



Alaska Association of School Business Officials

Application for New Business Manager Institute (NBMI)

Name: _____ Title: _____

District: _____ Email: _____

Office Phone _____ Cell: _____

Gmail account: _____

(Note – You will be required to obtain a gmail account to participate in NBMI)

- Please attach a description of your career in school business, including jobs held and number of years in each position. If you've been in school business less than five years, include a brief description of prior work experience. You may also attach an updated resume.
- You will be interviewed by program facilitators as part of the application review process. If you are accepted into the program, you will need to register and attend an on-line orientation session before the July meeting to ensure you have access to the Canvas learning system used with the NBMI program.
- The NBMI program involves a 3-year commitment. Participants will be expected to
 - 1.) timely complete reading and homework assignments,
 - 2.) participate in 90 minute video conferences approximately twice per month,
 - 3.) attend in-person meetings held in conjunction with the July and December ALASBO conferences
 - 4.) attend the summer leadership and annual conferences. NBMI payment will be

collected annually at \$750 each year. The total cost is \$2,250 for the three-year program, plus conference fees and travel costs.

- The program includes one book discussion per year; participants will need to purchase the designated book each year. At the end of the program, it is expected that qualified participants will be able to successfully take the ASBO SFO certification exam.

PARTICIPANT: Please initial the statement below:

_____ I acknowledge the commitment required for this program and at this time I expect to be able to complete it.

SUPERVISOR: Please initial the statement below:

_____ I acknowledge the 3-year commitment required for this program and agree to support the program costs, travel and conference fees required, and the 2-4 hours/week of time to participate in video conferences and complete the course homework assignments.

Participant Signature Date

Supervisor Signature and Title, Date

Please return this application via email to: cindy.reilly@alasbo.org The application deadline is April 15, 2024

