

ASB WORKSHOP



The Fiscal Crisis & Management Assistance Team (FCMAT) is pleased to offer a workshop on how to maintain an effective and complete student body program in grades K-14.

Properly administering student body finances is complex and requires ongoing training to improve ASB internal controls and safeguard students' assets.

This workshop focuses on information school leaders need to maintain fiscal accountability, legal compliance, transparency and accuracy in their student body accounts.

This workshop focuses on:

- The great range of student councils' decision-making authority
- Useful tools and procedures
- Applicable laws and regulations
- Rules and responsibilities of the many people involved in ASB operations
- Practical advice
- Effective procedures for safeguarding assets
- General business practices and internal controls
- How funds can be raised and spent
- Recommended board policies
- Much, much more

Most important, the information will be communicated in an easy-to-understand manner and will focus on practical ways to get things done within the parameters of the law.

Audience size can vary greatly, and FCMAT will work with you to ensure the right people are included. Possible participants include school administrators, ASB and activity directors, fiscal services administrators, ASB bookkeepers, student council and club members, and others responsible for activities in ASB.

FCMAT offers a variety of formats and length of time for these workshops. We will work with you to provide workshop(s) that will closely meet your LEA's needs.

Workshops Provided Upon Request

To request a workshop for your district, county office of education or charter school, please visit www.fcmat.org and click the "Request Our Services" link and then the "Professional Development Projects" button.

To see scheduled workshops that are open to outside attendees, please visit <http://fcmat.org/professional-development>

Presented by



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