



MICHIGAN SCHOOL BUSINESS OFFICIALS 84TH ANNUAL CONFERENCE

April 25-27, 2023

Amway Grand Plaza Hotel &
DeVos Place, Grand Rapids

These breakout sessions by category are intended to recommend sessions that you may be interested in attending although you are welcome to attend any session that interests you.

Facilities

- 110 — Facilities Pre-Conference
- B03 — Designing for Student Safety and Well-Being
- B04 — In Too Deep: The Dangers of Water Damage
- C03 — Bring Custodial Services Back In-House?
- C04 — Electric Vehicle Charging Stations in the District
- E03 — Construction Projects: Clarifying Widespread Misunderstandings
- E04 — Time for Geothermal?
- F03 — Let's Talk Facilities
- F04 — Construction: Dealing with Shortages
- H03 — Good Acoustics Matter
- H04 — Minimizing Workplace Accidents
- H10 — Solar is Coming and the Future is BRITE
 - i03 — Have You Asked for Your Rebate?
 - i04 — Theater and Auditorium Operations

Finance

- 170 — Finance Pre-Conference
- B05 — How to Prepare for a Headache Free Audit
- B06 — Health Insurance Program Strategies for Michigan K-12 Schools
- B07 — Special Education Finance for ISDs
- B08 — School Construction Disputes
- B09 — MPSERS and Other Retirement Complexities
- B10 — CTE Reporting and Spending
- B11 — Campaign Finance Act Fundamentals
- B12 — Budgeting in Today's Landscape of State and Federal Funding
- C05 — GASB Update: Statement 96 and Beyond
- C06 — Creating an Ethical Environment
- C07 — Taxable or Non-Taxable?
- C08 — How to Accurately Prepare Your SEFA

Finance *(continued)*

- C09 — Sinking Funds: Initial Planning, the Election Process, and Lawful Expenditures
- C10 — Allowable Expenses
- C11 — School Aid Budget Status
- C12 — Risky Business: How Your Business Office Can Manage Workers' Compensation Claims
- C22 — Implementing and Growing a Purchasing Card Program
- E05 — Debt Leveraging Strategies
- E06 — ESSER Funding Progress Report
- E07 — Frequently Found Audit Issues (MDE vs. Auditor Perspective)
- E08 — Trends in Talent Retention, Engagement, and Attraction, and How They Impact a District's Bottom Line
- E09 — Special Education for Business Managers
- E10 — Grant Processing A-Z
- E11 — Bond Proceed Investment Basics
- E12 — Legislative Update
- F05 — Bond Issuance Roundtable: Issuer Perspective
- F06 — The Fundamentals of Contracts and Competitive Bidding
- F07 — What to Expect in the Next 18 Months: Property and Casualty
- F08 — Getting to Know the L-4029 and Other Matters Related to Setting Millage and Renewing Millage
- F09 — The Importance of Internal Controls
- F10 — Booster Clubs and Support Groups: Limiting Potential Liability
- F11 — The Data Analytics Advantage: Utilizing Data to Support Decisions
- F12 — Benefits of Insurance Pools and Consortiums
- H05 — Analyzing the Options Available in a Rising Construction Cost and Interest Rate Environment
- H06 — Cyber Security for the Business Manager
- H07 — Bond Strategies for a Turbulent Market
- H08 — Purchase Card Reconciliation
- H09 — COVID Relief Funds Monitoring
- H10 — Solar is Coming and the Future is BRITE
- H11 — The ABCs of Purchasing Services Contracts
- H13 — Online Payment Solutions
- H17 — Legal Challenges of a Paperless World
 - i05 — Continuing Disclosure: Is Your District in Compliance?
 - i06 — Fraud Prevention
 - i07 — Specialized Investment Strategies for Schools

Food & Nutrition Services

- 120 — Food & Nutrition Services Pre-Conference
- B15 — Processes and Places for New and Renovated Cafeteria Spaces
- B18 — Title IX in K-12: Where Are We and Where Are We Going?
- B22 — Fundamentals of Purchasing Policies and Procedures
- C12 — Risky Business: How Your Business Office Can Manage Workers' Compensation Claims
- C15 — Food Service Excess Fund Balances
- C16 — Address Confidentiality Program
- E08 — Trends in Talent Retention, Engagement, and Attraction, and How They Impact a District's Bottom Line
- E14 — Food Service Oversight for Business Managers
- E15 — Meal Charging: Bad Debt Policies are Back
- F15 — Financial Compliance in School Nutrition Programs
- F17 — Succession Planning
- F18 — Grievance Management: Effective Strategies for Collective Bargaining Agreement Disputes
- H04 — Minimizing Workplace Accidents
- H13 — Online Payment Solutions
- H14 — Food Service Fiscal Hot Topics
 - i06 — Fraud Prevention
 - i10 — Understanding School Nutrition Policy at the Federal and State Level

General

- B16 — MDE Potpourri
- B17 — Plan, Prepare and Take Action: How to Respond to a Crisis on Campus
- C16 — Address Confidentiality Program
- C17 — Effectively Handling FOIA Requests
- E16 — Tidy and Functional Excel Files
- E17 — School Ballot Proposals and Elections: Legal Requirements, Timing, Strategy and More
- F16 — Legal Update
- F17 — Succession Planning
- H15 — Reviewing Board Policies: Practical Do's and Don'ts
- H16 — Your Guide to Compliance Training
- H17 — Legal Challenges of a Paperless World
 - i11 — Unemployment Claims 101
 - i12 — Solutions to Help with Recruitment and Retention
 - i14 — Increase Controls and Guardrails While Maximizing Your Dollars With Online Purchasing
 - i15 — IT Hot Topics for K-12

Human Resources

- 130 — Human Resources Pre-Conference
- B18 — Title IX in K-12: Where Are We and Where Are We Going?
- B19 — Collective Bargaining Basics
- C18 — Employee Rights
- C19 — Your Contributions Matter: The Advantages of Tax-Advantaged Plans
- E18 — Everything You Need to Know About Employment Contracts
- E19 — Insurance Benefits: Current Trends
- F18 — Grievance Management: Effective Strategies for Collective Bargaining Agreement Disputes
- F19 — Collective Bargaining: Innovations and Advanced Strategies
- H16 — Your Guide to Compliance Training
- H17 — Legal Challenges of a Paperless World
- H18 — Remote Work Revelations Post COVID
- i08 — Staff Transition and New Staff Mentoring
- i12 — Solutions to Help with Recruitment and Retention

New Business Manager

- 150 — New Business Manager Pre-Conference
- B13 — You're NOT Alone! Where and How to Find the Resources You Need
- B14 — Cash Flow and Short-Term Borrowing Options
- C13 — Insurance Basics for New Business Managers
- C14 — Food Service Basics
- E13 — Understand the Implications of School District Audit and Financial Statements
- E14 — Food Service Oversight for Business Managers
- F13 — IT for the New Business Manager
- F14 — Accounting Manual and Financial Reporting for New Business Managers
- H11 — The ABCs of Purchasing Services Contracts
- H12 — Basic Treasury Filing Requirements
- i08 — Staff Transition and New Staff Mentoring
- i09 — Cash Management Best Practices

Payroll

- 196 — ORS Processor Workshop
- B13 — You're NOT Alone! Where and How to Find the Resources You Need
- B19 — Collective Bargaining Basics
- B20 — Understanding MPSERS Audits
- C07 — Taxable or Non-Taxable?
- C16 — Address Confidentiality Program
- C20 — Payroll Processing and Legal Compliance
- E16 — Tidy and Functional Excel Files
- E18 — Everything You Need to Know About Employment Contracts
- E20 — ORS for Beginners
- F09 — The Importance of Internal Controls
- F17 — Succession Planning
- F20 — "Open-Mic" for Payroll Processors
- H17 — Legal Challenges of a Paperless World
- H19 — ORS: Independent Contractor/Third Party Employee Audit and Updates
 - i08 — Staff Transition and New Staff Mentoring
 - i11 — Unemployment Claims 101

Pupil Accounting

- B16 — MDE Potpourri
- B21 — Overview of Pupil Accounting
- C16 — Address Confidentiality Program
- C21 — Pupil Accounting Fundamentals
- E07 — Frequently Found Audit Issues (MDE vs. Auditor Perspective)
- E21 — Top 10 Reasons Why Your District Could Lose FTE/Foundation Allowance Revenue
- F09 — The Importance of Internal Controls
- F21 — Proper Pupil Accounting for Special Education Students
- H20 — Teacher Certifications Impact on FTE/Foundation Allowance
 - i06 — Fraud Prevention
 - i16 — Specialized Pupil Accounting

Purchasing

- B22 — Fundamentals of Purchasing Policies and Procedures
- B23 — Sustaining Your 1:1 Computing Roundtable
- C07 — Taxable or Non-Taxable?
- C22 — Implementing and Growing a Purchasing Card Program
- C24 — Budgets for IT: A New Perspective
- E03 — Construction Projects: Clarifying Widespread Misunderstandings
- E22 — How to Process and Evaluate Bids
- F06 — The Fundamentals of Contracts and Competitive Bidding
- F09 — The Importance of Internal Controls
- F22 — Writing a Proper RFP and the Rules that Follow
- H05 — Analyzing the Options Available in a Rising Construction Cost and Interest Rate Environment
- H11 — The ABCs of Purchasing Services Contracts
- H15 — Reviewing Board Policies: Practical Do's and Don'ts
 - i04 — Theater and Auditorium Operations
 - i06 — Fraud Prevention
 - i14 — Increase Controls and Guardrails While Maximizing Your Dollars With Online Purchasing
 - i17 — Competitive Bidding 101

Technology

- 160 — Technology Pre-Conference
- B23 — Sustaining Your 1:1 Computing Roundtable
- B24 — The Business of Breaches: How Cybercrime Hacks Away at Your Bottom Line
- C23 — Is Your Data Safe?
- C24 — Budgets for IT: A New Perspective
- E23 — Legal, Equity, and Ethical Issues in Technology
- E24 — Data Privacy and Security: A Practical Approach
- F23 — IT for New Technology Directors: The Role of the Modern Day Technology Director
- F24 — The ABCs of Cybersecurity
- G02 — Google Workspace for Professionals
- H11 — The ABCs of Purchasing Services Contracts
- H15 — Reviewing Board Policies: Practical Do's and Don'ts
- H21 — E-Rate: Using Funds to Support Technology
 - i14 — Increase Controls and Guardrails While Maximizing Your Dollars With Online Purchasing
 - i15 — IT Hot Topics for K-12
 - i18 — Funding Opportunities for IT Security

Transportation

- 180 — Transportation Pre-Conference
- B17 — Plan, Prepare and Take Action: How to Respond to a Crisis on Campus
- B18 — Title IX in K-12: Where Are We and Where Are We Going?
- B25 — The Future of Pupil Transportation
- C04 — Electric Vehicle Charging Stations in the District
- C06 — Creating an Ethical Environment
- C12 — Risky Business: How Your Business Office Can Manage Workers' Compensation Claims
- C25 — Building Organizational Resiliency in Transportation
- E08 — Trends in Talent Retention, Engagement, and Attraction, and How They Impact a District's Bottom Line
- E25 — Transportation Legal Update
- F17 — Succession Planning
- F18 — Grievance Management: Effective Strategies for Collective Bargaining Agreement Disputes
- F25 — Transportation Safety
- H04 — Minimizing Workplace Accidents
- H16 — Your Guide to Compliance Training
- H22 — Transportation Analytics
 - i06 — Fraud Prevention
 - i19 — Address Confidentiality Program and Impact on Pupil Transportation