



## 2017-18 TRAINING CALENDAR

*The SCSC will offer the following training opportunities throughout the 2017-18 academic year. The opportunities are categorized for **Operational Schools**, **Newly Approved Schools**, and **Petitioners**. Contact Lauren Holcomb, (404) 656-2822 or [lauren.holcomb@scsc.georgia.gov](mailto:lauren.holcomb@scsc.georgia.gov) if you are interested in attending a training. Please note this list is subject to change.*

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### OPERATIONAL SCHOOLS

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#### **Governance Training**

*Target Audience: Governing board members and school leaders*

*November 28-29, 2017 – The University of Georgia Center for Continuing Education & Hotel, Athens, Georgia*

*February 8-9, 2018 – Lake Lanier Legacy Lodge, Buford, Georgia*

Georgia law, O.C.G.A. § 20-2-2084(f), requires every member of a governing board of a state charter school participate in annual governing board training. State charter school governing board members may attend one of the two governing board training opportunities provided to state charters by the SCSC at no charge to fulfill this obligation. The SCSC strongly encourages state charter school governing board members to attend one of the governance trainings conducted by the SCSC as these trainings provides board members the unique opportunity to discuss issues and concerns directly with their authorizer. The SCSC staff's unique understanding of the compliance issues facing state charter schools ensures that SCSC training sessions are always topical, relevant, and timely. Topics will include the roles and responsibilities of board members and administrators, the SCSC Comprehensive Performance Framework, school finance, legal obligations, among others.

#### **Taking Responsibility for your Financial Statements Webinar Series**

*Target Audience: School leadership teams and business managers*

The Carl Vinson Institute of Government series of three, one-hour webinars explains the importance of internal control over financial reporting, identifies auditor and auditee responsibilities of an audit engagement, and discusses how to use the Georgia Department of Audits and Accounts checklist as a control tool when preparing financial statements.

- March 13, 2018



- March 20, 2018
- March 27, 2018

### **Carl Vinson Institute of Government Charter Schools Financial Management Certification**

*Target Audience: School Finance Officers*

*Location: Atlanta*

The Carl Vinson Institute of Government Charter Schools Financial Management Certification equips participants with the unique skills and knowledge needed to financially operate a charter school in the growing charter sector. The program includes six courses offered throughout the year outlined below. Find more information [here](#).

- *Payroll Administration and Purchasing - November 14-15, 2017*
- *Budgeting and Writing Financial Policies – February 20-21, 2018*
- *Internal Controls for Charter Schools – May 9, 2018*
- *Introductory Accounting for Charter Schools – July 2018*

### **Financial System Review**

*Target Audience: School Leadership*

A representative from the Georgia Charter Schools Association will work with the school leader and financial management team to conduct an in-depth financial system review of school financial policies and budgets. The review will assist schools in establishing or improving effective internal controls, implementing best practices for accounting practices and procedures, and will provide schools with an assessment of fiscal health.

### **Strategic Planning Services and Issue Resolution**

*Target Audience: Governing Board and School Leaders*

A facilitator from the Carl Vinson Institute of Government will meet with the governing board to provide a one-day session for general strategic planning or issue resolution. The opportunity also includes two half-day check-in meetings with the facilitator on the school's progress.

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### **NEWLY APPROVED SCHOOLS**

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*These opportunities are specifically developed for approved state charter school petitioners that plan to open in the 2017-18 school year or later.*



### **Approval Webinar**

*September 2017*

The SCSC will host a webinar for representatives of newly approved charter schools to discuss expectations of boards throughout the planning year. SCSC staff will review the SCSC school opening checklist and provide an overview of available resources. The session will be recorded for those who are unable to attend and available on the [Training and Materials page of the SCSC website](#).

### **Orientation**

*January 2018 – Atlanta, Georgia*

This training is specifically developed to assist schools newly approved state charter schools with the tools and resources that they need for a successful planning year and school opening. SCSC staff and other presenters will review the SCSC Pre-Opening Checklist and share critical information on human resources, facilities, Title programs, special education requirements, the Teacher and Leader Keys Effectiveness Systems (TKES/LKES), and student recruitment and marketing strategies, among other topics.

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## **PETITIONERS**

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*These opportunities are specifically developed for individuals who wish to submit a charter petition to the SCSC or a local board of education.*

### **Petitioner Boot Camps**

*September 28, 2017 – Georgia Tech Hotel & Conference Center*

The Petitioner Boot Camp prepares potential petitioners for the SCSC charter petition process. Attendees will learn what goes into a successful charter petition, with a specific focus on timeline, legal requirements, board governance, financial controls, and budget preparation. Attendees will also hear directly from existing state charter schools and have the opportunity to ask questions of existing schools and SCSC staff.

### **Petitioner Webinar Series**

*Late 2017/Early 2018*

The SCSC will offer a series of webinars following the petitioner boot camps to assist applicants in the petition development process. Specific topics and dates are forthcoming. [Subscribe to the SCSC newsletter](#) to receive updates about the webinars.