Alaska Association of School Business Officials
Annual Conference

Working for Alaska’s Students
December 5-7, 2022

Preconference Activities • December 3-4, 2022

ALASBO founded in 1974
# Alaska Association of School Business Officials
## Annual Conference

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<th>PHONE #:</th>
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Welcome to ALASBO’s Annual Conference!

Working for Alaska’s Students

December 3 — December 7, 2022

Welcome friends and colleagues to ALASBO’s annual conference!

I can’t begin to tell you how great it is to have this conference back in person again! While we can get professional development and business done over video conference, it is no substitute for the camaraderie and connections we make when we are all together. The friendships we develop from being together are just as beneficial as any professional development. Having someone to bounce ideas off, get a different perspective from, or just being able to vent to a person who understands your situation helps keep us on track and maintain our sanity. On that note, I look forward to seeing you all in some of the great sessions being offered including:

- **Preconference, SBA and NBMI** sessions on December 3rd and 4th
- **Monday Lunch** will feature the SBO of the Year Award
- **Keynote speakers** including Janice Litvin helping us Banish Burnout and Clint Campion giving us a legal update
- **Roundtables** on Monday to give a quick overview of various topics
- **Discussion Groups** that guide robust conversations about current topics
- **Sessions** that allow our resident experts to present best practices
- **Vendor Exhibit Hall** where sponsors showcase new and innovative ways to help us serve our students
- **Annual Meeting** on Wednesday at lunch to welcome our new ALASBO Board, conduct our annual business and give out great door prizes!

Being able to serve ALASBO as President for a year has been a wonderful experience. The friendships I’ve made and lessons I’ve learned will serve me for a lifetime. I am forever grateful that it culminates in being together again at our annual conference; however, none of this would be possible without the hard work and dedication of our ALASBO staff—Darcy, Melody and Jennifer who pulled this all together as well as all our generous sponsors who help make this wonderful event possible.

I’d like to thank our Board of Directors for their commitment to ALASBO and helping guide our organization to best serve our students and members. I’d also like to thank the Anchorage School District for encouraging and supporting my involvement in ALASBO and understanding the value that is gained from being part of this organization. Knowing that there may be rough roads ahead, I want to thank you all for **Working for Alaska’s Students**!

*Andy Ratliff*

President
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

COMMITTED TO EMPOWERING STUDENTS AND EDUCATORS WITH SCALABLE, SECURE ACCESS TO BROADBAND AND I.T. SERVICES

Alaska Communications provides education-specific solutions to help close the digital divide, while managing complex resources and shrinking budgets.

Learn more at AlaskaCommunications.com/Education

Terms and conditions apply.
ALASBO Annual Conference
Working for Alaska’s Students

CONFERENCE INFORMATION

VENDOR EXHIBITS
Suppliers of school related materials and services will be featured in the Mid Deck and Aft Deck on Monday all day and on Tuesday morning. Take the opportunities available within the schedule to visit all the vendors. An Exhibit Hall floor plan will be provided. Please thank the participating vendors for supporting ALASBO!

EVALUATION
The conference evaluation will be done online! The link will 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.

---

The Right Way to Pay for Healthcare

Use tax-free YourWay HRA funds to pay for health-related expenses today & tomorrow.

Funding sources can include:
- Unused Sick & Vacation Days
- Bonus Payouts
- Health Insurance Premium Subsidies

More than 1,300 public employers & 250,000 public employees trust their $2B in tax-free funds to OneBridge Benefits—the largest Funded HRA administrator in the country.

---

We’re feeling festive
And we’re grateful for our clients, colleagues, family and friends this holiday season. From all of us at Horace Mann, we wish you peace, connection and joy in the year to come.

Horace Mann is here to help and always just a click away.

Contact your Horace Mann representative today or visit us at horacemann.com.
ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

2022 BOARD OF DIRECTORS

**President:**
Andy Ratliff, Senior Director, OMB
Anchorage School District
5530 E. Northern Lights Blvd
Anchorage, AK 99504
Ph: 907-742-4330
Email: ratliff_andrew@asdk12.org

**President Elect:**
Yodean Armour, Business Manager
Klawock City Schools
PO Box 9
Klawock, AK 99925
Ph: 907-755-2220
Email: yodean.armour@klawockschool.com

**Secretary:**
Heather Heineken, Chief Financial Officer
Yukon-Koyukuk School District
4762 Old Airport Way
Fairbanks, AK 99709
Ph: 907-374-9454
Email: hheineken@yksd.com

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

**Treasurer:** (Ex-Officio - voting)
Cassee Olin, Administrative Services Director
Juneau School District
10014 Crazy Horse Dr
Juneau, AK 99801
Ph: 907-523-1770
Email: cassee.olin@juneauschools.org

**Executive Director:** (Ex-Officio - non voting)
Darcy Carter, Executive Director
600 Barrow St, #603
Anchorage, AK 99501
Ph: 907-744-0719
Email: darcy.carter@alasbo.org

**DIRECTORS (Two Year Term)**

<table>
<thead>
<tr>
<th>Seat</th>
<th>December 2022</th>
<th>December 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Phil Hulett, Business Manager</td>
<td></td>
</tr>
</tbody>
</table>
Dillingham City School District
PO Box 170
Dillingham, AK 99576
Ph: 907-842-6711
Email: phulett@dlgsd.org |
| B    | Megan Williams, Director of Administrative Services |
Northwest Arctic Borough School District
PO Box 51
Kotzebue, AK 99752
Ph: 907-442-1819
Email: mlwilliams@nwarctic.org |
| C    | Alenita Danner, School Finance Specialist |
Alaska Department of Education & Early Development
PO Box 110500
Juneau, AK 99811-0500
Ph: 907-465-2890
Email: Alenita.danner@alaska.gov |
| D    | Robbie MacManus, Chief Financial Officer |
Alaska Gateway School District
PO Box 226
Tok, AK 99780
Ph: 907-883-5151, ext 109
Email: rmacmanus@agsd.us |
| E    | Katie Parrott, Business Manager |
Ketchikan Gateway Borough School District
333 Schoenbar Rd
Ketchikan, AK 99901
Ph: 907-247-2116
Email: katie.parrott@k21schools.org |
| F    | David Nielsen, Business Manager |
Aleutians East Borough School District
PO Box 429
Sand Point, AK 99661
907-383-5222
Email: dnielsen@aebsd.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 ~ 2022

<table>
<thead>
<tr>
<th>Committees</th>
<th>Members Name</th>
<th>School District</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Audit Committee</strong></td>
<td>Reena Voivedich, Chair</td>
<td>Denali Borough School District</td>
</tr>
<tr>
<td>Reviews and recommends approval of financial reports prepared by a CPA firm for Alaska</td>
<td></td>
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<tr>
<td><strong>Awards Committee</strong></td>
<td>Liz Hayes, Chair</td>
<td>Kenai Peninsula Borough School District</td>
</tr>
<tr>
<td>Selects recipients of ALASBO administered grants and scholarships</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Bylaws Committee</strong></td>
<td>Heather Heineken, Chair</td>
<td>Yukon-Koyukuk School District</td>
</tr>
<tr>
<td>reviews and modifies the ALASBO Bylaws as appropriate in accordance with Bylaws Article IX</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Legislative Committee</strong></td>
<td>Cassee Olin, Chair</td>
<td>Juneau School District</td>
</tr>
<tr>
<td>Coordinates ALASBO’s legislative activities. NOTE: The Legislative Committee is determined by ALASBO Policy</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Nominations Committee</strong></td>
<td>Jimmy Love, Chair, Immediate Past President</td>
<td>Kenai Peninsula Borough School District</td>
</tr>
<tr>
<td>Recommends a slate of officers to the membership for a vote at the annual meeting. NOTE: The Nominations Committee is determined by the By-laws</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Professional Development Committee</strong></td>
<td>Yodean Armour, Chair, President Elect</td>
<td>Klawock City School District</td>
</tr>
<tr>
<td>Develops training opportunities for ALASBO membership</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Services Committee</strong></td>
<td>Yodean Armour, Chair, President Elect</td>
<td>Klawock City School District</td>
</tr>
<tr>
<td>Oversees the slideshow, works with the Historian and provides support for conferences</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sponsorship Committee</strong></td>
<td>Darcy Carter, Chair</td>
<td>ALASBO</td>
</tr>
<tr>
<td>Establishes fundraising criteria and implementation plan</td>
<td></td>
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</tbody>
</table>
ALASKA’S MOST ADVANCED NETWORK

How do you choose an education network?
Ask 10 simple questions.

blog.gci.com/10-questions
School Business Official of the Year Award – Nominations are accepted each fall for this prestigious award, sponsored by GCI. The recipient is selected by a committee made up of past recipients of the award.

GCI is proud to sponsor ALASBO’s

School Business Official of the Year Award

Congratulations to all past recipients:

<table>
<thead>
<tr>
<th>Year</th>
<th>Name</th>
<th>School District</th>
</tr>
</thead>
<tbody>
<tr>
<td>1999</td>
<td>Dennis Niedermeyer</td>
<td>Lake &amp; Peninsula School District</td>
</tr>
<tr>
<td>2000</td>
<td>Isabelle Harrington</td>
<td>Iditarod Area Schools</td>
</tr>
<tr>
<td>2001</td>
<td>Clara Langton</td>
<td>Nome Public Schools</td>
</tr>
<tr>
<td>2002</td>
<td>Lucienne Smith</td>
<td>North Slope Borough School District</td>
</tr>
<tr>
<td>2003</td>
<td>Tammy White</td>
<td>Yukon-Koyukuk School District</td>
</tr>
<tr>
<td>2004</td>
<td>Braxton “Eddy” Jeans</td>
<td>AK State Dept. of Education &amp; Early Development</td>
</tr>
<tr>
<td>2005</td>
<td>Loreen Kramer</td>
<td>Copper River School District</td>
</tr>
<tr>
<td>2006</td>
<td>Kerry Jarrell</td>
<td>Bering Strait School District</td>
</tr>
<tr>
<td>2007</td>
<td>Melody Douglas</td>
<td>Kenai Peninsula Borough School District</td>
</tr>
<tr>
<td>2008</td>
<td>Laura Hylton</td>
<td>Lake &amp; Peninsula School District</td>
</tr>
<tr>
<td>2009</td>
<td>Janet Stokesbary</td>
<td>Anchorage School District</td>
</tr>
<tr>
<td>2010</td>
<td>René Spracklen</td>
<td>Copper River School District</td>
</tr>
<tr>
<td>2011</td>
<td>David Means</td>
<td>Juneau School District</td>
</tr>
<tr>
<td>2012</td>
<td>Dave Jones</td>
<td>Kenai Peninsula Borough School District</td>
</tr>
<tr>
<td>2013</td>
<td>Jenny Martens</td>
<td>Lower Yukon School District</td>
</tr>
<tr>
<td>2014</td>
<td>Holly Holman</td>
<td>Unalaska City School District</td>
</tr>
<tr>
<td>2015</td>
<td>Laurie Olson</td>
<td>Kenai Peninsula Borough School District</td>
</tr>
<tr>
<td>2016</td>
<td>Kim Johnson</td>
<td>Delta/Greely School District</td>
</tr>
<tr>
<td>2017</td>
<td>Colleen Fitzgerald</td>
<td>Fairbanks North Star Borough School District</td>
</tr>
<tr>
<td>2018</td>
<td>Karen Goodwin</td>
<td>Honorary Member</td>
</tr>
<tr>
<td></td>
<td>Amy Lujan</td>
<td>Honorary Member</td>
</tr>
<tr>
<td>2020</td>
<td>Karen Morrison</td>
<td>Petersburg School District</td>
</tr>
<tr>
<td>2021</td>
<td>Robbie MacManus</td>
<td>Alaska Gateway School District</td>
</tr>
</tbody>
</table>
ALASBO INVOLVED IN ASBO INTERNATIONAL

Certificate of Excellence in Financial Reporting – FY 2021

  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 – FY 2021-2022

  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, Consultant
  Melody Douglas, Associate Executive Director, ALASBO
  Luke Fulp, Matanuska-Susitna Borough School District
  Heather Heineken, Yukon-Koyukuk School District
  Philip Hulett, Dillingham City School District
  Laura M. Hylton, Lake & Peninsula School District
  Andrew Leavitt, Lower Yukon School District (not active)
  Amy Lujan, Honorary Member
  Jenny Martens, Honorary Member
  Karen Morrison, Petersburg City School District
  Robin Mullins, Honorary Member (not active)
  Cassee Olin, Juneau School District
  Laurie Olson, Honorary Member (not active)
  Lisa Pearce, Consultant
  Andrew Ratliff, Anchorage School District
  John Stackhouse, formerly with Yupiit School District
  Czarina (Reena) Voivedich, Denali Borough School District
ALASBO INVOLVED IN ASBO INTERNATIONAL

Outstanding Service to the Profession Eagle Award – 2003
Dave Jones, Kodiak Island Borough School District

Pinnacle of Achievement Award
Lucienne Smith, North Slope Borough School District – 2006
Jim Anderson, Anchorage School District – 2020

Distinguished Professional Eagle Award — 2008
Melody Douglas, Kenai Peninsula Borough School District

Emerging Leaders Scholarship – 2022
Sandy Friendshuh, Copper River School District

ALASBO Members Serving On ASBO International Committees
Melody Douglas, ALASBO
Heather Heineken, Yukon-Koyukuk SD
Darcy Carter, ALASBO
Ethics Committee, Chair
Education Advisory Committee
Affiliate Executive Directors Committee

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YOUR NEEDS — SERRC’S SERVICES

SERRC - Alaska’s Educational Resource Center provides a variety of services to school districts across the state of Alaska, including, but not limited to:

Technology services
Hardware and infrastructure, software and applications, on-call tech support help desk, policy and coordination, training and consulting

E-rate services
Maximize funding, meet deadlines, regulatory compliance, EPC portal navigation, appeals, contract negotiation

Facilities services
Maintenance management, capital improvement projects, education specs and facility planning, grant and construction management, condition surveys and facility appraisals, asbestos inspections
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 their products and services which will be included in an email to be sent prior to the event. Please thank them for their support!

### 2022 Conference Sponsors

**GOLD LEVEL:**
- Alaska Communications
- American Fidelity
- First National Bank Alaska
- GCI
- GoFan

**SILVER LEVEL:**
- Alaska Public Entity Insurance (APEI)
- OneBridge Benefits
- SES Government Solutions
- Wells Fargo Bank

**BRONZE LEVEL:**
- ExerPlay, Inc.
- Horace Mann Companies
- Hub International
- NANA Management Services (NMS)
- Time Value Investments (TVI)

**MONDAY RECEPTION:**
- Altman, Rogers & Co.

**KEYNOTE SPEAKER SPONSOR:**
- Black Mountain Software

**CASINO/KARAOKE NIGHT SPONSOR:**
- Imagine Learning

**BANQUET SPONSOR:**
- First Student
New Business Manager Institute Sponsors

PLATINUM LEVEL:
   Altman, Rogers & Co.

SILVER LEVEL:
   Alaska Municipal League Joint Insurance Asso. Inc. (AMLJIA)
   Jermain Dunnagan & Owens, PC Attorneys (JDO Law)

Summer Leadership Conference Sponsors
   American Fidelity
   First Student
   GCI
   OneBridge Benefits
   Red Rover, LLC

School Business Official Of The Year Sponsor
   GCI

Grants and Scholarships
   Lowell Thomas Freeman Grant
   CORE, Inc.
   Douglas Enterprises, LLC
   Mack Easton Memorial Student Scholarship
   ALASBO
   NANA Management Services (NMS)

In-Kind Support
   Alaska Council of School Administrators – Cvent Processing
   Boynton Office Systems – Program and Badge Printing
2/3 of Alaska School Districts Count on ARC Audit Expertise


Alaskan School Business Officers

ANCHORAGE
3000 C St., North, Ste. 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 907-586-3993

SOLDOTNA
4459 Steeling Hwy., Ste. 205
Soldotna, AK 99669
Phone 907-262-7478
Fax 907-262-6107

Certified Public Accountants
## SCHEDULE AT A GLANCE

<table>
<thead>
<tr>
<th>Monday, December 5&lt;sup&gt;th&lt;/sup&gt;</th>
<th>Tuesday, December 6&lt;sup&gt;th&lt;/sup&gt;</th>
<th>Wednesday, December 7&lt;sup&gt;th&lt;/sup&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 – 5:00 REGISTRATION</td>
<td>7:30 – 5:00 REGISTRATION</td>
<td>7:30 – 12:00 REGISTRATION</td>
</tr>
<tr>
<td>7:30 Mid/Aft Deck</td>
<td>Light Breakfast</td>
<td>Light Breakfast</td>
</tr>
<tr>
<td>7:30 – 8:30 EXHIBIT HALL OPENS</td>
<td>8:30 – 9:00 Fore Deck</td>
<td>8:30 – 9:00 Fore Deck</td>
</tr>
<tr>
<td>7:30 – 8:30 Mid/Aft Deck</td>
<td>9:00 – 10:30 Fore Deck</td>
<td>9:15 – 10:00 Like-Size Districts Meet</td>
</tr>
<tr>
<td>8:00 – 8:20 Endeavor</td>
<td>10:45 – 11:30</td>
<td>10:15 – 11:00</td>
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<tr>
<td>8:30 – 9:00 Fore Deck</td>
<td>11:45 – 12:30</td>
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<tr>
<td>9:00 – 10:00 Fore Deck</td>
<td></td>
<td>11:15 – 12:00</td>
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<tr>
<td>10:00 – 10:15 BREAK</td>
<td></td>
<td>12:15 – 1:30</td>
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<tr>
<td>10:15 – 11:00 Vendor Introductions</td>
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<td>12:30 – 1:30</td>
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<tr>
<td>11:00 – 11:30 Ice Break</td>
<td></td>
<td>12:00</td>
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<tr>
<td>11:30 – 12:15 EXHIBIT HALL VISITS</td>
<td>1:45 – 2:30</td>
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<tr>
<td>12:15 – 1:00 Fore Deck</td>
<td>LUNCHEON</td>
<td>12:15 – 1:30</td>
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<tr>
<td>1:00 – 2:00</td>
<td>Bill Sutter, President, ASBO International</td>
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<tr>
<td>2:00 – 4:00 EXHIBIT HALL VISITS</td>
<td>2:45 – 3:30</td>
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<tr>
<td>2:45 – 3:30 ROUNDTABLES</td>
<td>SESSIONS</td>
<td>1:45 Resolution</td>
</tr>
<tr>
<td>3:45 – 4:30</td>
<td>7 Ways Enrollment Preparation</td>
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<tr>
<td></td>
<td>Capital Planning for Districts</td>
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<td></td>
<td>ERPs— Bank Integration</td>
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<td>Procurement Challenges</td>
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<td>Special Education Maintenance</td>
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<td></td>
<td>Teacher Certification</td>
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<tr>
<td>4:15 – 5:00 EXHIBIT HALL VISITS</td>
<td>6:00 – 10:00 Fore Deck</td>
<td></td>
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<tr>
<td>5:00 – 8:00 Quarter Deck</td>
<td>Reception—Aitman, Rogers &amp; Co.</td>
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ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

PRECONFERENCE AGENDA

Saturday, December 3, 2022
Breakfast and Lunch Included

8:30 – 4:30 Endeavor
New Business Manager Institute
NBMI Cohorts 2020, 2021 and 2022 continuing sessions

Sunday, December 4, 2022
Breakfast and Box Lunch Included For All-Day Attendees

8:30 – 4:30 Endeavor
School Business Academy
Targeted training for new school business managers (<3 years on the job), new Alaska superintendents and other school business officials interested in this training.

8:30 – 12:00 Quadrant
All Things Budget
Presenter: Andy Ratliff, Senior Director, Office of Management & Budget, Anchorage School District and Dennis Niedermeyer, Honorary Member, ALASBO
This session will provide school business officials with guidance for preparing the district annual budget. Each budget development stage will be reviewed, from initial planning to communicating the final budget.

8:30 – 12:00 Adventure
Alice/Intruder Training
Presenter: Greg Russell, Professional Police Consultant, AMLJIA
When facing extreme violence, a passive lockdown-only response may not always keep us safe. In fact, it’s no longer the preferred response of federal and state agencies. People need options to respond based on their circumstances. Proactive options-based strategies help them feel empowered to make the best decision rather than hopelessly endure a difficult situation.

1:00 – 4:30 Adventure
Human Resources and Employee Management for School Districts
Presenter: Katherine “Katie” Gardner, Associate Superintendent of Human Resources, Mat-Su Borough School District
In this session, we will discuss various topics in the area of school district human resources including 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.

1:00 – 4:30 Adventure
Basic Payroll
A basic overview of what is required to process payroll from beginning to end, with plenty of time for Q&A and unique discussions/situations.
PRECONFERENCE SESSIONS (continued)

Voyager
Benefits Boot Camp
Presenter: Scott Florsheim, Regional Manager, American Fidelity
This session will provide an in-depth look into benefits. It also covers important topics like the history of benefits, compliance, taxation, Section 125, retirement and employee wellness.

Quadrant
Certification
Presenter: Sondra Meredith, Teacher Certification Administrator, Alaska Department of Education & Early Development
Confused about requirements for teacher, administrator or special service providers certification, renewal and reinstatement? Want to know more about the Limited Type M certification for Career and Technical Education, Alaska Native Languages and military science? How about the new Emergency Certificate for Teachers and Administrators? Mandatory Training Requirements? Recent regulatory and statutory changes? Attend this session to have your questions answered.
Clint Campion, Esquire
Sedor, Wendlandt, Evans & Filippi, LLC
Monday, December 5, 2022
9:00 a.m.
*Wait, now I am a construction project manager too?*

Janice Litvin, President
National Speakers Association of Northern California
Tuesday, December 6, 2022
9:00 a.m.
*Banish Burnout: Move from Stress to Success*

---

**Wait, now I am a construction project manager too?**

Clint will provide an overview of the history of teacher housing projects in Alaska focusing on the legal considerations for school districts and their business managers.

**Banish Burnout: Move from Stress to Success**— SHRM CECs

In this lively, very interactive session, Janice shows you how to manage your stress to prevent burnout. Her methodology is based on the premise that you can change your reactions to stress from the inside out. This is done through building awareness and then converting negative thoughts into positive self-talk. You will come away with specific tools you can start using immediately to begin your journey of preventing burnout. All you need is awareness, the desire to change and the willingness to do the work.

Janice’s book, *Banish Burnout Toolkit*, takes you further and deeper on the journey of understanding and modulating your stress emotions. Books will be made available for each attendee at the event. Bring your workbook, “Banish Burnout Toolkit” to the session.
REGISTRATION

EXHIBIT HALL OPENS

Light Breakfast

New Attendee Welcome
  - Melody Douglas, Associate Executive Director, ALASBO

WELCOMING SESSION
  - Andy Ratiff, President, ALASBO
  - Darcy Carter, Executive Director, ALASBO

KEYNOTE SPEAKER
  Clinton Campion, Esquire
  *Wait, now I am a construction project manager too?*

BREAK

Vendor Introductions

Ice Breaker

EXHIBIT HALL VISITS

LUNCHEON
  - SBO of the Year Award
  - Slide Show
  - NBMI Recognition

EXHIBIT HALL VISITS

ACU Reporting Requirements for Calendar Year 2022
  *Presenter: Jimmy Love, Chief Accountant, Kenai Peninsula Borough School District*
  What employers need to know as you prepare for ACA reporting for calendar year 2022.

Audit Prep Documentation
  *Presenter: Joe Bergene, CPA, Partner, Altman, Rogers & Co.*
  Discussion of ideal audit support. What is useful vs. piles of information? The types of documents, schedules and other support that auditors prefer to see.
Benefits of a Dependent Verification Review
Presenter: Nicole Cruickshank, State Manager, American Fidelity
Dependent Verification Reviews are an important part of enrollment. This presentation will help you understand the steps needed to manage costs and maintain compliance with federal law. We’ll help you understand: What a Dependent Verification Review (DVR) is, why you should conduct one and how we can help.

“Best Practices” Public Funds Investment Policy
Presenter: Chris Bateman, Vice President, Time Value Investments
Join us as we discuss the risks, attributes and variety of commonly allowed public entity investments to include in your district’s investment policy. In this session we’ll review an actual public entity investment policy and discuss “best practices” for creating your own. Participants will receive sample investment policy templates that can be tailored to each district’s unique needs. Whether or not you ever choose to invest school district funds, you will benefit by learning the common investment constraints imposed by this useful document.

DEED Capital Project Grant Rankings
Presenter: Lori Weed, School Finance Specialist II, Alaska Department of Education & Early Development (DEED)
Did your district miss out on an allocation of the $150 million in CIP funding for FY2023? Is your district in the running for next year? Facilities staff will provide insight on CIP scoring and the FY2024 ranking lists. Bring your project-specific or general process questions.

Grant Organization and Management
Presenter: Brian Krosschell, Grants Administrator, North Slope Borough School District
Grant Organization and Management – strategies to organize grant awards, grant applications and timely spending of funds.

HRAs (circa 2022) — A Tax-Free Solution for Retiree Health Care Expenses
Presenter: Larry Stein, Tax Advantaged Benefits Specialist, OneBridge Benefits
The IRS provides for a tax-free (not tax-deferred) benefit that helps employees pay for their family’s escalating healthcare costs – pre and post retirement. Funded HRAs are IRS approved vehicles designed for public employers that provide for special tax savings for their employees to help pay for their many health related expenses. Those include health insurance and Medicare premiums, deductibles, co-pays, dental, vision, etc. for the employee, spouse and qualified dependants. Learn how employers have achieved tax-freedom for both the employer and employee by adopting a funded HRA.

Information Security Principles
Presenter: Mike Mason, Information Security Officer, First National Bank Alaska
Securing your information: Confidentiality, Integrity, Availability

Inspiring Integrity
Presenter: Gina Lanier, Controller, Aurora Public Schools, Colorado
Join Gina as she facilitates a conversation to inspire integrity and find true happiness and contentment by prioritizing what is most important to you.
ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

CONFERENCE AGENDA

Monday, December 5, 2022

2:00 – 4:00
Fore Deck

ROUNDTABLES (continued)

Internal Controls around Information Technologies
Presenters: Bikky Shrestha and James Doughty, Assurance Partners, BDO USA, LLC
We will discuss common pitfalls and best practices when designing and monitoring controls around Information Technologies.

Managing Your School Nutrition Program
Presenter: Gavin M. Northey, Student Nutrition Assistant Director, Anchorage School District
We will discuss the business aspects of school nutrition programs including: sources of revenue and expense, free & reduced-price eligibility, community eligibility provision (CEP), menu planning and food cost, labor cost, and current technology, as well as efficiencies we have found in our programs.

Protect Data with the Proper Disposal of Electronic Equipment
Presenter: Carleen Mitchell, Deputy Director, APEI
Protecting your organization’s data is not only important on active equipment, but also when disposing of equipment, including computers, copiers, fax machines and other devices that may store protected information. Learn about best practices for ensuring your information doesn’t fall into the wrong hands.

RFPs Best Practices
Presenter: Emily Proper, Director of Procurement & Warehouse, Fairbanks North Star Borough School District
Connect with other Purchasing Professionals to learn and share methods for successful procurement.

Succession Planning—7 Step Process
Presenter: Melody Douglas, SFO, Associate Executive Director, ALASBO and Heather Heineken, CFO, Yukon-Koyukuk School District
Build a succession plan using 7 easy steps. Learn steps to identify staff for promotion opportunities.

Tracking Fixed Assets
Presenter: Teresa Van Buren, Sales Manager, Black Mountain Software
Benefits of using software specifically designed to track your fixed assets and inventory vs. just a spreadsheet.

Working with Administration and Schools Regarding Budget
Presenters: Sandra Weaver, Budget Specialist II and Nicole “Nico” Herbert, Director of Accounting Services, Fairbanks North Star Borough School District,
Working with Schools and Administration regarding budget.

4:15 – 5:00
EXHIBIT HALL VISITS

5:00 – 8:00
Quarter Deck

RECEPTION
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## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

### CONFERENCE AGENDA

#### Tuesday, December 6, 2022

<table>
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<tr>
<th>Time</th>
<th>Session</th>
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<td>7:30 – 5:00</td>
<td>REGISTRATION</td>
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<td>KEYNOTE SPEAKER</td>
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<tr>
<td>10:45 – 11:30</td>
<td>EXHIBIT HALL VISITS</td>
</tr>
<tr>
<td>11:45 – 12:30</td>
<td>SESSIONS</td>
</tr>
</tbody>
</table>

**Adventure**

**Build Awareness to Banish Burnout** — SHRM CECs  
*Presenter: Janice Litvin, Wellness Speaker*  
In this lively interactive session Janice will dive deep into how to begin to banish burnout in your life, breaking down the first two tools in her Banish Burnout Toolkit, #1 S-T-O-P and Audit and #2 Know Your Stress – Spin Your Stress. This session will be impactful, yet fun and full of experiential learning. Bring your workbook, “Banish Burnout Toolkit” to the session.

**Resolution**

**Legislative Update**  
*Presenter: Dr. Lisa Parady, Executive Director, ACSA*  
Join this sectional to get a current update regarding legislative happenings related to education in the State of Alaska. Learn about what is happening now and about the forecast for the upcoming session for 2022-2023. Also hear tips for communicating effectively with your legislators.

**Quadrant**

**Orientation of the Annual Financial Statements (Discussion Group)**  
*Presenter: Katie Stachow, CPA, Senior Audit Manager, Altman Rogers and Co.*  
Learn how the financials are organized, how to find what you are looking for and gain a clear understanding of the bits “the auditors do”.

**Whitby**

**PERS/TRS Rehired Retirees**  
*Presenters: Natalia Golovatiuk, Regional R&B Counselor and Traci Walther, R&B Payroll Supervisor, State of Alaska Division of Retirement and Benefits*  
PERS/TRS rehired retirees:  
- Bona Fide Separation from Employment and how it applies when rehiring newly retired PERS/TRS members.  
- Working after retirement in non-TRS/PERS positions  
- Returning to work in PERS-, TRS-covered positions of PERS- or TRS-retirees  
- SB185 (concerning reemployment of retired teachers)
11:45 – 12:30  SESSIONS (continued)

Endeavor  
Reads Act- Updates for Business Managers  
**Presenter: Heidi Teshner, Acting Commissioner, Alaska Department of Education & Early Development (DEED)**

DEED is responsible for supporting and training pre-kindergarten through third grade teachers, curriculum specialists and other educators by providing evidence-based instructional strategies on literacy. In June 2022, Governor Mike Dunleavy signed the Alaska Reads Act into law (HB114, Chapter 40, SLA 2022), creating four (4) new programs to support early literacy and to assist Alaska’s students to learn to read at grade level by the third grade. Join this session to learn more about what this means for school districts and what grant funding may be available.

Voyager  
Successful DEED Capital Project Administration  
**Presenter: Lori Weed, School Finance Specialist II, Alaska Department of Education & Early Development**

The 2022 state budget provided more school capital project funding than the last six years combined. Many districts may be new to the process of managing this type of grant and project. Join us for an overview and discussion of key elements for success in managing school capital projects including project eligibility, accounting structures, procurement requirements, payment submittals and more. General and project-specific questions welcome.

12:45 – 1:30  LUNCHEON

- Bill Sutter, President, ASBO International

1:45 – 2:30  SESSIONS

Voyager  
7 Ways to Prepare for Enrollments  
**Presenter: Scott Florsheim, Regional Manager, American Fidelity**

This presentation highlights how to prevent enrollment slip-ups before they occur. Use the strategies provided to help better understand, prepare and lower stress caused by enrollment. This presentation will help you learn: how to prepare for open enrollment, where to add benefits education in your professional development days, how to ensure your Section 125 document is current before enrollment, ways to save money and how to identify the best enrollment type for your organization.

Whitby  
Capital Planning for Alaska School Districts  
**Lori Weed, School Finance Specialist II, Alaska Department of Education & Early Development**

Your facilities are aging. Building systems are beginning to fail, maintenance costs are up and big-ticket costs are looming. Someone just asked you what your FCI was. What’s a business manager to do? Enter, capital planning. Join DEED Facilities for an overview of what is entailed in forecasting district capital needs and how that process ties into the state’s capital improvement project (CIP) program process.
1:45 – 2:30

**Adventure**

**SESSIONS (continued)**

**ERPs – Integrating with your Bank (Discussion Group)**

*Presenters: Gurleen Pannu and Mark Haggen, Treasury Management Consultants, Wells Fargo Bank*

We will provide an overview of ERP/accounting systems and what organizations need to consider as they embark on a change or upgrade. We will also cover the importance of internal communications and ensuring everyone’s voice is heard to have the best integration possible between their organization and banking partner. Ensuring all applicable areas are represented and communication lines are open is integral to a successful conversion or upgrade. Otherwise, it may translate to missed enhancements / improvements that could have been addressed and potential ways your banking partners could assist in the project.

**Quadrant**

**Procurement Challenges and Solutions (Discussion Group)**

*Presenter: Emily Proper, Director of Procurement & Warehouse, Fairbanks North Star Borough School District*

Connect with other purchasing professionals to learn and share methods for successful procurement.

**Resolution**

**Special Education Maintenance of Effort**

*Presenters: Alenita Danner, School Finance Specialist and Elwin Blackwell, School Finance Manager, Alaska Department of Education & Early Development*

Has your district struggled with the Special Education Maintenance of Effort (SPED MOE) in the past? Or do you just want to make sure your district stays in compliance? In this session we’ll cover what the SPED MOE is, how it’s calculated and what happens if a district doesn’t pass. We’ll even give you tips for SPED MOE calculations in future years.

**Endeavor**

**Teacher Certification / J-1 Visa Applicant Process**

*Presenter: Sondra Meredith, Teacher Certification Administrator, Alaska Department of Education & Early Development*

Alaska School Districts are utilizing J-1 Visa applicants to fill their hard to fill positions. This session will provide an opportunity to participants to learn about the certification process and other considerations when hiring J-1 Visa applicants. Time will be provide for Q & A and participant sharing.

2:45 – 3:30

**SESSIONS**

**Adventure**

**Americans with Disabilities Act (ADA), Family Medical Leave Act (FMLA), Alaska Family Leave Act (AFLA) and Workers’ Compensation (WC) Overlap**

*Presenter: Carleen Mitchell, Deputy Director, Alaska Public Entity Insurance*

The Americans with Disabilities Act (ADA), Family Medical Leave Act (FMLA), Alaska Family Leave Act (AFLA) and Workers’ Compensation (WC) Overlap: ADA, FMLA and WC are called the “Devil’s Triangle of HR”. This is further complicated by AFLA, which applies in many but not all cases. This presentation demystifies how these laws work together to protect your district and your employees.
2:45 – 3:30  SESSIONS (continued)

Endeavor  Budgeting in Uncertainty  
Presenter: Andy DeGraw, Chief Operations Officer, Fairbanks North Star Borough School District  
Budgeting in uncertainty strategies to navigate the pitfalls of budgeting in uncertain and challenging times.

Quadrant  COVID Relief Funds  
Presenter: Joel Roylance, Program Coordinator 2 Covid Relief Funding, DEED  
COVID Relief Funds explained.

Whitby  Edgar? (is changing) Overview of What EDGAR is.  
Presenters: Erica Cuzzort, Audit and Review Analyst and Heidi Teshner, Acting Commissioner, Alaska Department of Education & Early Development  
What is EDGAR (the Education Department General Administrative Regulations)? Come learn what this is and why you need to know it. We will highlight the major sections of EDGAR, including the administrative requirements, cost principles and audit requirements within 2 CFR Part 200 (Uniform Grant Guidance).

Resolution  Project Management Using Google Workspace  
Presenter: Brian Krosschell, Grants Administrator, North Slope Borough School District  
Project Management Using Google Workspace and Microsoft Outlook – strategies to use applications within Google Workspace for managing multiple projects and tasks.

Voyager  The Superintendent-Business Manager Relationship  
Presenters: Robbie MacManus, CFO and Scott MacManus, Superintendent, Alaska Gateway School District  
An effective relationship between the superintendent and business manager starts with both having a clear understanding of the district’s vision, mission and values and their role in achieving these goals. It is important to not only have an effective relationship but also a healthy relationship. A healthy relationship includes open communication, understanding and respect. It is important to know when to stay in your own lane and when it is time to cross over and work hand-in-hand. Scott and Robbie will share their secrets on how they successfully worked together and how they continue to do great things for their district.

Easter Island  TRS Non-Certification Reporting and PERS/TRS Event Reporting Pitfalls  
Presenters: Traci Walther, R&B Payroll Supervisor and Natalia Golovatiuk, Regional R&B Counselor, State of Alaska Division of Retirement and Benefits  
Teacher Non-Certifications: How to correct a Teachers Retirement system Service and contributions when it is discovered that a teacher is not compliant with Alaska Teacher Certification Program.

Reporting Pitfalls: How to avoid common event reporting errors and importance of timely reporting to PERS/TRS—specifically at school year end.

BEARS Employer Reporting System Update: An update on the Division of Retirement and Benefits system modernization project called BEARS (BEnefits And Retirement System) will be provided.
Excess Cost Calculation

Presenters: Erica Cuzzort, Audit and Review Analyst and Elwin Blackwell, School Finance Manager, Alaska Department of Education & Early Development

The purpose of the Excess Cost Calculation is to determine if the district complied with the requirement in the prior year (Compliance calculation) and to create an estimate of what is needed to be spent in the current year (Base calculation). Come for an overview of the Excess Cost spreadsheet, what it is, and how to fill it out.

HR Issues (Discussion Group)

Presenters: Meghan McManamin and Amanda Graham, Talent Management Team, Anchorage School District

This session will be an open discussion about HR topics, i.e., FML and all recruitment with some of the HR team from the ASD Talent Management Team.

Repair with Self-Care—SHRM CECs

Presenter: Janice Litvin, Wellness Speaker

In this interactive session Janice will dive deep into Tools #4 Practice Self-Care and #5 Set Healthy Boundaries from her Banish Burnout Toolkit. This session will be impactful, yet fun and full of experiential learning. Bring your workbook, “Banish Burnout Toolkit” to the session.

State Tribal Education Compacting

Presenter: Joel Isaak, Director of Tribal Affairs, Alaska Department of Education & Early Development (DEED)

The effort for State Tribal Education Compacting in Alaska stemmed from the Alaska Education Challenge committee that meets on the topic of Inspiring Tribal and Community Ownership of Educational Excellence. The committee put forward the recommendation to create the option for self-governance compacting for the delivery of education between the State of Alaska and Tribes or tribally-empowered Alaska Native organizations. Senate Bill 34 Demonstration State-Tribal Education Compact was passed and signed into law this year. DEED is working with Tribes to put forward a report to the legislature for what is needed to carry out demonstration compact schools. This sectional will give a broad overview of what Tribal compacting is, the current status of the implementation of SB 34, and ample time for discussion and Q&A.

Strategic Substitute Management

Presenter: Jim O’Halloran, Consultant, Red Rover

Substitutes play a critical role in student instruction but are not often well integrated into school operations. Strategic Substitute Management is the intentional development and deployment of improved substitute teaching resources to directly support student instruction.

An investment in knowledge pays the best interest

Benjamin Franklin
SESSIONS (continued)

3:45 – 4:30

Resolution

Tips & Tricks on Accessible Word Documents
Lori Weed, School Finance Specialist II, Alaska Department of Education & Early Development

More documents are being put out on the internet and provided electronically. How can you ensure your work products meet federal accessibility requirements under Section 504 and the Americans with Disabilities Act? Come learn the basics, expand your knowledge about styles and formatting and share your insights and experiences with your peers.

6:00 – 10:00

Banquet, Ugly Sweater Contest, Casino and Karaoke Night

Fore Deck
Mid/Aft Deck

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7:30 – 12:00 REGISTRATION

7:30 – 8:30 Light Breakfast
Fore Deck

8:30 – 9:00 Welcoming Session
Fore Deck Committee Meetings

9:15 – 10:00 Like-Size Districts Meet
Fore Deck See page 31 for a list of districts and meeting rooms

10:15 – 11:00 Sessions

Endeavor Room Grant Management 101
Presenter: Karen Morrison, SFO, Finance Director, Petersburg School District
This session will be an overview of grants management with relevant information, best practices and tips and tricks on how to manage, track and ensure appropriate and timely expenditure of grant funds. Documents will be shared and electronic record-keeping strategies provided for successful financial audits.

Voyager IT Program Management
Presenter: Justin Michaud, PMP– Senior Program IT Manager, Mat-Su Borough School District
Building a successful program takes communication and collaboration with many individuals in your organization and documenting your organization’s needs. Start with identifying what is needed to run your IT Program, from network infrastructure, devices, software, security, services and connectivity. Next, identify your equipment costs and define the refresh cycle for equipment. With this information you can then determine the total cost then what funding sources, including but not limited to general funds, grants, E-Rate and others can be used to help fund the program.

Resolution New Transportation Contract Start-Up
Presenter: Crystal Smith, Pupil Transportation Supervisor, Mat-Su Borough School District
In the fall of 2022, the Mat-Su Borough School District entered a new contract with Durham School Services. Durham will become the primary bus provider for our largest service area. At this session, you will learn about Mat-Su’s start-up challenges, recommendations and best practices for a transportation contract start-up.

Adventure Payroll Issues (Discussion Group)
Open forum to share, discuss and present any topics that are pressing or concerning relating to payroll.
10:15–11:00

**Quadrant**

**S125: Review and Refresh Presentation**  
*Presenter: Nicole Cruickshank, State Manager, American Fidelity*  
Explains the basics of what a Section 125 Plan is, reviews tax savings tools under Internal Revenue Code and dives into some common compliance mistakes organizations make. Learn important takeaways like: how Section 125 Plans benefit employees, legal requirements and how to make sure you are staying compliant and tax-savings tools such as HSAs, FSAs and HRAs.

**Whitby**

**Teacher Housing and Contracts**  
*Presenter: Heather Heineken, Chief Financial Officer, Yukon-Koyukuk School District*  
How to leverage teacher housing as recruitment and retention tool. What is important in helping maintain happy teachers?

11:15–12:00

**Whitby**

**E-Rate and the Emergency Connectivity Fund (ECF) Updates**  
*Presenter: Valerie Oliver, Alaska E-rate Coordinator for Libraries and Schools, Alaska Department of Education & Early Development*  
This presentation will highlight the current program rules for the Universal Service/E-Rate Program.

**Resolution**

**Learning a New Language: Becoming Fluent in Grant Writing**  
*Presenter: Katie Roberts, Development Director, Anchorage School District*  
Grant writing can seem daunting to some; I get it. Formula vs. Competitive, Private and Public funders, RFPs, EIN, SAM and the list of acronyms never ends. However, once you learn the language of a grant, whom you are writing for and what excites them, many of these initial barriers fade away. In my presentation I hope to give you the tools to become fluent in grant writing. There are grants for everyone; you just have to know what to look for and where!

**Adventure**

**Let’s Talk about Leaves (Discussion Group)**  
*Presenter: Karen Morrison, SFO, Finance Director, Petersburg School District*  
This will be an open discussion about certificated and classified leave types including sick leave, personal leave, annual leave, professional and other leaves. Leaves are often governed by collective bargaining agreements. Join in a lively discussion about the various nuances surrounding school district employee leave programs. This is an opportunity to learn about what other districts are doing, hopefully get your questions answered and to learn what could be discussed during your district's next round of collective bargaining.
Minimizing Risk: Practical Approaches Within Your Reach
Presenters: Ariel Johannes, Treasury Management Consultant and Kristen Trivison, Market Executive, Wells Fargo Bank
The only constant in fraud security is change. The magnitude of the threat is growing and increasingly digital, while criminals’ tactics continue to evolve. Outsmarting fraudsters and protecting your agency requires a new way to think about fraud. An integrated approach involves everyone in the organization, layers of fraud security and technology-based tools. Join the Wells Fargo Treasury Management team to discuss the evolution of B2B and B2C payments, ways to optimize your back office and the latest in fraud and security trends.

NSLP Food Services
Presenters: Rachel Spencer, Food Service Specialist, Yukon-Koyukuk School District and Gavin Northey, Student Nutrition Assistant Director, Anchorage School District
A conversation on NSLP best practices and other programs available to support feeding students. What can a school do to ensure all students are eating while maintaining the USDA guidelines?

Overseeing Student Activities
Presenters: Teodor Dornea, Assistant Director of Accounting Services and Nicole “Nico” Herbert, Director of Accounting Services, Fairbanks North Star Borough School District
Facilitate a conversation regarding best practices overseeing student activities; including but not limited to booster clubs, parent-teacher agencies/organizations (PTA/PTO) and fundraising.

Preparing for Bargaining (Discussion Group)
This discussion group will focus on strategies and preparation for negotiating collective bargaining agreements.

Membership Business
Officers Oath of Office
Drawings and Door Prizes
ALASBO Board Meeting

"School is a building which has four walls with tomorrow inside."
-Lon Watters
## LIKE-SIZE DISTRICTS

### Small Single Site & Borough Districts
**Resolution Room**

*Facilitator: Melody Douglas*

- Annette Island
- Bristol Bay
- Galena
- Hoonah
- Hydaburg
- Kake
- Klawock
- Nenana
- Pelican
- Pribilof
- Skagway
- St. Mary’s
- Tanana
- Yakutat

### Large City & Borough Districts
**Endeavor Room**

*Facilitator: Andy Ratliff*

- Anchorage
- Fairbanks
- Juneau
- Kenai Peninsula
- Mat-Su

### Large REAA & Similar Borough Districts
**Adventure Room**

*Facilitator: Megan Williams*

- Bering Strait
- Lower Kuskokwim
- Lower Yukon
- North Slope
- Northwest Arctic

### Mid-Size City & Borough Districts
**Voyager Room**

*Facilitator: Phil Hulett*

- Cordova
- Craig
- Denali
- Dillingham
- Haines
- Ketchikan
- Kodiak
- Mt. Edgecumbe
- Nome
- Petersburg
- Sitka
- Unalaska
- Valdez
- Wrangell

### Mid-Size & Small REAA Districts
**Quadrant Room**

*Facilitator: Robbie MacManus*

- Alaska Gateway
- Aleutians East
- Aleutian Region
- Chatham
- Chugach
- Copper River
- Delta/Greely
- Iditarod
- Kashunamiut
- Kuspuk
- Lake & Peninsula
- Southeast Island
- Southwest Region
- Yukon Flats
- Yukon-Koyukuk
- Yupiit
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President Jimmy Love called the meeting to order at 11:00 a.m. and welcomed the membership to the annual meeting.

Secretary Yodean Armour presented the minutes from the 2020 Annual Meeting referencing the minutes on pages 46 and 47 of the conference booklet. Andrew Ratcliff moved and Heather Heineken seconded the motion to approve the minutes of the December 8, 2021 meeting. The vote via Zoom by the membership was unanimous.

Treasurer Cassee Olin reported that as of November 30, 2021, ALASBO had a balance of $27,549.43 in the checking account and $195,722.58 in the savings account with accounts receivable pending for the fall HR workshop and annual conference as well as some accounts payable pending for the annual conference. The Treasurer’s report was accepted as presented.

The Awards Committee report was presented as follows:

**McLain J “Mack” Easton Memorial Scholarship**
- Breanna Gentry, Ketchikan Gateway School District
- Madison Blackburn, Wrangell City School District

**Dick Swarner Leadership Grant**
- No applications were received

**Lowell Thomas Freeman Professional Development Grant**
- Faith Link, Kenai Peninsula Borough School District

President Jimmy Love thanked Karen Morrison, Sandy Daws, Heather Heineken and Andrew Leavitt for their service on the 2021 ALASBO Board of Directors.

President Jimmy Love asked Karen Morrison, Chair of the Nominations Committee to update the membership on the elections and to swear in the 2022 Board of Director positions.
Jimmy stated that due to the virtual format, it was necessary to change the annual election process. The ALASBO Board set aside the rules to conduct this year’s election and this information was shared prior to the conference with membership electronically.

Karen Morrison administered the Oath to the 2022 Board of Directors:
President — Andy Ratliff, Anchorage School District
Immediate Past President — Jimmy Love, Kenai School District
President Elect — Yodean Armour, Klawock City School District
Secretary — Heather Heineken, Yukon-Koyukuk School District
Executive Director — Darcy Carter
Associate Executive Director — Melody Douglas

Directors:
Seat A — Phil Hulett, Dillingham City School District
Seat B — Megan Williams, NW Arctic Borough School District
Seat C — Alenita Danner, DEED
Seat D — Robbie MacManus, Alaska Gateway School District
Seat E — Katie Parrot, Ketchikan Gateway School District
Seat F — David Nielsen, Aleutians East Borough School District

President Jimmy Love thanked the ALASBO membership and organization for continued service and dedication.

Jimmy Love introduced Andy Ratliff as President. President Ratliff appointed Cassee Olin as the Treasurer. Andy announced his theme of “50 Years of Education and Fellowship.”

Karen Morrison moved to adjourn the meeting and Robbie MacManus seconded the motion. The 2021 ALASBO annual meeting adjourned at 11:18 a.m.

Note for the Record: Robbie MacManus received the ALASBO 2021 School Business Officer of the Year Award.

Respectfully Submitted,
Heather Heineken
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ALASBO — Year-By-Year

December 2021  Together Towards Tomorrow
President:  Jimmy Love, Kenai Peninsula Borough School District

December 2020  Leading Together
President:  Karen Morrison, SFO, Petersburg School District

December 2019  Building the Team
President:  Carl Horn, Nenana City School District

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 Counts
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 & Peninsula 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 School District

December 2004  Facing Challenges - Forming Friendships
President:  Mike Fisher, Fairbanks North Star Borough School District
ALASBO ─ Year-By-Year

December 2003  Our Professional Family
President: Betty Zabielski, Alaska Gateway Borough School District

December 2002  Thirty Years of Dedication to Alaska's Youth
President: Dave Jones, Kodiak Island Borough School District

December 2001  Building A Strong Future
President: John Sanbei, Juneau 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 School District

April 1997  Are We Successful Yet?
President: Loreen Kramer, Copper River School District

April 1996  Leading the Way
President: Melody Douglas, Kenai Peninsula Borough School District

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 & Peninsula School District

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 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
ALASBO ─ Year-By-Year

April 1987  Facing Tough Times Together
  President: Marcy White, Copper River School District

April 1986  Providing the Best
  President: Tom Bibeau, Anchorage School District

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
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McCLAIN J. “MACK” EASTON MEMORIAL SCHOLARSHIP
The Mack Easton Memorial Scholarship is sponsored by ALASBO and NANA Management Services (NMS). Recipients are selected by the Awards Committee.

Please take the time to read Mack’s inspiring biography on our website at www.alasbo.org

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.

The 2022 recipients of $1,000 scholarships were:

- Corina Rose Morrison-Quitslund, Petersburg School District
- Jacob Pattison, Ketchikan Gateway Borough School District

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Executive Director
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darcy.carter@alasbo.org

BMO | BMO Financial Group
BMO Harris Bank
Richard “Dick” Swarner Shaping the Future Leadership Grant

The Dick Swarner Shaping the Future Leadership Grant is named for a deceased Kenai Peninsula Borough School District business official and a founding ALASBO member. This grant is sponsored by the Swarner family and provides funding for ALASBO member(s) to attend the ALASBO Summer Leadership Conference. Recipients are selected by the Awards Committee.

Please take the time to read Dick’s inspiring biography on our website at www.alasbo.org

<table>
<thead>
<tr>
<th>Year</th>
<th>Recipient</th>
<th>District</th>
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<tbody>
<tr>
<td>2009</td>
<td>Yodean Armour</td>
<td>Klawock School District</td>
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<tr>
<td>2010</td>
<td>David Arp</td>
<td>Sitka School District</td>
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<tr>
<td>2011</td>
<td>Lee Ann Andrew</td>
<td>Southwest Region School District</td>
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<td></td>
<td>Martha Morgan</td>
<td>Kuspuk School District</td>
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<td></td>
<td>Cathi Wojtanek</td>
<td>Nome Public Schools</td>
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<tr>
<td>2012</td>
<td>Teri Dierick</td>
<td>Southeast Regional Resource Center</td>
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<tr>
<td></td>
<td>Cassee Olin</td>
<td>Kodiak Island Borough School District</td>
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<td></td>
<td>Ricardo Tejeda</td>
<td>Yakutat School District</td>
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<tr>
<td>2013</td>
<td>Jenny Myhand</td>
<td>Lake &amp; Peninsula Borough School District</td>
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<td></td>
<td>Karen Quitslund</td>
<td>Petersburg School District</td>
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<tr>
<td>2014</td>
<td>Judy Hankla</td>
<td>Hoonah City School District</td>
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<td></td>
<td>Nichole Wood</td>
<td>Fairbanks North Star Borough School District</td>
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<tr>
<td>2015</td>
<td>Ryan Ayars</td>
<td>Southwest Region School District</td>
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<tr>
<td>2016</td>
<td>Kristy Andrew</td>
<td>Cordova School District</td>
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<td></td>
<td>Krystian Roehl</td>
<td>Southwest Region School District</td>
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<tr>
<td>2017</td>
<td>Alicia Campbell</td>
<td>Mat-Su Borough School District</td>
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<td></td>
<td>Maisha Ekamrak</td>
<td>Yupiit School District</td>
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<tr>
<td>2018</td>
<td>John Stackhouse</td>
<td>Yupiit School District</td>
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<tr>
<td>2019</td>
<td>Gavin Atchak</td>
<td>Kashunamuit School District</td>
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<td></td>
<td>Jennifer Stackhouse</td>
<td>Yupiit School District</td>
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<tr>
<td>2022</td>
<td>Antonia Moses</td>
<td>Kashunamiut School District</td>
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<td></td>
<td>Terri Kohn</td>
<td>Southeast Island School District</td>
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<tr>
<td></td>
<td>Becca Moore</td>
<td>Delta/Greely School District</td>
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<tr>
<td></td>
<td>Michelle Shatswell</td>
<td>Chatham School District</td>
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</tbody>
</table>
Lowell Thomas Freeman Grant – Named for the “founding father” of ALASBO, Anchorage School District business official Tom Freeman, who we were saddened to hear passed away in 2021. This grant, sponsored CORE, Inc., provides funding for an ALASBO member to attend the ASBO International Conference. Recipients are selected by the Awards Committee.

<table>
<thead>
<tr>
<th>ASBO Year</th>
<th>Recipient</th>
<th>District</th>
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</thead>
<tbody>
<tr>
<td>1998</td>
<td>Amy Lujan</td>
<td>Kuskuk School District</td>
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<tr>
<td>1999</td>
<td>Laurie Olson</td>
<td>Kenai Peninsula Borough School District</td>
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<tr>
<td>2000</td>
<td>Maribel Miller</td>
<td>Kodiak Island Borough School District</td>
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<tr>
<td>2001</td>
<td>Jimmy Love</td>
<td>Kenai Peninsula Borough School District</td>
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<tr>
<td>2002</td>
<td>John Sanbei</td>
<td>Juneau School District</td>
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<tr>
<td>2003</td>
<td>Rose Stokes</td>
<td>Anchorage School District</td>
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<tr>
<td>2004</td>
<td>Jeff Frier</td>
<td>North Slope Borough School District</td>
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<tr>
<td>2005</td>
<td>Laurie Olson</td>
<td>Kenai Peninsula Borough School District</td>
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<tr>
<td>2006</td>
<td>Rose Stokes</td>
<td>Anchorage School District</td>
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<tr>
<td>2007</td>
<td>Amy Lujan</td>
<td>Nome Public Schools</td>
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<tr>
<td>2008</td>
<td>Nancy Munoz</td>
<td>Mat-Su Borough School District</td>
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<tr>
<td>2009</td>
<td>Rene Spracklen</td>
<td>Copper River School District</td>
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<tr>
<td>2010</td>
<td>Diane Simmons</td>
<td>Southwest Region School District</td>
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<tr>
<td>2011</td>
<td>Lana King</td>
<td>Kenai Peninsula Borough School District</td>
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<tr>
<td>2012</td>
<td>Lee Ann Andrews</td>
<td>Nome Public Schools</td>
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<td>2013</td>
<td>Pamala Roope</td>
<td>Wrangell Public Schools</td>
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<tr>
<td>2014</td>
<td>Carl Horn</td>
<td>Nenana School District</td>
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<tr>
<td>2015</td>
<td>Loreen Kramer</td>
<td>Copper River School District</td>
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<td>2016</td>
<td>Karen Quitslund</td>
<td>Petersburg City School District</td>
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<td>2017</td>
<td>Tammy Grove</td>
<td>North Slope Borough School District</td>
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<tr>
<td>2018</td>
<td>Elizabeth Hayes</td>
<td>Kenai Peninsula Borough School District</td>
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<tr>
<td>2019</td>
<td>Sarah Jahn</td>
<td>Juneau School District</td>
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<tr>
<td>2020</td>
<td>Reena Viovedich</td>
<td>Denali Borough School District</td>
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<tr>
<td>2021</td>
<td>Reena Viovedich</td>
<td>Kenai Peninsula Borough School District</td>
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<tr>
<td>2022</td>
<td>Faith Link</td>
<td>Kenai Peninsula Borough School District</td>
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<tr>
<td>2023</td>
<td>Antonia Moses</td>
<td>Kashunamiut School District</td>
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<tr>
<td>2024</td>
<td>Katie Parrott</td>
<td>Ketchikan Gateway Borough School District</td>
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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
1978 • ALASBO establishes Executive Director position
  • Scholarship Committee established
  • ALASBO begins sending president to ASBO Annual Leadership Conference
1979 • First Treasurer appointed
  • ALASBO included in Department of Education Directory
  • Duane Oliphant appointed Executive Director
1980 • ALASBO holds first Board Meeting via teleconference
    • ALASBO invited by DOE to review State Finance Study data
1981 • Guy Belleville appointed Executive Director
1982 • Tom Freeman elected to ASBO Board of Directors
1983 • Duane Oliphant appointed Executive Director
1984 • Tom Bibeau appointed Executive Director
1985 • Mack Easton Memorial Scholarship established
1986 • ALASBO invited by DOE to participate in Chart of Accounts Revision
  • President Laraine Glenn appointed to Special Presidential Committee of Education
1987 • Walt Ramsey appointed Executive Director
1988 • Tom Wolfe appointed Executive Director
1989 • ALASBO joins Alaska Council of School Administrators
1990 • ALASBO contracted with DOE to revise Chart of Accounts
  • Blood Bank of Alaska blood drive initiated at Annual Conference
  • Exhibitors Professional Development Grant initiated
1991 • Tom Freeman appointed Executive Director
1992 • ALASBO contracted by EED to develop OASIS project
1993 • Blood Bank of Alaska blood drive initiated at Annual Conference
1994 • Exhibitors Professional Development Grant initiated
  • School Business Official of the Year award program initiated, sponsored by PenAir
1995 • ALASBO established Board/District liaisons
1996 • ALASBO contracted by EED to develop OASIS project
  • Blood Bank of Alaska blood drive initiated at Annual Conference
  • Exhibitors Professional Development Grant initiated
1997 • 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 worked with EED on Chart of Accounts Revision
  • ALASBO contracted with EED to complete OASIS II
2000 • ALASBO contracted with EED to complete OASIS II
Significant Events in the History of the Alaska Association of School Business Officials

2000
- 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
- Dave Jones began a 2-year term as Chair of the ASBO Legal Aspects Committee
- ALASBO begins participating in Illinois ASBO procurement card (p-card) program
- The first School Business Academy is held

2008
- 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

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

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 rubric
- 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
- Revised Internal Controls
- Quickbooks software implemented to account for ALASBO financial activity
- Amy Lujan wrote Alaska Funding Chapter published in ‘Funding Public Schools in the United States and Indian Country’

2020
- Meetings previously held by phone conference calls were updated to being held on Zoom
- The Alaska Community was established on the ASBO International platform which provides an excellent communication tool for our members
- First ever Virtual Summer Leadership Conference held
- First ever Virtual Annual Conference held
- Revised the Committee Manual
- Adopted a new sponsorship model
- Updated ALASBO job descriptions
- Approved a new ALASBO logo
- Revised Board Policy
- Extended complimentary registration to superintendents to attend the ALASBO Annual Conference
- Initiated exploration of expanding professional development offerings to ALASBO members
- Jim Anderson, Anchorage School District, honored with Pinnacle of Achievement Award from ASBO International
Significant Events in the History of the Alaska Association of School Business Officials

2021
- Jennifer Schmitz hired as ALASBO’s Education Director
- ALASBO expanded PD to include HR, IT and Maintenance
- Revised School Business Academy Program
- Cassee Olin appointed Treasurer
- Amy Lujan updated Alaska funding chapter for a new publication of funding U.S. schools first published in 2019
- ALASBO awarded a DEED grant to support PD expansion
- ALASBO Summer Leadership Conference held virtually
- ALASBO Annual Conference held virtually

2022
- Strategic Plan updated
- Maintenance Training Program created
- AASB/ALASBO/ASA Work Group Completed Review of AASB Article 3— Business and Non-Instruction and Select Other Model Board Polices and Administrative Regulations
- ALASBO Bylaws Updated
- Alaska Schools Data Protection Work Group Collaborated to Create BP/AR Implementation/Compliance Template
- Standard Operating Procedures Work Group Created to Revise SOPs per Updated AASB Model Policies
- Adopted updated ASBO Code of Ethics and Professional Standards
ALASBO Professional Development Programs

The New Business Manager Institute (NBMI) is a three-year program designed to deliver an in-depth program through a series of in-person and virtual sessions, instructed by experienced school business practitioners. Cohorts are able to network, ask questions and learn from others about school business.

Coming in 2023 in collaboration with AASB—Facilities and Maintenance Training Program — This training is based on the book Good School Maintenance that is the basis for a similar program offered by Illinois ASBO. The Alaska School Maintenance Work Group is reviewing the training material with the help of one of the authors to ensure the guidance is pertinent to Alaska school districts. The goal of this professional development program is best practices in school facility management and maintenance.

HR 2022-2023 Workshop Series

October 18: Certifications and Visas presented by Sondra Meredith, DEED

November 15: Background Checks and other Hiring Tips and Legal Interviewing and Making a Selection presented by Carleen Mitchell, APEI

January 17: Personnel Action Forms and Hiring of Classified Staff presented by John Sedor, Esquire

February 21: Record Keeping, Investigations and Due Process (presenter TBA)

March 21: FMLA, ADA, AFLA and Workman’s Comp presented by Carleen Mitchell, APEI

April 11: Negotiations and Negotiated Agreements (presenter TBA)

All sessions run 9:00 a.m. to 11:00 a.m. and will be held via Zoom.

There will be an option to stay on the call after it concludes to visit/consult/brainstorm with your colleagues about any topic on your mind.

Note: These sessions are recorded. You can still register for this professional development series by contacting Darcy Carter at darcy.carter@alasbo.org

Power Lunches are one-hour meetings on a variety of timely topics held the second Tuesday of most months at 11:00 a.m. These sessions are recorded.