

AASBO CLASS SCHEDULE – BY DISCIPLINE

REVISED 6.28.17

If a first-time CAC student: Register with CAC online to obtain a student identification number and notify the AASBO office at least ONE WEEK prior to the class or workshop to qualify for credit.

If a returning CAC student: Notify the AASBO office at least ONE WEEK prior to the class or workshop to qualify for credit.

Discipline/ Course No.	Fall 2017	Winter 2018	Spring/Summer 2018	Fall 2018
Budget & Finance SBO 124 (2.0cr) <u>or</u> SBO 124A (3.0cr)	Sept. 8, 9, 15, 16 Isaac	Feb. 23, 24, March 9, 10 Phoenix	Summer Conference July	Nov. 2, 3, 16, 17 Phoenix
Advanced Budget and Finance** SBO 181 (2.0cr) <u>or</u> SBO181A (3.0cr)				
Accounting SBO 130 (2.0cr) <u>or</u> SBO130A (3.0cr)		Feb. 9, 10, 23, 24 ASBA		Oct. 5, 6, 19, 20 Phoenix
School Business Management SBO 128 (2.0cr) <u>or</u> SBO 128A (3.0cr)	Nov. 3, 4, 17, 18 Isaac			Sept. 14, 15, 28, 29 Phoenix
Purchasing SBO 125 (2.0cr) <u>or</u> SBO 125A (3.0cr)	Oct. 27, 28, Nov.17, 18 ASBA		Summer Conference July	Nov. 30, Dec. 1, 14, 15 Phoenix
Adv. Purchasing* SBO 180 (2.0cr) <u>or</u> SBO180A (3.0cr)				
Personnel SBO 132 (2.0cr) <u>or</u> SBO 132A (3.0cr)			March 30, 31, April 13, 14 Phoenix	
Risk Mgmt/School Law SBO 127(2.0cr) <u>or</u> SBO 127A (3.0cr)			April 13, 14, 27, 28 Phoenix	
Maintenance & Operations SBO131 (2.0cr) <u>or</u> SBO131A (3.0cr)				
Information Technology SBO133 (2.0cr) <u>or</u> SBO133A (3.0cr)		February 2, 3, 9, 10 Glendale El.		
Food Service SBO126 (2.0cr) <u>or</u> SBO126A (3.0cr)	Sept. 15, 16, 29, 30 Peoria			
Transportation SBO134 (2.0cr) <u>or</u> SBO134A (3.0cr)		Jan 5, 6, 19, 20 Washington El.		
Advanced Maint- enance/Transp*** SBO182 (2.0cr) <u>or</u> SBO182A (3.0cr)			Summer Conference July	

Note: Classes may be requested that are not on this schedule by contacting Jeff Gadd at jeffgadd@jeffgadd.com. A minimum of 15 participants is required.

Strongly Suggested Prerequisite:

* Basic Purchasing class and/or 2 years school purchasing experience.

** Basic Budget & Finance class and/or 2 years school budget and finance experience.

*** Basic M&O and Transportation classes and/or 2 years school maintenance & operations and transportation experience.

COUNTY SCHOOL BUSINESS MANAGEMENT TRAINING SESSIONS

Interested Participants MUST contact Respective County School Office for Availability

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Sessions	Course Numbers	Your County Here!
School Bus. Mgmt	SBO218 School Business Management SBO208 Legislation	
Purchasing	SBO205 Purchasing for Users	
Budget & Finance	SBO204 Budget & Finance Potpourri SBO224 Financial Coding/Reporting SBO250 Audit Compliance	
Accounting	SBO254 Fund Accounting	
Personnel	SBO212 Personnel	
Trans/Maint/Facilities	SBO201 Maintenance & Operations	

Fall 2017

9/15	Audit Compliance	ASBA	SBO250	(.5 cr)
9/22, 23	Fixed Assets (Tentative)	ASBA	SBO210	(.5 cr)
10/6	Personnel	ASBA	SBO212	(.5 cr)
10/6	Student Attendance	Isaac	SBO215	(.5 cr)
10/13, 20	E-Rate (Tentative)	Scottsdale	does not qualify for CAC cr.	
10/20	Grant Accounting	Peoria	SBO220	(.5 cr)
11/3	M&O	Phoenix	SBO201	(.5 cr)
11/17	Students FIRST	ASBA	SBO225	(.5 cr)
12/1	Transportation	ASBA	SBO244	(.5 cr)
12/1	Purchasing for Users	Mesa	SBO205	(.5 cr)

Special Program

TBA Leadership Institute* Prescott

*Limited Enrollment