

## IASBO CERTIFICATION PROGRAM

Participants enrolled in a track prior to 2/1/16

\*\*Dates listed in the 2020-21 Fast Track column are tentative and subject to change.

COURSES/WORKSHOPS:	ID #	Chief Business Officer		Assistant Chief Business Officer		Business Office Specialist		Facilities Director		Human Resources Specialist		School Year Offered Fast Track**		
		Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	Required Elective	2019-20	2020-21		
Fund Accounting/Budget Cycle/Audits	A110	3		3		3			3		3		10/1/19	Fall '20
Accounting Mgt. Systems (Technology)	A111	3		3			3		3		3		11/13/19	
Accrual Accounting	A114	3		3			3		3		3		6/3/20	Spr. '21
Leadership	ADM110	3		3		3			3		3		9/18/19	Fall '20
School Law & Administrative Rules Basic	ADM111	3		3		3			3		3		10/1/19	Fall '20
School Law & Administrative Rules Advan.	ADM112	3			3		3			3			6/2/20	Spr. '21
Public Works Law & Administration	ADM113	3			3		3		3			3		Spr. '21
Construction Finance	ADM114	3			3		3		3			3		Spr. '21
Risk Management/Environ. Health & Safety	ADM115	3			3		3		3			3	11/6/19	
Transportation Administration	ADM117		3		3		3			3		3	11/13/19	
Food & Nutrition Administration	ADM118		3		3		3			3		3		Fall '20
Business Ethics and Fraud Prevention	ADM210	3			3		3		3			3		Fall '20
Budgeting Basics for School Business Off.	B110	6			6		6			6		6	2/18/20	Spr. '21
Budgeting for School Operations	B150		6		6		6		6			6	12/3/19	
Budget Oversight and Financial Reporting	B111	6			6		6			6		6	10/2/19	
Budgeting Seminar (IASBO)	B112	20			20		20		20		20		Feb/Mar '20	Spr. '21
Treasurer Seminar (IASBO) or B112 for ACBO	B113		20		20		20		20		20		Mar/Apr '20	Spr. '21
Emergency Preparedness Management	BG110		3		3		3		3			3		Fall '20
Custodial Operations	BG115		3		3		3		3			3		Fall '20
Intro. Facilities & Grounds Administration	BG116		3		3		3		3			3	11/6/19	
Maintenance Operations	BG120		3		3		3		3			3	11/7/19	
Systems - HVAC, Electrical & Technology	BG125		3		3		3		3			3		Fall '20
Utility and Energy Conservation	BG130		3		3		3		3			3		Fall '20
Landscape and Grounds Management	BG140		3		3		3		3			3	11/7/19	
Principles of Education	F110		3		3		3		3			3	9/17/19	Fall '20
Public Relations & Internal Communications	F120		3		3		3		3			3	9/18/19	Fall '20
Governance & Operational Relationships	F130		3		3		3		3			3	9/17/19	Fall '20
Intro. Human Resources Administration	HR110		3		3		3			3		3	2/11/20	
Benefits Administration	HR111		3		3		3			3		3	2/11/20	Spr. '21
Labor Relations/Contract Admin.	HR112		3		3		3			3		3	2/12/20	
Payroll Administration	HR113		3		3		3			3		3		Spr. '21
Collective Bargaining Strategy & Law	HR114		3		3		3			3		3	6/2/20	Spr. '21
Managing People	HR115		3		3		3		3			3	6/3/20	
Group Health/Medical Insurance	HR116		3		3		3			3		3	2/12/20	
Performance Evaluation	HR120		3		3		3			3		3		Spr. '21
Human Resources Administration	HR210		3		3		3			3		3		Spr. '21
Group Unemployment & Disability Insurance	HR216		3		3		3			3		3		Spr. '21
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>			