



Colorado Charter Schools Program
2014 Annual Finance Seminar

Agenda

Date:	Friday, September 19, 2014 The Summit Event Center, 411 Sable Blvd, Aurora, CO 80011
Time:	9:00 AM – 3:00 PM
Location:	The Summit Event Center, 411 Sable Blvd, Aurora, CO 80011

8:00 – 9:00

Registration and Coffee

9:00 – 9:15

Welcome, Introductions and Agenda Review

CDE Schools of Choice Office

Gina Schlieman, Charter Schools Program & Grant Manager

Colorado League of Charter Schools

Tiffany Kallevik, Director of Member Business Services

9:15 – 10:15

Morning Plenary Session: CDE Finance Update

TBD - CDE

10:15 – 10:30

BREAK

10:30 – 11:20

Breakout Session 1

11:30 – 12:20

Breakout Session 2

12:20 – 1:00

Networking Lunch

1:00 – 2:00

Afternoon Plenary Session: OMB Circulars Explained

TBD - CDE Grants Fiscal

2:00 – 2:10

BREAK

2:10 – 3:00

Breakout Session 3

2014 CCSP Annual Finance Seminar

Breakout Session At-a-Glance

Breakout Session 1

10:30 – 11:20

New Schools Strand	Business Manager Strand	Administrator Strand	Board Member Strand
CCSP: Grant Budgeting and Reporting <i>Marti Rodriguez - CDE Grants Fiscal</i>	Avoid Costly Penalties: HR Compliance Tips <i>Michelle Ferguson, Attorney - Ireland Stapleton Pryor & Pascoe, PC</i>	Preparing for a Termination: Proper Steps to Protect the School <i>Shawna Simcik - Innovative Career Consulting Colin A. Walker, Attorney - Fairfield and Woods, P.C</i>	CSSI Standard 10: Assessing the Financial Health of Your School <i>Sam Todd - Peak to Peak Panelists: Eileen Johnston, Diane Borre, Dan Sherrill, Kim Hurt</i>
Room TBD	Room TBD	Room TBD	Room TBD

Breakout Session 2

11:30 – 12:20

New Schools Strand	Business Manager Strand	Administrator Strand	Board Member Strand
School Safety Planning <i>Christine Harms - Colorado School Safety Resource Center</i>	PERA & GASB Updates <i>TBD - Colorado PERA</i>	School Food Programs <i>Jan Bodnar - CDE, Office of School Nutrition Britton Knickerbocker and Kelly Chrisman - Charter Choice Collaborative</i>	Launching a Self-Insured Benefits Pool for Charter Schools <i>Gary Clark, Employee Benefits - HUB Int'l Insurance</i>
Room TBD	Room TBD	Room TBD	Room TBD

Breakout Session 3

2:20 – 3:00

New Schools Strand	Business Manager Strand	Administrator Strand	Board Member Strand
Setting Up School Finance Operations <i>Kim Miller - Vanguard Classical Schools</i>	Financing Options, Part One: Become Knowledgeable about Direct Financing, Public Bonds, Variable Bonds and More <i>Mary Groves and Erich Kennedy, Attorneys - Dinsmore & Shohl LLP</i>	Capital Construction Programs <i>Scott Newell - CDE Capital Construction</i>	501c3 Status: The Good, The Bad and The Ugly <i>David Hyams, Attorney - Lewis Roca Rothgerber</i>
Room TBD	Room TBD	Room TBD	Room TBD

2014 CCSP Annual Finance Seminar

Breakout Session Descriptions

New Schools Strand

- Session 1: CCSP: Grant Budgeting and Reporting** **10:30 – 11:20**
An opportunity for schools and authorizers that are a part of the Colorado Charter Schools Program (CCSP) grant to get an update on new budgeting protocols for the program and receive tips on smart CCSP grant budgeting techniques. There will be opportunity to ask any clarifying questions regarding CCSP grant budgeting to help your school or district finance staff ensure a smoother grant budget approval process going forward. You are invited to bring an electronic or hard copy of your schools CCSP grant budget to refer to during the meeting.
Presenter: Marti Rodriguez - CDE Grants Fiscal
- Session 2: School Safety Planning** **11:30 to 12:20**
Proactive strategies are the key to safe schools. Leaders should focus on a balanced approach to prevention, intervention, security and crisis preparedness, combined with improving communications, school climate, psychological support services and strong relationships with public safety officials. Attend this session to learn where to go for assistance in planning and implementing your safety practices within a tightly-budgeted environment.
Presenter: Christine Harms - Colorado School Safety Resource Center
- Session 3: Setting Up School Finance Operations** **2:10 to 3:00**
In order for charter schools to be successful, it's imperative that the financial affairs of the school be set up and managed correctly. This session is designed to introduce proven (and often required) systems, segregations of duties, basic policies and overall business practices for new schools.
Presenter: Kim Miller - Vanguard Classical Schools

Business Manager Strand

- Session 1: Avoid Costly Penalties: HR Compliance Tips** **10:30 – 11:20**
HR Compliance is complicated because employment laws are complicated. There are over 22 separate Federal Employment Laws plus each state has their own employment laws. When you consider the cost of non-compliance, you might decide it's a prevention that's well worth the effort. Join this session to hear tips on how to avoid stiff penalties.
Presenters: Michelle Ferguson, Attorney - Ireland Stapleton Pryor & Pascoe, PC
- Session 2: PERA & GASB Updates** **11:30 to 12:20**
PERA provides retirement and other benefits to the employees of more than 500 government agencies and public entities in the state of Colorado. Employees of Colorado charter schools must participate in PERA. PERA is a substitute for Social Security for most of these public employees. Benefits are pre-funded, which means while a member is working, he or she is required to contribute a fixed percentage of their salary to the retirement trust funds. Join this session to hear about relevant changes to the program and how charter schools will be impacted.
Presenter: TBD - Colorado PERA

Session 3: Financing Options, Part One: Become Knowledgeable about 2:10 to 3:00
Direct Financing, Public Bonds, Variable Bonds and More
tbd
Presenters: Mary Groves and Erich Kennedy, Attorneys - Dinsmore & Shohl LLP

Administrator Strand

Session 1: Preparing for a Termination: Proper Steps to Protect the School 10:30 – 11:20
No employer is immune from having to face the difficult reality of terminating an employment relationship. The prudent employer will take steps to prepare themselves and their school for termination to ensure that they are adequately protected from a legal standpoint. Hear from experts what leaders must consider and act on to minimize legal and other risks. *Note: Employers should consult with an employment lawyer prior to terminating an employee.*
Presenters: Shawna Simcik - Innovative Career Consulting
Colin A. Walker, Attorney - Fairfield and Woods, P.C

Session 2: School Food Programs 11:30 to 12:20
The National School Lunch Program (NSLP) is the oldest and largest of the Child Nutrition Programs. It is a federally assisted meal program that provides balanced, low-cost or free lunches to thousands of children in Colorado each day. The Special Milk Program (SMP) offers milk to children who do not have access to the National School Lunch Program or School Breakfast Program. Join this session to learn about these programs to determine which is right for your school.
Presenters: Jan Bodnar - CDE School Nutrition
Britton Knickerbocker and Kelly Chrisman - CharterChoice Collaborative

Session 3: Capital Construction Programs 2:10 to 3:00
Facilities are not only a major expense for charter schools, but they can also create large challenges for new and existing charter schools. Attend this session to better equip your school to navigate the time consuming facilities process. The CDE Capital Construction Director will share facility financing and leasing tips to lead you to success. Also learn about the BEST Grant and how to prepare and apply for it.
Presenter: Scott Newell - CDE Capital Construction

Board Member Strand

Session 1: CSSI Standard 10: Assessing the Financial Health of Your School 10:30 – 11:20
The Colorado School Support Initiative (CSSI) provides charter schools with a comprehensive school performance rubric based on The Standards-Based Teaching/Learning Cycle (second edition) research basis and the Colorado Standards and Indicators for Continuous School Improvement. Standard 10 specifically addresses charter school financial practices. This rubric can be used as a self-evaluation tool to help Boards assess the financial health of their school. Attend this session to learn how to apply this tool in your organization.
Moderator: Sam Todd - Peak to Peak Charter School
Panelists: Eileen Johnston - James Irwin Charter Schools
Diane Borre - Cheyenne Mountain Charter Academy/The Vanguard School
Dan Sherrill - Caprock Academy
Kim Hurt - Frontier Charter Academy

Session 2: Launching a Self-Insured Benefits Pool for Charter Schools 11:30 to 12:20

Currently numerous Colorado charter schools are preparing to launch a self-insured benefits pool. In this session, the presenter will discuss today's employee benefits landscape and share how a self-insured benefits pool can transform your school's program into a strategic strength that attracts and retains the best employees.

Presenter: Gary Clark, Employee Benefits - HUB International Insurance

Session 3: 501c3 Status: The Good, The Bad and The Ugly 2:10 to 3:00

All Colorado charter schools are required to register as non-profit entities in the State of Colorado. Obtaining a federal 501c3 non-profit status is not a requirement but there are reasons a charter school may want to apply for it. Attend this session to learn how to determine if becoming a 501c3 is the right choice for your school.

Presenter: David Hyams, Attorney - Lewis Roca Rothgerber

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