

# ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

THIRTY-SEVENTH ANNUAL CONFERENCE



**ALASBO'S MISSION:**

*TO PROMOTE THE HIGHEST STANDARDS IN  
SCHOOL BUSINESS PRACTICES*

**DECEMBER 6-9, 2009**

# Alaska Association of School Business Officials Thirty-Seventh Annual Conference

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# Welcome!

## 37th Annual Conference

### *"ALASBO – VISION"*

### December 6 - 9, 2009

#### **Conference Participants,**

On behalf of the ALASBO Board of Directors, it is my pleasure to welcome you to the 2009 annual conference. Over the past year, many people have worked hard in constructing a comprehensive conference that meets our organizational objective to provide all members with quality professional development. In addition to the planning and coordination involved in this year's undertaking, much appreciation goes to the many generous presenters who are giving of their time and talent to promote school business leadership in Alaska.

I am excited to announce a new change to the conference from previous years. As we continue to enjoy the generous receptions and benefits provided by our long-standing and committed sponsors, this year we will be hosting a fun and engaging casino night following our banquet.

I hope you enjoy the assortment of training opportunities being provided for both new and veteran business officials. You are encouraged to visit our vendors because they are one of the most valuable and often overlooked resources in our business.

Finally, this conference serves as one of the most important aspects of our profession – establishing positive relationships with colleagues. As ALASBO continues to thrive, we must never lose sight of the fact that our success is found in all of the dedicated and caring members of our association.

*Karen*

Karen Goodwin  
ALASBO President

## Alaska Association of School Business Officials



### **TOM FREEMAN**

### **Our Founding Father**

Ready for a new adventure and change from his experience working for large districts in Washington State, Tom Freeman set out for Alaska in 1970 to become the Budget Director for the Anchorage School District which had about 38,000 students.

After two years as Budget Director, Tom was promoted to Finance Director. During that time he recognized the need to work with other districts on funding concerns and their shared commitment for the improvement of school districts in general. He soon began to realize how much he missed the professional growth and networking he had experienced by attending regular meetings of the Washington Association of School Business Officials (WASBO).

Dick Swarner, Business Manager for the Kenai Peninsula Borough School District, and Tom served on a committee with a couple of superintendents and the Department of Education to help implement a new chart of accounts for school districts. They worked into the wee hours of the night to determine what a high school budget, with the proposed variations, would look like in order to account for all the minute expenditures by classroom. The proposal would have required accountants for each school to generate a mountain of paperwork to track the minutia and to create the district's monthly report. As a result, the committee quickly recognized the need for an organized business group that specifically dealt with school district administration.

Tom shared his idea with his supervisor at the Anchorage School District and then made a call to the ASBO International headquarters. He never received a response, so still a member of WASBO, he noticed that ASBO's President was on the agenda at their upcoming conference. He attended WASBO's conference and approached the President of ASBO about the possibility of starting an organization in Alaska. His suggestion to Tom was to return to Alaska and talk to other business managers about starting an organization. Armed with the challenges of distance and poor communication systems throughout the state, Tom contacted other business managers and found that they all had an interest in getting together to share information and improve efficiencies. Again finding ASBO fairly non-responsive, Tom contacted WASBO and got copies of their by-laws and incorporation papers to review at their next meeting.

The first official ALASBO meeting was set for two days in November 1974 at the Holiday Inn with the theme of "I'm OK, You're OK". George Babigan, President of ASBO, came to officially welcome Alaska into the fold. Tom was a bit nervous and worried that no one would show up. He had invited people from the Yukon, British Columbia, school board members, superintendents, and business managers. Fifty-seven people including participants from 25 of the 31 districts attended the meeting and it turned out to be a very successful meeting. Mayor Sullivan and the Anchorage School District Superintendent and their wives also attended. Superintendents and board members praised ALASBO and assured Tom they would send their business managers to this important knowledge-based forum.

Officers were elected at the first meeting and meeting dates were set for the third week in April, around the time everyone would be ready for a winter break. Dues were kept low to encourage membership and criteria were set to have statewide representation in the organization. Anchorage was selected as the meeting location because of its accessibility and the recognition that participation was key to the organization's success. Tom Freeman was elected the first President and over time it was decided that ALASBO's purpose was to provide school business officials with leadership education so they could be more proficient in the performance of their daily tasks. Superintendents and board members were welcome, but the specific intent of the organization was for the enhancement of school district business functions.

In 1975, military base schools became part of regular public schools and not long after that, the Molly Hooch case brought in Regional Education Attendance Areas (REAs). Soon there were 52 school districts in the State of Alaska. Dr. Marshall Lind, Commissioner of the Department of Education, recognized the need for critical professional development during these rapid times of expansion and especially supported ALASBO in the early years. Meetings were held to teach accounting, food service management, custodial, and maintenance issues, in addition to state and federal compliance requirements to the state's newly formed school districts.

After almost three years of concentrating on the state organization, ALASBO members turned their sights to ASBO's international organization. Over time, members started attending national conferences. Tom Freeman was elected to the

ASBO National Board of Directors in 1981 and served on the Board from 1982 through 1984. Tom ran for President of ASBO International in 1984 and although he was not elected, he described it as a great professional and personal experience. He remembers with robust pride when an ASBO member said to him, "Alaskans really have class."

ALASBO has been and continues to be involved in statewide initiatives that have provided benefits for educational operations in Alaska. ALASBO was instrumental in creating a foundation formula that was respected not only for its fairness but for withstanding the test of time prior to being changed by Senate Bill 36. Having been evaluated by experts, the foundation formula was widely known as a good blueprint. ALASBO has been involved in several chart of accounts implementations and has successfully taken on the "Oasis" project. The "Oasis" project electronically tabulates enrollment data for the state and operates under the direction of Dennis Niedermeyer, retired Business Manager of Lake and Peninsula Borough School District.

ALASBO still has a first-rate presence at both the national and international level. Recently, under the direction of many of our original members and a lot of hard work from current members, Alaska ran an excellent campaign on the national front. Melody Douglas from the Kenai Peninsula Borough School District began her service on the ASBO International Board as vice-president in 2004 and president-elect in 2005. Melody then served as ASBO International president in 2006 and immediate past president in 2007. ALASBO's participation at the national level continues to successfully advance Tom's vision that school business leadership in Alaska is extraordinary.

Tom Freeman, retired Assistant Superintendent for the Anchorage School District, was instrumental in planting a seed that has grown into a thriving viable organization that continues to benefit everyone involved in the administration of schools in the State of Alaska.

Thank you, Tom!

**Lowell Thomas Freeman Professional Development Grant Recipients**

| <u>ASBO Year</u> | <u>Recipient</u> | <u>District</u>                         |
|------------------|------------------|---|
| 1998             | Amy Lujan        | Kuspuk School District                  |
|                  | Laurie Olson     | Kenai Peninsula Borough School District |
| 1999             | Maribel Miller   | Kodiak Island Borough School District   |
| 2000             | Jimmy Love       | Kenai Peninsula Borough School District |
|                  | John Sanbei      | Juneau Borough School District          |
| 2001             | Rose Stokes      | Anchorage School District               |
| 2002             | Jeff Frier       | North Slope Borough School District     |
| 2003             | Laurie Olson     | Kenai Peninsula Borough School District |
| 2004             | Rene' Spracklen  | Copper River School District            |
| 2005             | Nancy Munoz      | Mat- Su Borough School District         |
| 2006             | Rene' Spracklen  | Copper River School District            |
|                  | Diane Simmons    | Southwest Region School District        |
|                  | Lana King        | Kenai Peninsula Borough School District |
| 2007             | Amy Lujan        | Nome Public Schools                     |
| 2008             | Laurie Olson     | Kenai Peninsula Borough School District |



**Sponsored by CORE, Inc.**

## 37th Annual Conference

### *"ALASBO — VISION"*

## CONFERENCE INFORMATION

### **MESSAGES**

Messages may be picked up at the conference registration desk.

### **VENDOR EXHIBITS**

Approximately 30 suppliers of school related materials and services will be featured in the Mid and Aft Deck Rooms. Take the opportunities available within the schedule to visit all the vendors. A list is provided in your conference folder. **Thank these vendors for supporting ALASBO!**

### **MEAL TICKETS**

An accounting of the number of meals served is necessary for reconciling ALASBO's bill with the hotel, so please present a ticket for each meal. Extra meal tickets may be purchased at the conference registration desk. Lunch: \$25; Banquet: \$75.

### **NOMINATIONS—ORANGE**

A nomination form is included in the conference packet. The Nominating Committee would appreciate your help in selecting future ALASBO leaders.

### **MERITAIN HEALTH—GRANT TO ATTEND ASBO INTERNATIONAL DRAWING—PINK**

A form is included in the conference folder. Complete the form and put it in the box at registration. The drawing will be held during the Luncheon and Annual Meeting on Wednesday. The ASBO International Conference will be held in Orlando, Florida, September 24-27, 2010!

### **LOWELL T. FREEMAN PROFESSIONAL DEVELOPMENT GRANT—BLUE**

A Professional Development Grant Application for \$1,500 to attend the ASBO International Annual Conference, September 24-27, 2010, in Orlando, Florida is included in the conference packet. Note that on several occasions only one application has been received for this grant.

### **EVALUATION—GREEN**

An evaluation form is included in the conference packet. Please complete the form during these three days as you experience things that please/displease you. Turn in the form at the end of the conference. The information you provide will help in planning next year's conference.

### **JOINT POSITION STATEMENTS—YELLOW**

The Alaska Council of School Administrators (ACSA) October 2009 Joint Position Statements are included in the packet. ALASBO membership will be considering adoption of these position statements at the Annual Meeting on Wednesday, December 9<sup>th</sup>.

## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

## 2009 BOARD OF DIRECTORS

**President:**

**Karen Goodwin**, Director of Admin Services  
Northwest Arctic Borough School District  
PO Box 51  
Kotzebue, AK 99752  
Ph: 907-442-3472 x232 Fax: 907-442-2082  
Email: kgoodwin@nwarctic.org

**President Elect:**

**Laura Hylton**, Business Manager  
Lake and Peninsula Borough School District  
PO Box 498  
King Salmon, AK 99613  
Ph: 907-246-4280 Fax: 907-246-4473  
Email: lhylton@lpsd.com

**Secretary:**

**Luke Fulp**, Director of Finance  
Kodiak Island Borough School District  
722 Mill Bay Road  
Kodiak, AK 99615  
Ph: 907-481-6105 Fax: 907-481-6108  
Email: lfulp01@kodiakschools.org

**Past President: (Ex-Officio)**

**Cindy Reilly**, Accounting Supervisor  
Mat-Su Borough School District  
501 N. Gulkana  
Palmer, AK 99645  
Ph: 907-746-9225 Fax: 907-761-4085  
Email: Cindy.Reilly@matsuk12.us

**Treasurer: (Ex-Officio)**

**Robin Mullins**, Director of Business Services  
Fairbanks North Star Borough School District  
520 Fifth Avenue  
Fairbanks, AK 99701  
Ph: 907-452-2000 x303 Fax: 907-451-6160  
Email: rmullins@northstar.k12.ak.us

**Executive Director: (Ex-Officio)**

**Amy Lujan**  
ALASBO  
3145 Pioneer Avenue  
Juneau, AK 99801  
Ph: 907-500-9086; 907-723-7415 (cell)  
Email: alasbo@gci.net

**DIRECTORS (Two Year Term)****Seat A****December 2010**

**Kim Johnson**, Business Manager  
Delta/Greely School District  
PO Box 527  
Delta Junction, AK 99737  
Ph: 907-895-4657 Fax: 907-895-4246  
Email: kjohnson@dgsd.k12.ak.us

**Seat D****December 2009**

**James Farrington**, School Finance Specialist  
Department of Education and Early Development  
801 West 10th Street, Suite 200  
Juneau, AK 99811  
Ph: 907-465-2748 Fax: 907-465-4156  
Email: james.farrington@alaska.gov

**Seat B****December 2010**

**Mark Vink**, Business Manager  
Bering Strait School District  
PO Box 225  
Unalakleet, AK 99684  
Ph: 907-624-4256 Fax: 907-624-3099  
Email: mvink@bssd.org

**Seat E****December 2009**

**Vacant** after July 2009 retirement of  
**Eunice Boston**, Senior Accountant  
Anchorage School District

**Seat C****December 2010**

**Pamela Roope**, Business Manager  
Wrangell Public Schools  
PO Box 2319  
Wrangell, AK 99929  
Ph: 907-874-2347 Fax: 907-874-3137  
proope@wrangellschools.org

**Seat F****December 2009**

**Jenny Martens**, Business Manager  
Nome Public Schools  
PO Box 131  
Nome, AK 99562  
Ph: 907-443-2231 Fax 907- 443-5144  
Email: jmartens@nomeschools.com

## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS COMMITTEES ~ 2009

| <u>Members Name</u>   | <u>School District</u>                       | <u>E-mail</u>                   |
|---|--|---------------------------------|
| <b><u>Audit Committee - reviews and approves financial statements prepared by a CPA</u></b>   |  |                                 |
| Chad Stiteler, Chair  | Anchorage School District                    | stiteler_chad@asdk12.org        |
| Kim Johnson   | Delta/Greely School District                 | kjohnson@dgsd.k12.ak.us         |
| Pam Roope   | Wrangell Public School District              | proope@wrangellschools.org      |
| <b><u>By-laws Committee - reviews and recommends modifications to bylaws</u></b>  |  |                                 |
| Tammy White, Chair  | North Slope School District                  | tammy.white@nsbsd.org           |
| Laurie Olson  | Kenai Peninsula Borough School District      | laurie@kpbsd.k12.ak.us          |
| Rene' Spracklen   | Copper River School District                 | rspracklen@crsd.k12.ak.us       |
| Jenny Martens   | Nome Public Schools                          | jmartens@nomeschools.com        |
| Loreen Kramer   | Copper River School District                 | lkramer@crsd.k12.ak.us          |
| <b><u>Service Committee - Oversees publication of the quarterly newsletter, the ALASBO website, slideshow and works with the historian.</u></b> |  |                                 |
| Yodean Armour, Chair and Historian  | Klawock City School District                 | yodean.armour@klawockschool.com |
| Karen Goodwin   | Northwest Arctic Borough Schools             | kgoodwin@nwarctic.org           |
| Cindy Reilly  | Mat-Su Borough School District               | Cindy.Reilly@matsuk12.us        |
| Susan Edwards   | Lake and Peninsula Borough School District   | sedwards@lpsd.com               |
| Pam Roope   | Wrangell Public School District              | proope@wrangellschools.org      |
| Edith Hildebrand  | Yukon/Koyukuk School District                | ehildebrand@yksd.com            |
| Terrie Irwin  | Mat-Su Borough School District               | terrie.irwin@matsuk12.us        |
| Martha Morgan   | Kuspuk School District                       | mmorgan@kuspuk.org              |
| Ken Canete  | Kodiak Island Borough School Dist            | kcanete01@kodiakschools.org     |
| <b><u>Professional Development Committee - Develops training opportunities for our membership</u></b>   |  |                                 |
| Cindy Reilly, Chair   | Mat-Su Borough School District               | Cindy.Reilly@matsuk12.us        |
| Rene' Spracklen   | Copper River School District                 | rspracklen@crsd.k12.ak.us       |
| Leslie O'Connor   | Yukon Flats School District                  | leslie.oconnor@yukonflats.net   |
| Nancy Barto   | Juneau Borough School District               | nancy_barto@jsd.k12.ak.us       |
| Laura Hylton  | Lake and Peninsula Borough School District   | lhylton@lpsd.com                |
| Colleen Fitzgerald  | Fairbanks North Star Borough School District | cfitzgerald@northstar.k12.ak.us |
| David Means   | Juneau Borough School District               | David_Means@jsd.k12.ak.us       |
| Lee Ann Andrew  | Southwest Region School District             | landrew@swrsd.org               |
| Kaye Norback  | Iditarod Area School District                | knorback@iditarodsd.org         |
| Danny Sihabouth   | Anchorage School District                    | sihabouth_danny@asdk12.org      |
| Stephanie Stickle   | Denali Borough School District               | stephaniestickle@dbsd.org       |



## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS COMMITTEES ~ 2009

| <u>Members Name</u>  | <u>School District</u>                       | <u>E-mail</u>                   |
|--|--|---------------------------------|
| <b><u>Awards Committee - Selects recipients of ALASBO-administered grants and scholarships</u></b> |  |                                 |
| Robin Mullins, Chair   | Fairbanks North Star Borough School District | rmullins@northstar.k12.ak.us    |
| Cindy Reilly   | Mat-Su Borough School District               | Cindy.Reilly@matsuk12.us        |
| Dennis Niedermeyer   | Honorary Member                              | dennis@niedserv.com             |
| Morna Harrison-Davis   | Anchorage School District                    | Harrison-Davis_Morna@asdk12.org |
| Holly Holman   | Unalaska City School District                | hholman@ucsd.net                |
| Isabelle Harrington  | Iditarod Area School District                | iharrington@iditarodsd.org      |
| Lana King  | Kenai Peninsula Borough School District      | lking@kpbsd.k12.ak.us           |
| Elizabeth Hayes  | Kenai Peninsula Borough School District      | lhayes@kpbsd.k12.ak.us          |
| <b><u>Legislative Committee - Coordinates legislative activities</u></b>                           |  |                                 |
| Dave Jones, Chair  | Kenai Peninsula Borough School District      | djones@kpbsd.k12.ak.us          |
| Melody Douglas   | Kenai Peninsula Borough School District      | mdouglas@kpbsd.k12.ak.us        |
| Luke Fulp  | Kodiak Island Borough School District        | lfulp01@kodiakschools.org       |
| Tammy White  | North Slope Borough School District          | tammy.white@nsbsd.org           |
| Laura Hylton   | Lake and Peninsula Borough School District   | lhylton@lpsd.com                |
| <b><u>Nominations Committee – Recommends Slate of Officers</u></b>                                 |  |                                 |
| Cindy Reilly, Chair  | Mat-Su Borough School District               | Cindy.Reilly@matsuk12.us        |
| Dave Jones   | Kenai Peninsula Borough School District      | djones@kpbsd.k12.ak.us          |
| Dennis Niedermeyer   | Honorary Member                              | dennis@niedserv.com             |
| Rene' Spracklen  | Copper River School District                 | rspracklen@crsd.k12.ak.us       |
| <b><u>Sponsorship Committee – Establishes fundraising criteria and implementation plan</u></b>     |  |                                 |
| David Arp  | Sitka School District                        | arpd@mail.ssd.k12.ak.us         |
| Don Carney   | Mat-Su Borough School District               | don.carney@matsuk12.us          |
| Luke Fulp  | Kodiak Island Borough School District        | lfulp01@kodiakschools.org       |
| Jenny Martens  | Nome Public Schools                          | martens@nomeschools.com         |
| Robin Mullins  | Fairbanks North Star Borough School District | rmullins@northstar.k12.ak.us    |



## **ALASBO INVOLVED IN ASBO INTERNATIONAL**

### Distinguished Professional Eagle Award – 2008

Melody Douglas, Kenai Peninsula Borough School District

### Pinnacle of Achievement Award – 2006

Lucienne Smith, North Slope Borough School District

### Outstanding Service to the Profession Eagle Award – 2003

Dave Jones, Kodiak Island Borough School District

### Certificates of Excellence in Financial Reporting – FY08

Anchorage School District

Bering Strait School District

Fairbanks North Star Borough School District

Kenai Peninsula Borough School District

### Meritorious Budget Award – FY09

Kenai Peninsula Borough School District

### Bridges to the Future Awards

Candy Miller, Dillingham City School District - 2006

Diane Simmons, Southwest Region School District - 2006

### ALASBO Members serving on ASBO International Committees

|                |   |
|----------------|---|
| Lowell Freeman | Past Director                                     |
| Melody Douglas | Past President                                    |
| Tammy White    | Ambassador Advisory Committee                     |
| Melody Douglas | Bylaws Committee, International Aspects Committee |
| Dave Jones     | Legal Aspects Committee                           |
| Robin Mullins  | Risk Management Committee                         |
| David Means    | Meritorious Budget Award Committee                |
| Jenny Martens  | Job Task Analysis Panel                           |
| Amy Lujan      | Affiliate Executive Director's Group              |



**PenAir is proud to be the “official” airline sponsor of  
ALASBO’s  
School Business Official of the Year Award**

**Congratulations to all past recipients:**

|      |                      |   |
|------|----------------------|---|
| 1999 | Dennis Niedermeyer   | Lake & Peninsula Borough School District        |
| 2000 | Isabelle Harrington  | Iditarod Area Schools                           |
| 2001 | Clara Langton        | Nome Public Schools                             |
| 2002 | Lucienne Smith       | North Slope Borough School District             |
| 2003 | Tammy White          | Yukon/Koyukuk School District                   |
| 2004 | Braxton “Eddy” Jeans | AK State Dept. of Education & Early Development |
| 2005 | Loreen Kramer        | Copper River School District                    |
| 2006 | Kerry Jarrell        | Bering Strait School District                   |
| 2007 | Melody Douglas       | Kenai Peninsula Borough School District         |
| 2008 | Laura Hylton         | Lake and Peninsula Borough School District      |

## Thank You to our Sponsors!

The Alaska Association of School Business Officials is a professional association with a mission to promote the highest standards in school business practices. Our sponsor organizations have been instrumental in helping ALASBO fulfill its mission by providing professional and financial support. Please reference the descriptions of products and services in your conference folder for more information about these organizations, and *thank them for their support!*

### Annual Conference Sponsors

*School Business Partner - National CooperativeRX*

*Sunday's Reception - Forsythe Transportation Inc.*

*Monday's Reception - Altman, Rogers & Co.*

*Tuesday's Reception - Mikunda, Cottrell & Co.*

*Monday's Breakfast - David Hale & Associates*

*Tuesday's Breakfast - Alaska Public Entity Insurance*

*Wednesday's Breakfast - Forsythe Transportation, Inc.*

*Monday's Luncheon - AFLAC*

*- Alaska USA Insurance Brokers*

*- CIM Technology Solutions*

*Tuesday's Luncheon - National CooperativeRX*

*Wednesday's Luncheon - First National Bank of Alaska*

*Banquet Co-Sponsor*

*Alaska Municipal League Joint Insurance Association*

*Monday's Coffee/Snack - GCI SchoolAccess*

*Tuesday's Coffee/Snack - David Frazier & Associates*

*Conference Logowear - AT&T*  
*- Frontier Business Systems, Inc.*

### Grants and Scholarships

*ASBO International Grant - Meritain Health (formerly RBMS)*

*Lowell Thomas Freeman Grant - CORE, Inc.*

*Prescription for School Business Officials Grant*

*National CooperativeRx*

*Easton Memorial Student Scholarship Program*

*Alaska Education and Recreational Products, LLC*

*GCI SchoolAccess*

*Mikunda, Cottrell & Co.*

### Other Conference Activities

*Legislative Fly-In - February 2009*

*Alaska Municipal League Joint Insurance Association*

*Alaska Public Entity Insurance*

*Summer Leadership - July 2009*

*Educational Management Associates, Inc.*

*Lincoln Financial Advisors*

*SchoolDude.com*

*ASBO International - October 2009*

*American Fidelity*

## In-Kind Support

- *Alaska Airlines - discount on travel to annual conference*
- *Alaska Department of Education and Early Development - use of conference room for Legislative Fly-In meeting*
- *Alaska Staff Development Network - RegOnline set-up*
- *Anchorage Convention and Visitors Bureau - registration assistance and welcome material*
- *Bob Gray, Memory Edge - items for door prize*
- *ERA Aviation - tickets for door prize*
- *Fairbanks North Star Borough School District - copying of annual conference program booklet*
- *Finley & Cook - bags for annual conference*
- *Forsythe Transportation, Inc. - buses for student music groups*
- *Hotel Captain Cook - items for door prize*
- *IKON - use of copier during trade show*
- *PenAir - School Business Official of the Year tickets*
- *The Chariot Group - use of LCD projectors*

*We are also appreciative of the vendors that have provided sponsorship in the form of conference program advertising. Please take a few minutes to review the ad pages!*



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**SAFETY MESSAGE OF THE DAY**



**OCT 21, 2008**  
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## SCHEDULE AT A GLANCE

### Conference Agenda, December 7 – 9, 2009 – Hotel Captain Cook

#### PRECONFERENCE WORKSHOPS — Sunday, December 6, 2009

Reception sponsored by Forsythe Transportation, Inc. – Sunday, December 6<sup>th</sup>— 5 - 7:30 p.m., Quarter Deck

| Monday, December 7th             |   | Tuesday, December 8th       |   | Wednesday, December 9th   |  |
|----------------------------------|---|-----------------------------|---|---------------------------|--|
| 7:30 – 5:00<br>Outside Fore Deck | Registration  | 7:30 – 5:00                 | Registration  | 7:30 – 12:00              | Registration   |
|                                  |   | 7:30                        | Exhibit Hall Opens  | 7:30 – 8:30               | Light Breakfast  |
| 7:30<br>Mid/Aft Deck             | Exhibit Hall Opens  | 7:30 – 8:30                 | Light Breakfast   |                           |  |
| 7:30 – 8:30<br>Mid/Aft Deck      | Light Breakfast   | 8:00 – 8:30<br>Fore Deck    | Morning Music<br>• Service High School  | 8:30 – 10:00<br>Fore Deck | General Session:<br>• Music - Bartlett High<br>• Alaska's 50th Jeopardy  |
| 8:00 – 8:20<br>Fore Deck         | New Attendee Welcome  | 8:30 – 10:00<br>Fore Deck   | General Session<br>Keynote Address:<br>• Bob Gray   | 10:15 – 11:00             | Cracker Barrel:<br>• SBA a Year Later<br>• Budgeting Basics<br>• Software Conversions<br>• Internal Controls<br>• Retirement and Benefits  |
| 8:30 – 9:30<br>Fore Deck         | Welcoming Session<br>• Music—East High<br>• Karen Goodwin, President<br>• Introduction to ALASBO and ASBO<br>• Exhibitor Introductions  | 10:00 – 11:15               | Exhibit Hall Visits<br>• Vendor Showcase Demos  |                           |  |
| 9:30 – 10:15                     | Exhibit Hall Visits<br>• Vendor Showcase Demonstrations   | 11:15 – 12:00               | Sectionals<br>• New Look at Loss Control<br>• P-Card Implementation<br>• 403(b) Compliance<br>• Federal Grant Requirements<br>• Interest-Based Bargaining<br>• GASB Update<br>• Bob Gray: Memory Secrets          | 11:15 – 12:00             | Sectionals:<br>• EED Chart of Accounts<br>• P-Card Best Practice<br>• Employee Conflicts<br>• Saving Time and Money on Travel<br>• Excel Pivot Tables<br>• Audit Prep<br>• E-Rate  |
| 10:30 – 11:45<br>Fore Deck       | General Session:<br>• John Sedor, Esquire   | 12:00 – 1:00                | Luncheon<br>• Angie Peterman, ASBO Intl   |                           |  |
| 12:00 – 1:00                     | Luncheon & Slide Show   | 1:00                        | Exhibitor Committee Meeting   | 12:30 – 2:00              | Luncheon and Annual Meeting<br>• Introductions<br>• Membership Business<br>• Election of Officers<br>• School Business Academy Recognition<br>• School Business Official of the Year Award<br>• Drawings and Door Prizes |
| 1:00 – 1:30                      | Exhibit Hall Visits   | 1:15 – 2:00                 | Sectionals:<br>• Foundation 101<br>• Time and Effort Reporting<br>• Managing OT Payments<br>• The Claim Game<br>• Fierce Conversations<br>• Internal Controls<br>• ARRA Stimulus                                  |                           |  |
| 1:30 – 3:30                      | Round Tables:<br>• EED Budget Review<br>• Teacher Certification<br>• ARRA Stimulus<br>• NSLP Meal Pricing<br>• EED Grant Reporting<br>• E-Rate<br>• ASBO/ALASBO<br>• P-Cards<br>• Pupil Transportation<br>• EED Facilities Issues<br>• Student Activities<br>• Medicaid Claiming<br>• Internal Controls<br>• Broker Services<br>• Unity Project | 2:15 – 3:00                 | Sectionals:<br>• Tips to Save on Insurance<br>• Student Activities Funds<br>• Indirect Cost Proposal<br>• Changes in FMLA & FLSA<br>• Excel 2007<br>• NSLP Overview<br>• ARRA Stimulus                            | 2:30                      | ALASBO Board Meeting   |
| 3:30 – 4:15                      | Committee Meetings  | 3:15 – 4:00                 | Sectionals:<br>• State Contracts Purchasing<br>• Excel 2007<br>• CIP Grant Reporting<br>• OASIS and Student Records<br>• EED Budget and Audit Cycle<br>• Teacher Certification<br>• ALASBO Legislative Priorities | 2:00 – 6:00               | December 9, 2009<br>EMA ALIO Software  |
| 3:30 – 5:00                      | Exhibit Hall Visits   | 5:00 – 7:00<br>Quarter Deck | Reception-Mikunda, Cottrell & Co.   | 9:00 – 4:00               | December 10, 2009<br>EMA ALIO Software   |
| 4:15 – 5:00                      | Vendor Showcase Demonstrations  | 7:00 – 11:00<br>Fore Deck   | Banquet & Casino Night  | 8:00 – 4:30               | December 10, 2009<br>Division of Retirement and Benefits   |
| 5:00 – 7:00                      | Reception -<br>Altman, Rogers & Co.<br>Snow Goose Café<br>717 West 3 <sup>rd</sup> Avenue   |                             |   |                           | <b>Post-Conference<br/>Hotel Captain Cook</b>  |



## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**PRE-CONFERENCE SCHEDULE****Sunday, December 6, 2009**

*Registration opens at 8:30 a.m., in the lower level lobby of the Hotel Captain Cook*

**9:00 – 4:30****Adventure****School Business Academy**

Targeted training for new school business managers (< 3 years on the job), new Alaska superintendents, and other school business officials (business office or other) interested in this training; limited enrollment of 15

In-depth topics: Alaska School Business Annual Timeline; State Foundation Funding Program; State Chart of Accounts; Budget Projections; and, Resources/Contacts

Presenters: Melody Douglas, Eddy Jeans, Tammy White, and Dennis Niedermeyer

**9:00 – 12:00****Whitby****Basic Fund Accounting for School Districts**

A review of basic principles, with plenty of time for Q&A

Presenter: Tammy White

**1:00 – 4:30****Whitby****Basic Payroll for School Districts**

A review of what is required to process payroll, with plenty of time for Q&A

Presenter: Rene' Spracklen

**1:00 – 4:30****Endeavor****Details Online for ALASBO P-Card Users**

Training for users of the IASBO/ALASBO procurement card (p-card) in the Bank of Montreal (BMO) Details Online program, which supports customized use of the card;

Presenters: Holly Wallace, Illinois ASBO and Bryan Barger, BMO

**5:00 – 7:30****Quarter Deck****Reception**

Sponsored by: **Forsythe Transportation, Inc.**

**All Conference Attendees Are Invited To Attend!**



ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Monday, December 7, 2009**

|  |   |
|--|---|
| <b>7:30 – 5:00</b><br><b>Outside Fore Deck</b> | <b>Registration</b>   |
| <b>7:30</b><br><b>Mid/Aft Deck</b>             | <b>Exhibit Hall Opens</b>   |
| <b>7:30 – 8:30</b><br><b>Mid/Aft Deck</b>      | <b>Light Breakfast</b>  |
| <b>8:00 – 8:20</b><br><b>Fore Deck</b>         | <b>New Attendee Welcome</b><br>First time conference attendees are invited to learn more about ALASBO and about how to get the most out of the annual conference!   |
| <b>8:30 – 9:30</b><br><b>Fore Deck</b>         | <b>Welcoming Session</b><br><br><b>Music</b><br>Performed by: East High School Students, Janie Lidey, Director<br><br><b>Welcoming Address</b><br>Karen Goodwin, President<br><br><b>Exhibitor Introductions</b>  |
| <b>9:30 – 10:15</b><br><b>Mid/Aft Deck</b>     | <b>Exhibit Hall Visits</b><br>Vendor Showcase Demonstrations  |
| <b>10:30– 11:45</b><br><b>Fore Deck</b>        | <b>General Session: <i>Prying, Privacy and Postings; Maybe George Orwell Was Right</i></b><br>Presenter: John Sedor, Esquire  |
| <b>12:00– 1:00</b><br><b>Fore Deck</b>         | <b>Luncheon &amp; Slide Show</b><br>Slide Show Presenter: Yodean Armour, Klawock School District  |
| <b>1:00 – 1:30</b>                             | <b>Exhibit Hall Visits</b>  |
| <b>1:30 – 3:30</b><br><b>Fore Deck</b>         | <b>Round Tables:</b> Participants move between tables every 20 minutes<br><br><b>EED Budget Review Process</b><br><u>Presenters: School Finance Staff, Alaska Department of Education and Early Development</u><br>An opportunity to meet your EED school finance team, ask questions, and listen to other colleagues' questions regarding the Budget Review Process.<br><br><b>Teacher Certification</b><br><u>Presenter: Sondra Meredith, Alaska Department of Education and Early Development</u><br>Participants will learn about teacher certification and highly qualified teachers. Participants will also have the opportunity to have their questions regarding the certification process and its impact on districts addressed. |

## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Monday, December 7, 2009****1:30 – 3:30  
Fore Deck****Round Tables (continued)****ARRA Stimulus Funds**

Presenter: Paul Prussing, Alaska Department of Education and Early Development

ARRA stimulus funds basics: What they are, how districts receive them, and the associated fiscal reporting requirements.

**National School Lunch Program Meal Pricing and Participation**

Presenter: Dennis Watson, National School Lunch Program (NSLP) Specialist, Alaska Department of Education and Early Development.

This is a general discussion on increasing school lunch participation, addressing rising costs, and holding the line on meal prices. With increasing financial pressure and limited resources, schools may compensate by increasing the price of school meals. This could reduce participation. Don't price your school lunch service out of business.

**EED Grant Reporting Process**

Presenter: Melissa Bell, Grants Administrator, Alaska Department of Education and Early Development

Discussion and information on the grant reimbursement process. Everything you need to know to submit quarterly grant reimbursement requests and supporting documentation.

**E-Rate**

Presenter: Valerie Oliver, E-Rate/USF Coordinator, Alaska State Library and Alaska Department of Education and Early Development

This is a general discussion about the E-Rate program, new developments or changes over the past year, and a focus on document retention.

**ASBO/ALASBO**

Presenters: Amy Lujan, Executive Director of ALASBO and Angie Peterman, ASBO Past-President

Gather information on ASBO membership resources and benefits available to you by joining ASBO International.

**P-Cards**

Presenters: Dr. Ron Everett, Executive Director Emeritus, Illinois ASBO; Holly Wallace, Member Relations Manager, Illinois ASBO; and, Bryan Barger, Vice President, Bank of Montreal/Harris

Information on the Illinois ASBO Purchasing Card Program available to you through ALASBO. The program is currently used by over 400 school districts nationwide, including six Alaskan districts.

**Pupil Transportation**

Presenter: Steve Kalmes, Director of Transportation, Anchorage School District

Presenter will discuss pupil transportation RFPs and various other aspects of pupil transportation program management.

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Monday, December 7, 2009****1:30 – 3:30**  
**Fore Deck****Round Tables****Department of Education Facilities-Related Issues**

Presenter: Sam Kito III, P.E., Facilities Engineer, State of Alaska Department of Education and Early Development

Discussion will cover facilities-related issues including proper processing of payment requests, project reporting responsibilities, and other issues related to school facilities functions.

**Student Activities Accounting**

Presenter: Andy Ratliff, Senior Accountant, Anchorage School District

Whether you are in a large or a small district, there are most likely funds collected by students for student use. In this session, we will discuss things to think about in accounting for these funds.

**Medicaid School-Based Administrative Claiming**

Presenter: Michelle Grose, Accountant, Department of Health and Social Services

An overview of the Medicaid administrative claiming program for schools. Districts can receive at least \$15,000 per school year for participating. This requires a designated coordinator and completion of surveys by selected participants.

**Internal Controls**

Presenter: Angie Pinsonneault, Consulting Manager, Mikunda, Cottrell & Co.

Internal Control basics: Bring your questions; bring your answers. We'll be discussing ideas and best practices to share.

**Broker Services**

Presenter: Jeff Bush, Executive Director, Alaska Public Entity Insurance

This session will explore services districts should expect from their broker and how to maximize those services while minimizing cost.

**Unity Project Student Records Management**

Presenter: Sidney Fadaoff, Program Coordinator Unity Project, Alaska Department of Education and Early Development

Validating data using State Report Manager (SRM) assists districts to insure data quality. The report portal offers districts a tool by which to view their submitted data over time for data-driven decision making.

**3:30 – 4:15**  
**Fore Deck****Committee Meetings**

Get involved with your association through ALASBO committees. Qualify to win a special prize in our committee member-only drawing!

**3:30 – 5:00****Exhibit Hall Visits****4:15 – 5:00****Vendor Showcase Demonstrations****5:00 – 7:00**  
**Snow Goose Café**  
**717 West 3rd Avenue****Reception sponsored by: Altman, Rogers & Company**



ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Tuesday, December 8, 2009**

|  |  |
|--|--|
| <b>7:30 – 5:00</b><br><b>Outside Fore Deck</b> | <b>Registration</b>  |
| <b>7:30</b><br><b>Mid/Aft Deck</b>             | <b>Exhibit Hall Opens</b>  |
| <b>7:30 – 8:30</b><br><b>Mid/Aft Deck</b>      | <b>Light Breakfast</b>   |
| <b>8:00 – 8:30</b><br><b>Fore Deck</b>         | <b>Morning Music</b><br>Performed by: Service High School Students, Merry Chadwick, Director   |
|  | <b>Welcoming Address</b><br>Karen Goodwin, President   |
| <b>8:30 – 10:00</b><br><b>Fore Deck</b>        | <b>General Session Keynote Address:</b><br><b><i>I'm No Good With Names, But I Never Forget a Face!</i></b><br>Presenter: Bob Gray, Memory Edge Corporation  |
| <b>10:00– 11:15</b>                            | <b>Exhibit Hall Visits</b><br>Vendor Showcase Demonstrations   |
| <b>11:15– 12:00</b>                            | <b>Sectionals:</b>   |
| <b>Whitby</b>                                  | <b>Why School Business Officers are Taking a New Look at Loss Control</b><br>Presenter: Mike Lary, Loss Control Coordinator, Alaska Public Entity Insurance (APEI)<br>As difficult financial times continue for schools, the savings and benefits of good loss control programs have become more apparent. We will discuss some of the best practices in loss and risk control and the financial benefits that can be derived. |
| <b>Resolution</b>                              | <b>P-Card Implementation</b><br>Presenters: <u>Dr. Ron Everett, Executive Director Emeritus, Illinois ASBO, Holly Wallace, Member Relations Manager, Illinois ASBO and Bryan Barger, Vice President, Bank of Montreal/Harris</u><br>Learn how a procurement card program can benefit your district. Presenters will explain how to implement the program to improve accountability and maximize security for your district.    |
| <b>Adventure</b>                               | <b>403(b) Compliance – What Now?</b><br>Presenter: <u>Tamara M. Middleton, CPC, QPA, QKA – President, CEO, Gatekeeper Administration and Consulting, LLC</u><br>This is an update on 403(b)s for support staff including business/finance managers, administrators, HR/Payroll personnel, and accounting staff. Challenges in the new 403(b) world and Final 403(b) Regulations will be discussed.                             |

## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Tuesday, December 8, 2009**

|                                  |   |
|----------------------------------|---|
| <b>11:15– 12:00</b>              | <b>Sectionals (continued)</b>   |
| <b>Endeavor</b>                  | <p><b>Federal Fiscal Grant Requirements</b><br/> <u>Presenter: Heidi Reichl, Internal Auditor, Alaska Department of Education and Early Development</u><br/> This sectional presents key components and current topics for Federal Fiscal Grant Requirements. EED's internal auditor in charge of federal compliance will summarize the current environment for monitoring and compliance between federal agencies and the department and between the department and school districts. Frequently noted federal findings such as time and effort reporting, bank reconciliation, and segregation of duties will be covered. Participants will gain an understanding of DEED's obligations for federal monitoring when the department "passes through" federal funds (i.e., NCLB, Title IV-B, etc...) and how DEED's monitoring connects to school district annual independent audits.</p> |
| <b>Easter Island</b>             | <p><b>Interest-Based Bargaining</b><br/> <u>Presenter: Jerry Covey, Owner, JSC Consulting, LLC</u><br/> The benefits and advantages of Interest-Based Bargaining. You can establish a sound working relationship with your unions by using the interest-based approach in your negotiations.</p>  |
| <b>Voyager</b>                   | <p><b>GASB Update</b><br/> <u>Presenter: Alex Beckman, Partner, Mikunda, Cottrell &amp; Co.</u><br/> General discussion on new and upcoming Governmental Accounting Standards Board requirements.</p>   |
| <b>Suite N</b>                   | <p><b>Memory's Best Kept Secret: the Phonetic Index</b><br/> <u>Presenter: Bob Gray, Memory Edge Corporation</u><br/> The Phonetic Index, which is often considered to be the single most powerful memory system ever devised was developed over three hundred years ago. Yet, until now, has been known by only a handful of scholars and experts. This system gives the user the ability to recall the biggest stumper of them all - numerical information. On a basic level, the Phonetic Index makes the memorization of numerical data as easy as smiling. Using it in conjunction with some of Bob's other techniques; it becomes a valuable resource, allowing the participant to recall deep banks of information. Recalling numerical data from memory will increase productivity and enhance job performance.</p>   |
| <b>12:00– 1:00<br/>Fore Deck</b> | <p><b>Luncheon</b><br/> Presenter: Angie Peterman, ASBO International</p>   |
| <b>1:00<br/>Aft Deck</b>         | <p><b>Exhibitor Committee Meeting</b></p>   |

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Tuesday, December 8, 2009****1:15 – 2:00****Sectionals****Whitby****Foundation 101**

Presenter: Mindy Lobaugh, Foundation School Finance Specialist, Alaska Department of Education and Early Development

Attend this informative presentation to understand the components of the foundation program calculation and then effortlessly educate others on how the foundation formula works. This sectional also incorporates updates on formula changes from HB273 and will include information on the hold harmless provision. Handouts will be provided and will be good instruments to share with colleagues in your district.

**Adventure****Time and Effort Grant Records**

Presenters: Brooke Allison, Grant Budget Supervisor, Mat-Su School District and Colleen Fitzgerald, Director of Accounting Services, Fairbanks North Star Borough School District

Examples of time and effort accounting for certified and classified staff with one or more sources of funding will be covered along with the federal OMB requirements.

**Resolution****Managing Wage Payment and Overtime Risks**

Presenter: Thomas Wang, Attorney, Ashburn and Mason, PC

With a new administration, the Department of Labor says it is making overtime and wage claim enforcement a priority. Are you ready for this new challenge? To ensure you don't get "priority" treatment, attend this sectional to learn how to manage your wage and overtime payment risks.

**Suite N****The Claim Game**

Presenters: Johanna Grasso, Claims Manager and Grady Fisher, Director of Risk Management, AMLJIA – Alaska Municipal League Joint Insurance Association

Join us for an interactive learning session led by the AMLJIA Claims Department. Attendees are presented with a series of increasingly difficult coverage related questions and points are scored for each correct answer. Topics include "How to properly report a claim," "Fire damage to a building is covered if..." "Coverage for defense of a wrongful termination claim may depend on..." Please join us for this enlightening session.

**Easter Island****Fierce Conversations**

Presenter: Jerry Covey, Owner, JSC Consulting, LLC

Fierce Conversations concepts are built around four fundamental leadership actions and change the way we connect with each other, alter our perceptions of what it means to lead, and becomes the behavior that propels individuals and teams toward success.

**Voyager****Internal Controls**

Presenter: Angie Pinsonneault, Consulting Manager, Mikunda, Cottrell & Co.

Why internal controls are important to an organization and tips on how to document them will be discussed.



## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Tuesday, December 8, 2009**

|                      |  |
|----------------------|--|
| <b>1:15 – 2:00</b>   | <b>Sectionals (continued)</b>  |
| <b>Endeavor</b>      | <p><b>ARRA Stimulus Funds: All you need to know and then some.</b><br/> Presenters: <u>Melissa Bell, Grants Administrator III and Paul Prussing, Deputy Director, TLS, Alaska Department of Education and Early Development</u><br/> ARRA Stimulus funds demystified: What they are? How do districts receive them? What are the associated fiscal reporting requirements?</p>   |
| <b>2:15 – 3:00</b>   | <b>Sectionals</b>  |
| <b>Whitby</b>        | <p><b>Tips to Save Thousands on Your Insurance Bill</b><br/> Presenter: <u>Jeff Bush, Executive Director, Alaska Public Entity Insurance</u><br/> Insurance costs are a significant piece of a school district's budget. Learn several ways to reduce the insurance bill and free up funds for other uses.</p>   |
| <b>Resolution</b>    | <p><b>Student Activities Funds</b><br/> Presenter: <u>Mollie Morrison, Manager, Mikunda, Cottrell &amp; Co.</u><br/> Overview of Student Activity Funds, do's and don'ts, best practices, and issues.</p>  |
| <b>Voyager</b>       | <p><b>Indirect Cost Proposals</b><br/> Presenter: <u>Jim Farrington, School Finance Specialist, Alaska Department of Education and Early Development</u><br/> This session will present a brief overview of the big picture for indirect cost rates including the calculation of indirect costs divided by direct costs that creates your district's rate. The department's reviewer for the annual Federal indirect cost rate submittals will complete one school district's indirect cost rate request from start-to-finish. Attend this session and learn the quickest and most accurate methods to prepare your district's indirect cost proposal.</p>   |
| <b>Suite N</b>       | <p><b>Changes in FMLA &amp; FLSA</b><br/> Presenter: <u>Sarah Josephson, Attorney, Jermain, Dunnagan &amp; Owen</u><br/> Keep your knowledge up-to-date on the latest changes in laws that are critical to correct personnel and payroll practices.</p>  |
| <b>Adventure</b>     | <p><b>Excel 2007</b><br/> Presenter: <u>Susan Edwards, Accountant, Lake and Peninsula Borough School District</u><br/> Through a demonstration of advanced features, learn to better tap the power of Excel and enhance your daily work.</p>   |
| <b>Easter Island</b> | <p><b>National School Lunch Program Overview</b><br/> Presenter: <u>Dennis Watson, National School Lunch Program Specialist, Alaska Department of Education and Early Development</u><br/> A financial overview of the National School Lunch Program (School Breakfast, School Lunch, and Snacks) within Alaska. We will recap the number of meals served during the 2008-2009 school year and present financial opportunities based on this information that will help to increase participation within your food service program. Your team of food service professionals impacts your food service program and the students in your schools. There is a tremendous amount of work that goes into the planning, training, and advertising of your food service program – what can you do to make your program more successful?</p> |

## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Tuesday, December 8, 2009**

|                    |   |
|--------------------|---|
| <b>2:15 – 3:00</b> | <b>Sectionals</b>   |
| <b>Endeavor</b>    | <p><b>ARRA Stimulus Funds: All you need to know and then some.</b><br/> <u>Presenter: Melissa Bell, Grants Administrator III and Paul Prussing, Deputy Director, TLS, Alaska Department of Education and Early Development</u><br/> ARRA Stimulus funds demystified: What they are? How do districts receive them? What are the associated fiscal reporting requirements?</p>   |
| <b>3:15 – 4:00</b> | <b>Sectionals</b>   |
| <b>Whitby</b>      | <p><b>Purchasing with State Contracts/Coop Purchasing</b><br/> <u>Presenter: Pam Chenier, Director of Purchasing/Warehouse, Anchorage School District</u><br/> Overview of the State of Alaska contracts for supplies, equipment, and services. This session will also include a tour of the State of Alaska General Services Administration website to locate the Contract Award Manual and other points of interest.</p>  |
| <b>Adventure</b>   | <p><b>Excel 2007</b><br/> <u>Presenter: Susan Edwards, Accountant, Lake and Peninsula Borough School District</u><br/> Through a demonstration of advanced features, learn to better tap the power of Excel and enhance your daily work.</p>  |
| <b>Suite N</b>     | <p><b>CIP Grants and Debt Project Facility Reporting</b><br/> <u>Presenter: Sam Kito III, P.E., Facilities Engineer, State of Alaska Department of Education and Early Development</u><br/> Will provide information on the importance of current reporting for Facilities CIP Grants and Debt Projects. Will review the Department's Capital Project Administration Manual, discuss payment requests for grant projects, and be available for facilities related questions.</p>  |
| <b>Endeavor</b>    | <p><b>OASIS and Student Records Management</b><br/> <u>Presenters: Mindy Lobaugh, Foundation School Finance Specialist; Peggy Corazza, Research Analyst, Alaska Department of Education and Early Development; and, Dennis Niedermeyer, Consultant</u><br/> <i>Counting your money.</i> This discussion will include a presentation on the Fall OASIS data collection. Topics will include summary statistics; an update on the current status toward finalizing the annual statewide results; help with your district's duplicate listing questions; and other valuable information. The department's assessment division will provide an update on the SRM (State Records Management) / OASIS collection and utilizing the web-based collection tool.</p> |
| <b>Resolution</b>  | <p><b>Department of Education Budget and Audit Cycle</b><br/> <u>Presenter: Elwin Blackwell, Internal Auditor, Alaska Department of Education and Early Development</u><br/> Understand the department's process and expectations for the annual operating fund budget. Learn the key components, such as chart of account usage that the DEED verifies during the budget review. Understand how the department aggregates district data and compares multiple years and multiple districts for reasonableness. Learn which questions may be asked when the department reviews budgets and audits and aggregates statewide financial data.</p>  |

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Tuesday, December 8, 2009****3:15 – 4:00****Sectionals (continued)****Voyager****Teacher Certification**

Presenters: Tim Peterson, HR Director and Lynne Sandahl, HR Manager, Kenai Peninsula Borough School District

Learn the in's and out's of Teacher Certification. How it all works, what's required to be certified, and what rights and responsibilities go along with certification.

**Easter Island****ALASBO's Legislative Priorities and Legislature Interactions**

Presenters: Dave Jones, Assistant Superintendent, Kenai Peninsula Borough School District and Eddy Jeans, Director of School Finance, Alaska Department of Education and Early Development

Presenter will give a district and DEED perspective on how to best succeed with your legislators and other legislators from around the state.

**5:00 – 7:00****Quarter Deck****Reception sponsored by: Mikunda, Cottrell & Co.****7:00 – 11:00****Fore Deck****Banquet & Casino Night**





ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Wednesday, December 9, 2009**

|   |  |
|---|--|
| <b>7:30 – 12:00</b><br><b>Outside Fore Deck</b> | <b>Registration</b>  |
| <b>7:30 – 8:30</b><br><b>Fore Deck</b>          | <b>Light Breakfast</b>   |
| <b>8:30 – 10:00</b><br><b>Fore Deck</b>         | <b>General Session</b>   |
|   | <b>Morning Music</b><br>Performed by: Bartlett High School Students, Liesl Davenport-Wheeler, Director   |
|   | <b>Alaska's 50th Jeopardy</b>  |
| <b>10:15– 11:00</b>                             | <b>Cracker Barrels</b>   |
| <b>Endeavor</b>                                 | <b>School Business Academy – A Year Later</b><br><u>Presenters: Dennis Niedermeyer and Tammy White</u><br>Time for all first year attendees at the 2008 School Business Academy to meet and discuss the past year.   |
| <b>Voyager</b>                                  | <b>Budgeting Basics</b><br><u>Presenter: Dave Jones, Assistant Superintendent, Kenai Peninsula Borough School District</u><br>This presentation will cover the basics for school district budget preparation. We will talk about budget timelines, revenue and expenditure projections, budgeting tools, human interactions and budget presentations. We will stuff as much as we can into 45 minutes. |
| <b>Resolution</b>                               | <b>Software Conversions</b><br><u>Presenter: Nancy Barto, Director of Finance, Juneau School District and Bob Ricci, Educational Management Associates (EMA)</u><br>A general discussion on preparing for software conversions. Why change? What to look for? Bring questions and share experiences.   |
| <b>Whitby</b>                                   | <b>Internal Controls</b><br><u>Presenter: Cindy Reilly, Assistant Director of Business Services, Mat-Su School District</u><br>Join your peers for a look at Internal Controls. We will discuss what documentation should be done, as well as the critical points where separation of duties must take place.  |
| <b>Adventure</b>                                | <b>Retirement and Benefits Issues</b><br><u>Presenter: Rene' Spracklen, Accountant, Cooper River School District</u><br>This will be an open discussion of the issues we face in payroll departments throughout our school districts when we take care of PERS/TRS contributions.  |

## ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Wednesday, December 9, 2009**

| 11:15– 12:00      | Sectionals   |
|-------------------|--|
| <b>Endeavor</b>   | <p><b>State of Alaska Department of Education and Early Development Uniform Chart of Accounts for Public School Districts, 2000 Edition</b><br/> <u>Presenter: Elwin Blackwell, Internal Auditor, Alaska Department of Education and Early Development</u></p> <p>Attend this session and learn how district chart of account reporting can affect state revenues. Review the basic methodology of the chart of accounts and get a coding components handout to review with staff. Recognize how chart of account coding creates data that is used by multiple entities such as the Legislature and the National Center for Education Statistics including Title I, Impact Aid, monitoring teams, and, other data users. By understanding the process and the users of chart of accounts data, districts can be proactive in insuring correct reporting.</p> |
| <b>Whitby</b>     | <p><b>P-Card: Policy, Procedure and Best Practice</b><br/> <u>Presenter: Cindy Reilly, Assistant Director of Business, Mat-Su School District; Michelle Gage, Accounting Specialist, Kenai Peninsula Borough School District; and, Nancy Barto, Director of Finance, Juneau Borough School District</u></p> <p>Districts currently using P-cards will explain the benefits your district can gain from a P-card program. Districts will share policies, procedures, internal setup, daily administration, forms and experiences related to implementing and maintaining a sound Purchasing Card Program. Find out how P-cards can speed up your purchases and improve accountability from your administrators.</p>   |
| <b>Suite N</b>    | <p><b>Employee Conflicts</b><br/> <u>Presenter: Saul Friedman, Attorney, Jermain, Dunnagan &amp; Owens</u></p> <p>A discussion of employee conflicts including documentation, rights and responsibilities, investigations, and confidentiality statements.</p>   |
| <b>Resolution</b> | <p><b>Saving Time and Money on Travel</b><br/> <u>Presenter: Teresa Hickerson, Travel Administrator, Bering Strait School District</u></p> <p>Travel is one of the largest discretionary budget items for many Alaska school districts. Learn how one rural school district has managed to funnel all travel through one office, reduce costs, reduce down time for travelers, and provide web access to travel schedules for employees, sports teams, secretaries, and administrators.</p>  |
| <b>Voyager</b>    | <p><b>Excel Pivot Tables</b><br/> <u>Presenter: John Sanbei, Consultant, CORE</u></p> <p>A demonstration of Excel's powerful pivot table capability. If possible, bring your own laptop for a hands-on experience in how to use a pivot table to tie out your general ledger to the end-of-year audit report without running numerous reports from your financial system.</p>  |
| <b>Adventure</b>  | <p><b>Audit Prep</b><br/> <u>Presenter: Colleen Fitzgerald, Director of Accounting Services, Fairbanks North Star Borough School District</u></p> <p>This topic will explore the numerous steps you can take to prepare for your annual audit. More than ever our auditors expect our accounts to be reconciled and ready for their review when they arrive for the audit. With careful planning and advance preparation, you can meet that goal.</p>  |

ALASKA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

**CONFERENCE AGENDA****Wednesday, December 9, 2009****11:15– 12:00****Sectionals****Easter Island****E-Rate**

Presenter: Valerie Oliver, E-Rate/USF Coordinator, Alaska State Library and Alaska Department of Education and Early Development

Obtain “the basics and more” on E-Rate program requirements, timelines, and forms. Learn how to successfully navigate your district through this complex federal program to fund ongoing telecommunications operating costs and certain technology purchases. Special attention will be given to E-Rate document retention requirements.

**12:30– 2:00****Fore Deck****Luncheon and Annual Meeting****Introductions****Membership Business****Election of Officers****School Business Academy Recognition****School Business Official of the Year Award****Drawings and Door Prizes****2:30****Club Room 1****Tower 1****ALASBO Board Meeting****Post-Conference Training—Hotel Captain Cook****Wednesday, Dec 9****2:00 – 6:00****Voyager****EMA ALIO Software****Thursday, Dec 10****9:00 – 4:00****Voyager****EMA ALIO Software****Thursday, Dec 10****8:00 – 4:30****Adventure****Division of Retirement and Benefits**





**\*\*For Approval by the ALASBO Membership at 2009 Annual Meeting\*\***

## **Alaska Association of School Business Officials**

**December 10, 2008**

### **Minutes of Annual Membership Meeting**

President Cindy Reilly called the meeting to order at 1:07 p.m. She welcomed and thanked those involved in the conference.

Secretary Laura Hylton presented the minutes from the 2007 Annual Meeting as represented on pages 39 and 40 of the conference program for approval. Chad Stitler moved to approve the annual minutes and the motion was seconded by Tammy White. The December 2007 minutes were unanimously approved.

President Cindy Reilly named the ALASBO honorary members and asked the membership to remember them for their contribution to ALASBO even though they could not all be with us this year.

Duane Guiley, ALASBO Executive Director presented Joint Resolutions 08-01 thru 08-15 authored by ACSA to the membership for DO PASS consideration. Tammy White made a motion to approve the Joint Resolutions for discussion and Robert Shumaker seconded the motion. The motion passed unanimously.

Duane reviewed the Joint Resolutions. David Means made a motion to discuss and vote on the Resolutions one at a time and Robert Shumaker seconded. The motion passed unanimously.

Dennis Niedermeyer stated Resolution 08-01 is a request to return to categorical funding and recommended NO PASS. The vote was taken and the Resolution was NOT APPROVED.

Dennis Niedermeyer stated Resolution 08-02 is not factual and recommended NO PASS. The vote was taken and the Resolution was NOT APPROVED.

Dennis Niedermeyer stated Resolution 08-03 is already in Statute and offered no opinion. The vote was taken and the Resolution was APPROVED.

Dennis Niedermeyer stated Resolution 08-04 was already done last year and offered no opinion. The vote was taken and the Resolution was NOT APPROVED.

Dennis Niedermeyer stated Resolution 08-05 supports ALASBO's long time goal for a long term fiscal plan for the State and recommended DO PASS. The vote was taken and the Resolution was APPROVED.

Dennis Niedermeyer stated Resolution 08-06 requests full funding for IDEA and recommended DO PASS. The vote was taken and the Resolution was APPROVED.

Dennis Niedermeyer stated Resolution 08-07 was already done last legislative session. The vote was taken and the Resolution was NOT APPROVED.

Dennis Niedermeyer stated Resolution 08-08 supports workforce development programs and recommended DO PASS. The vote was taken and the Resolution was APPROVED.

Dennis Niedermeyer stated Resolution 08-09 indicates problems with teacher recruitment due to the Defined Contribution retirement plan, but there is no data to support the claim. Removing the videotape requirement has already been done. He recommended NO PASS. The vote was taken and the Resolution was NOT APPROVED.

Dennis Niedermeyer stated Resolution 08-10 deals with rehire of retirees and recommended DO PASS. The vote was taken and the Resolution was APPROVED.

Dennis Niedermeyer stated Resolution 08-11 on work ready/college ready is the Governor's flagship project and as such he recommended not offering a resolution on the topic. The vote was taken and the Resolution was NOT APPROVED.

Dennis Niedermeyer stated Resolution 08-12 deals with funding for early childhood coursework and recommended DO PASS. The vote was and taken the Resolution was APPROVED.

Dennis Niedermeyer stated Resolution 08-14 deals with base student allocation increases and recommended DO PASS. The vote was taken and the Resolution was APPROVED.

Dennis Niedermeyer stated Resolution 08-15 supports DOEED creating a CIP list based on DOEED's review of all school buildings, rather than district applications. He opposed the Resolution because districts could not file applications for CIP work on their own. The vote was taken and the Resolution was NOT APPROVED.

Cindy Reilly thanked Duane for his service as ALASBO's first paid Executive Director and asked the membership to award him honorary lifetime membership in ALASBO. All stood and approved the honorary lifetime membership.

Treasurer Robin Mullins presented the Treasurer's Report. ALASBO currently has \$77,003.49 in our checking account and \$23,789.97 in a CD, for a total of \$100,793.46 before paying conference expenses. There were no questions and the report was accepted as presented.

Robin Mullins presented the Mack Easton Scholarships to:

Kristofer Maenhout, Wrangell Public Schools  
Irene Park, Anchorage School District

Robin Mullins presented the Lowell Thomas Professional Development Grant, sponsored by Core, Inc. to:

Laurie Olson, Kenai Peninsula Borough School District

Robin spoke of the Richard "Dick" Swarner Shaping the Future Leadership Scholarship and invited people to say a few words about Dick. Dennis Niedermeyer said there is a very nice write-up in the program about Dick and everyone should read it. He stated Dick was a mentor to some and a friend to all and thanked Judi Swarner for thinking of ALASBO with her generous donation.

Cindy Reilly presented appreciation plaques to ALASBO's 2008 Officers and Board of Directors.

Eddy Jeans presented the individuals who had agreed to fill open Board of Director positions:

Secretary: Luke Fulp, Kodiak Island Borough School District  
Two Year Seat A: Kim Johnson, Delta/Greely School District  
Two Year Seat B: Mark Vink, Bering Strait School District  
Two Year Seat C: Pam Roope, Wrangell Public Schools

Eddy Jeans opened the floor for additional nominations for individuals interested in filling vacant positions. Dennis Niedermeyer made a motion to close the nominations. The motion was seconded by Chad Stitler. The nominations were unanimously closed. There being no opposition, the slate of candidates were accepted. Dennis Niedermeyer administered the oath of office to all newly elected board members.

Passing of the Gavel: Cindy Reilly passed the gavel to President Karen Goodwin. Karen's first order of business was to thank Cindy for her leadership and hard work as President for 2008. Karen presented Cindy a plaque of appreciation. Secondly Karen asked Robin Mullins to stay on as Treasurer for 2009 and Robin agreed. Karen's theme for the 2009 conference will be: ALASBO Vision.

Loreen Kramer presented the School Business Official of the Year Award to:

Laura Hylton, Lake and Peninsula School District

Executive Director Duane Guiley presented the exhibitors' drawings and door prizes.

Luke Fulp drew the RBMS ASBO International Scholarship for Greg Kershaw who could not be present. The winner was Nancy Hollis of Denali Borough School District.

Susan Edwards made a motion to adjourn the meeting at 1:50 p.m. and the motion was seconded by David Means. The motion passed.

Respectfully submitted,  
Laura Hylton, Secretary

**BY-LAWS**  
**of**  
**ALASKA ASSOCIATION OF SCHOOL**  
**BUSINESS OFFICIALS**

**ARTICLE I**  
**PURPOSES**

**The purpose for which the corporation is formed is:**

- (a) To provide the means whereby those engaged in the business administration of the schools in the State of Alaska can meet and discuss and study all phases of school business administration.
- (b) To cooperate with any organization for the betterment of education.
- (c) To strive constantly for the highest standards of ethics, efficiency, and economy in business methods and practices.
- (d) To serve in an advisory and consultant capacity to school districts and other organizations in matters relating to school business administration.
- (e) To work for the improvement of qualifications of school business officials.
- (f) To conduct, sponsor, or join with others in conducting or sponsoring research concerning school business management and administration of schools.

**ARTICLE II**  
**MEMBERSHIP**

**Section 1. Membership in the organization shall consist of:**

- (a) Individuals directly employed or independently contracted in the functions of business administration of schools, public or private, in the State of Alaska.
- (b) Officials and employees of the offices of School Districts, Superintendents of Schools, and the State Department of Education particularly concerned with the business administration of the schools in the State of Alaska.
- (c) Associate Members: Those individuals who have either a direct or indirect influence in the area of school business and do not qualify for membership under Article II, Section I, (a) or (b). Associate members may not hold office in the Association or vote on Association matters.
- (d) Honorary Members: Past Presidents and recipients of the School Business Officials of the Year Award of the Association may be awarded membership upon their retirement from public school service. No dues shall be required of Honorary Members. Honorary Members shall be nominated by current members in writing to the Executive Committee and shall be elected by the Executive Committee.

## **ARTICLE III OFFICERS**

### **Section 1.**

- (a) The officers of the Association shall be President, a President-Elect, Treasurer, and Secretary.
- (b) The Secretary shall serve the first year as the Secretary the second year as President-Elect and the third year as President.
- (c) The President shall appoint a treasurer for his/her term of office.
- (d) The Board shall appoint an Executive Director for a term of one (1) year.

### **Section 2.**

- (a) The term of office shall be from the adjournment of one annual meeting to the adjournment of the next succeeding annual meeting, except as herein before provided; or until their successors have been elected.

### **Section 3.**

- (a) The president shall be the executive officer of the Association and shall preside over all business meetings. He/She shall appoint all committees and shall be an ex-officio member of all committees and shall perform such other duties as usually pertain to the office of the President.
- (b) The President-Elect shall assume the duties and responsibilities of the President in his/her absence and shall assume all other duties as usually pertain to the Office of the President-Elect.
- (c) The Treasurer shall collect all monies due the Association and shall keep an accurate accounting of all revenue and expenditures of the Association and make an annual report of the same to the membership.
- (d) The Secretary shall keep the records of membership, attendance, and proceedings of all annual meetings and special meetings of the Association, and the minutes of all meetings of the Executive Committee. He/She shall perform the usual duties pertaining to the office of Secretary.

## **ARTICLE IV EXECUTIVE COMMITTEE**

### **Section 1.**

- (a) The Executive Committee (also known as the Board of Directors) shall consist of the President, President-Elect, Secretary, and six (6) members-at-large, who shall be elected for two (2) year terms. The immediate Past President and the Treasurer shall be ex-officio members.

Seats A, B, and C shall be elected in odd-numbered years and Seats D, E, and F, shall be elected in even-numbered years.

### **Section 2.**

- (a) Five (5) members of the Executive Committee shall constitute a quorum.
- (b) The Executive Committee shall have the power to fill, by appointment, any vacancies in its membership. An officer or a member-at-large appointed or elected to fill a vacancy shall serve for the unexpired term of his/her predecessor.

**Section 3.**

- (a) The Executive Committee shall be vested with the power to act in the name of the Association between annual meetings on all matters pertaining to the operation and welfare of the organization.
- (b) The Executive Committee may not incur any indebtedness in excess of the estimated revenues, including prior year fund balance unless authorized by majority vote at an annual meeting.

**Section 4.**

- (a) Officers may not receive remuneration in form of a salary for services to the Association.

**Section 5.**

- (a) The Executive Director shall be responsible for the daily operations of ALASBO.

**ARTICLE V  
MEETINGS****Section 1.**

- (a) Unless otherwise ordered by the Association or by the Executive committee, one annual meeting shall be held at such time and place as shall be determined by the Executive Committee. It shall be for the purpose of election of officers, receiving reports of officers, and committees, and for any other business that may arise.

**Section 2.**

- (a) Other meetings may be called when in the judgment of the Executive Committee a meeting is necessary.

**Section 3.**

- (a) A majority of those enrolled in attendance at the annual meeting of the Association shall constitute a quorum. A simple majority of the votes cast is adequate to act on the affairs of the Association.

**ARTICLE VI  
NOMINATIONS AND ELECTIONS****Section 1.**

- (a) All officers and members of the Executive Committee except ex-officio members shall be elected at the annual meeting of the Association except as specified in Article IV, Section 2, (b).

**Section 2.**

- (a) The President shall appoint a Nominating Committee of four (4) members, all shall be past presidents, which shall submit a slate of at least one name for each vacancy to be filled at the annual meeting. Nominations shall be solicited from the members by the Nominating Committee and shall be accepted from the floor.

**ARTICLE VII  
REVENUE****Section 1.**

- (a) Dues shall be payable on the date of the annual meeting for the year following, and shall be in an amount as from year to year determined by the Executive Committee.

**Section 2.**

- (a) The Executive Committee is authorized to charge a registration fee for the annual meeting, when such a fee is necessary to defray any part of the cost of the annual meeting.

**ARTICLE VIII  
AFFILIATION****Section 1.**

- (a) The Alaska Association of School Business Officials shall be an affiliate of the Association of School Business Officials International.

**Section 2.**

- (a) Affiliation with the Association of School Business Officials International shall be in accordance with the Proposals for Affiliation document as adopted at the August 21, 2001, annual convention of ASBO.
- (b) Adopted at an Executive Committee meeting of the above-named corporation, this 18th day of April, 1975.

**ARTICLE IX  
BY-LAW AMENDMENT****Section 1.**

- (a) Changes or additions to the By-laws may be proposed at any time. Such proposals for changes or additions shall be referred to the Committee on By-laws for recommendation. The Committee shall then submit the resolution, along with their recommendation to the Board of Directors for comment not later than thirty (30) calendar days prior to distribution to the membership. Distribution to the membership shall occur not later than thirty (30) calendar days before the annual meeting of the Association. Such changes or additions must be acted upon by the Association.

Attest:

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Secretary

APPROVED at the Annual meeting of April 20, 1979  
Revised April 1996  
Revised December 2004  
Revised December 2005  
Revised December 2007



**ALASKA ASSOCIATION OF  
SCHOOL BUSINESS OFFICIALS**

**COMMITTEE MANUAL**

Revised December 2004

Revised August 2005

Revised July 2006

## ALASBO'S MISSION STATEMENT

Promoting the highest standards in school business practices.

A professional association educating stakeholders in the effective use of resources for the benefit of Alaska's children and supporting the personal growth and professional development of all individuals who perform school business functions.

ALASBO is an organization "OF" the members, "BY" the members, "FOR" the members.

## ALASBO'S VOLUNTEER COMMITTEES

Committees are a basic, fundamental force within the association. In fact, from top to bottom, ALASBO is organized on the volunteer committee principle. By definition, a committee is "a body of persons elected or appointed to attend to any matter of business referred to it, often a section of a larger body." A volunteer is "a person who enters into any service of his own free will; a person who of his own free will offer services without the stipulation of being compensated financially or otherwise."

ALASBO's committees are organized on the pyramid structure. At the top of the pyramid is the Board of Directors, with a committee comprised of volunteers expressing interest in serving on a particular committee. The Board of Directors is the association's governing board and has authority to execute its duties of meeting the objectives of the association, of managing its finances and properties and of establishing necessary policies and procedures as needs arise. All committees report to the Board of Directors.

Committees, composed of ALASBO members, exist and function for specific purposes.

The Association has identified specialty areas in association management and has established a committee in each as follows:

Audit sub committee and comprised of the Board of Directors

Awards Committee

- Lowell "Tom" Freeman Professional Development Grant
- McClain J. "Mack" Easton Scholarship
- School Business Official of the Year

By-laws sub committee and comprised of the Board of Directors

Legislative Committee

Nominating Committee

Professional Development Committee

- Annual Conference sub committee

Service Committee

- Historian
- Membership
- Newsletter
- Slide show
- Web site

### Sponsorship Committee

- Exhibitors sub committee

All qualified members are strongly encouraged to participate and share their expertise with their colleagues. Members who would like to volunteer to serve on an ALASBO committee should contact the president or the executive director or submit their name on the appropriate form at the annual conference.

## **ORGANIZATIONAL STRUCTURE OF COMMITTEES**

Each committee has a chair.

Leadership by example is the key to the success of each committee just as leadership is the key to the success of the association. Well-informed, willing workers are the core of each committee.

Committee members, individually or collectively, are encouraged to recommend changes in existing programs as well as recommend new programs to the Board of Directors. The Board of Directors has the authority and responsibility to screen, analyze, and make a final determination on these recommendations.

## **COMMITTEE STRUCTURE**

Each ALASBO committee consists of a chair and a varying number of members who volunteer their time and expertise to serve their profession and their professional association.

The level of effectiveness and success of each committee is directly related to the amount of time and energy expended by committee members on activities success is the degree to which members accept their personal and professional responsibilities as an integral part of their volunteer effort. An important factor in the success of any individual serving on an ALASBO committee is support from his or her employer.

## **QUALIFICATIONS**

Service on an ALASBO committee is open to any interested member, honorary member, or associate member of the association (as defined by the ALASBO By-laws). Individual committee members are expected to participate in as many activities as possible.

## **ASSOCIATE MEMBER (VENDOR/SUPPLIER) PARTICIPATION**

In addition to practicing school business officials, ALASBO policies permit vendor representatives to serve on committees as resource persons. To be considered for appointment as a vendor representative, one must be a current associate member of the association (as defined by the ALASBO By-laws); must be employed by a firm providing products and/or services to the school field; have the firm's support for and approval of the appointment. Vendor representatives may not hold committee chair positions.

## **APPOINTMENT PROCESS**

Committee chair appointments shall be made at the conclusion of the annual meeting by the president to be effective the following January 1. Interim appointments may be made at any time to fill unexpected vacancies, but will expire on December 31 of the year of appointment.

It is desirable that the appointments/reappointments be structured to assure that committee leadership maintains continuity by making appointments/reappointments such that all terms do not expire at the same time.

The appointment of committee leaders shall take into account the candidate's recognized leadership and technical expertise on the committee's interest area(s). Committee leaders must be active members.

## **ROLE OF COMMITTEE CHAIR**

The chair is the navigator of a committee. If he or she does not have a clear idea of the direction of the committee, and if he or she is not committed to reaching that goal, the committee will accomplish little.

It is the responsibility of the chair of a committee to:

- Ensure the committee's commitment to ALASBO goals.
- Attend ALASBO Board meetings and attend Annual Meeting.
- Ensure committee efforts are coordinated and articulated to/with other committees.
- Serve as advocate for the committee on the Board.
- Prepare an annual written report of committee activities to be included in the conference program book.

## **COMMITTEE MEMBERS**

Joining an ALASBO committee is a serious commitment. While committee chairs recognize members are volunteers with full-time jobs, they do expect the following:

1. Promptly acknowledge all communications concerning committee work and availability for meetings.
2. Accepting and completing assignments, respecting deadlines and parameters of assignments.
3. Thoroughly reviewing pertinent background material and agenda prior to meetings.
4. Take an active part in discussions during meetings, share relevant information, understand and respect other ideas or viewpoints, and focusing on the subject under discussion.

## **ALASBO COMMITTEE FUNCTIONS**

To accomplish the objectives of the association as specified in its By-laws, ALASBO committees are assigned these ongoing functions:

Chair will correspond with all committee members and the Board of Directors on an ongoing basis

- to insure continuation of effort and increased participation in committee activities, programs and projects.
- To hold its own Annual Meeting during the ALASBO Annual Meeting. If more than one meeting is required for some reason, it may be held, but one meeting is mandatory for each committee. In addition, it is the responsibility of each committee chair to report to the ALASBO Board of Directors.

### COMMITTEE EXPENSES

Funds will be budgeted to assist committees with operation expenses such as communications, which may include use of telephone and mailings.

Each committee is allocated \$250 a year for communications expenses (postage, telephone, etc.). All expense requests must have appropriate receipts (copy of phone bill with ALASBO calls underlined, payment slip stamped by the post office, etc.) Please indicate on each bill whether an individual or a school district is to be reimbursed.

The Service Committee may incur expenses in excess of \$250 per year in preparing the quarterly newsletter and maintaining the website. All costs submitted for reimbursement must be documented by receipt.

Ad-hoc committees, as designated by the Board, may incur expenses in excess of \$250 per year. Ad-hoc committee costs submitted for reimbursement must be approved in the ALASBO budget and documented by receipt.

Committee chairs wanting additional funds for a specific program or activity should make a written request to the President detailing the costs and how the ALASBO membership would benefit. The ALASBO President and the Executive Committee will consider all requests on their merit.

As a means of recognition for committee service, each committee leader and members shall be provided a ribbon to be worn on the name badge at the Annual Meeting.

### COMMITTEE ACTIVITIES

#### **Audit Committee, sub committee of the Board of Directors**

The Audit Committee reviews and recommends approval of financial statements prepared by a CPA firm for the association. This committee will maintain the permanent file of the annual financial statements. A copy of the written financial statement audit report will be approved by the Board and filed with the minutes.

#### **By-laws Committee, sub committee of the Board of Directors**

The By-laws Committee reviews and modifies the ALASBO By-laws as appropriate. By-law changes will be made in accordance with ALASBO By-laws; Article IX: By-law Amendment.

**Service Committee**

Service Committee will ensure distribution of a quarterly newsletter, The ALASBO News Link. Any ALASBO member may submit articles for publishing consideration. This committee will maintain the permanent hard-copy file of all newsletters.

The ALASBO Webpage will be maintained as a service to members and will include such things as:

|                                 |                           |
|---------------------------------|---------------------------|
| Newsletters                     | Minutes of Board Meetings |
| Membership Lists                | Committee Manual          |
| Exhibitor Advertisements        | Policy Manual             |
| Annual Agenda                   | Strategic Plan            |
| By-laws                         | Conference Programs       |
| Slide Show at Annual Conference |                           |

Provide membership services by:

Prepare and distribute membership/conference registration forms

Prepare a membership list from registration forms to be used for:

Conference preparations (badges, membership list to exhibitors, etc.)

ALASBO mailing list for newsletters

Prepare badges for the annual conference

Maintain historical records of membership to be submitted to the ALASBO annually to include with association minutes.

This Historian will record events of note for future reference.

The ALASBO Mentor Program, coordinated by the Immediate Past President, falls under the jurisdiction of the Service Committee.

**Professional Development Committee**

This committee is chaired by a past president. The Annual Conference Committee will be a sub committee of the Professional Development Committee with the current president who coordinates the content of the annual conference. Conference evaluations will be used in developing the annual conference. The conference program book will serve as the written report of this committee's activities.

**Sponsorship Committee**

This committee is responsible for establishing fund raising criteria and implementation plan. The Exhibitors Committee will be a sub committee of the Sponsorship Committee. These committees will serve in an advisory capacity in support of the Professional Development Committee.

**Legislative Committee**

This committee is responsible for coordinating ALASBO legislative activities, including the development of ALASBO's Legislative Priorities and facilitating the annual legislative workshop held in Juneau each spring. ALASBO's primary legislative goal is to be an educational resource to the Alaska Legislature.

**Nominating Committee**

All ALASBO members are encouraged to serve their professional organization in a leadership role by submitting an application, available at the annual conference, to the Nominating Committee.



The Nominating Committee recommends a slate of officers to the membership for a vote at the annual meeting. Alaska is made up of diverse districts; REAA, City/Borough, Single Site, large districts and small districts each with their own unique needs. The Nominating Committee strives to balance the ALASBO leadership so there is representation of these diverse districts when making its recommendation at the Annual Meeting.

### **Awards Committee**

The committee reviews **Lowell “Tom” Freeman Professional Development Grant** applications and awards grants according to established criteria. The committee will review the criteria periodically and make recommended changes to the selection criteria as appropriate. Recommended changes will be submitted to general membership for comment through the newsletter or at the annual conference. The committee accepts member registration scholarship applications and awards scholarships. The committee chair will submit a written report annually to be included in the conference program book.

The committee distributes the **McClain J. “Mack” Easton Memorial Scholarship** application to Alaskan schools. The committee reviews applications and awards scholarships according to established criteria. The committee will review the criteria periodically and make recommended changes to the selection criteria as appropriate. Recommended changes will be submitted to general membership for comment through the newsletter or at the annual conference. The committee chair will submit a written report annually to be included in the conference program book.

This committee is responsible for updating the **School Business Official of the Year** application form and distributing applications statewide to all districts and superintendents. This application should be included in the August ALASBO News Link. This committee will evaluate the applicants and recommend a candidate for this award to the ALASBO Board annually. In the event no applications are received, the ALASBO Executive Committee will determine who the recipient of this award will be. The criteria for this program will be reviewed periodically; recommendations to change the selection criteria will be submitted to the general membership for comment through the newsletter or at the annual conference.



## Significant Events in the History of the Alaska Association of School Business Officials

- 1974    Founded by Lowell Thomas Freeman
- 1975    By-Laws adopted  
          Incorporated in State of Alaska
- 1976    Established Accounting, Basic Foundation Program Study, By-Laws, Conference Planning,  
          Educational, Legislative and nominations committees
- 1977    First Treasurer appointed  
          ALASBO begins sending president to ASBO Annual Conference  
          Post-conference Board Meeting established  
          Exhibitors invited to participate in Annual Conference
- 1980    ALASBO establishes Executive Director position  
          Scholarship Committee established  
          ALASBO begins sending president to ASBO Annual Leadership Conference
- 1981    ALASBO included in Department of Education Directory
- 1982    Tom Freeman elected to ASBO Board of Directors
- 1983    ALASBO holds first Board Meeting via teleconference  
          ALASBO invited by DOE to review State Finance Study data
- 1985    Tom Freeman candidate for ASBO Vice President
- 1989    Mack Easton Memorial Scholarship established
- 1991    ALASBO invited by DOE to participate in Chart of Account Revision  
          President Laraine Glenn appointed to Special Presidential Committee of Education
- 1993    ALASBO joins Alaska Council of School Administrators
- 1994    ALASBO contracted with DOE to revise Chart of Accounts
- 1996    ALASBO Newslink initiated
- 1997    Professional Development Grants initiated  
          Lowell Thomas 'Tom' Freeman, Richard 'Dick' Swarner, Duane Oliphant, and John 'Jake'  
          Rogers named honorary lifetime members
- 1998    Annual Conference moved from April to December  
          Exhibitors Committee established  
          Website established
- 1999    ALASBO established Board/District liaisons  
          ALASBO contracted by EED to develop OASIS project  
          Blood Bank of Alaska blood drive initiated at Annual Conference  
          Exhibitors Professional Development Grant initiated  
          School Business Official of the Year award program initiated  
          Summer Institute held
- 2000    ALASBO worked with EED on Chart of Account Revision  
          ALASBO contracted with EED to complete OASIS II  
          1<sup>st</sup> Annual Legislative Workshop held in Juneau  
          John Tongen named honorary lifetime member  
          Melody Douglas elected to ASBO Board of Directors  
          Professional Development Grants renamed in honor of Lowell Thomas Freeman  
          Human Resources Personnel in Alaska invited to join ALASBO  
          Legislative Committee reinstated  
          Strategic Plan developed  
          Reviewed and updated ALASBO permanent records
- 2001    Strategic Plan Implemented

- 2001 Approved Affiliate Document (affiliation with ASBO International)  
Melody Douglas chaired ASBO International's Affiliate Executive Directors Group  
ALASBO contracted by EED for continued development of OASIS project  
ALASBO Registration Scholarships established  
Fund Raising Committee Established
- 2002 Policy Manual Adopted  
Committee Manual Revised  
ALASBO work group worked with A/R consultants on School Cost Study survey instrument for Legislative Oversight Committee.  
ALASBO worked with Department of Health & Social Services Human Resources on drafting regulations for Medicaid payment of IEP service  
Implemented formal ALASBO Financial Statements and reporting membership  
Continued contract between ALASBO and EED for further development of OASIS  
ASBO Professional Standards distributed to membership, superintendents and legislators
- 2003 ALASBO worked with Department of Health & Social Services Human Resources on drafting regulations for Medicaid payment of IEP service.  
Dave Jones received ASBO Eagle Award for Service to Community  
Melody Douglas elected as Vice President of ASBO International  
Tammy White appointed ALASBO Executive Director  
Resource CD developed for new business managers
- 2004 Melody Douglas demonstrates outstanding leadership in serving first year as Vice President of ASBO International  
Dave Jones serves as Vice Chair of ASBO International Legal Aspects Committee  
Begin the re-design and updating of the ALASBO Web Page project through the formation of a Technology Ad Hoc Committee  
Strengthen association with Alaska Council of School Administrators  
Review ALASBO By-Laws and propose amendments to membership
- 2005 Melody Douglas's Alaskan colleagues were proud of her professionalism while serving as President –Elect of ASBO International  
Lucienne Smith serves as Vice Chair of the ASBO International Purchasing and Supply Management Committee  
ALASBO Board holds the first summer leadership meeting and completes reorganization of the committees and the election process
- 2006 Melody Douglas presides as President of ASBO International during her conference in Pittsburgh, PA **"Shaping the Future"**  
Lucienne Smith, was honored with the Pinnacle of Achievement award at the ASBO International Conference  
ALASBO Board held the second summer leadership meeting to review and revise ALASBO's Mission Statement and Strategic Plan. The end result was a plan to hire a part time Executive Director
- 2007 Melody Douglas served her final year on the Board of ASBO International as the Immediate Past President.  
ALASBO Board hires their first paid Executive Director Duane Guiley.
- 2008 The first School Business Academy is held to bring comprehensive training to school business officials  
Melody Douglas received ASBO's Distinguished Professional Eagle Award for Service  
Richard M. Swarner: Shaping the Future Leadership Scholarship is announced  
Kerry Jarrell, Clara Langton, and Betty Zabielski are named honorary lifetime members
- 2009 Duane Guiley named honorary lifetime member  
Amy Lujan named Executive Director

## ALASBO - The First Thirty-Six Years

|                     |  |
|---------------------|--|
| <b>December 08</b>  | <b><u>ALASBO—The Next Generation</u></b><br>President: Cindy Reilly, Mat-Su Borough School District                              |
| <b>December -07</b> | <b><u>ALASBO—Needs You!</u></b><br>President: Rene' Spracklen, Copper River School District                                      |
| <b>December -06</b> | <b><u>Team ALASBO Educating Alaska</u></b><br>President: Elizabeth Francis, Dillingham City School District                      |
| <b>December-05</b>  | <b><u>We Are ALASBO</u></b><br>President: David Means, Juneau Borough School District  |
| <b>December-04</b>  | <b><u>Facing Challenges - Forming Friendships</u></b><br>President: Mike Fisher, Fairbanks North Star Borough School District    |
| <b>December-03</b>  | <b><u>Our Professional Family</u></b><br>President: Betty Zabielski, Alaska Gateway Borough SD                                   |
| <b>December-02</b>  | <b><u>Thirty Years of Dedication to Alaska's Youth</u></b><br>President: Dave Jones, Kodiak Island Borough School District       |
| <b>December-01</b>  | <b><u>Building A Strong Future</u></b><br>President: John Sanbei, Juneau Borough School District                                 |
| <b>December-00</b>  | <b><u>Making Our Voices Heard</u></b><br>President: Lucienne Harger, North Slope Borough School District                         |
| <b>December-99</b>  | <b><u>Work Hard! Play Hard!</u></b><br>President: Tammy White, Alaska Voc/Tech Center, Seward                                    |
| <b>December-98</b>  | <b><u>Working Together!</u></b><br>President: Eddy Jeans, Alaska DEED  |
| <b>April-98</b>     | <b><u>Making the Best Better</u></b><br>President: Robert Shefchik, Fairbanks North Star Borough SD                              |
| <b>April-97</b>     | <b><u>Are We Successful Yet?</u></b><br>President: Loreen Kramer, Copper River School District                                   |
| <b>April-96</b>     | <b><u>TEAM ALASBO - Leading the Way</u></b><br>President: Melody Douglas, Kenai Peninsula Borough SD                             |
| <b>April-95</b>     | <b><u>Winners Thrive on Stress</u></b><br>President: John Tongen, Valdez City School District                                    |
| <b>May-94</b>       | <b><u>Professional Commitment - Let's Give a Little Back</u></b><br>President: Dennis Niedermeyer, Lake and Peninsula Borough SD |
| <b>April-93</b>     | <b><u>Taking Care of Business</u></b><br>President: Barbara Martin, Fairbanks North Star Borough SD                              |
| <b>April-92</b>     | <b><u>SYNERGISM</u></b><br>President: Barbara Martin, Fairbanks North Star Borough SD  |
| <b>April-91</b>     | <b><u>Challenges Abound</u></b><br>President: Laraine Glenn, Juneau Borough School District                                      |

## **ALASBO - The First Thirty-Six Years**

- April-90**                    **Providing Leadership in the '90s**  
*President: Patti Carlson, Bering Strait School District*
- April-89**                    **Preparing for the '90s**  
*President: Gary E. Epperson, Mat-Su Borough School District*
- April-88**                    **Accepting the Challenges**  
*President: Melvin J. Greaves, Jr., Anchorage School District*
- April-87**                    **Facing Tough Times Together**  
*President: Marcy White, Copper River School District*
- April-86**                    **Providing the Best**  
*President: Tom Bibeau, Anchorage School District*
- April-85**                    **Striving for Excellence**  
*President: Joyce Healy, Kodiak Island Borough School District*
- April-84**                    **ALASBO In High Gear - Team Commitment**  
*President: Martin Mhrye, Southwest Region School District*
- April-83**                    **We Got Class**  
*President: Bill Haring, Delta/Greely School District*
- April-82**                    **Continuing Our Professional Education**  
*President: Guy G. Bellville, Anchorage School District*
- April-81**                    **ALASBO of the '80s - Managing Professionals**  
*President: John Rogers, Northwest Arctic Borough School District*
- April-80**                    **ALASBO of the '80s - Cost Effective Professionals**  
*President: Duane L. Oliphant, Anchorage School District*
- April-79**                    **The Eighties - A New Beginning**  
*President: Richard Swarner, Kenai Peninsula Borough School District*
- April-78**                    **Better Planning Means Progress**  
*President: Norm Rousey, Mat-Su Borough School District*
- April-77**                    **Challenges of a Changing Society**  
*President: Larry Baker, Anchorage School District*
- April-76**                    **The Spirit of '76**  
*President and Founder: Tom Freeman, Anchorage School District*
- April-75**                    **ALASBO - In the Lead**  
*President and Founder: Tom Freeman, Anchorage School District*
- November-74**            **ALASBO - On the Move**  
*President and Founder: Tom Freeman, Anchorage School District*



## ALASBO'S HISTORY "BOARD OF DIRECTORS"

### 2008 ALASBO - The Next Generation

|       |           |                    |                                 |        |            |        |                              |
|-------|-----------|--------------------|---------------------------------|--------|------------|--------|------------------------------|
| Cindy | Reilly    | President          | Mat-Su Borough SD               | Laurie | Olson      | Seat A | Kenai Peninsula Borough SD   |
| Karen | Goodwin   | President Elect    | Northwest Arctic Borough SD     | Luke   | Fulp       | Seat B | Kodiak Borough SD            |
| Rene' | Spracklen | Past President     | Copper River SD                 | Terrie | Irwin      | Seat C | Mat-Su Borough SD            |
| Duane | Guiley    | Executive Director | ALASBO                          | James  | Farrington | Seat D | Dept. Ed & Early Development |
| Laura | Hylton    | Secretary          | Lake and Peninsula Borough SD   | Eunice | Boston     | Seat E | Anchorage SD                 |
| Robin | Mullins   | Treasurer          | Fairbanks North Star Borough SD | Jenny  | Martens    | Seat F | Nome Public Schools          |

### 2007 ALASBO - ALASBO Needs You!

|        |           |                    |                                 |        |          |        |                                 |
|--------|-----------|--------------------|---------------------------------|--------|----------|--------|---------------------------------|
| Rene'  | Spracklen | President          | Copper River SD                 | Laura  | Hylton   | Seat A | Lake & Peninsula Borough SD     |
| Cindy  | Reilly    | President Elect    | Mat-Su Borough SD               | Luke   | Fulp     | Seat B | Kodiak Island Borough SD        |
| Mike   | Fisher    | Past President     | Fairbanks North Star Borough SD | Beth   | Sheen    | Seat C | Denali Borough SD               |
| Duane  | Guiley    | Executive Director | ALASBO                          | Robin  | Mullins  | Seat D | Fairbanks North Star Borough SD |
| Karen  | Goodwin   | Secretary          | Northwest Arctic SD             | Laurie | Olson    | Seat E | Kenai Peninsula Borough SD      |
| Loreen | Kramer    | Treasurer          | Copper River SD                 | Chad   | Stiteler | Seat F | Anchorage SD                    |

### 2006 ALASBO - Team ALASBO Educating Alaska

|           |           |                    |                    |         |          |        |                                 |
|-----------|-----------|--------------------|--------------------|---------|----------|--------|---------------------------------|
| Elizabeth | Frances   | President          | Dillingham City SD | Laura   | Hylton   | Seat A | Lake & Peninsula Borough SD     |
| Rene'     | Spracklen | President Elect    | Copper River SD    | Jenny   | Martens  | Seat B | Petersburg City SD              |
| David     | Means     | Past President     | Juneau Borough SD  | Heather | Brown    | Seat C | Dept. Ed & Early Development    |
| Tammy     | White     | Executive Director | CORE, Inc.         | Robin   | Mullins  | Seat D | Fairbanks North Star Borough SD |
| Cindy     | Reilly    | Secretary          | Mat-Su Borough SD  | Laurie  | Olson    | Seat E | Kenai Peninsula Borough SD      |
| Loreen    | Kramer    | Treasurer          | Copper River SD    | Chad    | Stiteler | Seat F | Anchorage SD                    |

### 2005 ALASBO - We are ALASBO

|           |         |                    |                                 |         |           |        |                              |
|-----------|---------|--------------------|---------------------------------|---------|-----------|--------|------------------------------|
| David     | Means   | President          | Juneau Borough SD               | Cindy   | Reilly    | Seat A | Yupit SD                     |
| Elizabeth | Frances | President Elect    | Southwest Region SD             | Rene'   | Spracklen | Seat B | Copper River SD              |
| Mike      | Fisher  | Past President     | Fairbanks North Star Borough SD | Heather | Brown     | Seat C | Dept. Ed & Early Development |
| Tammy     | White   | Executive Director | Core, Inc.                      | Pam     | Chenier   | Seat D | Anchorage SD                 |
| Larry     | Goode   | Secretary          | Northwest Arctic Borough SD     | Laurie  | Olson     | Seat E | Kenai Peninsula Borough SD   |
| Loreen    | Kramer  | Treasurer          | Copper River SD                 | Chad    | Stiteler  | Seat F | Annette Island SD            |

### 2004 ALASBO - Facing Challenges - Forming Friendships

|        |           |                    |                                 |           |         |        |                              |
|--------|-----------|--------------------|---------------------------------|-----------|---------|--------|------------------------------|
| Mike   | Fisher    | President          | Fairbanks North Star Borough SD | Mindy     | Lobaugh | Seat A | Dept. Ed & Early Development |
| David  | Means     | President Elect    | Ketchikan Gateway Borough SD    | Kathrine  | Vanover | Seat B | Mat-Su Borough SD            |
| Betty  | Zabielski | Past President     | Alaska Gateway SD               | Karen     | Goodwin | Seat C | Lower Yukon SD               |
| Tammy  | White     | Executive Director | Yukon/Koyukuk SD                | Pam       | Chenier | Seat D | Anchorage SD                 |
| Amy    | Lujan     | Secretary          | Nome Public Schools             | Elizabeth | Frances | Seat E | Southwest Region SD          |
| Loreen | Kramer    | Treasurer          | Copper River SD                 | Open      |         | Seat F |                              |

**ALASBO'S HISTORY "BOARD OF DIRECTORS"****2003 Thirty Years of Dedication to Alaska's Youth**

|        |           |                    |                                 |           |         |        |                              |
|--------|-----------|--------------------|---------------------------------|-----------|---------|--------|------------------------------|
| Betty  | Zabielski | President          | Alaska Gateway SD               | Mindy     | Lobaugh | Seat A | Dept. ED & Early Development |
| Mike   | Fisher    | President Elect    | Fairbanks North Star Borough SD | Katherine | Vanover | Seat B | Mat-Su Borough SD            |
| Dave   | Jones     | Past President     | Kodiak Island Borough SD        | Karen     | Goodwin | Seat C | Lower Yukon SD               |
| Tammy  | White     | Executive Director | Yukon/Koyukuk SD                | Amy       | Lujan   | Seat D | Nome Public Schools          |
| Jonh   | Sanbei    | Secretary          | Juneau Borough SD               | David     | Means   | Seat E | Ketchikan Gateway Borough SD |
| Loreen | Kramer    | Treasurer          | Copper River SD                 | Harlan    | Harmon  | Seat F | Northwest Arctic Borough SD  |

**2002 Thirty Years of Dedication to Alaska's Youth**

|        |           |                    |                            |         |         |        |                                 |
|--------|-----------|--------------------|----------------------------|---------|---------|--------|---------------------------------|
| Dave   | Jones     | President          | Kodiak Island Bor. SD      | Mike    | Fisher  | Seat A | Fairbanks North Star Borough SD |
| Betty  | Zabielski | President Elect    | Alaska Gateway SD          | Evelyn  | White   | Seat B | Annette Island SD               |
| John   | Sanbei    | Past President     | Juneau Borough SD          | Barbara | Stocker | Seat C | Sitka Borough SD                |
| Melody | Douglas   | Executive Director | Kenai Peninsula Borough SD | Amy     | Lujan   | Seat D | Nome Public Schools             |
| Teresa | Hickerson | Secretary          | Bering Strait SD           | David   | Means   | Seat E | Ketchikan Gateway SD            |
| Holly  | Holman    | Treasurer          | Unalaska City SD           | Harlan  | Harmon  | Seat F | Northwest Arctic Borough SD     |

**2001 Building A Strong Future**

|          |           |                    |                            |         |           |        |                                 |
|----------|-----------|--------------------|----------------------------|---------|-----------|--------|---------------------------------|
| John     | Sanbei    | President          | Juneau Borough SD          | Mike    | Fisher    | Seat A | Fairbanks North Star Borough SD |
| Dave     | Jones     | President Elect    | Kodiak Island Borough SD   | Evelyn  | White     | Seat B | Annette Island SD               |
| Lucienne | Harger    | Past President     | North Slope Borough SD     | Barbara | Stocker   | Seat C | Sitka Borough SD                |
| Melody   | Douglas   | Executive Director | Kenai Peninsula Borough SD | Marie   | Wheeler   | Seat D | Southwest Region SD             |
| Teresa   | Hickerson | Secretary          | Bering Strait SD           | Betty   | Zabielski | Seat E | Alaska Gateway SD               |
| Holly    | Holman    | Treasurer          | Unalaska City SD           | Rose    | Stokes    | Seat F | Anchorage SD                    |

**2000 Making Our Voices Heard**

|          |         |                    |                            |        |           |        |                             |
|----------|---------|--------------------|----------------------------|--------|-----------|--------|-----------------------------|
| Lucienne | Harger  | President          | North Slope Borough SD     | Dave   | Jones     | Seat A | Kodiak Island SD            |
| John     | Sanbei  | President Elect    | Juneau Borough SD          | Rose   | Stokes    | Seat B | Anchorage SD                |
| Tammy    | White   | Past President     | Yukon/Koyukuk SD           | Teresa | Hickerson | Seat C | Bering Strait SD            |
| Melody   | Douglas | Executive Director | Kenai Peninsula Borough SD | Marie  | Wheeler   | Seat D | Southwest Region SD         |
| Patrick  | Hickey  | Secretary          | Kenai Peninsula Borough SD | Betty  | Zabielski | Seat E | Alaska Gateway SD           |
| Holly    | Holman  | Treasurer          | Unalaska City SD           | Arnold | Galstad   | Seat F | Northwest Arctic Borough SD |

**1999 Work Hard! Play Hard!**

|          |         |                    |                              |          |            |        |                            |
|----------|---------|--------------------|------------------------------|----------|------------|--------|----------------------------|
| Tammy    | White   | President          | Alaska VOTEC                 | Dave     | Jones      | Seat A | Kodiak Island SD           |
| Lucienne | Harger  | President Elect    | North Slope Borough SD       | Rose     | Stokes     | Seat B | Anchorage SD               |
| Eddy     | Jeans   | Past President     | Dept. ED & Early Development | Teresa   | Hickerson  | Seat C | Bering Strait SD           |
| Melody   | Douglas | Executive Director | Kenai Peninsula Borough SD   | Isabelle | Harrington | Seat D | Iditarod Area SD           |
| John     | Sanbei  | Secretary          | Juneau Borough SD            | Patrick  | Hickey     | Seat E | Kenai Peninsula Borough SD |
| Holly    | Holman  | Treasurer          | Unalaska City SD             | Charlene | Saunders   | Seat F | Cordova City SD            |

## ALASBO'S HISTORY "BOARD OF DIRECTORS"

### December 1998 Working Together!

|          |          |                    |                              |          |            |        |                            |
|----------|----------|--------------------|------------------------------|----------|------------|--------|----------------------------|
| Eddy     | Jeans    | President          | Dept. ED & Early Development | John     | Sanbei     | Seat A | Juneau SD                  |
| Tammy    | White    | President Elect    | Alaska VOTEC                 | Marysia  | Ochej      | Seat B | Yukon/Koyukuk SD           |
| Robert   | Shefchik | Past President     | Fairbanks North Star Bor. SD | Jack     | Sherman    | Seat C | Mat-Su Borough SD          |
| Melody   | Douglas  | Executive Director | Kenai Peninsula Borough SD   | Isabelle | Harrington | Seat D | Iditarod Area SD           |
| Holly    | Sager    | Secretary          | Unalaska City SD             | Patrick  | Hickey     | Seat E | Kenai Peninsula Borough SD |
| Lucienne | Harger   | Treasurer          | North Slope Borough SD       | Charlene | Saunders   | Seat F | Cordova City SD            |

### April 1998 Making the Best Better

|          |          |                    |                              |         |         |        |                        |
|----------|----------|--------------------|------------------------------|---------|---------|--------|------------------------|
| Robert   | Shefchik | President          | Fairbanks North Star Bor. SD | John    | Sanbei  | Seat A | Juneau SD              |
| Eddy     | Jeans    | President Elect    | Dept. ED & Early Development | Marysia | Ochej   | Seat B | Southeast Island SD    |
| Loreen   | Kramer   | Past President     | Copper River SD              | Jack    | Sherman | Seat C | North Slope Borough SD |
| Melody   | Douglas  | Executive Director | Kenai Peninsula Borough SD   | Chris   | Molina  | Seat D | Anchorage SD           |
| Tammy    | White    | Secretary          | Alaska VOTEC                 | Amy     | Lujan   | Seat E | Kuspuk SD              |
| Lucienne | Harger   | Treasurer          | Yupit SD                     | Holly   | Sager   | Seat F | Unalaska City SD       |

### 1997 Are We Successful Yet?

|          |          |                    |                              |         |        |        |                              |
|----------|----------|--------------------|------------------------------|---------|--------|--------|------------------------------|
| Loreen   | Kramer   | President          | Copper River SD              | Eddy    | Jeans  | Seat A | Dept. ED & Early Development |
| Robert   | Shefchik | President Elect    | Fairbanks North Star Bor. SD | Marysia | Ochej  | Seat B | Southeast Island SD          |
| Melody   | Douglas  | Past President     | Kenai Peninsula Borough SD   | Open    |        | Seat C |                              |
| Tom      | Bibeau   | Executive Director | Anchorage SD                 | Chris   | Molina | Seat D | Anchorage SD                 |
| Tammy    | White    | Secretary          | Pribilof Island SD           | Amy     | Lujan  | Seat E | Kuspuk SD                    |
| Lucienne | Harger   | Treasurer          | Yupit SD                     | Holly   | Sager  | Seat F | Unalaska City SD             |

### 1996 TEAM ALASBO Leading the Way

|        |         |                    |                            |         |             |        |                                 |
|--------|---------|--------------------|----------------------------|---------|-------------|--------|---------------------------------|
| Melody | Douglas | President          | Kenai Peninsula Borough SD | Eddy    | Jeans       | Seat A | Dept. ED & Early Development    |
| Loreen | Kramer  | President Elect    | Copper River SD            | Marysia | Ochej       | Seat B | Southeast Island SD             |
| John   | Tongen  | Past President     | Valdez City SD             | Gary    | Christenson | Seat C | North Slope Borough SD          |
| Tom    | Bibeau  | Executive Director | Anchorage SD               | Tom     | Bibeau      | Seat D | Anchorage SD                    |
| Tammy  | White   | Secretary          | Pribilof Island SD         | Robert  | Shefchik    | Seat E | Fairbanks North Star Borough SD |
| Marie  | Laule   | Treasurer          | Anchorage SD               | Tammy   | Stromberg   | Seat F | Kashunamuit SD                  |

### 1995 Winners Thrive on Stress

|        |             |                    |                            |        |           |        |                              |
|--------|-------------|--------------------|----------------------------|--------|-----------|--------|------------------------------|
| John   | Tongen      | President          | Valdez City SD             | Open   |           | Seat A |                              |
| Melody | Douglas     | President Elect    | Kenai Peninsula Borough SD | Terrie | Irwin     | Seat B | Yukon/Koyukuk SD             |
| Dennis | Niedermeyer | Past President     | Lake & Pen. Borough SD     | Robert | Shefchik  | Seat C | Fairbanks North Star Bor. SD |
| Tom    | Freeman     | Executive Director | Anchorage SD, Retired      | Tom    | Bibeau    | Seat D | Anchorage SD                 |
| Marie  | Laule       | Treasurer          | Anchorage SD               | Loreen | Kramer    | Seat E | Copper River SD              |
|        |             |                    |                            | Tammy  | Stromberg | Seat F | Kashunamuit SD               |

### 1994 Professional Commitment - Let's Give a Little Back

|         |             |                    |                              |        |          |        |                              |
|---------|-------------|--------------------|------------------------------|--------|----------|--------|------------------------------|
| Dennis  | Niedermeyer | President          | Lake & Pen. Borough SD       | Walt   | Ramsey   | Seat A | Chugach SD                   |
| John    | Tongen      | President Elect    | Valdez City SD               | Terrie | Irwin    | Seat B | Yukon/Koyukuk SD             |
| Barbara | Martin      | Past President     | Fairbanks North Star Bor. SD | Robert | Shefchik | Seat C | Fairbanks North Star Bor. SD |
| Walt    | Ramsey      | Executive Director | Chugach SD                   | Loreen | Kramer   | Seat D | Copper River SD              |
| Marie   | Laule       | Treasurer          | Anchorage SD                 | Melody | Douglas  | Seat E | Kenai Peninsula Borough SD   |
|         |             |                    |                              | Ted    | Leonard  | Seat F | Dillingham City SD           |

## ALASBO'S HISTORY "BOARD OF DIRECTORS"

### 1993 Taking Care of Business

|         |             |                    |                              |        |            |        |                            |
|---------|-------------|--------------------|------------------------------|--------|------------|--------|----------------------------|
| Barbara | Martin      | President          | Fairbanks North Star Bor. SD | Jack   | Sherman    | Seat A | Yukon/Koyukuk SD           |
| Dennis  | Niedermeyer | President Elect    | Lake & Pen. Borough SD       | John   | Tongen     | Seat B | Valdez City SD             |
| Barbara | Martin      | Past President     | Fairbanks North Star Bor. SD | Janet  | Stokesbary | Seat C | Anchorage SD               |
| Tom     | Wolfe       | Executive Director | Anchorage SD                 | Loreen | Kramer     | Seat D | Copper River SD            |
| Walt    | Ramsey      | Secretary          | Chugach SD                   | Melody | Douglas    | Seat E | Kenai Peninsula Borough SD |
| Marie   | Laule       | Treasurer          | Anchorage SD                 | Ted    | Leonard    | Seat F | Dillingham City SD         |

### 1992 SYNERGISM

|         |         |                    |                              |        |             |        |                        |
|---------|---------|--------------------|------------------------------|--------|-------------|--------|------------------------|
| Barbara | Martin  | President          | Fairbanks North Star Bor. SD | Jack   | Sherman     | Seat A | Yukon/Koyukuk SD       |
| Open    |         | President Elect    |                              | John   | Tongen      | Seat B | Valdez City SD         |
| Laraine | Glenn   | Past President     | Juneau Borough SD            | Janet  | Stokesbary  | Seat C | Anchorage SD           |
| Tom     | Wolfe   | Executive Director | Anchorage SD                 | Walt   | Ramsey      | Seat D | Chugach SD             |
| Melody  | Douglas | Secretary          | Kenai Peninsula Borough SD   | Ron    | Pritchard   | Seat E | Mat-Su Borough SD      |
| Marie   | Laule   | Treasurer          | Anchorage SD                 | Dennis | Niedermeyer | Seat F | Lake & Pen. Borough SD |

### 1991 Challenges Abound

|         |         |                     |                            |         |           |        |                              |
|---------|---------|---------------------|----------------------------|---------|-----------|--------|------------------------------|
| Duane   | Guiley  | Presiding President | Lower Kuskokwim SD         | Barbara | Martin    | Seat A | Fairbanks North Star Bor. SD |
| Laraine | Glenn   | President           | Juneau Borough SD          | Bill    | Spear     | Seat B | Nenana City SD               |
| Patti   | Carlson | Past President      | Bering Strait SD           | Tom     | Wolfe     | Seat C | Anchorage SD                 |
| Tom     | Bibeau  | Executive Director  | Anchorage SD               | Walt    | Ramsey    | Seat D | Chugach SD                   |
| Melody  | Douglas | Secretary           | Kenai Peninsula Borough SD | Ron     | Pritchard | Seat E | Mat-Su Borough SD            |
| Marie   | Laule   | Treasurer           | Anchorage SD               | Open    |           | Seat F |                              |

### 1990 Providing Leadership in the 90s

|       |          |                    |                     |         |         |        |                              |
|-------|----------|--------------------|---------------------|---------|---------|--------|------------------------------|
| Patti | Carlson  | President          | Bering Strait SD    | Barbara | Martin  | Seat A | Fairbanks North Star Bor. SD |
| Joe   | Beckford | President Elect    | Sitka Borough SD    | Bill    | Spear   | Seat B | Nenana City SD               |
| Gary  | Epperson | Past President     | Mat-Su Borough SD   | Tom     | Wolfe   | Seat C | Anchorage SD                 |
| Tom   | Bibeau   | Executive Director | Anchorage SD        | Laraine | Glenn   | Seat D | Juneau Borough SD            |
| Clara | Langton  | Secretary          | Nome Public Schools | Duane   | Guiley  | Seat E | Lower Kuskokwim SD           |
| Marie | Laule    | Treasurer          | Anchorage SD        | Melody  | Douglas | Seat F | Kenai Peninsula Borough SD   |

## ALASBO'S HISTORY "BOARD OF DIRECTORS"

### 1989 Preparing for the 90s

|        |          |                    |                   |         |              |        |                            |
|--------|----------|--------------------|-------------------|---------|--------------|--------|----------------------------|
| Gary   | Epperson | President          | Mat-Su Borough SD | Bill    | Stookey      | Seat A | Delta/Greeley SD           |
| Patti  | Carlson  | President Elect    | Bering Strait SD  | Jocelyn | Zwiefelhofer | Seat B | Kodiak Island Borough SD   |
| Melvin | Greaves  | Past President     | Anchorage SD      | Clara   | Langton      | Seat C | Nome Public Schools        |
| Tom    | Bibeau   | Executive Director | Anchorage SD      | Laraine | Glenn        | Seat D | Juneau Borough SD          |
| Joe    | Beckford | Secretary          | Sitka Borough SD  | Duane   | Guiley       | Seat E | Lower Kuskokwim SD         |
|        |          |                    |                   | Melody  | Douglas      | Seat F | Kenai Peninsula Borough SD |

### 1988 Accepting The Challenges

|         |          |                    |                              |         |              |        |                          |
|---------|----------|--------------------|------------------------------|---------|--------------|--------|--------------------------|
| Melvin  | Greaves  | President          | Anchorage SD                 | Bill    | Stookey      | Seat A | Delta/Greeley SD         |
| McClain | Easton   | President Elect    | Fairbanks North Star Bor. SD | Jocelyn | Zwiefelhofer | Seat B | Kodiak Island Borough SD |
| Marcy   | White    | Past President     | Copper River SD              | Clara   | Langton      | Seat C | Nome Public Schools      |
| Tom     | Bibeau   | Executive Director | Anchorage SD                 | Patrick | Ronan        | Seat D | Yukon/Koyukuk SD         |
| Gary    | Epperson | Secretary          | Mat-Su Borough SD            | Joe     | Beckford     | Seat E | Sitka Borough SD         |
|         |          |                    |                              | Patti   | Carlson      | Seat F | Bering Strait SD         |

### 1987 Facing Tough Times Together

|        |          |                    |                   |         |           |        |                              |
|--------|----------|--------------------|-------------------|---------|-----------|--------|------------------------------|
| Marcy  | White    | President          | Copper River SD   | McClain | Easton    | Seat A | Fairbanks North Star Bor. SD |
| Melvin | Greaves  | President Elect    | Anchorage SD      | John    | Rogers    | Seat B | Northwest Arctic SD          |
| Tom    | Bibeau   | Past President     | Anchorage SD      | Guy     | Bellville | Seat C | Anchorage SD                 |
| Tom    | Bibeau   | Executive Director | Anchorage SD      | Patrick | Ronan     | Seat D | Yukon/Koyukuk SD             |
| Gary   | Epperson | Secretary          | Mat-Su Borough SD | Joe     | Beckford  | Seat E | Sitka Borough SD             |
|        |          |                    |                   | Patti   | Carlson   | Seat F | Bering Strait SD             |

### 1986 Providing The Best

|       |          |                    |                          |         |             |        |                              |
|-------|----------|--------------------|--------------------------|---------|-------------|--------|------------------------------|
| Tom   | Bibeau   | President          | Anchorage SD             | McClain | Easton      | Seat A | Fairbanks North Star Bor. SD |
| Marcy | White    | President Elect    | Copper River SD          | John    | Rogers      | Seat B | Northwest Arctic Borough SD  |
| Joyce | Healey   | Past President     | Kodiak Island Borough SD | Guy     | Bellville   | Seat C | Anchorage SD                 |
| Duane | Oliphant | Executive Director | Anchorage SD             | Richard | Swarner     | Seat D | Kenai Peninsula Borough SD   |
| Open  |          | Secretary          |                          | Melvin  | Greaves     | Seat E | Anchorage SD                 |
|       |          |                    |                          | Dennis  | Niedermeyer | Seat F | Lake & Pen. Borough SD       |

### 1985 Striving for Excellence

|        |           |                    |                          |           |         |        |                              |
|--------|-----------|--------------------|--------------------------|-----------|---------|--------|------------------------------|
| Joyce  | Healey    | President          | Kodiak Island Borough SD | Sophie    | George  | Seat A | St. Mary's SD                |
| Tom    | Bibeau    | President Elect    | Anchorage SD             | Melvin    | Greaves | Seat B | Anchorage SD                 |
| Martin | Myhre     | Past President     | Southwest Region SD      | Catherine | Wilson  | Seat C | Alaska Gateway SD            |
| Guy    | Bellville | Executive Director | Anchorage SD             | Marie     | Keen    | Seat D | Mat-Su Borough SD            |
| Judy   | McHenry   | Secretary          | Kuspuk SD                | David     | Means   | Seat E | Ketchikan Gateway Borough SD |
|        |           |                    |                          | Open      |         | Seat F |                              |

**ALASBO'S HISTORY "BOARD OF DIRECTORS"**

**1984 ALASBO in High Gear - Team Commitment**

|        |             |                    |                          |           |          |        |                    |
|--------|-------------|--------------------|--------------------------|-----------|----------|--------|--------------------|
| Martin | Myhre       | President          | Southwest Region SD      | Sophie    | George   | Seat A | St. Mary's SD      |
| Joyce  | Healey      | President Elect    | Kodiak Island Borough SD | Melvin    | Greaves  | Seat B | Anchorage SD       |
| Bill   | Haring      | Past President     | Delta/Greely SD          | Catherine | Wilson   | Seat C | Alaska Gateway SD  |
| Guy    | Bellville   | Executive Director | Anchorage SD             | Lloyd     | Stiassny | Seat D | Dillingham City SD |
| Gary   | Christenson | Secretary          | North Slope Borough SD   | Judy      | McHenry  | Seat E | Kuspuk SD          |
|        |             |                    |                          | Tom       | Bibeau   | Seat F | Anchorage SD       |

**1983 We Got Class**

|        |           |                    |                            |         |          |        |                          |
|--------|-----------|--------------------|----------------------------|---------|----------|--------|--------------------------|
| Bill   | Haring    | President          | Delta/Greely SD            | LaVerne | Johnson  | Seat A | Southeast Island SD      |
| Martin | Myhre     | President Elect    | Southwest Region SD        | Tom     | Freeman  | Seat B | Anchorage SD             |
| Guy    | Bellville | Past President     | Anchorage SD               | Marcy   | White    | Seat C | Copper River SD          |
| Duane  | Oliphant  | Executive Director | Anchorage SD               | Lloyd   | Stiassny | Seat D | Dillingham City SD       |
| Joyce  | Thompson  | Secretary          | Kenai Peninsula Borough SD | Joyce   | Healey   | Seat E | Kodiak Island Borough SD |
|        |           |                    |                            | Tom     | Bibeau   | Seat F | Anchorage SD             |

**1982 Continuing Our Professional Education**

|       |           |                    |                             |         |         |        |                              |
|-------|-----------|--------------------|-----------------------------|---------|---------|--------|------------------------------|
| Guy   | Bellville | President          | Anchorage SD                | LaVerne | Johnson | Seat A | Southeast Island SD          |
| Monty | Hotchkiss | President Elect    | Mat-Su Borough SD           | Martin  | Myhre   | Seat B | Southwest Region SD          |
| John  | Rogers    | Past President     | Northwest Arctic Borough SD | Marcy   | White   | Seat C | Copper River SD              |
| Duane | Oliphant  | Executive Director | Anchorage SD                | William | Haring  | Seat D | Delta/Greely SD              |
| Joyce | Thompson  | Secretary          | Kenai Peninsula Borough SD  | Vacant  |         | Seat E |                              |
|       |           |                    |                             | Robert  | Davis   | Seat F | Dept. ED & Early Development |

**1981 ALASBO of the '80s - Managing Professionals**

|       |           |                    |                             |         |           |        |                              |
|-------|-----------|--------------------|-----------------------------|---------|-----------|--------|------------------------------|
| John  | Rogers    | President          | Northwest Arctic Borough SD | Judy    | Farrall   | Seat A | Southeast Island SD          |
| Guy   | Bellville | President Elect    | Anchorage SD                | Richard | Skinner   | Seat B | Kenai Peninsula Borough SD   |
| Duane | Oliphant  | Past President     | Anchorage SD                | Joyce   | Healy     | Seat C | Kodiak Island SD             |
| Duane | Oliphant  | Executive Director | Anchorage SD                | William | Haring    | Seat D | Delta/Greely SD              |
| Joyce | Thompson  | Secretary          | Kenai Peninsula Borough SD  | Monty   | Hotchkiss | Seat E | Mat-Su Borough SD            |
|       |           |                    |                             | Robert  | Davis     | Seat F | Dept. ED & Early Development |



**1980 ALASBO of the '80s - Cost Effective Professionals**

|         |          |                 |                             |         |         |        |                              |
|---------|----------|-----------------|-----------------------------|---------|---------|--------|------------------------------|
| Duane   | Oliphant | President       | Anchorage SD                | Judy    | Farrall | Seat A | Southeast Island SD          |
| John    | Rogers   | President Elect | Northwest Arctic Borough SD | Richard | Skinner | Seat B | Kenai Peninsula Borough SD   |
| Richard | Swarner  | Past President  | Kenai Peninsula Borough SD  | Joyce   | Healy   | Seat C | Kodiak Island SD             |
| Jay     | Nolfi    | Secretary       | Anchorage SD                | Gary    | Swart   | Seat D | Fairbanks North Star Bor. SD |
|         |          |                 |                             | Delores | Miller  | Seat E | Valdez City SD               |
|         |          |                 |                             | Frank   | Hodapp  | Seat F | Anchorage SD                 |

**1979 The Eighties - A New Beginning**

|         |          |                 |                            |        |          |        |                              |
|---------|----------|-----------------|----------------------------|--------|----------|--------|------------------------------|
| Richard | Swarner  | President       | Kenai Peninsula Borough SD | John   | Rogers   | Seat A | Northwest Arctic Borough SD  |
| Duane   | Oliphant | President Elect | Anchorage SD               | R.V.   | McCarty  | Seat B | Nome Public Schools          |
| Norman  | Rousey   | Past President  | Mat-Su Borough SD          | Joyce  | Thompson | Seat C | Kenai Peninsula Borough SD   |
| Sharon  | Sturrock | Secretary       | Juneau Borough SD          | Gary   | Swart    | Seat D | Fairbanks North Star Bor. SD |
|         |          |                 |                            | Robert | VanSlyke | Seat E | Southwest Region SD          |
|         |          |                 |                            | Frank  | Hodapp   | Seat F | Anchorage SD                 |

**1978 Better Planning Means Progress**

|         |                 |                 |                            |        |            |        |                            |
|---------|-----------------|-----------------|----------------------------|--------|------------|--------|----------------------------|
| Norman  | Rousey          | President       | Mat-Su Borough SD          | John   | Rogers     | Seat A | Northwest Arctic SD        |
| Richard | Swarner         | President Elect | Kenai Peninsula Borough SD | R.V.   | McCarty    | Seat B | Nome Public Schools        |
| Larry   | Baker           | Past President  | Anchorage SD               | Joyce  | Thompson   | Seat C | Kenai Peninsula Borough SD |
| Jill    | Wehling-Steorts | Secretary       | Nenana City SD             | Sharon | Sturrock   | Seat D | Juneau Borough SD          |
|         |                 |                 |                            | George | Maykowskyi | Seat E | Valdez City SD             |
|         |                 |                 |                            | Duane  | Oliphant   | Seat F | Anchorage SD               |

**1977 Challenges of a Changing Society**

|         |          |                 |                          |         |           |        |                              |
|---------|----------|-----------------|--------------------------|---------|-----------|--------|------------------------------|
| Larry   | Baker    | President       | Anchorage SD             | Sandra  | Yates     | Seat A | Craig City SD                |
| Norman  | Rousey   | President Elect | Mat-Su SD                | Richard | Swarner   | Seat B | Kenai Peninsula Borough SD   |
| Tom     | Freeman  | Past President  | Anchorage SD             | Gary    | Swart     | Seat C | Fairbanks North Star Bor. SD |
| Marolyn | Pedersen | Secretary       | Kodiak Island Borough SD | Susan   | Jones     | Seat D | Ketchikan Gateway Borough SD |
|         |          |                 |                          | George  | Maykowski | Seat E | Valdez City SD               |
|         |          |                 |                          | Duane   | Oliphant  | Seat F | Anchorage SD                 |

**1976 The Spirit of '76**

|         |          |                 |                          |         |         |           |                              |
|---------|----------|-----------------|--------------------------|---------|---------|-----------|------------------------------|
| Tom     | Freeman  | President       | Anchorage SD             | Sandra  | Yates   | Directors | Craig City SD                |
| Larry   | Baker    | President Elect | Anchorage SD             | Richard | Swarner | Directors | Kenai Peninsula Borough SD   |
| Tom     | Freeman  | Past President  | Anchorage SD             | Gary    | Swart   | Directors | Fairbanks North Star Bor. SD |
| Marolyn | Pedersen | Secretary       | Kodiak Island Borough SD | Phyllis | Mason   | Directors |                              |
|         |          |                 |                          | Bill    | Hogan   | Directors |                              |
|         |          |                 |                          | Russ    | Knodel  | Directors |                              |

**1975 Alaska School Business In The Lead****Tom Freeman, President, Anchorage SD****1974 Alaska School Business On The Move****Tom Freeman, President, Anchorage SD**



## Alaska Association of School Business Officials — 2009 Liaison Assignments

| School District                           | Current Business Mgr           | Phone Number         | Email Address                    |
|---|--------------------------------|----------------------|----------------------------------|
| <b>Past-President</b> <b>Cindy Reilly</b> | <b>Mat-Su Borough</b>          | <b>746-9225</b>      | <b>Cindy.Reilly@matsuk12.us</b>  |
| 1 Alaska Gateway Schools                  | Robbie MacManus                | 883-5151<br>x109     | rmacmanus@tok.schoolaccess.net   |
| 2 Aleutian Region Schools                 | Chelsea Sternicki              | 277-2648             | csternicki@aleutregion.org       |
| 3 Aleutians East Borough Schools          | Carl Warner                    | 383-5222             | cwarner@aebbsd.org               |
| 4 Anchorage School District               | Janet Stokesbary               | 742-4369             | stokesbary_janet@asdk12.org      |
| 5 Annette Island Schools                  | Charlene Jimenez               | 886-6009             | cjimenez@aisd.k12.ak.us          |
| 6 Bering Strait Schools                   | Mark Vink                      | 624-3611             | mvink@bssd.org                   |
| <b>Secretary</b> <b>Luke Fulp</b>         | <b>Kodiak Island</b>           | <b>481-6105</b>      | <b>lfulp01@kodiakschools.org</b> |
| 7 Bristol Bay Borough Schools             | Sherry Kern                    | 246-4225             | skern@nnk.gcisa.net              |
| 8 Chatham Schools                         | Teri Dierick, Contractor       | 586-6806             | terid@serrc.org                  |
| 9 Chugach Schools                         | Adrienne Fleming               | 522-7400             | afleming@chugachschoools.com     |
| 10 Copper River Schools                   | Loreen Kramer                  | 822-3234<br>x225     | lkramer@crsd.k12.ak.us           |
| 11 Cordova City Schools                   | Verna Reedy                    | 424-3265             | vreedy@gci.net                   |
| 12 Craig City Schools                     | Karen Head                     | 826-3274             | khead@ccsd.k12.ak.us             |
| <b>Director Seat A</b> <b>Kim Johnson</b> | <b>Delta/Greely</b>            | <b>895-4675</b>      | <b>kjohnson@dgsd.k12.us</b>      |
| 13 Delta/Greely Schools                   | Kim Johnson                    | 895-4657             | kjohnson@dgsd.k12.us             |
| 14 Denali Borough Schools                 | Nancy Hollis                   | 683-2278             | nhollis@dbsd.org                 |
| 15 Dillingham City Schools                | Judi Nelson                    | 842-3318             | judi@dlgsd.org                   |
| 16 Fairbanks North Star Borough Schools   | Mike Fisher                    | 452-2000<br>x301     | mfisher@northstar.k12.ak.us      |
| 17 Galena City Schools                    | Christine Johnson              | 656-1205             | chrisj@galenanet.com             |
| 18 Haines Borough Schools                 | Judy Erikson                   | 766-6725             | jerekson@hbsd.net                |
| 19 Hoonah City Schools                    | Judy Hankla                    | 945-3611             | hanklaj@hcs.k12.ak.us            |
| <b>Director Seat B</b> <b>Mark Vink</b>   | <b>Bering Strait</b>           | <b>624-4256</b>      | <b>mvink@bssd.org</b>            |
| 20 Hydaburg City Schools                  | Tammy Stromberg,<br>Contractor | 285-3491<br>524-3599 | auroracorp@hotmail.com           |
| 21 Iditarod Area Schools                  | Isabelle Harrington            | x224                 | iharrington@iditarodsd.org       |
| 22 Juneau Borough Schools                 | David Means                    | 523-1770             | david_means@jsd.k12.ak.us        |
| 23 Kake City Schools                      | Teri Dierick, Contractor       | 586-6806             | terid@serrc.org                  |
| 24 Kashunamiut Schools                    | Antonia Moses                  | 858-7713             | amoses@chevakschool.org          |
| 25 Kenai Peninsula Borough Schools        | Melody Douglas                 | 714-8838             | mdouglas@kpbsd.k12.ak.us         |
| 26 Ketchikan Gateway Borough Schools      | Matthew Groves                 | 247-2116             | grovesm@kgbsd.org                |

## Alaska Association of School Business Officials — 2009 Liaison Assignments

| School District                          | Current Business Mgr              | Phone Number         | Email Address                      |
|--|-----------------------------------|----------------------|------------------------------------|
| <b>Director Seat C Pamela Roope</b>      | <b>Wrangell City Schools</b>      | <b>874-2347</b>      | <b>proope@wrangellschools.org</b>  |
| 27 Klawock City Schools                  | Yodean Armour                     | 755-2228             | yodean.armour@klawockschool.com    |
| 28 Kodiak Island Borough Schools         | Luke Fulp                         | 481-6105<br>675-4250 | lfulp01@kodiakschools.org          |
| 29 Kuspuk Schools                        | Debi Spencer                      | x110                 | dspencer@kuspuk.org                |
| 30 Lake and Peninsula Borough Schools    | Laura Hylton                      | 246-4280             | lhylton@lpsd.com                   |
| 31 Lower Kuskokwim Schools               | Blair Alden                       | 543-4820<br>591-2411 | Blair_Alden@lksd.org               |
| 32 Lower Yukon Schools                   | Davey Shields, Contractor         | x220                 | dshields@loweryukon.org            |
| 33 Mat-Su Borough Schools                | Nancy Munoz                       | 746-9235             | Nancy.munoz@matsuk12.us            |
| <b>Director Seat D James Farrington</b>  | <b>Dept of Ed &amp; Early Dev</b> | <b>465-2748</b>      | <b>james.farrington@alaska.gov</b> |
|  |                                   | 832-5400             |                                    |
| 34 Nenana City Schools                   | Carl Horn                         | x230                 | chorn@nenana.schoolaccess.net      |
| 35 Nome Public Schools                   | Jenny Martens                     | 443-6190             | jmartens@nomeschools.com           |
| 36 North Slope Borough Schools           | Tammy White                       | 852-9524<br>442-3472 | tammy.white@nsbsd.org              |
| 37 Northwest Arctic Borough Schools      | Karen Goodwin                     | x232                 | kgoodwin@nwarctic.org              |
| 38 Pelican City Schools                  | Caroline Odell                    | 735-2236             | bodell@pelicanschool.org           |
| 39 Petersburg City School District       | Wendy Einerson                    | 772-4271             | business@psgsd.k12.ak.us           |
| 40 Pribilof Island Schools               | Earle Trumble                     | 546-3324             | earle_trumble@psd-k12.ak.us        |
| <b>Director Seat E Vacant: Amy Lujan</b> | <b>ALASBO</b>                     | <b>500-9086</b>      | <b>alaso@gci.net</b>               |
| 41 Saint Mary's Schools                  | Davey Shields, Contractor         | 438-2411             | davey@acsalaska.net                |
| 42 Sitka Borough Schools                 | David Arp                         | 966-1254             | arpd@mail.ssd.k12.ak.us            |
| 43 Skagway City Schools                  | Kathy Pierce                      | 983-2960             | busmgr@skagwayschool.org           |
| 44 Southeast Island Schools              | Lucienne Smith,<br>Contractor     | 828-8254             | smith@sisd.org                     |
| 45 Southwest Region Schools              | Lee Ann Andrew                    | 842-5287             | landrew@swrsd.org                  |
| 46 Tanana Schools                        | Stefani Dalrymple,<br>Contractor  | 479-9863             | stefani@yukonac.com                |
| 47 Unalaska City Schools                 | Holly Holman                      | 581-3151             | holman@ucsd.net                    |
| <b>Director Seat F Jenny Martens</b>     | <b>Nome</b>                       | <b>443-6190</b>      | <b>jmartens@nomeschools.com</b>    |
| 48 Valdez City Schools                   | Amber Cockerham                   | 835-4700             | amber_cockerham@valdez.cc          |
| 49 Wrangell City Schools                 | Pam Roope                         | 874-2347<br>784-3317 | proope@wrangellschools.org         |
| 50 Yakutat City Schools                  | Joy Klushkan                      | x225                 | joys@yakutatchools.org             |
| 51 Yukon Flats Schools                   | Leslie O'Connor                   | 662-2515             | leslie.oconnor@yukonflats.net      |
| 52 Yukon-Koyukuk Schools                 | Lucienne Smith,<br>Contractor     | 677-9263             | Lucienne.smith@akebs.com           |
| 53 Yupiit Schools                        | Michele George                    | 825-3603             | mgeorge@fc.yupiit.org              |



## **McCLAIN J. "MACK" EASTON MEMORIAL SCHOLARSHIP**

**1946 to 1988**

Mack was born an identical twin with his brother Mike in September 1946 in Milford, Utah. The boys were eight when the family moved to Mesquite, Nevada, a small town in the desert. Sports were a consuming interest to Mack, including playing football, basketball, and baseball, much of it on school teams. Scouting was also of high interest to him, with many adventures camping in the desert and earning the coveted rank of Eagle Scout.

During his high school years, Mack was involved in drama, sports, and the Forensic Club. He was photographer of the yearbook, President of the Student Council, and was valedictorian of his graduating class. His undergraduate studies began at Dixie College. He interrupted his studies to serve a two-year mission for his church, The Church of Jesus Christ of Latter-day Saints. The two-year mission took him to Ohio, Kentucky, and West Virginia. He then continued his education at Brigham Young University and graduated cum laude with a degree in business management in 1970. In 1971, Mack received his Masters in Business Administration from the University of Utah. He was also the recipient of the John A. Carlson Scholarship. The scholarship is given annually to the outstanding graduate student.

The Army drafted Mack after college and he was sent to Japan, where he served honorably.

Mack's professional career began at Chrysler Corporation in Detroit, Michigan where he worked until 1981. He then moved to Alaska to become the Assistant Superintendent for Business/Finance at the Fairbanks North Star Borough School District. He became a member of the Alaska Association of School Business Officials and served on the Board. He was elected President-Elect for 1987 and would have assumed the position of President in April of 1988.

Certain personality traits endeared Mack to his colleagues in his professional life. He was quickly recognized for his friendliness and humor, qualities that created a comfortable and optimistic atmosphere in the school district.

Many recognized Mack for his integrity and his willingness to learn and to help others. With no previous school finance experience, his professionalism enabled him to quickly master this field, becoming a recognized expert in state school funding. He was unassuming, and like many people who accomplish much, he never sought recognition for himself. He was content to make a difference in the quality of education available to the youth of Fairbanks. Mack recognized the value of an education. Being able to contribute to the education process of so many children made his work pleasing and purposeful.

Mack's personal life is an even higher tribute to him. Mack married Nani Rush in 1970 in a ceremony that they believe sealed them, and their children to come, as an eternal family. His commitment to Nani and their six children highlighted his life. The same qualities that softened the stress in the workplace contributed to the obvious warm, loving, and accepting relationships within his family. Others recognized his expertise in creating a happy home life and often asked him to present classes to the young people in his church. He took personal interest

in the efforts of these young people and their accomplishments and never missed a chance to compliment a young person. In tribute to Mack, some of the young men who felt his influence most, wrote to Nani expressing deep appreciation for the sincere interest and lasting influence he had on their lives.

Mack and five of his children were seriously injured in a car accident on February 23, 1988. A great outpouring of love and concern encircled his family as they faced their recovery in the hospital. Friends, teachers, and fellow workers helped Nani by keeping a round-the-clock vigil with each of the children. The children recovered, but Mack died on March 6, 1988. His funeral services, held in a church that could accommodate seven hundred, was filled to overflowing, another testament to the many lives that were touched by this modest but very influential man. After services in Fairbanks, Alaska, and Mesquite, Nevada, Mack was buried near his boyhood home.

On the banks of the Chena River in Fairbanks, Alaska, lies Golden Heart Park, a monument to the many individuals who have made significant contributions to our way of life in this heartland of Alaska. The inscription on one plaque reads:

"In memory of McClain J. "Mack" Easton, whose love for his family and dedication to the education of the children in Fairbanks stand as an ensign of Christian service and values."

This description epitomized the priorities by which Mack balanced commitments to his family, his church, the community, and his profession.

Two \$1,000 McClain J. "Mack" Easton Memorial Scholarships for the FY2008-09 school year were awarded to: Kristofer Maenhout, Wrangell High School, Wrangell Public School District and Irene Park, South Anchorage High School, Anchorage School District.

Best of luck to the winners and to all the applicants! A special thanks to this year's Scholarship Committee members: Isabelle Harrington, Iditarod; Morna Harrison-Davis, Anchorage, Elizabeth Hayes, Kenai; Holly Holman, Unalaska, Lana King, Kenai; Robin Mullins, Fairbanks; Dennis Niedermeyer, King Salmon; Cindy Reilly, Mat-Su, and, Rose Stokes, Anchorage.





## **RICHARD "DICK" SWARNER: SHAPING THE FUTURE LEADERSHIP SCHOLARSHIP**

Richard "Dick" Swarner was a founding member of ALASBO and served as President in 1979. Dick was a lifelong Alaskan, born and raised in Fairbanks. He graduated from Lathrop High School in 1960 and the University of Alaska in 1965. In 1968 after working as a carpenter, an accountant for the Fairbanks School District, and credit manager for Nerland's Home Furnishings, Dick and his wife Judy moved to the Kenai Peninsula with their two oldest children.

Dick retired in 1997, after 29 years with the district, as Executive Director of Business Management for the Kenai Peninsula Borough School District. Dick continued to actively support ALASBO until his death July 22, 2007 that resulted from smoking cigarettes (Dick insisted that this fact be made known).

Dick was the past president of ALASBO, Alaska Municipal Finance Officers Association (now AGFOA), and Soldotna Rotary. He was a Boy Scout leader, a member of the Fairbanks Carpenters Union, Jaycees, Kiwanis, Igloo No. 4 Pioneers of Alaska, and the Soldotna Elks Lodge. Dick was an avid youth hockey supporter and was instrumental in getting the Soldotna Sports Center built, where he announced Kenai Peninsula hockey games for over 20 years.

He was a consummate story teller and was tender hearted, no matter how hard he tried to portray otherwise with his big voice and bigger laugh. When he got on a roll with his stories, all one could do was just sit back and enjoy; he should have written a book! The stories of hunting with his dad and things that happened at work or with family and colleagues were priceless and rivaled Patrick McManus' and Tom Bodet's story telling. While Dick was the business manager at the Kenai Peninsula Borough School District, he handled life insurance claims for employees and their families. His compassion and thoughtful caring manner toward the bereaved was exceptionally comforting and touching to witness.

Dick loved the shock value of practical jokes. A group of ALASBO members were getting ready to go out one evening during an Association of School Business Officials conference held in Nashville, Tennessee when Dick had a chance to let loose. Those of you who have had the opportunity to visit the Opryland Hotel know how big and upscale that hotel lobby is. A colleague, Tammy White, worked at the Pribilof Island School District at the time; needed to replace her nylon knee-high stockings before we headed out. Everyone was in a hurry so Dick convinced Tammy to just sit down and put on her stockings in the lobby – only an Alaskan would do something like that! While she was trying to make the change discretely, Dick in the loud voice known to many said, "Blank, blank, blank, we can't take you anywhere - get you off that rock and this is what you do." Every head in that lobby whipped around to see what was happening. He laughed for the longest time over that one.

Dick lived life on his own terms; there are many examples of this but the one that sticks out is that he smoked in his office YEARS after the building was declared a non-smoking facility. He didn't call attention to it, but he didn't try to hide it either. Plenty of people knew of his violations and occasionally someone would bring it up, but he just kept on doing his own thing. One can still make out the spot on the windowsill where he routinely stubbed out his cigarettes.

Dick's philosophy of dealing with people was exceptionally straightforward; he called a spade a spade. He was interested in everyone who crossed his path and treated everyone with respect and courtesy, until he got to know them!

Sometimes his outspoken manner caused him (and those close to him) a little heartburn. During a budget meeting in the mid 1980s, Dick announced to the assembled group that he had good news and bad news. In those days, Dick and the superintendent didn't always see eye-to-eye. Dick delivered the bad news first, the salaries for one of the schools had been omitted from the preliminary budget document. He never got a chance to deliver

the good news. This tactic resulted in the superintendent immediately terminating the meeting. In time, however, mutual respect developed between those two. A cardinal rule we all learned is 'don't surprise the boss!'

In a situation like the budget problem, Dick believed what had happened was ultimately his responsibility. Once he had the information about how it happened and who was involved, all he wanted to know was how it would be corrected and how a similar problem could be avoided in the future. He never mentioned the situation again in a manner to make anyone feel bad.

Dick's negotiation philosophy was one of fairness; he often negotiated for the other side when they couldn't see the long-term ramification of what they were asking. That is an art; trying to seem like you are opposing what is being asked, while guiding the discussion to a different outcome that is ultimately better for the employees. He was masterful at it. Dick had the reputation of hiding money and some faulted him for it; he just did his job well!

Dick not only served the students of Kenai for 29 years, he worked on behalf of all the students in Alaska. He understood the need for a sound education system for the State because of its importance to our economy and way of life. He understood why it is important to educate students in rural Alaska who live very differently than we do in our more urban setting.

Dick would go toe-to-toe with legislators who possessed a myopic view – one time he stood up during a general session presented by legislators at an ALASBO annual meeting, calling their comments "Bullshit." He was right and he had what it took to call the situation what it was. He routinely made the Department of Education nervous when he walked into a meeting; they never knew what he would say or do! Dick had a one word stamp (you can guess the word ☺) that clearly expressed his opinion when he felt letters from various governmental agencies warranted it. He would just stamp the letter and mail it back.

Dick helped write various manuals and then traveled throughout the State assisting school districts in implementing the changes. He was instrumental in developing and implementing a standard statewide Chart of Accounts to address the concern of school districts generating 'bad' data.

Dick was a phenomenal businessman, economist, financial strategist, and politician. He became one of Alaska's foremost experts on education funding by working in the 'back room' through many funding formula development processes. Dick continued to follow education funding after he retired from the Kenai Peninsula Borough School District by testifying, as appropriate from his perspective, before the legislature.

Dick's legacy is clearly one of shaping the future. All of us in Alaska, especially school children, are better off today because of his commitment to education. The foundation he helped build is one that today's business managers continue to use in taking education forward in Alaska. Dick's family has chosen to support education and ALASBO with a donation in his name to provide the opportunity for committee members to participate in their first ALASBO Summer Leadership Conferences in 2009 and 2010.

