



Northwest Center for Educational Options REGISTRATION FORM

REGISTRATION *for:* Sound Financial Management Systems for Charter Schools

A vital component of a charter school's health is Sound Financial Management. The very nature of charter schools as public entities, which are also non-profits, creates unique financial management challenges. New (2009) laws require charter schools to HAVE and to USE "sound financial management systems;" failure to do so can result in closure (termination or non-renewal). This workshop is designed to help you understanding the key components of a strong financial management system and how to build and those components. Included in the workshop will be specific example and template. Topic include: board and staff financial management responsibilities, fiscal policies, budget development and oversight system, creating and using budgets, accounting systems, payroll, insurance and benefits, financial reporting, internal controls (staffing, policies and procedures), the audit (understanding, conducting, and preparing for an audit), and using 990s.

When: April 16, 2010 9:00 AM - 4:00 PM

Where: 10121 SE Sunnyside Road, Suite 329, Clackamas, OR 97015

Cost: \$ 100 NWCEO Members/ \$150 Non-Members

Registrant Information

Name of School or Organization _____

First Name _____ Last Name _____

Address _____

Telephone _____ E-mail _____

Registration Fee

\$ 100 for NWCEO members

\$ 150 for non-members (membership information at <http://www.nwceo.org/membership>)

Check Enclosed Purchase Order Number _____

How to Register

- a) Registration forms with PO/s can be faxed (503-353-1691) or e-mailed (info@nwceo.org).
- b) Registration forms with checks can be mailed to NWCEO, 10121 SE Sunnyside Road, Suite 329, Clackamas, OR 97015, Attention: Beth Killian.

Additional information will be posted on the NWCEO website at www.nwceo.org