

CASBO IMPERIAL ROAD SHOW REGISTRATION

FRIDAY, NOVEMBER 6

Workshop Location

IMPERIAL COUNTY OFFICE OF EDUCATION
1398 SPERBER ROAD
EL CENTRO, CA 92243

Who Should Attend

* CBO
* Account Clerk
* Facilities Supervisor
*Excel User
*Payroll Clerk

Tentative Schedule of Events

7:45 am - Registration Opens (FLC Room B)

8:00 - Welcome Message by Imperial County Superintendent of Schools Dr. Todd Finnell

8:15 - Session breakouts begin. You will have the option of attending one workshop per session.

- Session 1
8:15 to 9:45
- Super Circular - New Audit Requirements
 - Classified Evaluations for Supervisors
 - Excel Formulas & Functions (Hands On Training Limited Seating)

- Session 2
9:55 to 11:25
- Public Bidding Process (Part 1)
 - California School Accounting - What Does the Account Line Mean?
 - Excel Pivot Tables (Hands On Training Limited Seating)

11:25 - Lunch Break (provided)

- Session 3
12:30 to 2:00
- Public Bidding Process (Part 2)
 - ICSIS Payroll Coding Tips & Best Practices

Full Name

Cost for
Attendance

- CASBO Member \$20
 Non-Member \$25

School District

****Deadline for Registration is October 23rd***

Completed registration form and check (made to CASBO) need to be sent to Kristy Curry at El Centro Elementary School District, 1256 Broadway, El Centro, CA 92243.