Utah STATE OFFICE of Education

*Leadership...Service...Accountability*

State Charter School Board
Planning Year Training
**"School Finance"**

Friday, March 11, 2011, 12:30 – 6:00
Utah State Office of Education, 250 E 500 S, Salt Lake City, Board Rooms

12:30 **Registration Begins**

1:00 **Introductions/Needs Appraisal** – This time is to discuss your information needs regarding Special Education. Jeannie will lead a discussion to gather the attendees' requests to help shape the afternoon's discussions. Facilitator: Jeannie Rowland, USOE, jeannie.rowland@schools.utah.gov.

1:15 **Creation & Control** – *Doing Away with the Frankensteins of Charter School Financial Management*. USOE Charter Schools Section Financial Analyst Cory Kanth will discuss the primary issues involved in implementing a system of financial management in your charter school. Topics covered will be service provider relationships, segregation of duties and responsibilities of your Governing Board in implementing appropriate internal controls, and basic accounting "architecture." Presenter: Cory Kanth, USOE, cory.kanth@schools.utah.gov.

2:00 **Utah Consolidated Application –** Finally, "one comprehensive system that LEAs use to submit plans and apply for funds." Karl will introduce you to this web-based tool designed to streamline your goal planning and align funding applications to those goals. Presenter: Karl Wilson, USOE, karl.wilson@schools.utah.gov.

2:45 **Break**

3:00 **Allotment Memo** – Gavin will show you how to read and use your list of hidden treasures. Presenter: Gavin Hutchinson, Academica West, gavin@academicawest.com.

3:20 **Experience from the Field –** So, how does the UCA differ for charters, or does it? Kim will share with you some tricks for the UCA process. Presenter: Kim Dohrer, Academica West, kim@academicawest.com.

3:45 **Reimbursements –** Lincoln will explain the why's, how's and when's of putting money back in your pocket. Presenter: Lincoln Fillmore, Charter Solutions, lincoln@chartersolutions.org.

4:10 **AFR/APR**– More alphabet soup! Sean will talk with you about the requirements associated with these reports, including tips and targets. Presenter: Sean Thomas, USOE, sean.thomas@schools.utah.gov.

4:40 **Budgeting for New Boards**– Keeping Your Charter School in the Shallow end of the Pool. USOE Charter Schools Section Financial Analyst Cory Kanth will discuss budgeting, budgetary practices and principles of fiscal control and responsibility. Come find out how to keep your school from wading in over its head. Presenter: Cory Kanth, USOE, cory.kanth@schools.utah.gov

5:30 **Adjourn**