

# MSBO 2017–18 Events Registration Form

Register online at: [www.msbo.org](http://www.msbo.org)

MSBO Conferences and Workshops				
Class	Date	Early Bird Pricing* <i>*Up to two weeks prior to the event</i>	Regular Pricing	Amount
<input type="checkbox"/> Financial Statement Preparation Workshop	6/6/17	N/A	\$155 members/\$220 nonmembers	\$
<input type="checkbox"/> Business Manager/CPA Workshop	6/7/17	N/A	Early Bird Session: \$30 members/\$35 nonmembers Main Session: \$155 members/\$220 nonmembers	\$
<input type="checkbox"/> MSBO Annual Golf Outing	7/11/17	N/A	\$45 members only	\$
<input type="checkbox"/> "Hands-On" Property Tax Workshop	7/18/17	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Back to School Workshop <input type="radio"/> Webinar <input type="radio"/> On Site	8/17/17	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	
<input type="checkbox"/> School Finance Services Committee — Northern Michigan Meeting <input type="radio"/> Reception <input type="radio"/> Dinner <input type="radio"/> Breakfast/Meeting	9/14–15/17	N/A	No Charge for reception \$30 for Dinner No Charge for Breakfast/Meeting	\$
<input type="checkbox"/> Group Solutions — Current Issues	10/10–11/17	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> MDE/MSBO Workshop	10/24/17	\$160 members/\$240 nonmembers	\$ 170 members/\$250 nonmembers	\$
<input type="checkbox"/> Financial Strategies Conference	1/16–17/18	\$320 members/\$480 nonmembers	\$340 members/\$500 nonmembers	\$
<input type="checkbox"/> Group Solutions — Current Issues	2/6/18	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Property Tax Overview <input type="radio"/> Webinar <input type="radio"/> On Site	2/28/18	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Financial Statement Preparation Workshop	6/5/18	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Business Manager/CPA Workshop	6/6/18	Early Bird Session: \$30 members/\$35 nonmembers; Main Session: \$160 members/\$240 nonmembers	Early Bird Session: \$30 members/\$35 nonmembers; Main Session: \$170 members/\$250 nonmembers	\$
MSBO Environmental Workshops				
<input type="checkbox"/> Certified Pool Operator's Course	7/19–20/17	N/A	\$350	\$
<input type="checkbox"/> AHERA Designated Person	9/7/17	N/A	\$150	\$
<input type="checkbox"/> AHERA Operations & Maint. Personnel	10/17–18/17	N/A	\$295	\$
<input type="checkbox"/> AHERA Inspectors & Mgmt. Planners	12/15/17	N/A	Full Day: \$150/Half Day Refresher: \$75	\$
<input type="checkbox"/> AHERA Designated Person	1/10/18	N/A	\$150	\$
<input type="checkbox"/> AHERA Designated Person	4/10/18	N/A	\$150	\$
<input type="checkbox"/> AHERA Inspectors & Mgmt. Planners	4/12/18	N/A	Full Day: \$150/Half Day Refresher: \$75	\$
				<b>TOTAL</b> \$

## Registration Information — Please Print

Name: \_\_\_\_\_  
 MSBO ID \_\_\_\_\_ PIC: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 School/Business: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Special Dietary Request/Needs: \_\_\_\_\_

## Payment Information:

Check enclosed payable to MSBO for \$ \_\_\_\_\_  
 Charge my:  Visa  MasterCard  American Express  
 Cardholder's Name: \_\_\_\_\_  
 Card#: \_\_\_\_\_  
 Exp. Date: \_\_\_\_\_ CSV: \_\_\_\_\_  
 Signature: \_\_\_\_\_

*Please sign as it appears on your credit card*

Register online at: [www.msbo.org](http://www.msbo.org), or Mail your completed registration form with a check: MSBO, 1001 Centennial Way, Ste. 200, Lansing, Michigan 48917, or fax with purchase order or credit card number to: 517.327.0768 Questions: 517.327.5920. Payment Policy: Payment must be received by the date of the event or a

\$25 billing fee is assessed. Pre-registration is strongly recommended. MSBO cannot guarantee registration at the door. Fees include breaks, meals, & materials when on site. Cancellation Policy: A \$25 service fee will be retained for cancellations. No refunds are given for cancellations within two weeks of the event. Substitutions may be

made at any time. SCECHs: State Continuing Education Clock Hours may be granted to each participant pending approval. To receive the SCECHs, you must be on time and stay until the end of the program. No SCECHs are offered for Asbestos Workshops and Certified Pool Operator's Course.

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Register online at: [www.msbo.org](http://www.msbo.org)

MSBO Certification Classes					
Class	Date	Time	Early Bird Pricing* <i>*Up to two weeks prior to the event</i>	Regular Pricing	Amount
<input type="checkbox"/> Introduction to School Business	9/19–20/17	—	\$320 members/\$480 nonmembers	\$340 members/\$500 nonmembers	\$
<input type="checkbox"/> Technology in the Classroom	9/26/17	8:45 am – 4:00 pm	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Revenue, Expenditures and Budgeting Part I	10/12/17	8:45 am – 4:00 pm	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Revenue, Expenditures and Budgeting Part II	10/13/17	8:45 am – 4:00 pm	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Team Leadership	10/17/17	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Data Quality I	10/17/17	12:45 pm – 4:00 pm	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Purchasing Advanced	10/27/17	8:45 am- 4:00 pm	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Strategic Planning	11/1/17	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Bonding/Borrowing/Investing	11/1/17	12:45 pm – 4:00 pm	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Year-End Payroll: Payroll & Tax Returns	11/28/17	8:45 am – 4:00 pm	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
<input type="checkbox"/> Purchasing Overview (Webinar)	12/5/17	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Payroll and Related Personnel Issues (Webinar)	12/7/17	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Technology Policies (Webinar)	12/13/17	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Financial Analysis (Webinar)	1/11/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Accident Investigation Procedures (Webinar)	1/18/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Technology for the Business Manager (Webinar)	1/23/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Facilities for the Business Manager (Webinar)	1/30/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Trans. for the Business Manager (Webinar)	2/6/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Food Service for the Bus. Manager (Webinar)	2/13/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Insurance and Risk Management (Webinar)	2/20/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Enterprise Software Applications (Webinar)	2/21/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Team Leadership AM	3/8/18	8:45 am – noon	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Team Leadership PM	3/8/18	12:45 – 4:00 pm	\$90 members/\$140 nonmembers	\$95 members/\$150 nonmembers	\$
<input type="checkbox"/> Labor Relations/Employment Law	3/21/18	8:45 am – 4:00 pm	\$160 members/\$240 nonmembers	\$170 members/\$250 nonmembers	\$
				<b>TOTAL</b>	<b>\$</b>

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