

**INTRODUCTION TO SCHOOL BUSINESS – v1**

DRAFT PROGRAM – PLEASE NOTE THIS PROGRAM MAY CHANGE. A FINAL PROGRAM WILL BE POSTED SHORTLY.

September 9, 16, 23, 2021

Access sessions live directly through our conference app -[Eventmobi.com/asboa20](https://eventmobi.com/asboa20)

**Day 1: 9:00 - Noon**

**Welcome and Overview of the Bootcamp series – housekeeping items**

**Overview of the Education System (BOSS)**

- Alberta Education (Contacts/responsibility areas, communication protocol, web)
- Overview of Board Structure & Governance (jurisdiction types and key differences, boundaries, establishments, electoral wards)
- Overview of Key Legislation and Information Packages surrounding senior business official and corporate secretary responsibility areas
- Enrolments Monitoring
- School Board Elections
- Student Transportation
- Important Dates (document)
- New training/info resources and how to access

**15 minute Wellness Break**

**Session -K-12 Funding Model Overview - FAAB – Funding Assurance Administration Branch**

- Overview of new funding framework
- Understanding the Assurance model
- Planning and Reporting requirements

**Session - Funding and Related Systems Overview (School Finance)**

- Funding Systems and Functionality/Reporting (Q&A's)
- Data Source/Submission and Funding Payments (Q&A's)

**Day 2:**

**Welcome and overview of the morning presentations**

**Session - Financial Reporting Overview (Financial Reporting & Accountability)**

- Budget Report (BR)
- Audited Financial Statements (AFS)
- Government Reporting Entity (GRE)
- Monthly Reporting
- Operations & Maintenance
- Budgeting and allocation models
- Reserves

**15 minute Wellness Break**

**Session - Capital Planning and School Infrastructure (Capital Planning)**

- School Capital Manual
- Capital Planning
- Disposition of Property
- Policies and regulations

**Session – PASI and PASI 2.0 Overview**

- Digital Student Records
- Training/Resources

## **Day 3**

### **Welcome and Overview**

#### **Session - Program and System Support Division Overview**

- Red Tape Reduction
- Field Services Sector
- Learner Services Branch

### **15 minute Wellness break**

### **The Education Stakeholder Community – Overview**

### **Other programs/resources you need to know about**

#### **Insurance and Risk Management Programs - Overview**

- ARMIC
- USIC

#### **Procurement**

- **Service Alberta**
- **AEPG**
- **Various procurement consortias**

#### **FOIP – a jurisdiction view**

- Training available
- What is the FOIP Coordinator responsible for?

**11:45    Wrap up – let's talk about topics for future sessions**