

The OKASBO News

Oklahoma Association of School Business Officials

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www.OKASBO.org

May 2015

Let's Get Started

It is both an honor and a privilege to be named the next Executive Director of OKASBO. I am looking forward to serving the organization in its continued support of Oklahoma schools. I enjoyed the opportunity to attend the spring conference last month, which let me both reconnect with former colleagues and be introduced to new friends. The conference provided so many outstanding training opportunities for our network, and I am confident that our fall event will host just as many stellar sessions.

Long ago I was told that change is inevitable but growth is optional, and I took these words to heart. I believe in the power of change and opportunities to grow, but they can lose their effectiveness if you don't understand where you started. I look forward to continuing to impart the legacy of OKASBO on Oklahoma and its schools, while finding new ways to grow and enhance our services.



Dawn Pearce

As we move forward growing the future of OKASBO, I ask that you join with me in growing our network to support even more members across our state. This can only be done with your help and your voice. If you have always desired to be more involved, but just didn't know how to engage, we want to help you connect with the network in a way that is meaningful and important. In the next few months, I will be sending out a survey, asking to hear directly from our members. We appreciate your feedback and suggestions, and we hope this survey will offer an opportunity to define our next steps and direction for OKASBO. Please be on the lookout for this communication, and take a few minutes to give us your thoughts and feedback when it arrives.

Please feel free to reach out to me via email at dawnpearce@okasbo.org and connect with me on LinkedIn (Dawn Danker-Pearce). I look forward to growing our professional network with you...Let's Get Started!

NEW ADDRESS AND TELEPHONE NUMBER : OKASBO
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Check out our *website* at www.OKASBO.org. You should find it more user friendly. You can pre-register, update your info, download scholarship applications and certification applications.

Check it out today.
Thanks

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President's Message

by Stacey Butterfield



President's Message by Stacey Butterfield

Everyone is busy wrapping up one school year while simultaneously launching summer programs and beginning to prepare for everyone to return in August. OKASBO Executive Director Ann Wade is making final plans to close out the fiscal year for our association and bring her tenure as our fearless leader to a close. We are pleased Ms. Wade has committed to consult with and support Dawn Pearce in her new role through the end of October. We believe this partnership, along with support from board members, will ensure as smooth a transition as possible for the OKASBO membership.

Time to Reflect and Recharge

Summer is a good time to reflect on the past year and identify aspects that went well and make note of the pieces to do differently in the future. You may recall I encouraged everyone to create a picture in your mind actually completing one of your goals for the year. Where do you stand today with that goal? Is it time to celebrate your success and move forward with a new goal? Should you hit the reset button? Is your goal still relevant or should you let it go and establish a more meaningful goal? Whatever the status, remember item nine from the piece titled *78 Things Successful People Do Differently* that I shared with you in July. Measure and track your progress.

Summer is also a good time to remind ourselves of item 12 from *78 Things Successful People Do Differently*. Maintain balance in your life.

Yes, I know finding balance is often easier said than done. Researchers remind us of the importance in doing what makes us feel happy, and remember that while work is important and valuable, it is not the most important thing in life. In fact, if we want to be healthy, we need downtime. The time we give ourselves to relax and recharge is not a luxury; it is a necessity for our physical, mental, and emotional health.

In closing, I encourage you to reflect on the year and celebrate your accomplishments. (We don't do this enough!) Begin thinking about your goals for the upcoming school year. Look at your calendar and schedule time for yourself this summer and beyond to do what makes you happy. I will close my last message as president with this quote:

"Take time to recharge your batteries. It's hard to see where you're going when your lights are dim." - Robert H. Conelly

Oklahoma Association of School Business Officials Scholarship Deadline - July 1, 2015

Smart leaders know what they don't know. Learning is a constant process throughout your professional life, and it doesn't stop when you've become a team leader. Make sure to never stop looking for opportunities for professional development, and pass on the wisdom you've learned to your people.

"Leadership and learning are indispensable to each other." – John Fitzgerald Kennedy

The OKASBO Board of Directors wants to offer one or more scholarships to its members to attend the ASBO International Annual Conference. This Scholarship is funded by our Associate Members and others interested in the promoting the purposes of Oklahoma ASBO.

The scholarship will be given to an OKASBO member who is working to improve their skills and working to improve and promote Oklahoma ASBO. The scholarship will pay for room, transportation, registration and dues (if needed) for the recipient to attend the International conference. The cost of the award will vary by year, depending on the location of the International conference.

This year the ASBO International Conference and Exhibits is scheduled for October 23-26, 2015, in Grapevine, Texas. An application for this scholarship can be found on page 4 and also available on our website, www.okasbo.org. The deadline for the application is July 1st. The recipient(s) will be chosen by the Board of Directors. Get your application completed and mailed.

Be a smart leader!

Chas. W. Carroll, P.A.

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OKASBO News is published four times per year (February, May, August & November) by and for the members of the Oklahoma Association of School Business

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Neither OKASBO nor the editor assumes the responsibility for the data and opinions expressed by the authors or papers abstracted, quoted, or published in full in this newsletter.

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Oklahoma Association of School Business Officials

Scholarship Application

to attend the annual **Association of School Business Officials International Conference**. This Scholarship is funded by our Associate Members and others interested in the promoting the purposes of Oklahoma ASBO.



Date: _____

Applicant Name: _____

Position: _____

School District: _____

Address: _____

ASSURANCES

I am a current member of the Oklahoma Association of School Business Officials.

I have been a continuous member for ___ years.

I ___have ___have not attended an Association of School Business Officials International Conference.

I will write an article for the *OKASBO News*, or offer a Breakout Session at the OKASBO Conference on an issue addressed at the Intl. conference or other applicable topic. *Please initial* _____

This grant pays for room, transportation, registration and dues (if needed). Other additional personal expenses will be paid by my school district or by me. *Please initial* _____

NARRATIVE

Attach a one-page narrative stating why you should receive this scholarship and what you will do with the knowledge gained by attending the conference.

Applicant Signature _____

Superintendent/Supervisor Signature _____

**Submit Application to: Oklahoma ASBO
P.O. Box 549
Claremore, OK 74018**

Application Due Date: July 1

Spring Conference Highlights, April 15 - 17, 2015

Wednesday, April 15, 2015

227 attended the EC & T training session . We hope you enjoyed the **new** schedule layout this year. To schedule as many sessions and topics possible in one day, we eliminated the morning general session and offered all breakout sessions. (25) forty-five minute sessions with (14) different topics were offered this year. Topics offered were: Internal Controls, "Can That Happen to Me", Encumbrance Clerks Roles & Responsibilities (0-3 yrs. experience) Treasurer Roles & Responsibilities (0-3 yrs. experience) Competitive Bidding Requirements under Oklahoma Law, OCAS /End of Year Procedures (0-3 yrs. experience), Treasurers & the Estimate of Needs , Encumbrance Clerks Role and Responsibilities (4+ yrs. experience), Treasurers Roles & Responsibilities(4+ yrs. of experience), Encumbrance Clerks & The Estimate Of Needs, Top 10 Contract Nuisances, Transforming Your Organization From Fraud-Receptive to Fraud-Resistant, School Personnel Reporting, Are You Ready for Your Auditor ,OCAS /End of Year Procedures (4+ yrs. experience.) Also, new this year was a 30-minute Round Table "Question & Answer" session. Let us know if you liked the schedule.



The Vendor Showcase opened immediately after lunch with 39 exhibitors . The showcase was filled with materials, equipment and services beneficial for your district. On behalf of OKASBO, we appreciate you being a member of our team. Everyone enjoyed the time spent visiting with their representatives and looking at new products., and a chance to win a great prize at the end of the day..

Lastly, certificates for 6 hours continuing education credits were distributed.

Thursday, April 16, 2015

Stacey Butterfield, President, OKASBO, opened the first general session. We eliminated the student performances this year due to student testing. She energized us and set the speed for the remainder of the conference. I will admit you had to be on your toes to keep up with her and the "mean speeding machine" scooter. (She is recovering well from a ski accident as shown in the picture). (Just sayin)



Steve Crawford, Executive Director , CCOSA and Shawn Hime, Executive Director, OSSBA shared with us bills that would affect public education.



Left: Steven Crawford, Exec. Dir., CCOSA
Right: Shawn Hime, Exec, Dir., OSSBA

Budget still is up in the air—hopefully schools will at least receive a flat budget for next year . A lot can happen in the next 6 weeks before the close of the legislation session. Let your voice be heard—contact your legislators. This is always one of the favorite sessions during the conference. Thank you Steve and Shawn for taking time out of your busy schedule to be a part of our conference.

This is Your Brain...This is Your Brain on Stress

Mental, Emotional, Energy and Time Management for High Performers

Presented by Fred Schafer. Keynote Speaker

Did you learn the following during his session ?

- Why you rarely hear a young child say they are "stressed"
- That most people ask "self-destruct" questions that can create greater stress
- How to grow the "Hardiness Factor" to thrive in adverse conditions
- Why self and shared leadership are essential to success
- How to fortify yourself against the high demands of leadership
- That designing "Positive activating challenges" versus negative is the key to power
- Understand the emotion and mindset that adds to feeling of stress



board wants a dependent verification review



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employees request a total comp statement



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Spring Conference Highlights, April 15 - 17, 2015

Thursday, April 16, 2015 (Cont'd from page 5)

I learned that people ranking high on the hardiness scale have a sense of control over their lives and make a positive difference. This is a result of their commitment, control and attitude toward challenges.

I learned that while others are withering, hardy people instead increase their commitment, are actively involved, and see what others call problems as challenges to learn, grow and overcome.

I learned to thrive rather than survive, consider planting "hardiness seeds" in the various areas of your life. These areas are identified in the world of wellness promotion as physical health, mental health, relationship health, career health and spiritual health.

I learned to take five minutes every day to plant a "seed" in each one of the five wellness areas.

- For example, to improve your physical health, do five minutes of chair squats or go for a five minute walk.
- For mental health, read a biography of an inspiring person for five minutes.
- To improve a relationship, take five minutes to listen to your child/spouse/friend.
- To improve your career, listen to a CD or read a book on leadership for five minutes.
- To grow spiritually, "workout" your faith by reading, studying or meditating for five minutes each day.

Just think, to hit all five areas takes only 25 minutes, less time than it takes to watch a TV sitcom.

Following the keynote speaker we recessed for lunch. 376 attended the luncheon. The largest crowd ever. It warms your heart to see a room about OKASBO and the quality offered to its members and associate members.

During the luncheon, ASBO Intl. presented Stacey a token of appreciation from were Union Schools, Tulsa Schools who received the meritorious award from ASBO International. Also recognized was Business Officials of the Year and DIS and an award from OKASBO. named the 2015 Strength in Security Benefit. (page 8) In Director, OKASBO, presented Ann memories and a money retirement cake. (page 18.) Wow what a surprise but a very nice surprise. Thank you for your generosity.



filled with members as passionate professional development programs

Brenda Burkett, Vice President, Butterfield, President, OKASBO with ASBO International. Also recognized Schools and Broken Arrow Schools rious budget award from ASBO In-Brenda Burkett as the 2015 School received a check for \$1,000 from (page 17.) Morgan Shiever was Education recipient, sponsored by closing, Martha Pate, Ex-Officio Wade a book filled with photos and



Fred Schafer, Keynote Speaker



Nick Patterson, DIS, presents Brenda Burkett with a \$1000 check as the SBO of the Year recipient.



Brenda Burkett, Vice President, ASBO Intl. presents Stacey Butterfield with token of appreciation from ASBO Intl.



Receiving the Meritorious award from Brenda Burkett, Vice President, ASBO Intl. are Debbie Jacoby, Union Schools, Trish Williams, Tulsa Schools, Cathy Mitchem, in absence of Dwayne Thompson, Broken Arrow Schools

Spring Conference Highlights, April 15 - 17, 2015

Thursday, April 16, 2015 (Cont'd from page 6)

Twenty four 45-minute sessions with twenty three different topics were offered. Topics presented were: Perspectives on the Oklahoma Teachers Retirement System, Hot Topics in School Finance-"State Aid Allocations," Comparison of Oklahoma School Funding to the Regional Average, TRS Reporting Updates, School Personnel Reporting, OUSF Funding, E-Rate and the New Rules, State Wave & SIF Requirements, OCAS Updates, Are You Ready for Your Accreditation Officer, Special Education Services, Activity Fund Guidelines, What to Do-When Panel, Employment Law Contributions for School Administrators, Career Technology Updates, (4) vendor presentation from SOCS, MAS, Inc., SEAS "Measuring the Success of your Medicaid Program", IRS Reporting Requirements by American Fidelity Administrative Services and (4) Round Table Discussions: Finance, Human Resources, Technology and State Department of Education. (A few pics below)



Gary Watts, CFO, Sand Springs
"Perspectives on the OK Teacher Retirement"



Pictured left to right: Lori Smith, CFO, Edmond School,
Tom Linihan, Supt., Adair Schools, Terry Grissom, Supt.,
Asher Schools "What to do-When"



Julie Miller, Deputy Executive Director,
General Counsel, OSSBA
"Activity Fund Guidelines"

Closing the day were the prize drawings (pages 17-18) and the Opening Mixer -Retirement Reception for a steak dinner and entertainment by 176 Keys: Fun Pianos—Your best dueling piano show. Wow, what a great time, good food, good music, good fellowship, good beverage and good grief- How can one have so much fun before the sun goes down!



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Brenda Burkett Honored as the School Business Official of the Year

Brenda Burkett, CPA, is the Chief Financial Officer for Norman Public Schools, and has been in education for over 22 years. Brenda has been President of Oklahoma ASBO, is one of OKASBO's Certified School Business Administrators, and currently serves as Vice President of ASBO International.

She participated in the ASBO Economic Crisis Summit, and served on the educational panel with U.S. Deputy Secretary of Education at the 2009 Annual meeting.

Brenda received the Pinnacle of Achievement Award in 2008 and was awarded the SFO certification in 2010. She currently serves as Chairperson on the Professional Development Committee. She is a presenter at the annual meeting "SFO Skills Refresher" seminar and presented for the webinar "Advancing Your Career with SFO certification."

There are many aspects of a school district that impact student success and opportunity. None are more important than the financial stability of the school system. Quality financial leadership is the key to being able to provide a stable, consistent instructional environment to serve students and families. Brenda Burkett provides this leadership to Norman Public Schools. Her commitment and skills have enabled our district to provide and expand learning opportunities and services to students even during a challenging financial climate.

While Brenda brings her knowledge of school finance to her position, her greatest strength is in her ability to keep her focus on student needs as we discuss priorities in



the budget.

It is an easy task to make the numbers work. It is a greater challenge to determine how limited resources can best serve students. It is that skill that separates Brenda from others in her position.

Most importantly, as a Superintendent I know that a key to the success of a school district is to create an environment of public trust. No other aspect of the district will destroy public trust than finances. Through Brenda's work, we have been able to sustain that trust with our Board of Education, staff, and community. Our students benefit every day because of Brenda's skills.

Her staff writes.

Many people say "I have a great boss" or "My boss is the best", but when you try to pin them down as to why they are a great boss, you usually get a response like, "she/he's fun", she/he's supportive".

Brenda Burkett is all of those things, but what makes Brenda a really great boss is that she allows us to be the best we can be. She shows her trust in us by simply allowing us to do the job we were hired to do; which in turn gives us confidence in ourselves.

- Brenda advocates growth through learning.
- Brenda mentors by sharing her knowledge with others.
- Brenda encourages creative thinking.

Finally, Brenda furthers the cause of school business officials by becoming involved in the institutions which promote education and legislation. Her efforts have allowed her to affect real change in the finance and school business officials profession.



Dr. Siano, Superintendent
Brenda Burkett, SBO of the Year

*Congratulations
Brenda*



Ann Wade, Executive Director
Brenda Burkett, SBO of the Year
Jack Harrel, Past Executive Director

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Morgan Shiever

2015 Strength In Education Scholarship Recipient

My career of choice that I would like to pursue is physical therapy. I have chosen this career path because I had had to attend many physical therapy sessions. I have three bulging discs in my back and degenerative disc disease. Physical therapy helped me improve the strength in my back and my core so I could play sports again.

Four years ago I did not think I would ever be able to play basketball again, but with the help of my physical therapist, I am playing with very few problems. Being a physical therapist would provide me the opportunity to help and strengthen others.

My goal is to open my own business of physical therapy and work in schools as well. I would help the children who have disabilities that may need help walking or doing other activities. I would strengthen them physically and I would help and encourage them mentally. I would not help them at school, I would talk with parents and give them lists of exercises they could do at home.

Physical activity is also very important in the health of kids so I would try to make a program for the physical education teacher that would focus on increasing the activity in their physical education class in a fun manner. I will work very hard to get to this to the point while I am in college.



I have been taking more challenging classes to prepare me for college. One of these classes is the Bio-medical Program that I am enrolled in at the Northwest Technology Center. This class has already made a positive impact on me as a student. I have learned so much and have worked on experiments that most students in high school would not get to participate in. I have learned several lessons in Biomed that will aide me in my career. I have increased my ability to talk and communicate with others for future jobs.

My teacher brings in different doctors and others in the medical field from around the area

and we do presentations in front of them. This helped me tremendously in my social skills and I will be able to use this skill in the future.

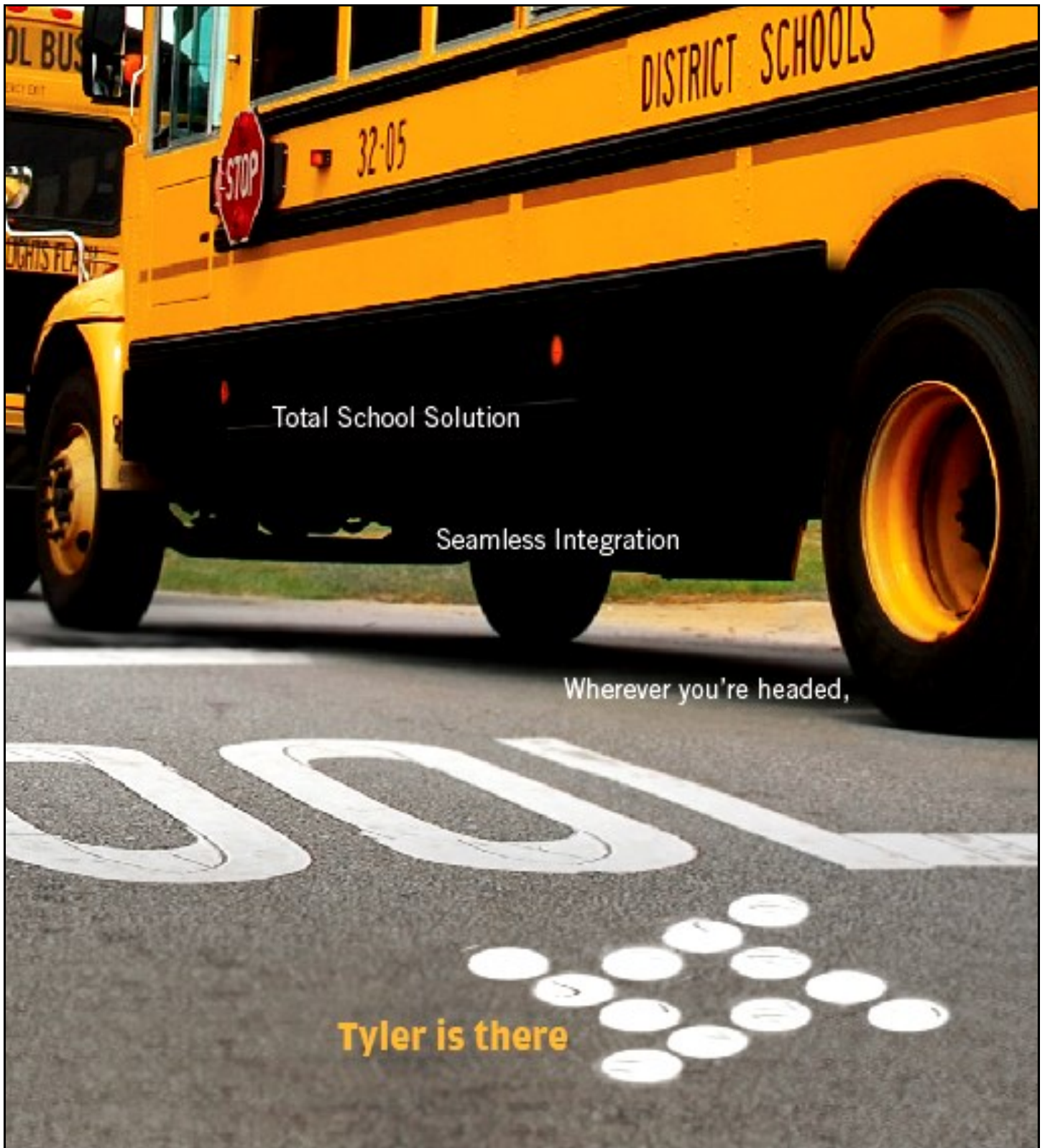
As a physical therapist you must be able to communicate with your patients. I am ready to work hard and give maximum effort to make my career plan come true.



Pictured left to right: Steve Shiever, (Dad)
Tracy Shiever, (Mom) Morgan and Jim Arnold,
Executive, Security Benefit

Strength in Education Scholarship
sponsored by Security Benefit





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SCAN NOW TO REVIEW
CASE STUDIES

Thanks for the Memories

Thursday Night Opening Mixer - Dinner

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Sodexo School Services
Southwest Food Service Excellence
Stephen H. McDonald & Associates, Inc.
Twotrees Technologies
Tyler Technologies
VIRCO*

Thursday Night Opening Mixer Hospitality

Southwest Food Service Excellence

Thursday Night Opening Mixer Entertainment

*American Fidelity Assurance Company
Document Imaging Solutions
Southwest Food Service Excellence*



A treasure of a cake—Sweet!



No we aren't singing or "Howling at the Moon"
just caught up in the moment....



Honored and Speechless...

Thank You for the retirement reception you held in my honor during the opening mixer, and also for the generous gifts. The book will bring back many wonderful memories and the money cake will provide me a cruise to the Bahamas, a trip to Hawaii or a shopping spree! - Just sayin-

It is difficult for me to find the words to express my gratitude to the sponsors, listed above, for the reception and the kind words (even some true confession stories..?? Ha) from friends. It was a night filled with wonderful memories. A special thank you to Martha Pate for the countless hours spent arranging the reception, making my cake, etc. You are the best!

I am looking forward to my retirement but will sorely miss working with you all.

Once again, thanks for the memories.

Ann

Spring Conference Highlights, April 15 - 17, 2015



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Document Imaging Solutions, LLC -

Focus Financial Advisors -

Frontline Technologies -

Horace Mann -

Municipal Accounting Systems -

Oklahoma School Assurance Group

Board Meeting Luncheon

Thursday luncheon

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Thursday Afternoon Refreshment Break

Thursday Continental Breakfast Co-Sponsor

OKASBO School Business Official Award

Conference Program

Wednesday Lunch Sponsor

Wednesday Afternoon Refreshment Break

Conference Attendee Badges

Wednesday Continental Breakfast Co-Sponsor

Thursday Continental Breakfast Co-Sponsor

Thursday Keynote Speaker

Thursday Morning Refreshment Break

On behalf of the Oklahoma Association of School Business Officials, I would sincerely like to thank you for the sponsorship you provided for the Spring Conference held on April 15-17, 2015.

This event would not have been a success without the generous support you have provided us throughout. We deeply appreciate the willingness with which you have and continue to sponsor our keynote speaker, breakfast, luncheon, refreshment breaks, conference programs, badges, and the SBO award. We sincerely hope that this association will be maintained and that you will continue to support us in our future endeavors.

Thank You!

Sincerely,

Ann Wade

Vendor Showcase Prize Drawing Winners

<u>NAME</u>	<u>SCHOOL DISTRICT</u>	<u>PRIZE</u>	<u>COMPANY</u>
Cindy Thomas	Southwest Technology Center	iPad/Table carrying bag	Twotrees Technologies
Carol Noah	Jenks Schools	\$25 VISA gift card	Focus Financial Advisors
Doug Brown	Alex Schools	\$25 VISA gift card	Focus Financial Advisors
Belinda Madding	Gore Schools	\$50 VISA gift card	Oklahoma Schools Risk Management Trust
Cindy Solomon	Union Schools	Sports Shirt	Peak Uptime
Angela Wolfe	Duncan Schools	\$100 VISA gift card	Horace Mann
Jeanise Morton	Edmond Schools	\$25 Starbucks gift card	Horace Mann
Rhonda Hebert	Great Plains Tech Center	\$50 VISA gift card	AXA
Debbie Mitchell	Great Plains Tech Center	Power Bank Portable Charger	AXA
Jeremy Quarry	Poteau Schools	Power Bank Portable Charger	AXA
Sherrye Cravens	Oklahoma City Schools	\$50 Silver VISA gift card	Ameresco
Lonni Wright	Tahlequah Schools	Ninja Professional Blender	Southwest Foods Excellence, LLC
April Shepard	Okemah Schools	\$25 VISA gift card	NIS Benefits
Belinda Madding	Gore Schools	\$50 Amazon gift card	SOCS
Lynette Regier	Turpin Schools	\$50 American Express gift card and box of chocolates	CMS Willowbrook
Cindy Thomas	Southwest Technology Center	\$50 VISA gift card	Finishline Fuels
Sara Frye	Bowlegs Schools	\$50 VISA gift card	Finishline Fuels
Tom Linihan	Adair Schools	\$50 VISA gift card	Peak Uptime
Lloyd Snow	Sand Springs Schools	Family Portrait Sitting	Blunck's by Lifetouch
Carol Noah	Jenks Schools	\$50 Apple gift card	Kellogg & Sovereign
D'Aunn Glass	Kansas Schools	\$100 VISA gift card	National Life Group/LSW
Teena Nishimara	Central Technology Center	\$100 VISA gift card	National Life Group/LSW
Jim Gilmartin	Catoosa Schools	Sports Shirt	Peak Uptime
Jennifer Nichols	Tahlequah Schools	Sports Shirt	Peak Uptime
Kellie Clark	Catoosa Schools	Kindle Fire	Frontline Technologies
Kelli Davis	Inola Schools	Sports Shirt	Peak Uptime
Jean Bostwick	Oklahoma City Schools	\$30 Starbucks gift card	MCC Innovations
Becky Morris	Drumright Schools	Sports Shirt	Peak Uptime

OKASBO Spring Conference Vendor Showcase



Thank you for taking pictures throughout the conference. We appreciate all you do for OKASBO.

Vendor Showcase Prize Drawing Winners

<u>NAME</u>	<u>SCHOOL DISTRICT</u>	<u>PRIZE</u>	<u>COMPANY</u>
Kelli Davis	Inola Schools	Sports Shirt	Peak Uptime
Bonnie Rogers	Jenks Schools	\$50 VISA gift card	Peak Uptime
Tom Linihan	Adair Schools	\$50 Target gift card	TRC
Anne Denton	Boone-Apache Schools	\$100 VISA gift card	Focus Financial Advisors
Liz Dorsey	Drumright Schools	Zuma Rocker	VIRCO
Floy Dyer	Inola Schools	OSU Shirt /Cup & Stuff	OCSBM
Crystal Davis	Hominy Schools	Keurig Coffee Maker	OK Consulting & Accounting Services
Vicki Coyle	Moore Schools	\$25 Olive Garden gift cart	Widenhammer
Donna Campo	Liberty Schools	"Coach" Purse	American Fidelity Assurance Co.
Sherri Pugh	Crutch Schools	"Coach" Umbrella	American Fidelity Assurance Co.
Lois Clubb	Norman Schools	Wine & Cheese Basket	BLX Group
Cathey Miller	Little Axe Schools	"Coach" Golf Ball & Tee Holder	American Fidelity Assurance Co.
Mark Waldrip	Oklahoma City Schools	HD6 Kindle Fire	Building Controls Services
Cassie Farr	Southwest Technology Center	\$100 Amazon gift card	Tyler Technologies
Floy Dyer	Inola Schools	\$50 VISA gift card	Ameresco
Carol Bogle	Ketchum Schools	\$25 VISA gift card	Focus Financial Advisors
Joy Mayfield	Sweetwater Schools	\$25 VISA gift card	Focus Financial Advisor
Sherri Pugh	Crutch Schools	OSU Shirt/Cup & Stuff	OCSBM
Kelli Davis	Inola Schools	\$50 VISA gift card	Finishline Fuels
Cathey Miller	Little Axe Schools	\$25 VISA gift card	NIS Benefits
Linda Andrews	Washington Schools	Golf & Stuff	AXA
Kellie Clark	Catoosa Schools	Golf & Stuff	AXA
Becky Byers	Union Schools	Golf & Stuff	AXA

Thank You!

Thank you for investing the time and resources to help recognize and appreciate our members. We'd also like to thank you for providing quality products , valuable support and education for our members at the vendors booths.

Your prizes and giveaways were a great hit!

We hope that we can count on your sponsorship in the future. If there is any way we can increase the value for you for your sponsorship dollar, please let us know.

Thank you again for all of your generous support. We could not have done it without you!

OKASBO Spring Conference Vendor Showcase



OKASBO Spring Conference Highlights, April 15 - 17, 2013

Friday, April 17, 2015

Friday morning's general session began with opening remarks from Nancy Hughes, President Elect, OKASBO. Honorable Joy Hofmeister, Oklahoma State Superintendent was the keynote speaker for today. She spoke on the budget, student testing, teacher shortage, her 5-year plan to increase teacher pay and instructional school days. After a brief break, we heard from the Legislative Panel: Representative Dennis Casey and Representative Scott Inman moderated by Kevin Hime, Board of Director, OKASBO. Both talked about concerns with education funding. If your seat was empty, you missed a great opportunity to discuss issues that will have a direct impact to public education.

Next was the Debriefing & Brainstorming sessions with Committees. The panel consisted of the Chairperson or Board Director for each committee: Cody Way, Chairperson, Finance Committee, Cindy Shiever, Board Director, Human Resources/Risk Management Committee, Kevin Hime, Board Director, Legislative/Legal Aspects Committee, Roger Adair, Chairperson, Professional/Membership Committee, Nancy Hughes, President Elect, Department of Education/Career Technology Education Committee, Steve Haynes, Board Director and Bill Casey, Chairperson, Technology/Information Systems. Each person explained the role and responsibilities of each committee and asked if any member wanted to serve on a committee to contact them. Nancy Hughes, President Elect, OKASBO also encouraged everyone to complete the evaluation forms. This instrument is a tool that will not only benefit OKASBO but will benefit you as to the area of professional development needed.

Ann Wade called the business meeting to order. The only item for discussion, possible vote to approve, disapprove was to replace retiring board member Cindy Shiever. Her term expires June 30, 2015. Ms. Wade asked if there were any nominations from the floor. There were none. Ms. Wade asked to accept the committee's recommendation and approve Lori Smith, CFO, Edmond Schools as the next board of director effective July 1, 2015. Motion was made Tom Linihan to approve Lori Smith to the board of directors effective July 1, 2015 and was seconded by Steve Haynes. Motion carried. Business meeting adjourned at 11:35 A.M.

Last but not least were the door prize drawings (complete listing on page 18.) The Board of Directors met for the regular scheduled Board meeting immediately following the close of conference. The next scheduled board meeting will be held on June 10, 2015 at the Moore Norman Technology Center at 4:00 p.m. I wanted to share the conference experience with those of you that were not able to attend due to other obligations and reaffirm the experience with those in attendance.



Nancy Hughes, President Elect, OKASBO, Exec. Dir., Financial Acct., SDE



Honorable Joy Hofmeister, OK State Superintendent of Instruction



Kevin Hime, Board Director, OKASBO, Supt., Clinton Schools



Left: Rep. Scott Inman (R)
Right: Rep. Dennis Casey (R)

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ASBO International Annual Meeting

Annual Meeting & Expo



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2015 Annual Meeting & Expo
October 23-26

Grapevine, Texas, Gaylord Texan Resort & Convention Center

Why Attend?

In our increasingly virtual world, there's still no substitute for face-to-face engagement. The Annual Meeting & Expo brings together school business leaders to learn and to connect—sharing challenges, successes, best practices, and more. Attending the meeting will not only enhance your knowledge and skills, it will also provide unmatched career opportunities:

- Interact with experts in school business management.
- Participate in face-to-face dialogue with your peers on topics most relevant to you.
- Expand your network and build new relationships.
- Acquire creative ways to increase efficiencies and reduce costs for your district.
- Build confidence in your ability to communicate and negotiate in high-stakes situations.
- Develop skills to budget effectively despite unknown variables.
- Discover valuable products and services for your schools and your office.
- Earn CPE and CEU credits at our informative hands-on workshops and educational sessions.

REGISTER NOW!

Who Should Attend?

The Annual Meeting & Expo is designed specifically for school business professionals who want to exchange ideas, build relationships, broaden their expertise, enhance their leadership skills, advance their careers, and better serve their districts.

Questions? [Contact Theresa Boulware](#), membership manager, 866.682.2729 x7080.

How to Leverage Generation X in the Workplace

From the Experienced Leader

Ann Fishman, president of Generational Targeted Marketing, LLC - a company that helps organizations better understand customers and employees - says that Generation X is America's greatest generation of entrepreneurs, and employers can leverage their unique skills in the workplace (Generation X includes individuals who are 31-51 years old.)

However Fishman notes that these individuals tend to struggle with team-work, so employers should consider this when asking them to participate in group projects. She says that Generation Xers, like other generations, are influenced by unique historical and social factors, which have shaped how they operate in the workplace.

During Generation Xers' formative years, the three support systems that American society offered its children - family, religion, and government programs for the disadvantaged - were weak. Generation Xers were children of divorce, one parent families, step-families, working parents, and latchkey lives. They were also locked out of the job market by large numbers and competition of Baby Boomers. These factors provided the perfect storm that forced Generation Xers to develop great entrepreneurial skills and become self-reliant, individualistic workers.

So how can leaders leverage their Generation X employees strengths and help them become better team players? Fishman offers a hands-off approach with these four tips:

1. Allow Generation X employees to take charge of projects.
2. Provide clearly defined goals so they can understand the focus of the assignment.
3. Don't tell them how to do their job, let them figure out the best way to do it.
4. Be there for them as a resource when they need your help.

Adapted from "How to Help America's Greatest Generation of Entrepreneurs Become Team Players" by Ann Fishman. Where Generations Meet Blog, <http://www.annfishman.com/2012/04/how-to-help-americas-greatest-generation-of-entrepreneurs-become-team-players>, April 2012.

Time Management Tips

6 Tips for Productive Meetings

Leadership coach John Keyser warns that although meetings can be a great way to share information and encourage inclusive decision making having too many of them wastes time and has serious opportunity costs. Here are his tips for running efficient, productive meetings.

1. Share an agenda beforehand so attendees can review and prepare.
2. Identify and share desired outcomes for the meeting.
3. Only invite employees who need to be there.
4. Run the meeting crisply and begin/end on schedule.
5. Provide actionable tasks and deadlines at the end.
6. Record and distribute minutes afterwards.

Adapted from "People Can Work or They Can Attend Meetings. They Cannot Do Both." by John Keyser. Common Sense Leadership, <http://commonsenseleadership.com/people-can-work-or-they-attend-meetings-they-cannot-do-both>, February 2014

Membership Renewal Coming Soon!

There are lots of reasons why OKASBO is important; however, it is up to us to keep our membership strong and to help maintain the standard of excellence that OKASBO is known for. Maintaining our membership and promoting OKASBO to other staff and colleagues who can benefit from this membership will help the organization as a whole stay strong. Talk to new members in the business of providing its members with information and education for well over 50 years. Don't forget that OKASBO topics range from food service to technology to human resources to purchasing, to finance, along with others- there is a place with OKASBO for many different areas of specialty.

Don't forget to renew your membership every year. The new membership year starts July 1. Be sure you review the personnel listed on your statement and make revisions as needed. Also please update your vendor file for OKASBO with the **NEW** mailing address.

OKASBO
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Wellston, OK 74881

Leadership Styles

What's Your Leadership Style?

Below are six common behavioral approaches to leadership. Which persona fits your leadership style?

- 1. The Authoritarian** (a.k.a. the dictator, the autocrat)
These leaders are commanding and are known for being able to handle any type of crisis. Authoritarians are found in any workplace, overriding group opinions and making unilateral decisions to achieve tasks swiftly. They are disciplinarians and are the best to turn to when an organization is in trouble.
- 2. The Idealist** (a.k.a. the visionary, the dreamer)
Idealists are leaders with an overriding mission, vision, or dream for their organization. They motivate other staff to work together toward a goal, and have a huge impact on organizational culture and morale. These leaders should be relied on most when looking to shake things up and try something new, or to keep a company on track that has lost sight of its true purpose.
- 3. The Advisor** (a.k.a. the coach, the counselor)
Advisors are great mentors. They constantly motivate staff to enhance their strengths and address their weaknesses, always aiming for self-improvement. They improve morale by aligning personal goals with organizational goals, by mitigating conflicts, and by preventing high turnover rates.

- 4. The Populist** (a.k.a. the democrat)
The populist leadership style reflects those who value group collaboration and encourage having team members vote on how a decision should be made. Sometimes populists can have trouble accomplishing a task if a consensus cannot be reached, however these individuals listened to their team members' insights and opinions, making them wise leaders.
- 5. The Team Player** (a.k.a. the affiliate, the collaborator)
Born to cooperate and collaborate, these leaders are at their best when working with others. They make great team builders knowing how important synergy and harmony are to an organization's success. They are also great mediators, able to resolve any conflict that arises in a group setting.
- 6. The Pioneer** (a.k.a. the pace-setter, the paragon)
Last but not least is the pioneer leadership style, including high-achieving rock stars who lead by example, setting the bar for other employees. Pioneers are hard workers but sometimes may have issues sharing credit with others, which can be challenging for them in collaborative environments.

By understanding your leadership style, you can determine strategies to become more effective.



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Seeds of Inspiration



My Dad loved a beautiful garden and he carefully planted the seeds to ensure its growth. He taught me that throughout our life, we are inspired by those around us. Our parents, or brothers and sisters, and extended family members plant seeds of encouragement for us to take some of our first steps, literally and figuratively. As we grow, we take some of those seeds, which helped us to grow, and spread them to our friends. Well, maybe those seeds should be called seeds of instigation as we get them to do things we would only think of and not act out.

As we continue through life, we take a few of the seeds and plant them to grow a new life. For our children, I like to call them the seeds of motivation, while they believe they are the seeds of nagging and “whatever!” However, as parents, we hope we have given them enough inspirational seeds to carry through their lives as well.

Inspiration can come to us when we least expect it. My grandson was working on a school project when he was in the 6th grade and found the following poem on the internet. This young man, through his research, provided me with a seed to plant with each of you. The poem by Poet Matongo Maumbi read:

*A dream is a seed, the seed of a tree;
A tree full of life and the things you can be,
Your dreams are the windows through which you can see;
A hint of your future and things you will be,
Each night when you sleep, you're feeding the seed;
The seed of the tree of who you will be.*

I was taught that our lives are shaped by the seeds planted by our families and friends, but they also grow from the seeds planted by our co-workers, business partners, colleagues and others that are part of our day-to-day work life. Those folks, who we work with, challenge us, motivate us, encourage us, and oh yes, there are times when they frustrate us too. But if the truth be told, we probably plant some of those same frustration seeds ourselves.

I believe the business relationships we develop provide seeds of knowledge and expertise, which allow us to provide the best opportunities for our staff members, students and our school communities. In turn, based on our needs, we plant seeds of change with our business partners to develop new and innovative methods and products to improve our schools.

And last, but certainly not least, are our colleagues, our OKASBO colleagues who share unselfishly a variety of seeds with each and everyone one of us. Regardless of the time constraints or obstacles we face there is always someone ready and willing to plant a seed for us. Let us look at a few of the varieties:

- Inspiration** - Members inspiring members to accomplish what seems to be the impossible, become involved in committees and take a leadership role with the OKASBO organization.
- Knowledge** - Sharing knowledge with one another without hesitation. The vast knowledge of the OKASBO members is a tremendous strength of the organization.
- Encouragement** - Colleagues who become the friends that provide both professional and personal support to help each of us through the good times and the difficult times.
- Challenge** - The desire to make each of us better by questioning our ideas and directions, and supporting our decisions.
- Listening** - Members that seek opinions of others as we all work for common good of the organization.
- Change** - An organization and its membership who adapt to change and foster change when it is necessary.
- Innovative** - Members that constantly want to improve the value of the organization for the members, without throwing away the competencies of the past.
- Diversity** - Respect for each other's differences.
- Enjoyment** - Seeds to help each of us unwind and relax from the stresses of the mandates and day-to-day operations.
- Reflection** - Respect for ourselves, acknowledging our strengths and challenging our weaknesses.

I have shared several instances of seeds being planted by those who come in and out of our lives. All of them have provided me with insight, motivation and encouragement along life's journey. They have helped me to grow a tree with multiple and sturdy branches. I hope in some small way I have inspired you to plant a seed that will inspire someone else. Plant a seed for those who have preceded you: to help those who will succeed you.

I will end with one final quote from Robert Louis Stevenson: *“Don't judge each day by the harvest you reap, but by the seeds you plant.”* I believe that Dawn, as your new Executive Director, will plant many seeds that will provide you multiple and sturdy branches. Enjoy the beautiful garden - plant a seed!

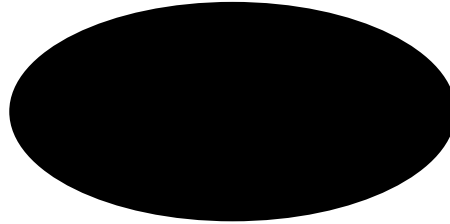
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MEETING SCHEDULE

ASBO International

Annual Meeting & Expo

2015

October 23-26
Grapevine, Texas

2016

September 23-26
Phoenix, Arizona

2017

Oklahoma ASBO

Sheraton Hotel/Reed Conf. Center
Midwest City, OK

2015

April 15 - 17
September 16 - 18

2016

April 13 - 15
October 12 - 14

2017

April 26 - 28
October 11 - 13

"You are never too old to set another goal or to dream a new dream."

