Alaska Association of School Business Officials

Forty-Seventh Annual Conference

"Building the Team"

December 7-11, 2019

Alaska Association of School Business Officials
Forty-Seventh Annual Conference
TABLE OF CONTENTS

NAME: _____ **PHONE #:** _____

Welcome from ALASBO's President 1

Mission-Vision-Values 2

Conference Information 3

ALASBO's 2019 Board of Directors 4

ALASBO's 2019 Committees 5

School Business Official of the Year Award 6

New Business Management Institute (NBMI) 7

Thank You to our Sponsors 10

Schedule at A Glance 27

Sunday Pre-Conference Schedule 29

Monday Conference Agenda 33

Tuesday Conference Agenda 39

Wednesday Conference Agenda 47

Minutes of Annual Membership Meeting 51

ALASBO – Year–By–Year 53

ALASBO – Significant Events 56

McClain J. "Mack" Easton Memorial Scholarship 59

Richard M. Swarner: Shaping the Future Leadership Grant 59

Lowell Thomas Freeman Professional Development Grant 60

Upcoming Events 61

Hotel Captain Cook Map 63

Welcome to ALASBO's 47th Annual Conference!

"Building The Team"

December 7 - 11, 2019

Welcome Friends and Colleagues!

Thank you for attending this annual conference. By attending, you have made a choice to improve your skills, gain inspiration, network with colleagues and enjoy some seasonal cheer in the beautiful venue at the Hotel Captain Cook.

If this is your first time or you have attended many times, I would suggest flipping to the "Schedule At A Glance" page of this program. Study this to find all of the various events and activities you can attend.

Here is what you want to find in the program:

- **General Sessions** including Keynote addresses daily after breakfast.
- Look for evening **Receptions**, the **Banquet**, and **Casino and Karaoke Night**.
- **Vendor Exhibit Hall** times and more in-depth vendor technology showcases.
- **Round Tables** are a rapid way to gain a short presentation on various topics.
- **Sectionals** are where an expert presenter provides an overview on practice topics.
- **Discussion Groups** are guided discussions on specific topics by all in the room.
- **Annual Meeting** on Wednesday at lunch where you help to chart the future of ALASBO.

One of the most valuable activities at the conference is to meet with vendors in the Exhibit Hall and consider attending one of the Technology Showcase presentations. Connect with your current vendors and be sure to visit as many others as you can to find valuable goods and services needed by your district. If you have a work challenge, seek out a vendor in that area; you may find an innovative and cost effective solution.

It has been an invigorating year serving as your President and your ALASBO Board is an outstanding group of people who volunteer to keep our association moving forward and upward! Thank you to each one of you for attending the conference, for your dedication to the profession and please consider ways you can serve our association as we "**Build the Team**."

Best Regards,

Carl Horn

Carl Horn
President of ALASBO

Alaska Association of School Business Officials (ALASBO)

Mission

To promote the highest standards in school business practices.

Vision

Educating stakeholders in the effective use of resources for the benefit of Alaska's children.

Values

- Ethical standards
- Sharing knowledge and expertise
- Advancing the interests of all members
- Accurate, objective, consistent information
- Collegiality
- Efficiency
- Collaboration

—Adopted October, 2009

The ALASBO Board of Directors will be developing a new Strategic Plan in 2020.

The draft document will be presented to the membership for input.

47th Annual Conference

"Building The Team"

CONFERENCE INFORMATION

VENDOR EXHIBITS

Thirty-two suppliers of school related materials and services will be featured in the Mid and Aft Deck rooms on Monday ONLY. Take the opportunities available within the schedule to visit all the vendors. A list and floor plan is provided in your conference folder. Please thank the participating vendors for supporting ALASBO!

TECHNOLOGY SHOWCASE

Six vendors will remain in the Mid and Aft Deck on Tuesday. They will provide an opportunity for participants to have a more detailed product demonstration from 10:45—2:30 p.m.

MEAL TICKETS

An accounting of the number of meals served is necessary for reconciling ALASBO's bill with the hotel, so please present a ticket for each meal. Extra meal tickets may be purchased at the conference registration desk. Lunch: $30; Tuesday night Banquet: $80. Banquet ticket includes casino and karaoke night!

NOMINATIONS—GREEN

A nomination form is included in the conference packet. The Nominating Committee would appreciate your help in selecting future ALASBO leaders.

LOWELL T. FREEMAN PROFESSIONAL DEVELOPMENT GRANT—BLUE

A Professional Development Grant Application for $2,000 to attend the ASBO International Annual Conference, October 2-5, 2020, in Nashville, Tennessee, is included in the conference packet. Note that on several occasions only one application has been received for this grant.

JOINT POSITION STATEMENTS—YELLOW

The Alaska Council of School Administrators (ACSA) Proposed Joint Position Statements for the upcoming legislative session are included in the packet. ALASBO membership will be considering adoption of these position statements at the Annual Meeting on Wednesday.

EVALUATION

Conference evaluations are done online! The link below will also be sent to you via email after the conference. Please take a few minutes to complete the surveys so we can continue to improve our programs.

ALASBO conference survey: **www.surveymonkey.com/r/ALASBO2019**

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

2019 BOARD OF DIRECTORS

President:

Carl Horn, Director of Finance
Nenana City School District
PO Box 10
Nenana, AK 99760
Ph: 907-832-5400
Email: chorn@nenanalynx.org

President Elect:

Karen Morrison, Business Manager
Petersburg City School
PO Box 289
Petersburg, AK 99833
Ph: 877-526-7656 x102
Email: business@pcsd.us

Secretary:

Jimmy Love, Accountant
Kenai Peninsula Borough School District
148 N. Binkley Street
Soldotna, AK 99669
Ph: 907-714-8850
Email: jlove@kpbsd.k12.ak.us

Past President: (Ex-Officio)

Cassee Olin, Business Manager
Sitka School District
300 Kostrometinoff Street
Sitka, AK 99835
Ph: 907-966-1254
Email: olinc@sitkaschools.org

Treasurer: (Ex-Officio)

Kim Johnson, Business Manager
Delta/Greely School District
PO Box 527
Delta Junction, AK 99737
Ph: 907-895-4657 x25
Email: kjohnson@dgsd.us

Executive Director: (Staff)

Darcy Carter, Executive Director
600 Barrow St, #603
Anchorage, AK 99501
Ph: 907-744-0719
Email: darcy.carter@alasbo.org

DIRECTORS (Two Year Term)

Seat A **December 2020**

Sarah Jahn, Administrative Services Director
Juneau School District
10014 Crazy Horse Drive
Juneau, AK 99801
Ph: 907-523-1770
Email: sarah.jahn@juneauschools.org

Seat B **December 2020**

Jenny Myhand, Accountant
Lake & Peninsula Borough School District
PO Box 498
King Salmon, AK 99613
Ph: 907-745-7091
Email: jmyhand@lpsd.com

Seat C **December 2020**

Elwin Blackwell, School Finance Manager
AK Department of Education & Early Development
PO Box 110500
Juneau, AK 99811-0500
Ph: 907-465-8665
Email: elwin.blackwell@alaska.gov

Seat D **December 2019**

Andy Ratliff, Sr. Director
Office of Management and Budget
Anchorage School District
5530 E. Northern Lights Blvd.
Anchorage, AK 99504
Ph: 907-742-4330
Email: ratliff_andrew@asdk12.org

Seat E **December 2019**

Kristy Andrew, Director of Budget and Finance
Cordova School District
PO Box 1330
Cordova, AK 99574
Ph: 907-424-3265
Email: kandrew@cordovasd.org

Seat F **December 2019**

Andrew Leavitt, Director of Budget and Finance
Lower Yukon School District
PO Box 32089
Mountain Village, AK 99632
Ph: 907-591-2411
Email: aleavitt@lysd.org

A complete listing of past Board members is available at www.alasbo.org, on the "About-Board of Directors" page

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS COMMITTEES ~ 2019

Members Name	School District
Audit Committee - reviews and approves financial statements prepared by a CPA firm for ALASBO	
Jenny Myhand, Chair	Lake & Peninsula School District
By-laws Committee - reviews and modifies the ALASBO By-laws as appropriate, in accordance with By-laws Article IX	
Sarah Jahn, Chair	Juneau School District
Services Committee - Oversees publication of the quarterly newsletter, the ALASBO website and slideshow, and works with the historian	
Yodean Armour, Chair and Historian	Klawock City School District
Professional Development Committee - Develops training opportunities for ALASBO membership	
Cassee Olin, Chair	Sitka School District
Awards Committee - Selects recipients of ALASBO-administered grants and scholarships	
Liz Hayes, Chair	Kenai Peninsula Borough School District
Legislative Committee - Coordinates legislative activities	
Dave Jones, Chair	Kenai Peninsula Borough School District
Nominations Committee – recommends a slate of officers to the membership for a vote at the annual meeting	
Cassee Olin, Chair	Sitka School District
Sponsorship Committee – Establishes fundraising criteria and implementation plan	
Darcy Carter, Chair	ALASBO

School Business Official of the Year Award – Nominations are accepted each fall for this prestigious award, sponsored by ALASBO and Alaska Airlines. The recipient is selected by a committee made up of past recipients of the award.

Alaska AIRLINES

ALASBO and Alaska Airlines are proud to sponsor

ALASBO's

School Business Official of the Year Award

Congratulations to all past recipients:

1999	Dennis Niedermeyer	Lake and Peninsula Borough School District
2000	Isabelle Harrington	Iditarod Area Schools
2001	Clara Langton	Nome Public Schools
2002	Lucienne Smith	North Slope Borough School District
2003	Tammy White	Yukon-Koyukuk School District
2004	Braxton "Eddy" Jeans	AK State Dept. of Education and Early Development
2005	Loreen Kramer	Copper River School District
2006	Kerry Jarrell	Bering Strait School District
2007	Melody Douglas	Kenai Peninsula Borough School District
2008	Laura Hylton	Lake and Peninsula Borough School District
2009	Janet Stokesbary	Anchorage School District
2010	René Spracklen	Copper River School District
2011	David Means	Juneau School District
2012	Dave Jones	Kenai Peninsula Borough School District
2013	Jenny Martens	Lower Yukon School District
2014	Holly Holman	Unalaska City School District
2015	Laurie Olson	Kenai Peninsula Borough School District
2016	Kim Johnson	Delta/Greely School District
2017	Colleen Fitzgerald	Fairbanks North Star Borough School District
2018	Karen Goodwin	Honorary Member
	Amy Lujan	Honorary Member

ALASBO Year 2
New Business Management Institute

ALASBO now has two NBMI cohorts of new business managers and those aspiring to become business managers working through a series of in-person and teleconference sessions, instructed by experienced school business practitioners.

Thank you to the NBMI Work Group members: Amy Lujan, Colleen Fitzgerald, David Means, Dennis Niedermeyer, Holly Holman, Melody Douglas and Robin Mullins, who reviewed and updated the seven modules included in the NBMI curriculum. These individuals and **Patti Carlson** facilitate delivery of the NBMI curriculum.

The following ALASBO members serve as **mentors to the NBMI program: Robbie MacManus, Mark Vink, Yodean Armour, Laura Hylton, Tammy White, Kim Johnson, Karen Morrison, Kathy Gearhart, Amber Cockerham, Martha Morgan and Sandy Daws.**

Cassee Olin and **Heather Heineken** manage and support the Canvas learning system through which the NBMI program operates**.**

ALASBO is able to bring the NBMI program to its members through the generous support of its sponsors:

- Altman, Rogers & Company
- BDO USA, LLP
- AMLJIA
- Dude Solutions
- Jermaine Dunnagan & Owens

Thank you all! for your part in supporting the NBMI program designed to build school business capacity in Alaska!

Registration for the next NBMI cohort will open in the spring. The next NBMI face-to-face meeting is in conjunction with Summer Leadership July 2020.

ALASBO INVOLVED IN ASBO INTERNATIONAL

Certificates of Excellence in Financial Reporting – FY18

Anchorage School District — 25 years or more

Fairbanks North Star Borough School District — 25 years or more

Kenai Peninsula Borough School District — 25 years or more

Matanuska-Susitna Borough School District

Meritorious Budget Award – FY18

Juneau School District

Kenai Peninsula Borough School District — 15 years or more

Matanuska-Susitna Borough School District

ALASBO Members Who Have Earned School Finance and Operations (SFO) Certification

Kristy Andrew, Cordova School District

Melody Douglas, Honorary Member

Luke Fulp, Matanuska-Susitna Borough School District

Heather Heineken, Fairbanks North Star Borough School District

Laura Hylton, Lake & Peninsula Borough School District

Andrew Leavitt, Lower Yukon School District

Amy Lujan, ALASBO Executive Director

Karen Morrison, Petersburg School District

Robin Mullins, Honorary Member

Cassee Olin, Sitka School District

Laurie Olson, Honorary Member

Lisa Pearce, Consultant

Andrew Ratliff, Anchorage Borough School District

Czarina (Reena) Voivedich, Denali Borough School District

ALASBO INVOLVED IN ASBO INTERNATIONAL

Distinguished Professional Eagle Award — 2008

Melody Douglas, Kenai Peninsula Borough School District

Pinnacle of Achievement Award – 2006

Lucienne Smith, North Slope Borough School District

Outstanding Service to the Profession Eagle Award – 2003

Dave Jones, Kodiak Island Borough School District

Past Five Years of School Business Affairs

Laura Hylton, Lake & Peninsula Borough School District

Emerging School Business Leaders Scholarship Recipients

Lee Ann Andrew, Southwest Region School District

Candy Miller. Dillingham City Schools

Diane Simmons, Southwest Region School District

ALASBO Members Serving On ASBO International Committees

Melody Douglas	Past President and Ethics Committee
Tom Freeman	Board of Directors (1983—1985)
Heather Heineken	AM Planning Committee
Darcy Carter	Affiliate Executive Directors Group

ALASBO Annual Meeting Planning Committee Members

Melody Douglas
Darcy Carter
Carl Horn
Jimmy Love
Karen Morrison

Thank You to our Sponsors!

The Alaska Association of School Business Officials is a professional association with a mission to promote the highest standards in school business practices. Our sponsor organizations have been instrumental in helping ALASBO fulfill its mission by providing professional and financial support. Please reference the descriptions of products and services in your conference folder for more information about these organizations and ***thank them for their support!***

Title Sponsor

GCI Education

2019 Conference Sponsors

Altman, Rogers & Co.
American Fidelity
AMLJIA
APEI
BDO USA, LLP
Black Mountain Software, Inc.
Dude Solutions
edsembli Inc.
Forecast5 Analytics
First National Bank Alaska
First Student
Horace Mann
NorthRiver IT
Tyler Technologies

Event Sponsors

Sunday's Breakfast	-	***edsembli Inc.***
Sunday's Luncheon	–	***edsembli Inc.***
Monday's Breakfast	-	***Horace Mann***
Monday's Luncheon	–	***GCI Education***
Monday Coffee/Snacks	-	***Kronos***
Monday's Reception	-	***Altman, Rogers & Co.***
Tuesday's Breakfast	-	***GCI Education***

Event Sponsors

Tuesday's Luncheon	*- ALASBO*
Tuesday's Coffee/Snacks	*- Wells Fargo*
Tuesday's Reception	*- BDO USA, LLP*
Wednesday's Breakfast	*- First Student*
Wednesday's Luncheon	*- First National Bank*
Legal General Session Sponsor	*- Sedor Wendlant Evans & Filippi*
Banquet Co-Sponsor	*- Alaska Public Entity Insurance*
	- NorthRiver IT
Casino/Karaoke Co-Sponsors	*- Black Mountain Software, Inc.*
	- GCI Education
New Business Manager Institute	*- Altman, Rogers & Co.*
	- AMLJIA
	- BDO USA, LLP
	- Dude Solutions
	- JDO Law

Grants and Scholarships

Lowell Thomas Freeman Grant
- *CORE, Inc.*

Mack Easton Memorial Student
- *NANA Management Services (NMS)*

Scholarship SFO Certification Support
- *Douglas Enterprises*

School Business Official Of The Year
- *ALASBO*
- *Alaska Airlines*

Swarner Shaping the Future Grant
- *AML Investment Pool*

Summer Leadership – July 2019
- *American Fidelity*
- *Dude Solutions*
- *Forecast5 Analytics*
- *GCI Education*
- *Tyler Technologies*

ASBO International – October 2019
- *American Fidelity*

In-Kind Support

* *Alaska Airlines – discount on travel to annual conference and summer leadership*
* *Alaska Council of School Administrators – Cvent processing*
* *American Fidelity – conference folders*
* *Anchorage Convention and Visitors Bureau – registration assistance and welcome material*
* *Anchorage School District – copying and use of digital projectors*
* *Fairbanks North Star Borough School District – copying of annual conference program book*
* *GCI Education – conference internet support*
* *Hale & Associates – conference bags*
* *Horace Mann - badge holders and lanyards*
* *Reliant Transportation – buses for student performance groups*
* *Valdez City Schools – summer leadership support*

Many exhibitors provide door prizes too. We are also appreciative of the vendors that have provided sponsorship in the form of conference program advertising. Please take a few minutes to review the ad pages!

The Public Sector Practice at BDO

The challenges are significant. The scrutiny is intense. BDO's specialized practice provides partner-led service and deep sector experience to numerous agencies and departments on federal, state, and local levels.

Bikky Shrestha, Audit Partner, 907-770-2234 / bshrestha@bdo.com
James Doughty, Audit Partner, 907-770-2295 / jdoughty@bdo.com
Sam Thompson, Audit Director, 907-646-7318 / sthompson@bdo.com

Accountants and Advisors **www.bdo.com/government**

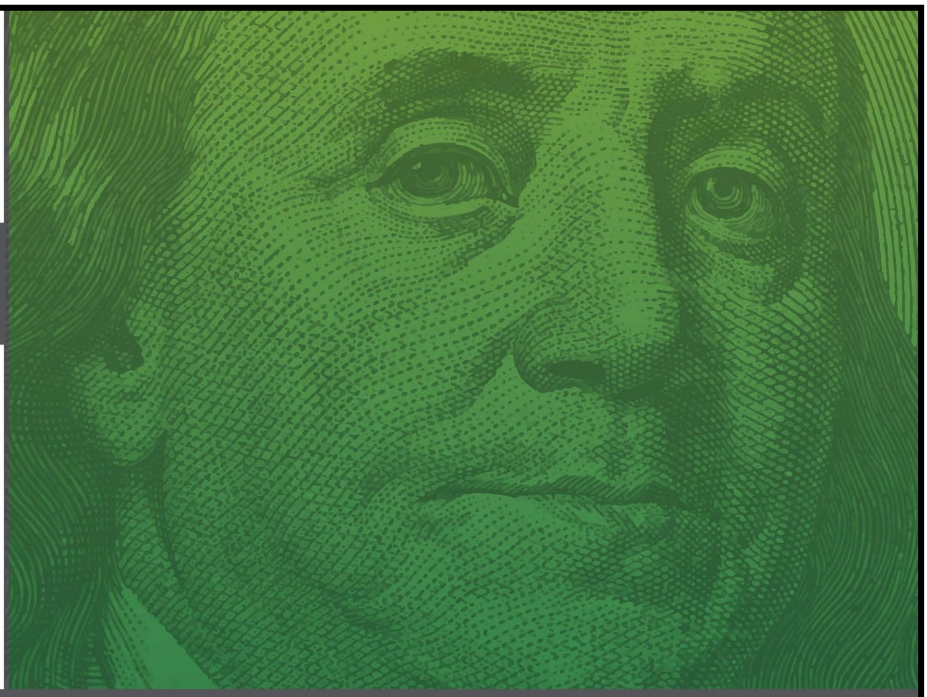
© 2019 BDO USA, LLP. All rights reserved.

BDO

p-Card
Payment Card

No costs,
No fees,
No charges, &

...you get a rebate.



Alaska ASBO | Darcy Carter, CLU, ChFC
Executive Director
(907) 744-0719
darcy.carter@alasbo.org

BMO | BMO Financial Group
BMO Harris Bank

IASA

ASB

OWN YOUR OPERATIONS

Go from chaos to confidence with our easy-to-use operations management software by your side.

From maintenance to asset management to IT, we have tools you need to own today and plan better for tomorrow.

Dude Solutions®

LEARN MORE: dudesolutions.com/akasbo18

Making your everyday an A+

Easy-to-use, efficient, time-saving software solutions specifically designed to meet the requirements of Alaska schools. Combine this with exceptional, "small town" friendly client support ensures your computing success.

- Accounting
- Asset Manager
- Budget Prep
- Human Resources
- Payroll
- Student Accounts
- and many more!

Call 800.353.8829 today to schedule your FREE online demo at.

Black Mountain Software

www.blackmountainsoftware.com | YouTube

Horace Mann offers superior solutions for Alaska Association of School Business Officials

Getting school employees on the path to financial success helps districts **increase teacher retention, improve productivity and morale, and lower benefit costs.** We help educators identify savings in their current monthly budget to redirect to their retirement, so they have more confidence in their financial strategy and are more likely to retire on time.

We partner with you for:

- Student Loan Solutions
- State Teachers' Retirement System workshops
- DonorsChoose.org workshops and funding
- Financial Success workshops

To learn more about our solutions for financial success or to schedule a workshop, contact your local agent or visit *horacemann.com/workshops.*

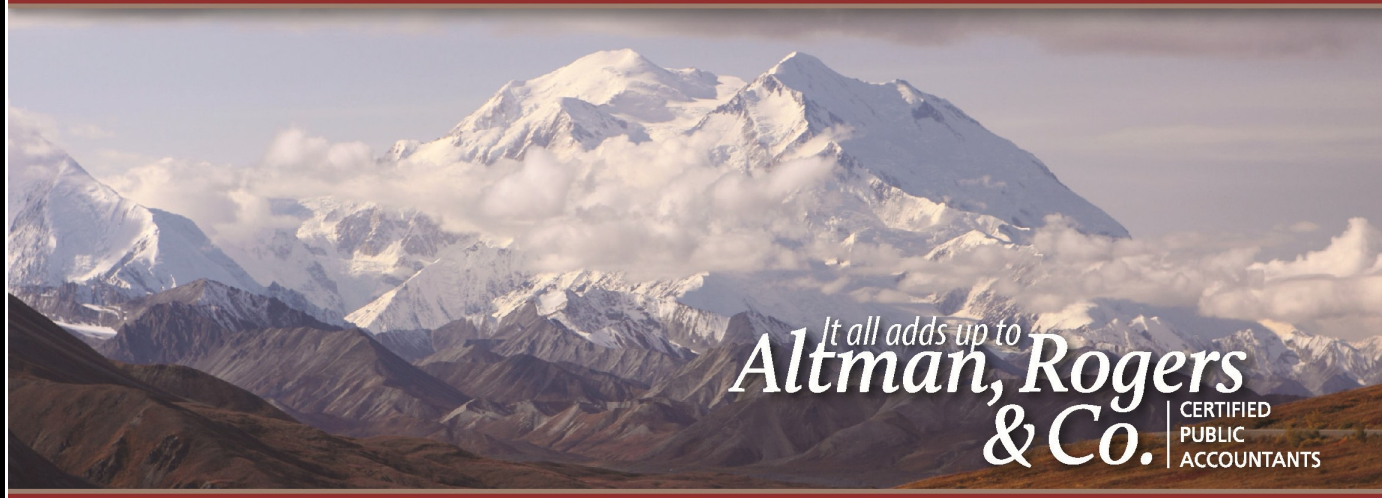
STRS workshop is not available in Utah

AUTO | HOME | LIFE | RETIREMENT

AM-C04158 (Dec. 16)

Financial Audit Services

Ensuring Accountability & Fiscal Responsibility for School Districts



Big Firm Experience. Small Firm Approach.

Auditing and Financial Services

Experience & Service You Can Depend On

Conducting a successful – and accurate – audit requires more than just showing up once a year, and that is why our clients rely on us to handle their auditing requirements. At Altman, Rogers & Company we maintain an ongoing relationship with our clients, resulting in more efficient audits, with fewer surprises.

As one of the leading governmental auditing firms in the state, we are actively involved in governmental accounting and auditing including providing financial statements, audits, reviews, compilations, Uniform Guidance federal and state single audits, and special purpose reports. We audit over 70 government entities including 29 school districts, and believe our experience and approach – from staffing that includes partners and managers to paperless audit and workflow to support a learning environment – makes Altman, Rogers & Company Alaska's industry leader; the largest locally-owned CPA firm in the state.

Anchorage
3000 C St. North, Suite 201
Anchorage, AK 99503
Phone 907-274-2992
Fax 907-274-2993

Juneau
175 S. Franklin St, Ste. 412
Juneau, AK 99801
Phone 907-586-3993
Fax 907-586-3918

Soldotna
44539 Sterling Hwy, Ste. 205
Soldotna, AK 99669
Phone 907-262-7478
Fax 907-262-6107

We Understand School Accounting

Better Accountability & Assurance for You

Our extensive background with schools and commitment to the industry provides us with extensive knowledge on school funding and it's revenue limit, local sources, bond financing, state & federal funding and related compliance. We understand the needs and requirements for schools, and our trained and knowledgeable staff takes the time to assist you with understanding and interpreting accounting & compliance requirements. Let Altman, Rogers & Company be your resource for better accountability and provide you assurance for the challenges you face in day-to-day operations and throughout the year.

Call Today 907-274-2992 *or visit* altrogco.com

NMS

YOU FOCUS ON EDUCATION, LET US DO THE REST

On average districts save 8-15% by switching to an integrated service partner.

Food Service | Environmental Services | Maintenance | Security | Business Solutions

Patrick Hayes, Executive Director, Sales | (612) 437-9469 | Pat.Hayes@nmsusa.com

TRANSFORM THE WAY YOU DO TRANSPORTATION

What Can First Student Do For You?

www.firststudentinc.com

- ✓ Cost Savings for the District
- ✓ Inefficient Routing
- ✓ Aging Bus Fleet
- ✓ Safety Concerns
- ✓ A Positive Student Experience
- ✓ Increased Resources for Drivers
- ✓ On Time Performance

WELLS FARGO

Government Banking

We've got you covered

Wells Fargo Government Banking is a specialized business with professionals who are experienced in understanding the unique challenges faced by all types of local government organizations. Let us put the knowledge gained from experience to work for you.

To learn more, contact:
Steve Manley, Local Government Banking • 907-251-7034
Jennifer Bump, Local Government Banking • 907-750-9574

Together we'll go far

Commercial banking products and services are provided by Wells Fargo Bank, N.A. Investment banking and capital markets products and services are provided by Wells Fargo Securities, and are not a condition to any banking product or service. Wells Fargo Securities is the trade name for certain securities-related capital markets and investment banking services of Wells Fargo & Company and its subsidiaries, including Wells Fargo Securities, LLC, member NYSE, FINRA, NFA, and SIPC, and Wells Fargo Bank, N.A., acting through its Municipal Products Group. Municipal derivatives services are provided by Wells Fargo Bank, N.A., a swap dealer registered with the CFTC and member of the NFA.
© 2019 Wells Fargo Bank, N.A. All rights reserved. Member FDIC. IHA-6608260

Serving Alaskan School Districts' insurance needs over 30 years

Premera, PEHT, Aetna, UHC, Meritain, Political Subdivisions, Non-Political Subdivisions Fully-Insured; Self-Insured; Partially Self-Insured

gina bosnakis &associates
insurance brokers

GCI EDUCATION. YOUR PARTNER IN POSSIBILITIES.®

GCI is proud to support Alaska's schools and students.
Our technology and team of education specialists help you develop
the next generation of global citizens.

To learn more contact your account manager Bryce Coryell | 907.230.8062

GCI

WELLS FARGO

Government Banking

We've got you covered

Wells Fargo Government Banking is a specialized business with professionals who are experienced in understanding the unique challenges faced by all types of local government organizations. Let us put the knowledge gained from experience to work for you.

To learn more, contact:
Steve Manley, Local Government Banking • 907-251-7034
Jennifer Bump, Local Government Banking • 907-750-9574

Together we'll go far

Commercial banking products and services are provided by Wells Fargo Bank, N.A. Investment banking and capital markets products and services are provided by Wells Fargo Securities, and are not a condition to any banking product or service. Wells Fargo Securities is the trade name for certain securities-related capital markets and investment banking services of Wells Fargo & Company and its subsidiaries, including Wells Fargo Securities, LLC, member NYSE, FINRA, NFA, and SIPC, and Wells Fargo Bank, N.A., acting through its Municipal Products Group. Municipal derivatives services are provided by Wells Fargo Bank, N.A., a swap dealer registered with the CFTC and member of the NFA.
© 2019 Wells Fargo Bank, N.A. All rights reserved. Member FDIC. IHA-6608260

Horace Mann®

Preparing for the road ahead

We offer no-cost workshops to show educators and school employees how their state retirement benefits and supplemental retirement plans can work together.

Not available in Utah.

visit horacemann.com

Student Success Relies on *Every* Employee

K-12

KRONOS®

Our Services

The AMLJIA works with your staff to complete a thorough review of your entity's unique exposures to loss. The result is a risk management plan designed to decrease preventable claims and ultimately your coverage costs. Personalized service and individual attention is what you can expect from us. But those aren't the only benefits of membership.

- **Property Appraisals**
  AMLJIA's no-cost appraisal service takes the worry out of proper coverage and correct valuation and assures your buildings are properly protected at full replacement value.
- **Loss Control Incentive Program**
  Members earn a percentage credit based on participation in this program designed to target high frequency and high severity losses.
- **Employment Law Hotline**
  Members have direct contact with an attorney specializing in employment law. When faced with a potential employment situation, the hotline provides a no-cost, 30-minute consultation.
- **On-Site & Regional Training**
  AMLJIA provides members with regional and on-site training programs in a wide variety of safety and risk management topics.
- **Rate Stabilization Fund Credits**
  Members are able to use credits to offset deposit contributions.
- **Safety Savings Account**
  Each member has an account to assist you in purchasing safety equipment to protect employees and property.
- **Claims Administration and Underwriting**
  We develop the most accurate understanding of each member's unique exposures in order to protect the full membership. And in the event of a loss, we provide you and your claimants with timely, accurate full-service claims handling.
- **Technical Assistance**
  AMLJIA Risk Control Specialists will answer your questions on how to reduce the liability of your operations. If you are thinking about doing something new or need a contract reviewed, give us a call.

Our Coverages

Property – Replacement Value
Student Accident Coverage
Workers' Compensation
Earthquake/Flood

General Liability
School Leaders' Errors & Omissions
Employment Practices

Auto Liability
Fiduciary Liability
and more!

WWW.AMLJIA.ORG

800-337-3682

ALASKA MUNICIPAL LEAGUE
JIA JOINT INSURANCE ASSOCIATION, INC.

Building on Tradition. Protecting Your Future.

In a rapidly changing world, we advise businesses on how to prepare for the unexpected.

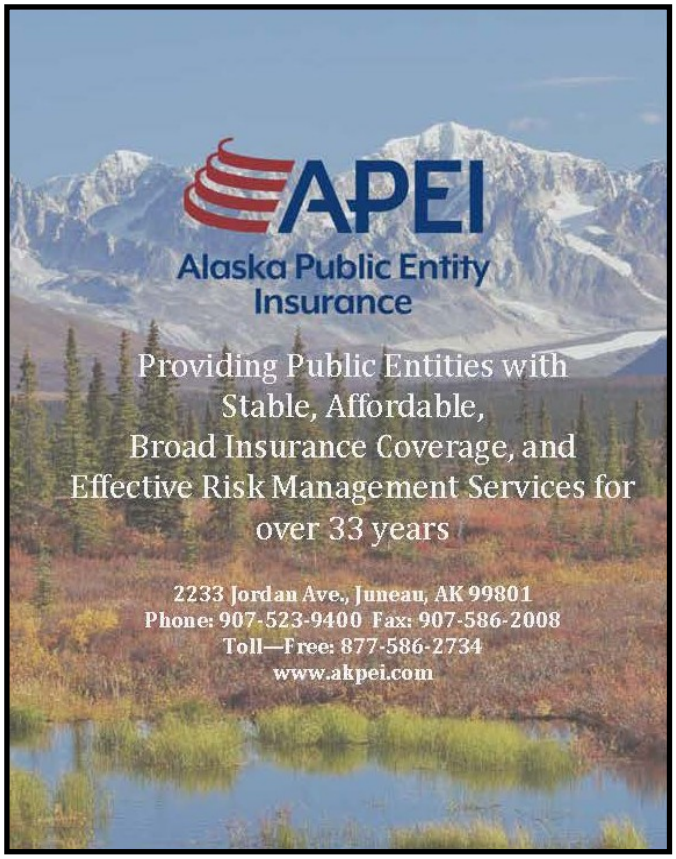
HUB

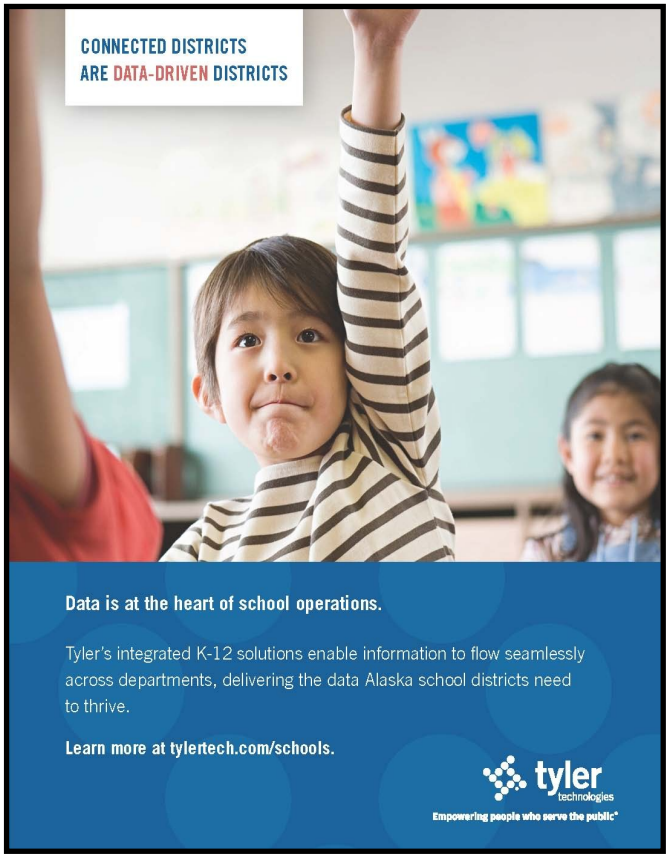
Samantha Stringer, CISR Elite
Account Executive
PO BOX 1688
9061 E Frontage Rd.
Palmer, AK 99645
Office: (907) 745-3261
Direct: (907) 262-8931
samantha.stringer@hubinternational.com

Advocacy. Tailored Insurance Solutions. Peace of Mind. hubinternational.com

There is immense power when a group of people with similar interests gets together to work towards the same goals.

Idowu Koyenikan



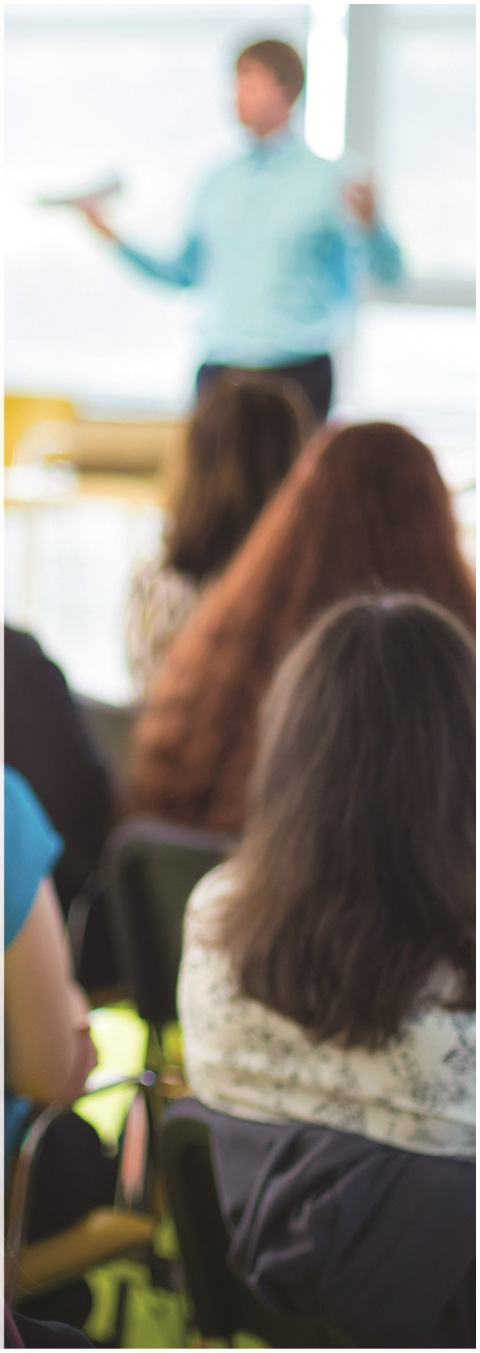


Dude Solutions™

READY TO OWN YOUR OPERATIONS?

Streamline your work, cut costs and provide better service with solutions to help manage:

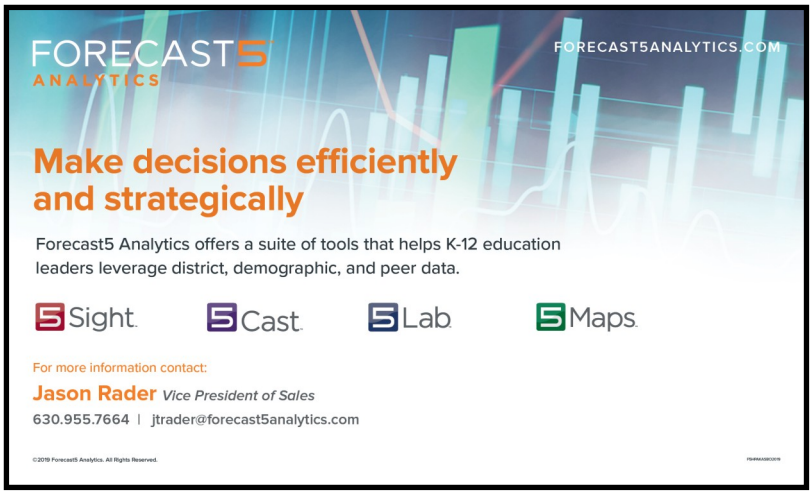
- Work & assets
- Capital forecasting
- Energy
- Events



CLOUD-BASED CMMS BUILT FOR EDUCATION

LEARN MORE: dudesolutions.com/alasbo

edsembli
rethink. reallocate. reimagine.
www.edsembli.com
We provide an integrated K-12 back office solution, helping school boards to reduce their technology foot print while streamlining workflow, reducing risk of fraud and enhancing reporting abilities.
Visit our booth on Monday to learn more.
HRP ESS SIS FIN EXP


FORECAST5 ANALYTICS
FORECAST5ANALYTICS.COM
Make decisions efficiently and strategically
Forecast5 Analytics offers a suite of tools that helps K-12 education leaders leverage district, demographic, and peer data.
5Sight 5Cast 5Lab 5Maps
For more information contact:
Jason Rader Vice President of Sales
630.955.7664 | jtrader@forecast5analytics.com
©2019 Forecast5 Analytics. All Rights Reserved.

northriver IT
wise people, wise move

Knowing our customers by name is the ONE Alaska bank difference.

For nearly a century, First National Bank Alaska has worked shoulder to shoulder with Alaskans across the state to help their businesses grow and thrive. You'll find this local knowledge at all of our branches, along with a genuine interest in your success. Because when you succeed, so do we all. And that's the name of the game.

FNBAlaska.com

First National Bank ALASKA MEMBER FDIC

NMLS# 640297

EQUAL HOUSING LENDER

DUAL MEMBERSHIP WORKS

FOR SCHOOL BUSINESS PROFESSIONALS

DOUBLE UP

ASBO International Professional Membership Includes

Full access to the **Global School Business Network** online community where you can connect with and learn from school business officials worldwide, 24/7.

11 issues of *School Business Affairs (SBA)* magazine and access to the online digital *SBA*, packed with essential industry information and practitioner-written articles.

Daily email briefings of our popular ***School Business Daily*** with the latest education and school business management news, delivered to your inbox each weekday morning.

6 issues of *School Business Leader*, a leadership newsletter featuring tips, tools, and case studies to help you become a more efficient and effective leader.

12 issues of *School Business Minute*, full of quick-read, actionable information from our most popular Annual Conference & Expo sessions.

24 issues of *Accents* enewsletter with up-to-date association news, shared stories from your peers, and relevant education research.

Member discounts on resources, awards and recognition program fees, and all professional development events—including ASBO International's Annual Conference & Expo.

Join or *renew* ☑

your membership to Alaska ASBO and ASBO International today!

"I am grateful for my ASBO membership, which has broadened my knowledge in various school business areas and helped with reporting to my school board and other stakeholders. I always start out my day by scanning *School Business Daily* and flagging articles that I feel will be particularly helpful to me. I love learning something new each day and keeping up on school news from across the country."

Holly Holman, Business Manager, Unalaska City SD, Unalaska, AK., Member Since: 1994

NOTES

PRECONFERENCE WORKSHOPS — Saturday and Sunday, December 7-8, 2019

Conference Agenda, December 9 – 11, 2019 – Hotel Captain Cook

SCHEDULE AT A GLANCE

Monday, December 9th		Tuesday, December 10th		Wednesday, December 11th	
7:30 – 5:00 Outside Fore Deck	Registration	7:30 – 5:00	Registration	7:30 – 12:00	Registration
		7:30 – 8:30 Fore Deck	Light Breakfast	7:30 – 8:30 Fore Deck	Light Breakfast
7:30 Mid/Aft Deck	Exhibit Hall Opens	8:30 – 9:00 Fore Deck	Music Welcoming Session	8:30 – 9:00 Fore Deck	Welcoming Session
7:30 – 8:30 Mid/Aft Deck	Light Breakfast	9:00 – 10:30 Fore Deck	General Session Keynote: • Kikkan Randall	9:00 – 10:00	General Session: • Legislative Update
8:00 – 8:20 Fore Deck	New Attendee Welcome	10:45 – 11:30	Technology Showcase Opens Committee Meetings		
8:30 – 9:00 Fore Deck	Welcoming Session • Music • Carl Horn, President • Darcy Carter, Executive Director	11:45 – 12:30	Sectionals • ALICE • Credit Card Best Practices • Digitize Your District's Documents and Processes • Excess Cost Calculation • Food Service Procurement • Successful Capital Projects • Teamwork Makes The Dream Work!	10:15 – 11:00	Sectionals: • 2020 Communications • Budget Communication • Disaster Recovery • Going Paperless • Google Tools • Legislature Process 101 • Preventing Disability Discrimination in the Workplace
9:00 – 10:00 Fore Deck	General Session: • Clint Campion, Esquire				
10:00 – 10:15	Break				
10:15 – 11:00	Vendor Introductions				
11:00 – 11:30	Ice Breaker		Technology Showcase	11:15 – 12:00	Sectionals: • Crowdfunding • ESSA Update • High Cost of Alaskan Health Care • Impact Aid Update • NBMI Succession Planning • Sub System Import into Payroll • The Cyber Threat 2019
11:30 – 12:15	Exhibit Hall Visits	12:30 – 1:30	Luncheon • Tom Wohlleber, President ASBO International		
12:15 – 1:00 Fore Deck	Luncheon • SBO of the Year Award • Slide Show	1:45 – 2:30	Sectionals: • Building Your Road Map • eFile Cabinet • ESSA Reporting • Internal Controls • Leading with Data • Microsoft Tips & Tricks • SOP		
1:00 – 2:00	Exhibit Hall Visits				
2:00 – 4:00	Round Tables: • 1099s/W2s • ALASBO/ASBO Resources • AML Investment Pool Introduction • Audit Prep • Child Nutrition Program Updates • Community Use of Facilities • Crowdfunding • Cyber Security • Employees Opt-Out Hlth • ESSA Reporting • FSAs, HSAs, HRAs • GASB Update • Health Cost Savings—BridgeHealth • Internal Controls • Phone2Action / JPS • Responding to a Report of Child Sex Abuse • Simplifying E-rate		Technology Showcase	12:15 – 1:45 Fore Deck	Luncheon and Annual Meeting • Membership Business • Election of Officers • Drawings and Door Prizes
		2:45 – 3:30	Discussion Groups: • Aligning Board Policy to SOP • Chart of Accounts • Cost Containment for Food Service Program • IVEE User Group Tips & Tricks • p-Card Best Practices • DEED CIP Administration • The Clutter Creep	2:00 – 3:00	District Wrap Up— a chance for staff from like-sized districts to meet
				3:15 – 5:00 Resolution	ALASBO Board Meeting
		3:45 – 4:30	Sectionals: • Audit Prep • Biz Mgr/Supt Communication • Education Research (CAEPR & ISER) • Foundation 101 • How Benefits Help with Retention • School Security • Workers' Comp Payroll Calculations		
4:15 – 5:00	Exhibit Hall Visits				
5:00 – 8:00 Quarter Deck	Reception— Altman, Rogers & Co. It all adds up to Altman, Rogers & Co. CERTIFIED PUBLIC ACCOUNTANTS	5:00 – 7:00 Quarter Deck	Reception – BDO USA, LLP BDO		
		7:00 – 11:00 Fore Deck Mid/Aft Deck	Banquet, Ugly Sweater Contest, Casino and Karaoke Night		

NOTES

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

PRE-CONFERENCE AGENDA

Saturday, December 7, 2019

Registration opens at 8:45 a.m. in the lower level of the Hotel Captain Cook
Coffee, tea, and baked goods available at 8:00 a.m.

9:00 – 5:00
Endeavor

New Business Manager Institute
Cohort 2018 and Cohort 2019 continuing sessions.

Sunday, December 8, 2019

Registration opens at 8:00 a.m., in the lower level lobby of the Hotel Captain Cook
Coffee, tea, and baked goods available!

9:00 – 5:00
Adventure

School Business Academy
Presenters: Melody Douglas, SFO, Consultant and Honorary Member; Elwin Blackwell, School Finance Manager and Mindy Lobaugh, School Finance Specialist II, Alaska Department of Education & Early Development; Tammy White, Consultant and Honorary Member; Dennis Niedermeyer, Consultant and Honorary Member
Targeted training for new school business managers (<3 years on the job), new Alaska superintendents and other school business officials interested in this training. In-depth topics: AK School Business Annual Timeline; State Foundation Funding Program; State Chart of Accounts; Budget Projections and Resources/Contacts.

9:00 – 12:00
Quadrant

Basic Payroll for School Districts
Presenter: Faith Link, Payroll Specialist II, Kenai Peninsula Borough School District
A basic overview of what is required to process payroll from beginning to end, with plenty of time for Q&A.

9:00 – 12:00
Endeavor

Federal Programs and Grants Overview
Presenter: Brian Krosschell, State and Federal Program Manager, Southeast Island School District
This session will provide an overview of Title program requirements, Perkins, Indian Education, ANE grants, GMS Navigations, etc.

9:00 – 12:00
Voyager

Human Resources and Employee Management for School Districts
Presenters: Katherine (Katie) Gardner, Executive Director of Human Resources, Mat-Su Borough School District and Sondra Meredith, Administrator, Alaska Department of Education & Early Development
In this session, we will discuss various topics in the area of school district human resources to include: performance management, record keeping and retention, hiring dos and don'ts and addressing employee complaints. Learn beyond the basics and get your specific questions answered. Updated information from DEED will be presented.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

PRE-CONFERENCE AGENDA

Sunday, December 8, 2019

12:00 – 1:00
Endeavor Alcove

Lunch Break
Light lunch provided for all presenters and full-day (morning and afternoon) participants.

1:00 – 4:30
Quadrant

What's Next for American Health Care Reform Legislation
Presenter: Scott Florsheim, Alaska State Manager, American Fidelity
Congressional attempts to repeal the Affordable Care Act (ACA), and future tax reform efforts, could dramatically impact the employee benefits landscape, including the ways we save for medical expenses and how our benefits are taxed. In this presentation, we will review legislative and regulatory developments and provide insight into proposed changes. The session concludes with best practices for managing your benefits plans and outlines steps you should be taking, including preparing for the Cadillac Tax and annual IRS reporting.

1:00 – 4:30
Easter Island

p-Card/Spend Dynamics
Presenters: Holly Wallace, Senior Programs Coordinator, Illinois ASBO and Mark Bockelmann, Senior Relationship Manager, BMO Harris Bank
This session provides training on Spend Dynamics, the online p-Card management program, as well as a discussion of p-Card best practices. If you are a part of the ALASBO p-Card program or are considering joining and want to see how the online management system works, come to this valuable pre-conference session. Bring all your questions to this in-depth session. There will also be other sessions during the regular conference for potential new users.

1:00 – 4:30
Voyager

Developing Your District's Budget
Presenter: Andy Ratliff, Senior Director, Office of Management & Budget, Anchorage School District
This session will provide school business officials with suggestions for preparing the district budget. Each budget development stage will be reviewed, from initial planning to communicating the final budget.

1:00 – 4:30
Resolution

Preparing for Labor Negotiations
Presenter: David Means, Honorary Member
This session will assist school business officials to prepare for negotiations and understand their role.

1:00 – 4:30
Endeavor

Verbal Judo
Presenter: Greg A. Russell, Police Consultant, Alaska Municipal League Joint Insurance Association (AMLJIA)
A tactical communication course designed to help you maintain your own personal safety by using appropriate presence and word options. Principles and tactics will be taught to enable you to calm difficult people who may be under severe emotional and other influences. This course teaches a philosophy of how to look creatively at conflict, offering specific, powerful, and usable strategies to resolve tense situations.

NOTES

NOTES

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Monday, December 9, 2019

7:30 – 5:00 **Outside Fore Deck**	**Registration**
7:30 **Mid/Aft Deck**	**Exhibit Hall Opens**
7:30 – 8:30 **Mid/Aft Deck**	**Light Breakfast**
8:00 – 8:20 **Fore Deck**	**New Attendee Welcome** First-time conference attendees are invited to learn more about ALASBO and how to get the most out of the annual conference!
8:30 – 9:00 **Fore Deck**	**Welcoming Session** **Music** Performed by: Bartlett High Bear-a-Tones, Katy Green, Director **Welcoming Address** Carl Horn, President of ALASBO **Conference Introductions** Darcy Carter, Executive Director of ALASBO
9:00 – 10:00 **Fore Deck**	**General Session:** **Miracle or Pandemic? The Intersection of Technology and Legal Issues** Presenter: Clint M. Campion, Attorney, Sedor, Wendlandt, Evans & Filippi, LLC Clint will lead a discussion on the legal issues posed by technology in schools and strategies that districts can employ in response. The discussion will include surveillance video, recording by staff and students, smart phones in school, the dangers of social media, website accessibility and other emerging issues.
10:00 – 10:15	**Break**
10:15 – 11:00	**Vendor Introductions**
11:00 – 11:30	**Ice Breaker**
11:30 – 12:15 **Mid/Aft Deck**	**Exhibit Hall Visits**
12:15 – 1:00 **Fore Deck**	**Luncheon & Slide Show** **School Business Official of the Year Award** • Presenter: Amy Lujan, Honorary Member **Slide Show** • Presenter: Yodean Armour, Klawock School District
1:00 – 2:00 **Mid/Aft Deck**	**Exhibit Hall Visits**

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Monday, December 9, 2019

2:00 – 4:00
Fore Deck

Round Tables: The Roundtable format is where participants learn about six (6) different topics by moving between tables every 20 minutes.

1099s/W2s
Presenter: Sarah Jahn, Administrative Services Director, Juneau School District
This roundtable will discuss a review of changes and updates to W-2 and 1099 forms and processing.

ALASBO/ASBO Resources
Presenters: Tom Wohlleber, ASBO International President and Melody Douglas, ALASBO Associate Executive Director
Resources you can access through your ASBO and ALASBO membership will be discussed. Don't re-invent the wheel; draw on the expertise of your school business colleagues!

AML Investment Pool (AMLIP) Introduction
Presenter: Blake Phillips, Vice President, Alaska Permanent Capital Management
Check out an investment only available to entities in Alaska with the flexibility of a checking account with higher interest earnings than normal checking accounts.

Audit Prep
Presenters: Sam Thompson, Audit Director and Brandi Guarneri, Audit Senior, BDO USA, LLP
Sufficient audit prep is a key ingredient to every successful audit. In this presentation we will discuss best practice and helpful tips for audit planning and preparation, including how new changes in accounting standards and compliance regulations will impact audit prep.

Child Nutrition Program Updates
Presenter: Elizabeth Seitz, NSLP Coordinator, Alaska Department of Education & Early Development
Program updates and best practices for breakfast and snack programs.

Community Use of School Facilities and Liability
Presenter: Josh Peach, Corporate Evangelist, Dude Solutions
How are policies determined for use or rental of school facilities and what kind of information should be included in a policy? This session will help shed some light on creating or revising a community use policy to include the liability responsibility of organizations, rental rates and limitations for those using a facility.

Crowdfunding: What Is It?
Presenters: Melissa Myers, Senior Director, Finance, Anchorage School District and Kirk Smiley, Managing Director, DonorsChoose
What are you doing to handle the myriad of fund-raising options (GoFundMe, Kickstarter, etc.) cropping up these days? Come hear information that will help you understand the situation relative to teachers and parents who want to raise money for student projects and/or activities and the associated risk involved for school districts.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Monday, December 9, 2019

2:00 – 4:00
Fore Deck

Round Tables (continued)

Cyber Security
Presenter: Greg A. Russell, Police Professional Consultant, Alaska Municipal League Joint Insurance Association (AMLJIA)
The recent ransomware attacks targeting systems across the country are the latest in a string of attacks affecting State and local government partners, along with the wider cyber community. The growing number of such attacks highlights the critical importance of making cyber preparedness a priority and taking the necessary steps to secure our networks against adversaries. Prevention is the most effective defense against ransomware.

Employees Opt-Out of Health Insurance Coverage
Presenter: Mark Vink, Business Manager, Bering Strait School District
This roundtable will discuss the potential savings and costs of a Health insurance Opt -Out program for employees.

ESSA Reporting
Presenters: Courtney Preziosi, Education Administrator I, Alaska Department of Education & Early Development
This roundtable will include updates on the Title I Supplement, not Supplant Methodology, and new fiscal elements DEED will be required to monitor including time and effort, cost allowability, procurement, and equipment management.

FSAs, HSAs, HRAs
Presenter: Scott Florsheim, Northwest Regional Manager, American Fidelity
Provides a high-level overview of what FSAs, HSAs and HRAs are, how they work, who is eligible, and how to use them. A comparison of these tools and how to best implement in your district.

GASB Update
Presenter: Joe Bergene, CPA, Altman, Rogers & Co.
Latest GASB updates and their applicability to the school district environment.

Improve Quality and Reduce Your Surgery Costs— How Guiding Your Members to High Quality Providers Betters the Health and Wealth of Your Organization
Presenter: Sarah Brown, Regional Vice President, Alaska, BridgeHealth
Innovative, bundled care solutions can provide pre-negotiated, discounted rates on surgical procedures. But, lowering the cost of care is not enough. Increasing the quality of care is essential – for reducing the anxiety of your employees, improving their return to work times, and creating a positive healthcare experience at one of their most difficult moments. Join this roundtable discussion and discover how a focus on quality and advocacy can create better healthcare experiences for your members and reduce overall costs for your organization.

Internal Controls
Presenter: Tucker Langel, Audit Supervisor, Altman, Rogers & Co.
Internal controls over financial and other areas, focusing on the electronic environment at your disposal to make it easier.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Monday, December 9, 2019

2:00 – 4:00
Fore Deck

Round Tables (continued)

Phone2Action and JPS Advocacy Resources on the ACSA Website
Presenter: Lisa Skiles Parady, J.D., Ed.D. and Executive Director, Alaska Council of School Administrators
ACSA has implemented a new program, Phone2Action, to assist with staying abreast of legislative issues during the legislative session that will be shared. ACSA has also made changes to their website advocacy link that links pertinent bills to the Joint Position Statements.

Responding to a Report of Child Sex Abuse
Presenter: Barbara Thurston, Executive Director, Alaska Public Entity Insurance
When allegations of sexual abuse are brought to school officials, it's imperative that immediate and appropriate steps be taken to address the allegations and make sure that children are safe. In this roundtable presentation, Barbara Thurston will provide information and resources for the first steps for school officials to take when allegations are made.

Simplifying E-rate
Presenters: Ariel Burr, Senior Manager Administrative Services and Bryce Coryell, Education Account Manager, GCI Education
E-rate is an essential program that enables schools in Alaska to afford internet and critical technology infrastructure and services. 100% of business managers agree that using E-rate is fun and easy... just joking! This is a brief overview on the E-rate process, common pitfalls, strategies and resources

4:15 – 5:00 **Exhibit Hall Visits**

5:00
Mid/Aft Deck **Exhibitors Meeting**

5:00 – 8:00
Quarter Deck **Reception Sponsored by: Altman, Rogers & Co.**

NOTES

NOTES

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Tuesday, December 10, 2019

7:30 – 5:00
Outside Fore Deck

Registration

7:30 – 8:30
Fore Deck

Light Breakfast

8:30 – 9:00
Fore Deck

Morning Music
Performed by: South High School Swing Choir, Rebecca Nelson, Director

Welcoming Session
Carl Horn, President of ALASBO

9:00 – 10:30
Fore Deck

General Session Keynote Address:
Chasing Gold: As an Olympian, Mother and Cancer Survivor
Presenter: Kikkan Randall, Olympic Champion
Life is like a ski course: with challenging uphills, exhilarating downhills and plenty of plateaus. I believe the attitude you choose to meet these challenges with determines whether you "dive" or "thrive". Through a journey of five Olympics I learned valuable skills that have helped me become an Olympic Champion, return to elite competition after the birth of my son and now battle cancer. I share the story of my 20-year journey to win America's first ever Olympic gold medal in cross country skiing and how lessons I learned along the way can inspire you to overcome any challenge and find the pure joy in life.

10:45
Mid/Aft Deck

Technology Showcase Opens– Visit each vendor for special drawing ticket to be drawn on Wednesday.

10:45– 11:30

Committee Meetings
Get involved with your association through ALASBO committees. Qualify to win special prizes in our committee member-only drawing!

11:45– 12:30

Sectionals:

Voyager

ALICE: Options for Dealing with a Violent Intruder
Presenter: Greg A. Russell, Police Professional Consultant, Alaska Municipal League Joint Insurance Association (AMLJIA)
Principles and tactics that go beyond traditional lockdown methods by providing individuals with a new set of skills that will greatly increase their odds of survival during a violent intruder event. This training will help ensure your organization's response preparedness during and after an active shooter event.

Endeavor

Credit Cards— What Auditors Look For and More
Presenters: Holly Wallace, Senior Programs Coordinator, Illinois ASBO and Mark Bockelmann, Senior Relationship Manager, BMO Harris Bank
Do you have a board policy relative to credit cards? Do you know what the auditors are looking for during the annual audit process? Practical information will be shared for managing credit cards and protecting against fraud. This information will be helpful to any credit card program your district uses.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Tuesday, December 10, 2019

11:45– 12:30 **Sectionals (continued)**

Easter Island

Digitize Your District's Documents and Processes
Presenters: Carrie Hughes, Account Executive and Jamie Whitaker, Solutions Consultant, Tyler Technologies
Ever spent hours looking for a misfiled document? In this session we will explore better ways to manage the ever-growing document content, gaining control of your files to make searching, sharing, storing, and eventually elimination easy. We will also discuss how your current systems can be better integrated to automate workflows, key processes, and document approvals.

Quadrant

Excess Cost Spreadsheet
Presenter: Elwin Blackwell, School Finance Manager, Alaska Department of Education & Early Development
An overview of the excess cost spreadsheet, what it is and how to fill it out.

Resolution

Procurement for Food Service
Presenter: Elizabeth Seitz, NSLP Coordinator, Alaska Department of Education & Early Development Child Nutrition Programs
The Uniform Grant Guidance regulations requires that all programs receiving federal funds have a procurement plan, a process to determine allow ability of expenses and a code of conduct for awarding contracts. All agencies receiving federal funds, even through the State of Alaska, must meet these requirements. Our intent is to provide agencies with a procurement plan that will guide them through all of their procurement needs. Our template is not required so long as an agency has a plan and it meets the requirements.

Whitby

Successful DEED Capital Project Administration
Presenter: Lori Weed, School Finance Specialist II, Alaska Department of Education & Early Development
Key elements for success in managing school capital projects: project eligibility, account structures, payment submittals, and more. This session provides an overview for business managers and other district leaders.

Adventure

Teamwork Makes the Dream Work!
Presenter: Kikkan Randall, Olympic Champion
Sharing the value of teamwork through the story of building the US Women's Cross Country Ski Team. Exploring how we built strong team cohesion and created a legacy that lives beyond just the members of the original team.

Mid/Aft Deck **Technology Showcase**

12:30– 1:30 **Luncheon**
Fore Deck
Speaker: Tom Wohlleber
President, ASBO International

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Tuesday, December 10, 2019

1:45 – 2:30 **Sectionals (continued)**

Adventure

Building Your Road Map
Presenter: Kikkan Randall, Olympic Champion
To achieve any goal requires a road map of how to get there. By sharing the process I used to create road maps for different goals and challenges in my life, I will pass along tips and tricks for building the plan that will help direct and measure your progress toward a big goal.

Voyager

eFile Cabinet Can Be a Resource to Your District
Presenter: Lisa Skiles Parady, J.D., Ed.D. and Executive Director, Alaska Council of School Administrators

Endeavor

ESSA Per Pupil Expenditure by School
Presenter: Elwin Blackwell, School Finance Manager, Alaska Department of Education & Early Development
To present information on the new ESSA requirement to provide the FY2019 financial information on a per pupil expenditure by school basis. This session will present and discuss the per pupil expenditure by school requirement.

Resolution

Internal Controls
Presenters: Sam Thompson, Audit Director and Jin Yeong Chi, Audit Experienced Senior, BDO USA, LLP
Internal Controls are the processes designed, implemented and maintained by those charged with governance, management, and other personnel to provide reasonable assurance about the achievement of a school district's objectives with regard to the reliability of financial reporting, effectiveness of operations and compliance with applicable laws and regulations. In this session we will discuss the most common financial reporting risks and deficiencies in the school district environment and explore best practices and opportunities to improve internal controls. This session will also discuss ways to have strong internal controls even in situations where segregation of duties is limited.

Whitby

Leading with Data– Analytics for Decision Support and Community Engagement
Presenter: Bob Manikas, Senior Account Executive, Forecast5 Analytics
In today's increasingly transparent environment, it is critical that district leaders effectively communicate with their Boards and communities. Moreover, keeping the story objective and unbiased is every bit as important. And perhaps most importantly, districts must ensure that today's decisions are sustainable. Thankfully, school districts produce masses of quality data that can be used to drive, analyze, and support decision-making. This session will highlight how school districts from across the country are using data analytics to gain actionable insights, leading to more informed decision-making and better communication with stakeholders.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Tuesday, December 10, 2019

1:45 – 2:30 **Sectionals (continued)**

Easter Island

Microsoft Word Tips & Tricks
Presenter: Linzey White, Accounting Specialist, CORE, Inc.
Microsoft Word is one of the most widely used pieces of software on the planet and one of the most underused pieces of software of many business officials. In this session, we will learn how to accelerate your skills with this industry-standard application from basic features building to intermediate-level topics.

Quadrant

Standard Operating Procedures (SOP)
Presenters: Sarah Jahn, Administrative Services Director and Tammy Grove, Finance Officer, Juneau School District
Introduction to ALASBO AIM-SOP guidance, SOP development, and implementation.

Mid/Aft Deck

Technology Showcase

2:45 – 3:30

Discussion Groups: Informal discussion with plenty of Q&A

Resolution

Aligning Board Policy to Standard Operating Procedures
Facilitators: Luke Fulp, Assistant Superintendent of Business and Operations, Mat-Su School District and Melody Douglas, Associate Executive Director, ALASBO
Aligning Board policy with ALASBO's best practices Standard Operating Procedures is underway. The joint effort with AASB and ASA is expected to result in draft BP Section 3000 Business to be reviewed per AASB's legal review process. Come hear about the work in progress.

Endeavor

Chart of Accounts
Facilitator: Tammy White, Business Manager, CORE, Inc.
In 2018 The Alaska Department of Education & Early Development updated the Uniform Chart of Accounts and Account Code Descriptions for Public School Districts. As we move into the second year, questions have come up. This session is your chance to ask our peers questions and share in an open discussion of the challenges and successes of the implementation.

Easter Island

Cost Containment for Food Service Program
Facilitators: Robbie MacManus, CFO and Patti Bayless, Accountant II, Alaska Gateway School District
What do you do to try and save money with the ever rising costs of food and shipping? What can you share to help with cost savings?

Adventure

DEED Capital Project Administration
Facilitator: Lori Weed, School Finance Specialist, Alaska Department of Education & Early Development
A discussion and Q & A on various aspects of administration of capital improvement projects with grant or debt state aid from DEED. Project-specific questions welcome.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Tuesday, December 10, 2019

2:45 – 3:30 **Discussion Groups (continued)**

Quadrant **IVEE User Group Tips and Tricks**
Facilitator: Andrew Leavitt, Director of Budget and Finance, Lower Yukon School District
User driven tips and tricks of the Infinite Vision software where users of the software will discuss our favorite tips, tricks, and enhancements to make our jobs easier and more efficient. We will also discuss software bugs, glitches, and work-arounds. At the end we will discuss the add-on modules and go over which ones are great and which ones are a waste of money.

Voyager **p-Card Best Practices**
Facilitators: Jim Farrington, Treasurer, Anchorage School District and Laura Hylton, Business Manager, Lake & Peninsula School District
Open discussion of how districts are using their p-cards (credit cards) for purchases, payments, recurring changes, student activities and travel. Come to learn and share your experience with p-cards and other non-traditional payment methods.

Whitby **The Clutter Creep**
Facilitators: John Littler, Western U.S. Business Development Manager and Tim Pyle, Northwest Business Development, GovDeals Surplus Auctions, Inc.
Let's face it, the creep is real. One moment you put an old computer in a hallway and the next the pile grows larger than Google's IT department. In this session we will exchange ideas and best practices in selling and redistributing your surplus assets. Not only can you find a new home for your surplus assets, you can make some money as well. With government funding being a big issue, every dollar counts!

3:45 – 4:30 **Sectionals**

Quadrant **Audit Preparation**
Presenter: Katie Stachow, CPA, Altman, Rogers & Co.
Discussion on preparing for annual financial statement and single audits in the electronic environment.

Whitby **Business Manager/Superintendent Communication**
Presenters: Patrick Mayer, Superintendent, Aleutians Borough School District and Cassee Olin, Business Manager, Sitka School District
Your relationship with your supervisor is one of the most important factors in successful job performance and job satisfaction. This session will discuss how business managers can develop and maintain good communications with their superintendents.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Tuesday, December 10, 2019

3:45 – 4:30 **Sectionals (continued)**

Easter Island

Education Research CAEPR & ISER
Presenters: Dayna Jean DeFeo, PhD, CAEPR Director and Diane Hirshberg, Professor of Education Policy and Trang Tran, Research Associate, Institute of Social and Economic Research (ISER), UAA
This presentation will give a brief overview of key findings from four ISER education research studies released in 2019. The topics include K-12 per-pupil spending, dual enrollment, teacher preparation, and trends in high school graduation rates. Following the brief overview, the presenters will be prepared to discuss any of the studies in further detail, at the request and interest of session attendees.

Voyager

Foundation 101
Presenter: Mindy Lobaugh, School Finance Specialist, Alaska Department of Education & Early Development
The Public School Funding Formula is based on student counts. This session is a step-by-step review of how the foundation formula is calculated as a result of the latest statutes and regulations.

Adventure

How Benefits Can Help with Recruiting and Retention
Facilitator: Scott Florsheim, Northwest Regional Manager, American Fidelity
Employers often forget why they offer benefits in the first place. To recruit the best talent and retain them as employees. This presentation will dive into how your current offerings may have a lasting impact on your school district's future. It will showcase the importance of understanding what makes your district stand out and the cost of finding a replacement if they don't.

Easter Island

School Security
Presenters: Ashley Lally, Director and Steve Brown, Coordinator Safety and Emergency Preparedness, Anchorage School District
This session is to help you manage your ability to deal with emergency situations and provide the tools to deal with unforeseen situations. In addition, the session will give you an overview into managing your district-wide security and student safety process and procedures.

Endeavor

Worker's Comp and Payroll Calculations
Presenters: Sarah Jahn Administrative Services Director and Kelley Fink, Payroll Supervisor, Juneau School District
Introduction to Workers' Compensation law regarding pay calculations and employee status including returning to work.

5:00 – 7:00
Quarter Deck

Reception Sponsored by BDO USA, LLP

7:00 – 11:00
Fore Deck
Mid/Aft Deck

Banquet, Ugly Sweater Contest, Casino and Karaoke Night

NOTES

NOTES

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Wednesday, December 11, 2019

7:30 – 12:00
Outside Fore Deck
Registration

7:30 – 8:30
Fore Deck
Light Breakfast

8:30 – 9:00
Fore Deck
Welcoming Session

9:00 – 10:00
Fore Deck
General Session Keynote Address
Legislative Update – MC Dave Jones, Legislative Committee Chair
Governor Dunleavy's budget will be released soon and the 2020 Legislative Session begins in January. Current perspectives on legislative matters relative to K-12 education will be presented by guest speakers:

- Senator Cathy Giessel
- Representative Bryce Edgmon
- Senator Natasha von Imhof
- Dr. Lisa Skiles Parady, Executive Director, ACSA

10:15– 11:00
Sectionals:

Fore Deck
2020 Communications: Lead with your District Story
Presenter: Pegge Erkeneff, Director of Communications, Community and Government Relations, Kenai Peninsula Borough School District
How can you choose the best way to communicate when multiple digital media platforms and news sources are available to share critical information and positive stories about your schools? Learn tips and ask questions about how you can best deliver quality communications to inform, connect, and generate advocacy. Every opportunity to communicate with our staff, students, families, local communities, and elected officials is a chance to be transparent, relevant, and build advocacy.

Quadrant
Budget Communication
Presenter: Andy Ratliff, Senior Director of OMB, Anchorage School District
Effectively communicate the different stages of budget development to your school board, employees, and members of the public. This includes initial budget gap estimates, instructional changes, budget reductions, and changes in legislation.

Voyager
Disaster Recovery
Presenters: Jim Anderson, CFO and Melissa Myers, Senior Director, Finance, Anchorage School District and Mike Brown, Executive Director of Operations, Mat-Su Borough School District
Natural disasters usually occur with little or no notice. Presenters will provide an overview of the immediate response measures to implement in your disaster recovery plan and steps you should take towards financial recovery with FEMA.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Wednesday, December 11, 2019

10:15– 11:00 **Sectionals (continued)**

Resolution **Going Paperless**
Presenters: Amber Cockerham, Director of Business Services and Cheryle Fleming, Accounts Payable, Valdez City Schools
Valdez City School's business office has moved toward being totally paperless. With uncertain budgets, finding efficiencies was a must. Our process started small and is now office wide.

Endeavor **Google Tools**
Presenter: Kristy Andrew, Director of Budget and Finance, Cordova School District
Many of us have a powerful tool available to us with Google Drive. In this session, we will explore some examples of how you can use these tools more effectively.

Whitby **Legislative Process 101**
Presenter: Dave Jones, Assistant Superintendent Instructional Support, Kenai Peninsula Borough School District
Learn about how to follow and provide input to the legislative process during the legislative session. The proposed ACSA Joint Position Statements will be reviewed. Topics that are likely to be raised during the session will be discussed.

Adventure **Preventing Disability Discrimination in the Workplace**
Presenter: Carleen Mitchell, Deputy Director, Alaska Public Entity Insurance
Understanding what rights an employee has under the Americans with Disabilities Act can be confusing and can lead an employer to fail to meet their obligation or to over-extend accommodations leading to hardship. This presentation will cover the basics of employee rights, employer obligations, participating in the interactive process, and providing reasonable accommodation.

11:15– 12:00 **Sectionals**

Voyager **Crowdfunding**
Presenters: Melissa Myers, Senior Director, Finance, Anchorage School District and Kirk Smiley, Managing Director, Public Partnerships (DonorsChoose.org)
The newest platform for fundraising is on the rise and in many formats. Presenters will provide an overview of the types of crowdfunding and the associated liabilities for school districts, employees, and the community, and what steps you should take to mitigate risk.

Whitby **ESSA Update**
Presenter: Courtney Preziosi, Education Administrator I, Alaska Department of Education & Early Development
This presentation will include updates on the Title I Supplement, not Supplant Methodology, and new fiscal elements DEED will be required to monitor including time and effort, cost allowability, procurement, and equipment management. Additional fiscal flexibilities will be covered such as carryover limitations, REAP-flex, transferability, and the Consolidated Administrative Pool (CAP).

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Wednesday, December 11, 2019

11:15– 12:00 **Sectionals: (continued)**

Quadrant

High Cost of Alaskan Health Care– The Radical Solution!
Presenter: Dave Jones, Assistant Superintendent Instructional Support, Kenai Peninsula Borough School District
Why does Alaska have the highest Health Care costs in the world? Because the doctors and hospitals in Alaska charge the highest prices in the world simply because they can! Tired of trying to pay for Alaska's ever increasing cost of Health Care with flat revenues? There is a solution, but it is radical. One mandatory health care plan for all State, Borough, Municipal, and School District employees. This allows the consumer to determine what is paid, not the provider. If you think it is a crazy idea, or you like the idea, come talk about it!

Easter Island

Impact Aid Update
Presenter: Mark Vink, Business Manager, Bering Straits School District
An update on impact aid and discussion on the new reporting platform.

Adventure

NBMI Succession Planning
Presenters: Holly Holman and Robin Mullins, Honorary Members and NBMI Facilitators
Are you new to school business management and looking to increase your job productivity? Are you a seasoned business office professional facing upcoming retirements or business office turnover and wondering how to implement strategic succession plans? Join us in discussing ALASBO's exciting new program, the New Business Manager Institute (NBMI) and how it can help you with your current position and/or upcoming staffing changes!

Endeavor

Sub System Import into Payroll
Presenter: Amber Cockerham, Business Manager, Valdez City Schools
Valdez City Schools currently uses the AESOP/Frontline system for our employee leave and for the substitutes filling any absences. Substitutes are able to receive calls about available jobs, call into the system to check for open jobs or go on line to accept jobs. At month end, a report is imported from AESOP into our payroll system to pay all subs, eliminating any leave slips or time sheets.

Resolution

The Cyber Threat 2019
Presenter: Mike Mason, Assistant Vice President, Product Support Manager, EFT Section Head, First National Bank Alaska
Mike will speak to the cyber threat including current fraud trends affecting Alaska businesses, provide best practices, and discuss preventative steps that companies can take now to better safeguard their computers, networks, and accounts.

12:15– 1:45 **Luncheon and Annual Meeting**
Fore Deck

- Membership Business
- Election of Officers
- Drawings and Door Prizes

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Wednesday, December 11, 2019

2:00 – 3:00
Fore Deck

Whitby
Voyager

Endeavor

District Wrap Up
Meet with districts of comparable size to discuss issues relevant to your needs.

- Big Five Districts— Anchorage, Fairbanks, Juneau, Kenai and Mat-Su
- Large Rural Districts— Bering Strait, Kodiak, Lake & Pen, Lower Kuskokwim, Lower Yukon, North Slope and NW Arctic
- Small Rural Districts— Others not listed above

3:15 – 5:00
Resolution

ALASBO Board Meeting

NOTES

For Approval by the ALASBO membership at the 2019 Annual Meeting

Alaska Association of School Business Officials

December 5, 2018

Minutes of Annual Membership Meeting
Hotel Captain Cook
Anchorage, Alaska

President Cassee Olin called the meeting to order at 12:45 p.m. and welcomed the membership to the 2018 Annual Meeting.

Secretary Karen Quitslund presented the minutes from the 2017 Annual Meeting, referencing the minutes as printed on pages 49 and 50 of the Conference Booklet. Tammy White moved and Holly Holman seconded to approve the minutes of the December 6, 2017 meeting. The voice vote by the membership was unanimous.

Treasurer Kim Johnson reported that as of November 30, 2018, ALASBO had a balance of $18,953.08 in the checking account and $214,604.58 in the saving account. The Treasurer's Report was accepted as presented.

Amy Lujan, filling in for Legislative Chair Dave Jones, presented the 2019 Proposed ACSA Joint Position Statements. Amy reported that ALASBO has collaborated with ACSA in recent years on drafting the Joint Position Statements. Amy provided an overview of each of the proposed statements for the membership. Jenny Martens moved and Liz Hayes seconded the approval of the ACSA Joint Position Statements. The voice vote by the membership was unanimous.

Awards Committee Member Elizabeth Hayes announced the 2018 award recipients:

<u>McLain J "Mack" Easton Memorial Scholarship</u>
- Kayla Hay, Wrangell High School
- Brian Conwell, Unalaska High School

<u>Dick Swarner Leadership Grant</u>
- John Stackhouse, Yupiit School District

<u>Lowell Thomas Freeman Professional Development Grant</u>
- Reena Voivedich, Denali Borough School District

Melody Douglas reported on the work of the New Business Manager Institute (NBMI) Committee and thanked Oregon ASBO Executive Director Angie Peterman for attending the conference and New Business Manager Institute.

President Cassee Olin asked Holly Holman, Chair of the Nominations Committee, to present the nominations for the open 2018 Board of Directors positions:

President	-	Carl Horn, Nenana City School District
President Elect	-	Karen Quitslund, Petersburg School District
Secretary	-	Jimmy Love, Kenai Peninsula Borough School District
Seat A	-	Sarah Jahn, Juneau School District
Seat B	-	Jenny Myhand, Lake & Peninsula Borough School District
Seat C	-	Elwin Blackwell, DEED School Finance Manager
Seat F	-	Andrew Leavitt, Lower Yukon School District

No additional nominations from the floor were received. Tammy White moved to approve the proposed slate of nominees and Teri Hoover seconded the motion. The voice vote from the membership was unanimous. ASBO President Chuck Peterson administered the oath of office to the 2019 ALASBO Board.

President Cassee Olin thanked the ALASBO membership for all they have done and passed the gavel to Carl Horn.

President Carl Horn announced his theme for the 2019 Conference: "Building the Team". He shared a personal story illustrating the history, strengths and continuity of public education and noted ALASBO's role in education.

Linzey White moved to adjourn the meeting and Jimmy Love seconded the motion. The 2018 ALASBO Annual Meeting adjourned at 1:20 p.m.

Karen Goodwin received the ALASBO 2019 School Business Official of the Year Award.

Respectfully submitted,
Karen Quitslund
Secretary

"Team players focus on the wins and the loses.
Team builders focus on the team and future of the vision.
Let's move our members from team player to team builder."
Janna Cachola

ALASBO - Year-By-Year

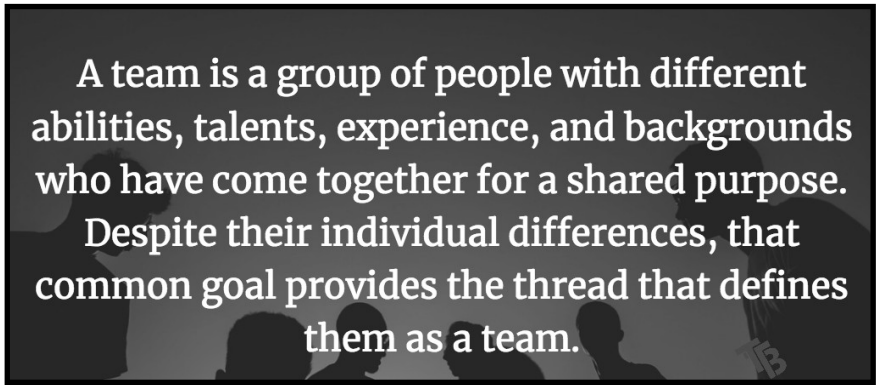
December 2018	***We're All In This Together***
	President: Cassee Olin, Sitka School District
December 2017	***Pulling Together for Alaska's Youth***
	President: Holly Holman, Unalaska School District
December 2016	***Stepping Up To the Challenge***
	President: Mark Vink, Bering Strait School District
December 2015	***Achieving Success Together***
	President: Robin Mullins, Fairbanks North Star Borough School District
December 2014	***Make Every Dollar Count***
	President: Jim Farrington, Anchorage School District
December 2013	***Leadership that Count***$
	President: Laurie Olson, Kenai Peninsula Borough School District
December 2012	***Forty Years of Success Through Networking***
	President: Jenny Martens, Lower Yukon School District
December 2011	***Strength in Numbers***
	President: Luke Fulp, Kodiak Island Borough School District
December 2010	***Everyone a Leader***
	President: Laura Hylton, Lake and Peninsula Borough School District
December 2009	***ALASBO—VISION***
	President: Karen Goodwin, Northwest Arctic Borough School District
December 2008	***ALASBO—The Next Generation***
	President: Cindy Reilly, Mat-Su Borough School District
December 2007	***ALASBO—Needs You!***
	President: René Spracklen, Copper River School District
December 2006	***Team ALASBO Educating Alaska***
	President: Elizabeth Francis, Dillingham City School District
December 2005	***We Are ALASBO***
	President: David Means, Juneau Borough School District
December 2004	***Facing Challenges - Forming Friendships***
	President: Mike Fisher, Fairbanks North Star Borough School District
December 2003	***Our Professional Family***
	President: Betty Zabielski, Alaska Gateway Borough SD
December 2002	***Thirty Years of Dedication to Alaska's Youth***
	President: Dave Jones, Kodiak Island Borough School District

ALASBO - Year-By-Year

December 2001	***Building A Strong Future***
	President: John Sanbei, Juneau Borough School District
December 2000	***Making Our Voices Heard***
	President: Lucienne Harger, North Slope Borough School District
December 1999	***Work Hard! Play Hard!***
	President: Tammy White, Alaska Voc/Tech Center, Seward
December 1998	***Working Together!***
	President: Eddy Jeans, Alaska DEED
April 1998	***Making the Best Better***
	President: Robert Shefchik, Fairbanks North Star Borough SD
April 1997	***Are We Successful Yet?***
	President: Loreen Kramer, Copper River School District
April 1996	***Leading the Way***
	President: Melody Douglas, Kenai Peninsula Borough SD
April 1995	***Winners Thrive on Stress***
	President: John Tongen, Valdez City School District
May 1994	***Professional Commitment - Let's Give a Little Back***
	President: Dennis Niedermeyer, Lake and Peninsula Borough SD
April 1993	***Taking Care of Business***
	President: Barbara Martin, Fairbanks North Star Borough School District
April 1992	***SYNERGISM***
	President: Barbara Martin, Fairbanks North Star Borough School District
April 1991	***Challenges Abound***
	President: Laraine Glenn, Juneau Borough School District
April 1990	***Providing Leadership in the '90s***
	President: Patti Carlson, Bering Strait School District
April 1989	***Preparing for the '90s***
	President: Gary E. Epperson, Mat-Su Borough School District
April 1988	***Accepting the Challenges***
	President: Melvin J. Greaves, Jr., Anchorage School District
April 1987	***Facing Tough Times Together***
	President: Marcy White, Copper River School District
April 1986	***Providing the Best***
	President: Tom Bibeau, Anchorage School District

ALASBO - Year-By-Year

April 1985	***Striving for Excellence***
	President: Joyce Healy, Kodiak Island Borough School District
April 1984	***ALASBO In High Gear - Team Commitment***
	President: Martin Mhrye, Southwest Region School District
April 1983	***We Got Class***
	President: Bill Haring, Delta/Greely School District
April 1982	***Continuing Our Professional Education***
	President: Guy G. Bellville, Anchorage School District
April 1981	***ALASBO of the '80s - Managing Professionals***
	President: John Rogers, Northwest Arctic Borough School District
April 1980	***ALASBO of the '80s - Cost Effective Professionals***
	President: Duane L. Oliphant, Anchorage School District
April 1979	***The Eighties - A New Beginning***
	President: Richard Swarner, Kenai Peninsula Borough School District
April 1978	***Better Planning Means Progress***
	President: Norm Rousey, Mat-Su Borough School District
April 1977	***Challenges of a Changing Society***
	President: Larry Baker, Anchorage School District
April 1976	***The Spirit of '76***
	President and Founder: Tom Freeman, Anchorage School District
April 1975	***ALASBO - In the Lead***
	President and Founder: Tom Freeman, Anchorage School District
November 1974	***ALASBO - On the Move***
	President and Founder: Tom Freeman, Anchorage School District



Significant Events in the History of the Alaska Association of School Business Officials

1974 • ALASBO founded by Lowell Thomas Freeman

1975 • By-Laws adopted
• Incorporated in State of Alaska

1976 • Established Accounting, Basic Foundation Program Study, By-Laws, Conference Planning, Educational, Legislative, and Nominations committees

1977 • First Treasurer appointed
• ALASBO President starts attending ASBO Annual Conference
• Post-conference Board Meeting established
• Exhibitors invited to participate in Annual Conference

1980 • ALASBO establishes Executive Director position
• Scholarship Committee established
• ALASBO begins sending president to ASBO Annual Leadership Conference

1981 • ALASBO included in Department of Education Directory
• Duane Oliphant appointed Executive Director

1982 • Tom Freeman elected to ASBO Board of Directors

1983 • ALASBO holds first Board Meeting via teleconference
• ALASBO invited by DOE to review State Finance Study data

1984 • Guy Belleville appointed Executive Director

1985 • Tom Freeman candidate for ASBO Vice President

1986 • Duane Oliphant appointed Executive Director

1987 • Tom Bibeau appointed Executive Director

1989 • Mack Easton Memorial Scholarship established

1991 • ALASBO invited by DOE to participate in Chart of Accounts Revision
• President Laraine Glenn appointed to Special Presidential Committee of Education

1992 • Tom Wolfe appointed Executive Director

1993 • ALASBO joins Alaska Council of School Administrators

1994 • ALASBO contracted with DOE to revise Chart of Accounts
• Walt Ramsey appointed Executive Director

1995 • Tom Freeman appointed Executive Director

1996 • ALASBO Newslink initiated
• Tom Bibeau appointed Executive Director

1997 • Professional Development Grants initiated
• Lowell Thomas 'Tom' Freeman, Richard 'Dick' Swarner, Duane Oliphant, and John 'Jake' Rogers named honorary lifetime members

1998 • Annual Conference moved from April to December
• Exhibitors Committee established
• Website established
• ALASBO's 1st Summer Meeting held in Seward, with a skills training focus
• Melody Douglas appointed Executive Director

1999 • ALASBO established Board/District liaisons
• ALASBO contracted by EED to develop OASIS project
• Blood Bank of Alaska blood drive initiated at Annual Conference
• Exhibitors Professional Development Grant initiated
• School Business Official of the Year award program initiated, sponsored by PenAir

Significant Events in the History of the Alaska Association of School Business Officials

2000
- ALASBO worked with EED on Chart of Accounts Revision
- ALASBO contracted with EED to complete OASIS II
- 1st Annual Legislative Workshop held in Juneau
- John Tongen named honorary lifetime member
- Melody Douglas elected to ASBO Board of Directors
- Professional Development Grants renamed in honor of Lowell Thomas Freeman
- Strategic Plan developed

2001
- Melody Douglas chaired ASBO International's Affiliate Executive Directors Group
- ALASBO contracted by EED for continued development of OASIS project

2002
- Policy Manual Adopted
- Committee Manual Revised
- ALASBO work group worked with AIR consultants on School Cost Study survey instrument
- Implemented formal Financial Statements

2003
- Dave Jones received ASBO Eagle Award for Service to Community
- Melody Douglas elected as Vice President of ASBO International, to serve in 2004
- Tammy White appointed Executive Director
- Resource CD developed for new business managers

2004
- Melody Douglas serves as Vice President of ASBO International
- Dave Jones serves as Vice Chair of ASBO International Legal Aspects Committee

2005
- Melody Douglas serves as President–Elect of ASBO International
- Power Lunch program launched
- Lucienne Smith serves as Vice Chair of the ASBO International Purchasing and Supply Management Committee
- ALASBO Board held the first Summer Leadership meeting and completed reorganization of the committees and the election process
- CORE, Inc. becomes sponsor for the Lowell Thomas Freeman Professional Development Grant

2006
- Melody Douglas presided as President of ASBO International during the ASBO Annual Meeting and Exhibits in Pittsburgh, PA **"Shaping the Future"**
- Lucienne Smith honored with Pinnacle of Achievement award at ASBO International Conference
- Board held the second Summer Leadership meeting to review and revise ALASBO's Mission Statement and Strategic Plan. The end result was a plan to hire a part time Executive Director

2007
- Melody Douglas served her last year on the Board of ASBO International as the Immediate Past President
- Duane Guiley hired as ALASBO's first paid part-time Executive Director
- ALASBO begins participating in Illinois ASBO procurement card (p-card) program

2008
- The first School Business Academy is held
- Melody Douglas received ASBO's Distinguished Professional Eagle Award for Service
- Richard M. Swarner: Shaping the Future Leadership Grant is announced, sponsored by the Swarner family
- Kerry Jarrell, Clara Langton, and Betty Zabielski are named honorary lifetime members

2009
- Melody Douglas, Duane Guiley and Dennis Niedermeyer named honorary lifetime members
- Amy Lujan hired as part-time Executive Director
- Shift to development of Legislative Joint Position Statements and closer involvement with ACSA
- Jenny Martens serves ASBO International on the Job Task Analysis Panel to begin the work of what will become ASBO's Certification in School Finance and Operations (SFO) program

Significant Events in the History of the Alaska Association of School Business Officials

2010
- ALASBO adopted ASBO International Professional Standards and Code of Ethics
- Janet Stokesbary named honorary lifetime member
- Jenny Martens and Dave Jones serve ASBO International on the Certification Exam Committee and Dennis Niedermeyer serves on the Cut Score Committee for the SFO program
- ALASBO members take SFO beta test

2011
- Eddy Jeans named honorary lifetime member

2012
- ALASBO celebrates 40th annual conference
- Management Review Ad Hoc Committee established to create program to assist school districts with a review of business operations
- Patti Carlson named honorary lifetime member

2013
- Lisa Pearce serves as Vice Chair of ASBO International School Food & Nutrition Committee
- Cindy Reilly serves as Vice Chair of ASBO International Professional Development Committee
- René Spracklen and Pam Chenier named honorary lifetime members
- ALASBO announces SFO certification scholarship sponsored by Douglas Business Management Services

2014
- ALASBO Improvement Model (AIM) Introduced

2015
- ALASBO launches new website
- Tammy White named honorary lifetime member

2016
- Loreen Kramer, Robin Mullins and Karen Goodwin named honorary lifetime members

2017
- Laurie Olson, Colleen Fitzgerald and John Sanbei named honorary lifetime members
- Chart of Accounts Ad Hoc Committee established to recommend changes to the State Chart of Accounts

2018
- Holly Holman, David Means, Jenny Martens and Pam Roope named Honorary Lifetime Members
- Standard Operating Procedures (SOP) Committee releases SOP template documents integrated with AIM rubic
- DCR Forfeitures Ad Hoc Committee formed to help resolve FY18 accounting issues
- New Business Manager Institute (NBMI) Ad Hoc Committee prepares and launches new training program December 1st
- Melody Douglas appointed Associate Executive Director
- Cvent conference registration system implemented

2019
- Amy Lujan named honorary lifetime member
- Melody Douglas named Interim Executive Director in January
- Darcy Carter named Executive Director in September
- Legislative Liaisons added to support the Legislative Committee
- ALASBO newsletter upgraded to electronic format
- Ad-hoc Board Policy/Standard Operating Procedures Committee established
- Bylaws were reviewed, revised and presented to the membership for action

With the support of sponsors, ALASBO administers several award, grant and scholarship programs. Several are named for past members of ALASBO. Complete descriptions, award application forms and biographies of the individuals the programs are named for can be found on our website. www.alasbo.org, on the Resources-Awards and Grants & Scholarships pages.

Please take the time to read the inspiring biographies of these outstanding past ALASBO members on our website!

McClain J. "Mack" Easton Memorial Scholarships – Named for a school business official who died tragically while serving the Fairbanks North Star Borough School District. These scholarships are awarded annually to graduating high school seniors. Recipients are selected by the Awards Committee.

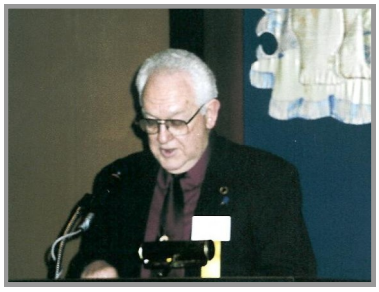
The 2019 recipients of $1,000 scholarships were:

- Jeremy Kupferschmid, Soldotna High School
- Carlee Rizzo, Nikiski Middle High School

Richard "Dick" Swarner Shaping the Future Leadership Grant – Named for a deceased Kenai Peninsula Borough School District business official, a founding member of ALASBO. This grant, sponsored by AML Investment Pool and the Swarner family, provides funding for ALASBO member(s) to attend the ALASBO Summer Leadership Conference. Recipients are selected by the Awards Committee.

Recipients of the Dick Swarner Shaping the Future Grant to Attend the ALASBO Summer Leadership Conference

2009	Yodean Armour	Klawock School District
2010	David Arp	Sitka School District
2011	Lee Ann Andrew	Southwest Region School District
	Martha Morgan	Kuspuk School District
	Cathi Wojtanek	Nome Public Schools
2012	Teri Dierick	Southeast Regional Resource Center
	Cassee Olin	Kodiak Island Borough School District
	Ricardo Tejeda	Yakutat School District
2013	Jenny Myhand	Lake & Peninsula Borough School District
	Karen Quitslund	Petersburg School District
2014	Judy Hankla	Hoonah City School District
	Nichole Wood	Fairbanks North Star Borough School District
2015	Ryan Ayars	Southwest Region School District
2016	Kristy Andrew	Cordova School District
	Krystian Roehl	Southwest Region School District
2017	Alicia Campbell	Mat-Su Borough School District
	Maisha Ekamrak	Yupiit School District
2018	John Stackhouse	Yupiit School District
2019	Gavin Atchak	Kashunamuit School District
	Jennifer Stackhouse	Yupiit School District



Lowell Thomas Freeman Grant – Named for the "founding father" of ALASBO, Anchorage School District business official Tom Freeman, who is now retired in Washington state. This grant, sponsored by CORE, Inc., provides funding for an ALASBO member to attend the ASBO International Conference. Recipients are selected by the Awards Committee.

LOWELL THOMAS FREEMAN PROFESSIONAL DEVELOPMENT GRANT RECIPIENTS

ASBO Year	Recipient	District
1998	Amy Lujan	Kuspuk School District
	Laurie Olson	Kenai Peninsula Borough School District
1999	Maribel Miller	Kodiak Island Borough School District
2000	Jimmy Love	Kenai Peninsula Borough School District
	John Sanbei	Juneau Borough School District
2001	Rose Stokes	Anchorage School District
2002	Jeff Frier	North Slope Borough School District
2003	Laurie Olson	Kenai Peninsula Borough School District
2004	René Spracklen	Copper River School District
2005	Nancy Munoz	Mat-Su Borough School District
2006	René Spracklen	Copper River School District
	Diane Simmons	Southwest Region School District
	Lana King	Kenai Peninsula Borough School District
2007	Amy Lujan	Nome Public Schools
2008	Laurie Olson	Kenai Peninsula Borough School District
2010	Lee Ann Andrews	Southwest Region Schools
	Pamela Roope	Wrangell City Schools
2011	Carl Horn	Nenana School District
2012	David Arp	Sitka School District
2013	Loreen Kramer	Cooper River School District
2014	Karen Quitslund	Petersburg School District
2015	Tammy Grove	North Slope Borough School District
2016	Elizabeth Hayes	Kenai Peninsula Borough School District
2017	Sarah Jahn	Juneau School District
2018	Reena Viovedich	Denali Borough School District
2019	Jimmy Love	Kenai Peninsula Borough School District

SPONSORED BY:

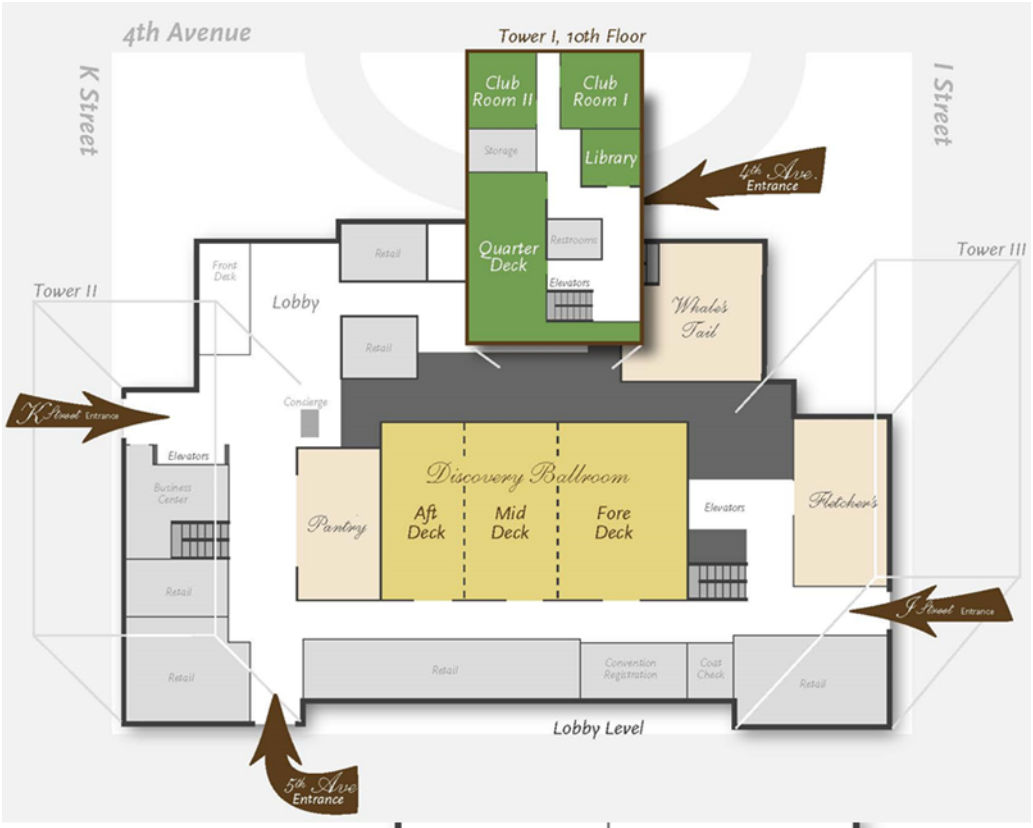
Helping Districts Help Themselves
CORE Community Outreach Resources for Education, Inc.
Inc.

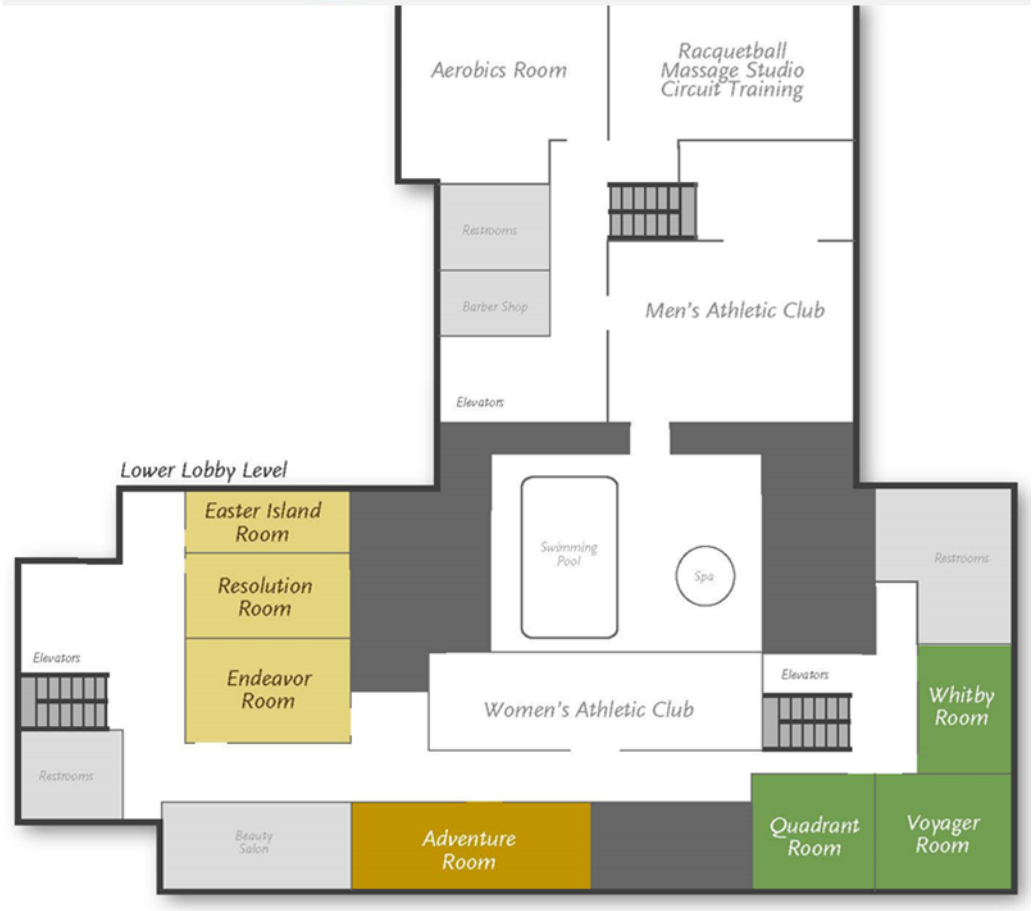
upcoming EVENTS

- **ASBO Education Leadership Forum (ELF)**
  February 13-15, 2020 — New Orleans, LA
- **ACSA Legislative Fly-In**
  March 15-18. 2020 — Juneau, AK
- **ALASBO Summer Leadership**
  July 17-19, 2020 — Fairbanks, AK
- **ASBO Annual Conference**
  October 2-5, 2020 — Nashville, TN
- **ALASBO Annual Conference**
  December 7-9, 2020 — Anchorage, AK

MARK YOUR CALENDARS!

NOTES


4th Avenue
Tower I, 10th Floor
K Street
I Street
Club Room II
Club Room I
Storage
Library
4th Ave. Entrance
Quarter Deck
Restrooms
Elevators
Retail
Front Desk
Lobby
Tower II
Tower III
Whale's Tail
Retail
Concierge
K Street Entrance
Elevators
Business Center
Discovery Ballroom
Pantry
Aft Deck
Mid Deck
Fore Deck
Elevators
Fletcher's
J Street Entrance
Retail
Retail
Convention Registration
Coat Check
Retail
Lobby Level
5th Ave Entrance


Aerobics Room
Racquetball
Massage Studio
Circuit Training
Restrooms
Barber Shop
Men's Athletic Club
Elevators
Lower Lobby Level
Easter Island Room
Resolution Room
Endeavor Room
Swimming Pool
Spa
Restrooms
Elevators
Women's Athletic Club
Elevators
Whitby Room
Restrooms
Beauty Salon
Adventure Room
Quadrant Room
Voyager Room