Locally-approved non-profit charter school governing boards are required by both Georgia law and Georgia Board of Education rules to participate in

- nine hours of annual training
- six additional hours of training for newly-approved governing board members during the first year after their approval

For more information, contact Michele Jurkiewicz
404.463.6804
mjurkiew@uga.edu
This course is approved to meet training requirements. The course provides content based on the *Standards for Effective Governance of Georgia Nonprofit Charter School Governing Boards*, Domain VII Financial Governance.

**Course Information**

**Essentials of Financial Management**

This course is designed to provide an overview of fundamental concepts in government finance.  
Cost: $159

Upon completion of the course, the participant will be able to

- recite three categories of funds and generic fund types
- explain the purpose of a statement of position and operating statement
- recite the three basis of accounting models
- discuss two different methods of measurement focus
- recite the five components of internal control
- explain steps to safeguard assets
- discuss the strategic plan’s role in budgeting
- recall the importance of fund balance in financial sustainability
- explain difference between a policy and procedure and discuss role the board has in creating financial policies

**Field of Study:** Accounting (Governmental) and Specialized Knowledge  
**Prerequisites:** None

**Who should attend:** Veteran charter board members of locally-approved non-profit charter schools  
**Advance Preparation:** None. Meets the 3-hour financial governance training for veteran charter board members. Includes “bonus” content on the importance of safeguarding assets. Identifies control activities for fraud prevention and detection for common transactions. Total course length: 4 hours

**Program Level:** Basic  
**Delivery Method:** QAS Self Study

For more information regarding refund, concerns and program cancellation policies, please contact Michele Jurkiewicz at 404.463.6804.
The University of Georgia's Carl Vinson Institute of Government offers the Charter Schools Financial Management Certification Program for charter school leaders and personnel who are responsible for:

- School Budgets
- Accounting
- Purchasing
- Payroll Processing

and ensuring school financial policies are in line with state and federal laws.
The University of Georgia’s Carl Vinson Institute of Government worked with the Georgia Department of Education, the State Charter Schools Commission, and the Georgia Charter Schools Association to create relevant material for this certification.

<table>
<thead>
<tr>
<th>Course</th>
<th>Cost</th>
<th>Date</th>
<th>Location</th>
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<tr>
<td>Payroll Administration</td>
<td>$199 per attendee</td>
<td>November 14, 2017</td>
<td>Administrative Offices of the Courts 244 Washington St., 3rd Floor Atlanta, Georgia 30334</td>
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<td>Purchasing</td>
<td>$199 per attendee</td>
<td>November 15, 2017</td>
<td>Administrative Offices of the Courts 244 Washington St., 3rd Floor Atlanta, Georgia 30334</td>
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<td>Budgeting for Charter Schools</td>
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<td>February 20, 2018</td>
<td>Administrative Offices of the Courts 244 Washington St., 3rd Floor Atlanta, Georgia 30334</td>
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<td>Writing Financial Policies</td>
<td>$199 per attendee</td>
<td>February 21, 2018</td>
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<tr>
<td>Internal Controls</td>
<td>$199 per attendee</td>
<td>May 9, 2018</td>
<td>Administrative Offices of the Courts 244 Washington St., 3rd Floor Atlanta, Georgia 30334</td>
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<tr>
<td>Introductory Accounting</td>
<td>$360 per attendee</td>
<td>July 24-26, 2018 3 consecutive days of training</td>
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Continuing Education Courses

Taking Responsibility for Financial Statements Webinar
March 20, 27, and April 19, 2018
$119 per attendee

Online Essentials of Financial Management Course
$159 per attendee
Online only

Online Open Meetings Course
$119 per attendee
Online only

Program Overview

- The program consists of 6 required courses
- Participants must pass an online exam for each class
- Participants are given 3 years to complete all courses
- Once certification is earned, 12 hours of continuing professional education is required every 2 years to maintain certification

The State Charter Schools Commission of Georgia offers full scholarships to participants.
Visit www.cviog.uga.edu/charterfinance for more information.

REGISTER TODAY!
www.cviog.uga.edu/charterfinance