

Planning, Funding and Budgeting Institute

The successful operation of a local school system is largely dependent upon effective planning and preparation of the system budget; successful administration of the budget; and understanding and optimizing the funding mechanism of education in Georgia. This institute focuses on the practical aspects of developing and administering a Georgia school system budget. This program is designed to support individual leader professional growth goals and is aligned to the Leader Keys Effectiveness System.

GSSA's Planning, Funding and Budgeting Institute is offered twice each year. School leaders may opt to take only one or two tracks rather than the entire institute. In this event, the participant should indicate during the registration process which track(s) will be completed during each session.

This institute consists of three highly-focused classes offering 36 content hours, held in three 1 1/2-day sessions.

“...instructors were very knowledgeable and had immense practical experience.”

Throughout the course, participants will engage in activities that will include, but not be limited to, the following:

Track 1

Funding of Public Education

Focuses on the state funding mechanism and the impact of local taxation for schools. Topics include, but are not limited to, a review of:

- the history of educational funding in Georgia
- laws, rules, and regulations associated with funding of education in Georgia, including QBE, local five mill share, equalization grant, and equalized property digest
- case law regarding school funding

Track 2

Planning and Preparation of the Budget

Focuses on the effective use of financial resources; operational planning at the school system level; and budget development, presentation and approval. Topics include, but are not limited to, the examination of best practices and identification of effective examples of:

- personnel allocation, including estimating enrollment, class size
- compensation and benefits
- development of a basic school system budget
- budget presentation to the board of education

Track 3

Administering the Budget

Focuses on the successful administration of the annual school system budget. Topics include, but are not limited to, the examination of best practices and identification of effective examples of:

- annual budget reporting
- authorizing expenditures
- monthly financial reporting
- projecting revenues and expenditures
- QBE program expenditures
- annual financial report
- annual audit

Dr. Patricia Stokes, Mr. Steve Smith, and Mr. Tom Cochran will serve as instructors for this institute.

Track 1: *Funding of Public Education in Georgia*

Track 2: *Planning and Preparation of the Budget*

Track 3: *Administering the System Budget*

Dr. Patricia Stokes retired in June of 2006 as Superintendent of Morgan County Schools in Madison, GA. She completed 40 years of service as an English teacher in grades 6-12, a curriculum director and assistant superintendent for instruction and personnel, a high school principal, and superintendent. As Superintendent, Dr. Stokes provided keen insight and leadership for the financial operations of the school system. She optimized the use of limited fiscal resources through her comprehensive understanding of how state, federal and local funding work together.

Mr. Steve Smith became Superintendent of Bleckley County Schools in 2014, after serving in the same position for 6 years at Wilcox County Schools. His experience includes working as a math teacher in Crisp and Bleckley County Schools and then as a consultant with Heart of Georgia RESA. For 16 years, Mr. Smith was employed in the private sector as CFO and COO of several financial firms. While serving as CFO of CNL Financial Corporation, he was one of the youngest CFO's of a publicly-traded company in the state of Georgia. As Superintendent, his ability to maximize available financial resources has allowed him to operate effectively and efficiently while leading his districts through challenging financial times. Mr. Smith has led his district to extremely high performance on the CCRPI as compared to other districts in the state

Mr. Tom Cochran is presently the Superintendent of Decatur County Schools in Bainbridge, GA. He transitioned to Decatur County in 2016 after serving as Superintendent of Atkinson County Schools for five years. He began his career as a high school economics teacher and a coach with Charlton County Schools. Mr. Cochran presently serves as the president of the Georgia School Superintendents Association. In his time as a building level administrator and as a superintendent, he has been able to maximize funding and strategically allocate resources in financially challenged districts, while maintaining a focus on continually improving student achievement.

“Facilitator experience, expertise and humor kept us on task!”

Planning, Funding and Budgeting Institute

The schedule for this institute is 3:00 – 6:00 PM on the first day, and 8:00 AM– 5:00 PM on the second day.

Tuition: \$595

Fall 2018 Institute

September 12-13, 2018 (W, Th)

Track 1: *Funding of Public Education in Georgia*

October 3-4, 2018 (W, Th)

Track 2: *Planning and Preparation of the Budget*

November 7-8, 2018 (W, Th)

Track 3: *Administering the System Budget*

Spring 2019 Institute

February 6-7, 2019 (W, Th)

Track 1: *Funding of Public Education in Georgia*

March 6-7, 2019 (W, Th)

Track 2: *Planning and Preparation of the Budget*

April 10-11, 2019 (W, Th)

Track 3: *Administering the System Budget*

Location/Lodging

Homewood Suites by Hilton

Room rate: \$115

1514 Bass Road (I-75, exit 172)

Macon, Georgia 31210

478.477.9776

Participants are responsible for making lodging reservations at the host hotel. Be sure the hotel staff knows that you are with GSSA.

Room block is released 30 days prior to the scheduled date.

Who Should Attend?

All GSSA Institutes are designed for superintendents, central office administration/staff and principals.

Questions?

For more information on GSSA's Institute and Workshop Series and to register online, go to www.gssaweb.org or contact Keith Porter, GSSA Professional Development Director at klporter112@gmail.com or 770.880.9212

