

## IASBO CERTIFICATION PROGRAM

Revised 7/16/2015

COURSES/WORKSHOPS:	ID #	Chief		Assistant Chief		Business Office		Facilities		Human Resources		School Year Offered	
		Business Officer	Business Officer	Business Officer	Business Officer	Specialist	Specialist	Director	Director	Specialist	Specialist	Fast Track	
		Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	2016-17	2017-18
Fund Accounting/Budget Cycle/Audits	A110	3	3	3				3		3			Nov '17
Accounting Mgt. Systems (Technology)	A111	3	3		3			3		3			Nov '17
Accrual Accounting	A114	3	3		3			3		3		05/10/17	May '18
Leadership	ADM110	3	3	3				3		3		11/01/16	Oct '17
School Law & Administrative Rules Basic	ADM111	3	3	3				3		3		06/06/17	Jun '18
School Law & Administrative Rules Advan.	ADM112	3		3	3			3		3		05/10/17	May '18
Public Works Law & Administration	ADM113	3		3	3			3		3		06/07/17	
Construction Finance	ADM114	3		3	3			3		3		06/07/17	
Risk Management/Environ. Health & Safety	ADM115	3		3	3			3		3		10/05/16	
Transportation Administration	ADM117		3	3	3			3		3			May '18
Food Nutrition Administration	ADM118		3	3	3			3		3		05/10/17	
Business Ethics and Fraud Prevention	ADM210	3	3		3			3		3		10/05/16	
Budgeting Basics for School Business Off.	B110	6	6	6	6			6		6		03/09/17	Mar '18
Budgeting for School Operations	B150		6	6	6			6		6		12/01/16	
Budget Oversight and Financial Reporting	B111	6	6		6			6		6			Oct '17
Budgeting Seminar (IASBO)	B112	20		20	20			20		20		Mar-Apr	Mar-Apr
Treasurer Seminar (IASBO) or B112 for ACB	B113		20	20	20			20		20		Mar-Apr	Mar-Apr
Emergency Preparedness Management	BG110		3	3	3			3		3		04/11/17	
Custodial Operations	BG115		3	3	3			3		3		04/11/17	
Intro. Facilities & Grounds Administration	BG116		3	3	3			3		3			Nov '17
Maintenance Operations	BG120		3	3	3			3		3			Apr '18
Systems - HVAC, Electrical & Technology	BG125		3	3	3			3		3		09/21/16	
Utility and Energy Conservation	BG130		3	3	3			3		3		09/21/16	
Landscape and Grounds Management	BG140		3	3	3			3		3			Nov '17
Principles of Education	F110		3	3	3			3		3		11/01/16	Oct '17
Public Relations & Internal Communications	F120		3	3	3			3		3		11/02/16	Oct '17
Governance & Operational Relationships	F130		3	3	3			3		3		11/02/16	Oct '17
Intro. Human Resources Administration	HR110	3		3	3			3		3			Apr '18
Benefits Administration	HR111		3	3	3			3		3		03/07/17	
Labor Relations/Contract Admin.	HR112		3	3	3			3		3			Apr '18
Payroll Administration	HR113		3	3	3			3		3		03/07/17	
Collective Bargaining Strategy & Law	HR114	3		3	3			3		3		06/06/17	May '18
Managing People	HR115		3	3	3			3		3			Jun '18
Group Health/Medical Insurance	HR116	3		3	3			3		3			Apr '18
Performance Evaluation	HR120		3	3	3			3		3		10/05/16	
Human Resources Administration	HR210		3	3	3			3		3		03/08/17	
Group Unemployment Insurance	HR216		3	3	3			3		3		03/08/17	
IASBO Seminars Not Listed Above	IASBO	12		7	10			5		5			
<b>TOTAL REQUIRED</b>		<b>83</b>	<b>9</b>	<b>66</b>	<b>12</b>	<b>28</b>	<b>30</b>	<b>62</b>	<b>12</b>	<b>62</b>	<b>9</b>		