

**New Dates**  
**Superintendents Finance and Budgeting Training**  
**January 26, 27, 2022**  
**Virtual Meeting**  
**Agenda**

**Wednesday, January 26, 2022 (8:00 a.m. – 5:00 p.m.)**

8:00 a.m. Business Office Structure	NMASBO – Terry Dean
<ul style="list-style-type: none"><li>• Job Descriptions</li><li>• Internal Control</li></ul>	
9:15 a.m. School Board Financial Responsibilities	NMSBA - Joe Guillen,
10:30 a.m. Break	
10:30 School funding formula and distribution, Federal Supplemental Funds	NMASBO – Claire Cieremans
12:00 p.m. Lunch	
12:30 p.m. Capital Projects Facility Master Plan, PSCOC, PSFA, Building Maintenance Facilities Information Maintenance System (FIMS) , PSCOC Rankings	PSFA - Martica Casias
1:45 p.m. Certified Purchasing Agent and Procurement	CES - Gustavo Rossell
2:45 p.m. Break	
3:00 p.m. Financial Reports for the Superintendent	NMASBO –Terry Dean
4:15 p.m. Superintendent and the Business Official	NMASBO – Terry Dean

