

# OASBO Bootcamp: Essentials of School Funding & Finance

## Course Description Quick Guide

Course Name	Course Description
<p><b>Local Taxation - The Basics (Property Values, Levies, Rates and Reduction Factors)</b> Meghan Sullivan Homsher, Senior Analytics Advisor , Frontline Education</p>	<p>This course will go in depth into forecasting property values and property tax revenue. It will also go through a discussion of property tax law, including levy types, tax reduction factors, and the interrelationship between valuation changes and property tax rates.</p> <p>The course will provide help for newer CFOs to get a better understanding of property taxation issues, which for most school districts represents the largest or second largest source of local revenue for their budgets. They will learn how better forecast valuation changes and revenue, as well as get an understanding of different options available to them for levy types.</p> <p style="text-align: center;">State of Accreditation Rationale:</p> <p>Understanding the potential flow of property tax revenue into the district and being able to forecast property tax revenues is important for CFOs to better plan timing of revenue for investment options.</p>
<p><b>Impacts on Local Tax Revenue</b> Tess G. Tannehill, Esquire, 1 Associate, Bricker &amp; Eckler, LLP, Adam W Seeley, Associate, Bricker &amp; Eckler LLP</p>	<p>This course will cover an overview of school funding and finance, including Ohio’s property tax valuation and exemption laws, filing complaints with county Boards of Revision, abatements, and economic development programs affecting school districts.</p> <p>This course will provide an overview of Ohio’s property tax valuation and exemption laws, the Board of Revision process (including opportunities for school districts to preserve and increase their property tax base), and economic development programs affecting school districts.</p> <p>Statement of Accreditation Rationale: In Ohio, approximately two-thirds of school funding comes from property taxes, so it is important for school administrators to understand the laws, procedures, and economic development programs affecting property tax values and revenue.</p>
<p><b>Debt Issuance</b> Andrew Laskey, Vice President, RBC Capital Markets, Heather Vlasuk, Senior Attorney, Squire Patton Boggs, Marvin Founds, Director, Municipal Advisor, Baker Tilly</p>	<p>This course will cover an overview of school funding and finance, specifically targeted at borrowing options for financing capital improvements.</p> <p style="text-align: center;">This course has the following learning objectives:</p> <ol style="list-style-type: none"> <li>1. Explain the various options that a school district has for financing projects.</li> <li>2. Cover legal requirements that pertain – both State (such as debt limitations) and Federal (tax and securities laws).</li> <li>3. Explain voted bond issue procedures (the most common form of borrowing for larger capital projects).</li> <li>4. Describe the roles and responsibilities of the members of a financing team.</li> <li>5. Explain how the “municipal bond market” operates.</li> <li>6. Explain types of offerings when a school district wishes to borrow.</li> <li>7. Explain how school district debt is “structured”.</li> </ol> <p>Having a complete understanding of various financing options and the process for financing capital improvements is essential in that every treasurer will inevitably at some point be faced with the question of how to finance a capital improvement.</p>

<p style="text-align: center;"><b>EMIS</b></p> <p>Penny Rucker, Treasurer/CFO, Beavercreek City Schools District</p>	<p>This course will cover an overview of the EMIS system of collecting student data and reporting it to the Ohio Department of Education. We will explain the importance of the data's accuracy to ensure the districts get proper funding for each student. This is a complicated task and system at best and we are going to go through the best practices so that districts are accurately paid.</p> <p style="text-align: center;">This course will provide essential goals as follows:</p> <ol style="list-style-type: none"> <li>1. Understanding what EMIS is and why it is important to each district, to school finance and to the EMIS coordinator and Treasurer's jobs.</li> <li>2. What EMIS functions are expected for the job.</li> <li>3. What type of data is submitted to the state department of education and who should submit the data</li> <li>4. Understanding the EMIS calendar and the reporting periods to submit, verify and reconcile, and correct data.</li> <li>5. Who owns, verifies and validates, submits, and uses the data and information in EMIS.</li> <li>6. There are discussion exercises and a quiz at the end of the session.</li> </ol> <p style="text-align: center;">Statement of Accrediation Rationale:</p> <p>We will also discuss how the student data reported to ODE is culminated for a variety of reporting that reflects student data as well as demographic data. All data reported on each school district is captured in the EMIS system – the importance of this data is vital for proper funding and report cards that reflect the schools accomplishments accurately. Understanding all this data and how to report it, capture it, manipulate it in the EMIS system and allow it to be understandable for the users is also very important to the stakeholders in our state.</p>
<p style="text-align: center;"><b>Grant Accounting and Management</b></p> <p>Brian Jones, Executive Director, Office of School Finance, Ohio Department of Education</p>	<p>This session will discuss the various aspects of the grants management process at both the state and district levels. This discussion will include navigating and working in ODE's e-grant system (CCIP), address any future updates, identify uniform guidance sections of interest (such as policy and procedures and internal controls) and compliance monitoring results.</p> <p>Managing grants is an important facet of the operations of a district. However, training on specific requirements and use of the CCIP are limited. This session is geared to provide treasurers with the needed information to ensure they manage grants effectively and efficiently all the while ensuring they stay within federal compliance.</p>
<p style="text-align: center;"><b>Financial Reporting - Requirements, Deadlines, CAFRs, Board and Community Reports, Financial Transparency</b></p> <p>Jack Webb, Treasurer, Gallia County Local SD</p>	<p>This course focuses on Financial Reporting and its importance to an array of stakeholders who make decisions and set policies at various levels. Regardless if it is a stakeholder deciding to invest a substantial amount of money and purchase school district bonds or an athletic director contemplating the purchase of new uniforms for the upcoming season, stakeholders relying on the accuracy and timeliness of a school district's financial reporting. Given this importance, the course also places a focus on the guidance for reporting – the rules CFO/Treasurers play by and the verification process of district reporting through an audit. With stewardship in mind, the session looks at how districts can effectively and efficiently meet the demands of reporting.</p>
<p style="text-align: center;"><b>Annual Audits</b></p> <p>Jim Rader, Asst. Chief of Central Region, Office of the Ohio Auditor of State</p>	<p>This session will look at several areas of school district audits. First, looking at audits in general: What is an audit? Are all audits the same – what types of audits are there? Why is an audit important? What guides an audit? Second, looking at what to expect when the auditors are engaged and when they arrive at the district. What is the engagement timeline? What do CFO/treasurers need to make available? Finally, a look at tips and hints for an efficient audit and what can be done to keep audit cost low. Financial reporting is a critical function of the CFO/treasurer. Publishing timely, accurate and understandable financial statements and reports are foundational to making important decisions daily. Having a successful audit with a nonmodified opinion allows district stakeholders to be confident that limited resources are under good stewardship and being utilized wisely.</p>