



MSBO ANNUAL CONFERENCE BROCHURE IS AVAILABLE AND EARLY BIRD REGISTRATION IS NOW OPEN!

Please note that Early Bird Registration rates are available through the end of February. Completely reading this email prior to attempting online registration will help you through the process.

The 2019 MSBO Annual Conference & Exhibit Show is the most comprehensive and cost-effective professional development opportunity for school business officials in Michigan. This conference is appropriate for all school business professionals in the areas of accounting, finance, human resources, payroll, pupil accounting, facilities, transportation, technology, and food and nutritional services.

[Click here](#) to see the conference brochure and all the details!

On behalf of the MSBO Board of Directors and staff, we are looking forward to seeing you at the 2019 MSBO Annual Conference & Exhibit Show. Please forward this email to other people in your district who you think may benefit by attending.

See you in Grand Rapids!

David

CONFERENCE REGISTRATION & SCHOLARSHIP INFORMATION

The MSBO Board has authorized scholarships for members to attend the Conference, which are sponsored in part by a generous contribution from SET SEG. The deadline for scholarship applications is February 28, 2019.

The scholarship covers the cost of registration for a full or one-day conference registration. Scholarships are not available for Tuesday registration. There is a limit of one scholarship per district. Scholarships are available for Active members only. Recipients are responsible for their own transportation and lodging.

If you are applying for a scholarship, fax or email the scholarship application by

February 28, 2019. We will notify you within two weeks regarding the status of your scholarship application and how to register.

[Download](#) the Scholarship Application

ONLINE REGISTRATION AND REGISTRATION BY FAX

[Click here](#) to view the brochure.

[Click here](#) to view and download the registration form.

[Click here](#) to register online.

Determine which clinic sessions, certification classes, half-day workshops, and pre-conferences you want to attend so you can complete your registration. We suggest you print out the registration form and fill it out prior to trying to register online. It will help the online process go smoothly.

As you browse the brochure, remember some sessions overlap or conflict with other sessions.

- Tuesday pre-conferences conflict with certification classes or half-day workshops
- Wednesday **A** sessions conflict with **B** and **C** sessions
- Thursday **D** sessions conflict with **E** and **F** sessions
- Thursday **G** sessions conflict with **H**, **I**, and **J** sessions
- Thursday **H** sessions conflict with **I** and **J** sessions

[Register online](#), [email](#), or fax a copy of the [registration form](#) to 517-327-0768.

To [register online](#), you will need your username, password, and a purchase order number or credit card information.

HOTEL INFORMATION

Visit the [Annual Conference page](#) on the MSBO website to check for lodging information.

Questions?

If you have questions about registration procedures, please call us at 517-327-5920 or email [Nancy Jungkans](#). Non-registration questions should be emailed to [Deneen Hansen](#).