding hands, a warm hug, or just a friendly pat on the back. Age 90
- \* I learned that I still have a lot to learn. Age 92



C/o Cindy Reilly Matsu Borough School District 501 N. Gulkana Palmer, AK 99645

# Mark Your Calendars!

• December 4 – 6 – ALASBO Annual Conference, Anchorage