

### **Day One - November 15th**

8:00	8:30	Introductions
8:30	10:00	Budgeting and Financial Planning
10:00	10:15	BREAK
10:15	11:45	Bond Issues - What, Who, When and How
11:45	12:30	Lunch
12:30	2:00	Internal Controls
2:00	2:45	Review/Critical Thinking: Problem Solving
2:45	3:00	BREAK
3:00	4:30	Technology Hot Issues: Cybersecurity
4:30	5:00	WRAP UP

### **Day Two - November 16th**

9:00	9:05	Day 2 Introductions and Questions
9:05	10:30	Human Resource Management - Benefits/Personnel
10:30	10:45	BREAK
10:45	12:00	Child Nutrition Program
12:00	12:45	LUNCH
12:45	2:15	Emergency Preparedness and Recovery
2:15	3:00	Review/Critical Thinking: Problem Solving
3:00	3:15	BREAK
3:15	4:45	Purchasing Processes & Efficiency
4:45	5:00	WRAP UP