

CHANGES TO TWO CLASSES

One in Pupil Accounting Specialist and one in Pupil Accounting Auditor

Change proposed for Pupil Accounting Specialist (PAS)

Replace Current Class: **Pupil Accounting Specialists in Action** (3 ours)

Description: This session provides pupil accounting specialists with critical information needed to implement, maintain and support a strong, thoughtful pupil accounting department within a public school district or a public school academy.

WITH:

The Recipe

Learn how to complete a student count day from before school starts through the end of the audit. This calendar-based review addresses tasks to be completed, and resources to be gathered at each step. Helpful hints will be given on building a reporting system and establishing a process to make sure your submission to the state and audit go smoothly.

Change proposed for Pupil Accounting Auditor (PAA)

Replace current class: **Pupil Accounting Auditors in Action** (3 hours)

Description: Learn from experts the critical information needed to create and manage pupil auditing functions that offers district staff with clear guidelines and appropriate support mechanisms

With:

The Auditor's Year

New pupil accounting auditors are guided through an entire calendar year. Learn about regulated due dates and the pre-work needed to meet those deadlines. All state-level reporting and auditing work will be covered to ensure a thorough understanding in how the various audits intermesh during the year.