



School Budgeting Best Practices

**Repeat
Offering**

June 29 – 30, 2017

The course will meet from 8:30 am to 4:30 pm on Thursday
and 8:00 am to 4:00 pm on Friday (Eastern)

Course Level: Intermediate • Field of Study: Finance

Prerequisite: Past experience working for a school district and familiarity with
budget process either from finance or academic/instructional perspective.

16 CPE Credits



**GROUP-LIVE
COURSE**

**Classes will be held at the Renaissance Columbus Downtown:
50 North 3rd Street • Columbus, OH 43215**

Who Will Benefit

This seminar is designed for mid- to senior-level staff from school districts from both the academic and budget and finance areas who are involved in developing organizational strategic goals and/or allocating resources. In addition, school superintendents would benefit from the seminar, as well as individuals from state boards of education and other education finance professionals and/or interest groups.

Program Description

This two-day seminar will provide participants with an opportunity to acquire hands-on, practical implementation of GFOA's best practices in school budgeting. The program is structured around the new best practices in school budgeting, which include guidelines to develop a comprehensive budget process that fosters collaboration between academic and finance staff to develop strategic goals and allocate scarce resources accordingly. The end goal of the new budget process focuses on aligning these scarce resources to focus on optimizing student achievement. In addition to the best practices, tools from GFOA's Smarter School Spending website will be highlighted and used as examples for participants to better understand and apply to their own budgets.

Seminar Objectives

Those who successfully complete this seminar should be able to:

- Develop principles and policies to guide the budget process
- Learn how to develop SMARTER goals
- Develop root cause analysis to identify gap between current and desired performance
- Evaluate programs to determine their academic and financial impacts
- Develop a strategic financial plan
- Develop a budget document that clearly lays out the organization's challenges and plans to address the challenges
- Learn how to incorporate continuous improvement practices into the budget process

Faculty

Matt Bubness, Senior Manager, Government Finance Officers Association

Scott Gooding, Executive Director, Budget and Financial Management, Columbus City Schools

Jenni Logan, Treasurer/CFO, Lakota Local School District

Ryan Stechschulte, Treasurer/CFO, Toledo Public Schools

Recommended Reading

GFOA Best Practices in School Budgeting (available at www.gfoa.org/pk-12-budget and www.smarterschoolspending.org)

To learn more or register for this event, visit www.gfoa.org.



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Program Schedule

Thursday: Attendee check-in and distribution of course materials will take place from 8:00 a.m. – 8:30 a.m. The seminar hours will be 8:30 a.m. – 4:30 p.m. (Eastern)

Friday: The seminar hours will be from 8:00 a.m. – 4:00 p.m. (Eastern)

Program Location

The program will be held at the Renaissance Columbus Downtown: 50 North 3rd Street • Columbus, OH 43215
Phone: 1-877-901-6632, Fax: 614-228-2525

- Room Rate: Single/Double: \$115 plus 17.5% tax
- *Based on availability, GFOA's group rate is valid until June 4, 2017. Should the GFOA block fill up or if reservations are made after this date, reservations will be accepted on an overall hotel space availability and may not qualify for GFOA discounted rate.*

Please print or type Check here if you are faxing this form.

Name: _____

Title: _____

Employer: _____

Address: _____

City: _____

State/Province: _____ Zip/Postal Code: _____

Telephone: _____

Fax: _____

E-mail: (Required) _____

Check box to indicate if you are substituting for an active member.

Active Member #: _____

Active Member Name: _____

Please photocopy this form for additional registrants.

A copy of the confirmation and invoice will be sent as a PDF attachment via e-mail from training@gfoa.org. Please add this address to your allowed senders list.

GFOA is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State Boards of Accountancy have the final authority on the acceptance of individual course for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.nasbaregistry.org.



National Registry of CPE Sponsors
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www.nasba.org

Early registration discount: Save 10 percent on the registration fee when you sign up and pay in full by May 26, 2017.

Groups: If your organization registers three or more people for the same seminar, you may reduce their registration fees by 10 percent. To qualify for the discount, registrations must be mailed together and paid with one check or invoice. For details regarding a particular training event, visit www.gfoa.org.

Cancellation Policy: Cancellations can be faxed to the GFOA at 312-977-4806 or e-mailed to training@gfoa.org. Requests for refunds received prior to June 9, 2017, will be levied a \$50 administrative service charge. Requests for refunds received between June 9, 2017, and June 23, 2017, will be refunded 50 percent of the registration fees. No refunds will be granted after June 23, 2017.

Substitutions (government entities only): A one-for-one substitution of a nonmember for an active member is allowed. If your organization has a current GFOA member on staff who is not participating in these training seminars, a nonmember may attend in his/her place at the member rate. You must provide the member number and/or name of the GFOA member on the registration form.

Inquiries: For information regarding administrative policies such as complaints and refunds, please contact the GFOA at training@gfoa.org or at 312-977-9700.

Registration Fees Fee includes handout materials, continental breakfast, and lunch.

(Please Check One) \$580 Active/Associate GFOA Member \$790 Nonmember

Registration Fee \$ _____

Group Discount \$(_____)

New Member Fee (Call 312-977-9700 for amount) \$ _____

Discount for paid new member \$ (\$25.00)

TOTAL \$ _____

Payment Information (Please Check One)

Fees must be paid in U.S. dollars by check, credit card, or purchase order.

Payment by check:

Make check payable to "Government Finance Officers Association"

Send to: GFOA • 203 N. LaSalle St. • Suite 2700 • Chicago, IL 60601-1210

Payment by credit card: scan and e-mail this form to

training@gfoa.org; fax to 312-977-4806; or send to:

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Please Bill Me. (Scan and e-mail this form to training@gfoa.org or fax to 312-977-4806.)

You must include a purchase order number. Payment must be received for all registrations prior to the event date.

P.O. No: _____



Government Finance Officers Association
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Chicago, Illinois 60601-1210
312-977-9700 fax: 312-977-4806 www.gfoa.org