AWSP AND WASBO PRESENT THE 2017-18 ASB WORKSHOPS

Associated Student Body Funds: 
Supervising and Advising the Administration of ASB Funds

* Learn helpful hints on how a school or district can handle ASB funds and stay in compliance with the requirement for accounting practices and public money.
* Designed specifically for Administrators, Business Officers, Principals, Assistant Principals, ASB Accountants, ASB Advisors, ASB Secretaries, Coaches, and any adult involved with ASB or Parent Groups.

Workshop Fees

- Individual (Member or Non-Member) $200 each
- Groups of four or more* $185 each
- AWSP Interns $80 each

Register Online at www.wasbo.org

*Groups of four or more from the same school district and registered on the same purchase order receive a discounted rate of $185 per registrant. Interns cannot be included in the group registration.

Refund Policy: a $25 service fee will be charged for refund requests received up to ten (10) calendar days prior to the workshop date. Refunds will not be made after that deadline.

Workshop Information

- All Workshops run from 8:30 am-2:30 pm
- Fee includes: Morning coffee/tea, lunch and workbook
- Five (5) Clock Hours /CPE credits are available at no charge—sign up at registration
- Clock Hours are issued by AWSP and recorded with WASBO
- Dress is casual. We recommend you wear layered clothing to allow for fluctuating room temperatures
Workshop Dates and Locations

September 12, 2017  Bellevue
Bellevue School District—Wilburton Instructional Service Center—Rainer Room
12241 Main Street —Bellevue—(425) 456-4500

September 14, 2017  Pasco
ESD 123—Blue Mountain Room
3918 West Court Street—Pasco—(509) 547-8441

September 20, 2017  Spokane
Hotel RL—by Red Lion
303 W. North River Dr.—Spokane—(509) 777-6300

September 27, 2017  Vancouver
ESD 112—Clark/Klickitat, Pacific, Skamania
2500 NE 65th Ave.—Vancouver —(360) 750-7500

October 4, 2017  Everett
Everett Board Room A/B
3900 Broadway—Everett—425-385-4000

October 12, 2017  Renton
PSESD—Blackriver Conference Center
800 Oakesdale Ave. SW—Renton—(425) 917-7631

October 19, 2017  Yakima
Yakima Convention Center—South Ballroom
10 N 8th St.—Yakima—(509) 575-6062

October 25, 2017  Spokane
Northeast Washington ESD 101
4202 Regal St—Spokane—(509) 789-3800

November 2, 2017  Tacoma
Tacoma Professional Development Center—Quad Room
6501 N 23rd Street—Tacoma

November 8, 2017  Pasco
ESD 123—Blue Mountain Room
3918 West Court Street—Pasco—(509) 547-8441

November 15, 2017  Tumwater
ESD 113—Tumwater
6005 Tyee Dr. SW—Tumwater—(360) 464-6700

January 17, 2018  Central Kitsap
Central Kitsap Teaching & Learning Center
1400 NE McWilliams Rd.—Bremerton

January 22, 2018  Renton
PSESD—Blackriver Conference Center
800 Oakesdale Ave. SW—Renton—(425) 917-7631
2017–2018 ASB Workshops

Anyone who works with ASB programs must be aware of the stewardship of public money that is expected by your patrons. How are you observing the spirit and intent of the rules and regulations related to the use of ASB funds?

Do you understand the rules governing the collection and use of ASB funds. How can your district avoid many of the most common errors found in recent audits.

When was the last time you checked that…

* All the minutes of students meetings were available for inspection?
* Students and staff were involved in preparing the ASB budget?
* All ASB funds are properly accounted for and deposited intact?
* The ASB budget was submitted and approved by school district directors?
* ASB fund raising activities (types) were submitted and approved by the School Board?
* Procedures have been established to have all collected funds deposited intact?
* All disbursements have students approval?
* ASB records are maintained for at least six years, and some forever?
* Your ASB constitution was current?
* Your key staff have attended an ASB Law, Rules, Regulations and Procedures workshop?