



School Business Management Training



Please Register Today!

The School Business Management Training is sponsored by the Yavapai County Education Service Agency, the Arizona Association of County School Superintendents (AACSS), and the Arizona Association of School Business Officials (AASBO).

The registration costs of \$396.00, is based on a maximum of 25 students, which includes all course materials, instruction from current practitioners assigned by AASBO (with a small school emphasis), continental breakfast, lunch, and drinks each day.

4.5 College Credits available for an additional fee through Central Arizona College, which could be applied to an Associate of Arts Degree in School Business Management.

Upon successful completion of the course work, a School Business Specialist Certificate will be awarded by AACSS and AASBO.

Continental Breakfast Starting at 8:00 a.m. — Class Times 8:30 a.m. - 4:00 p.m.

SESSION 1: School Business Management Overview/Planning	October 30	HUSD
SESSION 2: Budget & Finance	November 13	HUSD
SESSION 3: Budget & Finance	December 4	HUSD
SESSION 4: Purchasing	December 18	Prescott PD
SESSION 5: Accounting	January 8	HUSD
SESSION 6: Personnel (Supervision)	January 22	HUSD
SESSION 7: Transportation/Maintenance/Facilities	February 5	HUSD
SESSION 8: Budget & Finance	February 19	HUSD
SESSION 9: School Business Management/Communication/ Relationships/School Law	March 5	HUSD

Participant Information:

Name _____

Address _____

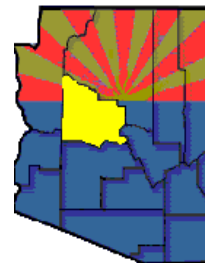
City, State, Zip _____

Email Address _____

Daytime Phone Number _____

School District _____

Current Job Title _____



**Yavapai
County
Education
Service
Agency**

Please send payment to:

**Yavapai County ESA
1015 Fair Street #324
Prescott, AZ 86305**

Pre-registration is on a first come first serve basis and may also be done by contacting robin.bascom@co.yavapai.az.us