

# **2015 Best Practices Conference on School Operations, Finance, and Business Leadership**

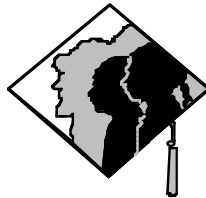
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*Sponsored by*

*New Hampshire School  
Administrators Association (NHSAA)*

and

*New Hampshire Association of  
School Business Officials (NHASBO)*



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**Wednesday and Thursday**

**September 23 & 24, 2015**

**Grappone Conference Center  
Concord, NH**

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**See inside for daily agenda and  
conference registration form**

**2015 Best Practices Conference on  
School Operations, Finance, and Business Leadership**

**Wednesday, September 23, 2015**

**Agenda**

- 8:00-8:30            *Registration & Coffee – Visit with Exhibitors*
- 8:30-8:45            *Welcome, Review of Program, and Introduction of Exhibitors*  
                              *~ Dr. Mark Joyce, Executive Director, NHSAA*
- 8:45-9:30            General Session 1 – Salons A & B  
**Update from the NH Department of Revenue Administration**  
                              *~ Stephan Hamilton, Director of Municipal & Property Appraisal,*  
                              *NH Department of Revenue Administration*  
                              An update on the tax rate setting, new services, and  
                              information and resources for school warrant preparation
- 9:30-10:15            General Session 2 – Salons A & B  
**GASB 68 Implementation Update**  
                              *~ Marty Karlon, Public Information Officer, NHRS*  
                              A general update on the NH Retirement System, GASB 68  
                              implementation, and the impact on local financial  
                              statements
- 10:15-10:35            *Refreshment Break – Visit with Exhibitors*
- 10:35-11:35            Concurrent Session A  
                              Choose from 5 concurrent sessions – see facing page
- 11:45-12:45            Concurrent Session B  
                              Choose from 5 concurrent sessions – see facing page
- 12:45-1:45            *Lunch – Salons A & B – Visit with Exhibitors*
- 1:45-2:45            General Session 3 – Salons A & B  
**Federal Grant Management: Lessons Learned &  
Recommended Practices**  
                              *~ Caitlin Davis, Internal Auditor, and Matthew Welch, Grants*  
                              *Accountant, NH Department of Education*  
                              A general update on the federal grant system, common  
                              mistakes, and things to watch for. Time will be given at the  
                              end for Q&A.
- 2:45-3:00            Audience Discussion and Q&A
- 3:00                    *Raffle & Adjournment*

## *School Operations, Finance, and Business Leadership*

**Wednesday, September 23, 2015**

	<b>Concurrent Session A 10:35-11:35</b>	<b>Concurrent Session B 11:45-12:45</b>
<i>Capital</i>	<p><b>1. Food Service Update</b> ~ <i>Cheri White, Administrator, Bureau of Nutrition Services &amp; Programs, and Jeanne Pierce, FSD Exeter Cooperative School District</i> New professional standards for food service personnel and any other related updates</p>	<p><b>6. Fraud Prevention</b> ~ <i>Sheryl Pratt and Scott Eagen, Plodzik &amp; Sanderson</i> We will explore how to detect fraud; what warning signs and/or “red flags” to be aware of; and steps to take to prevent and/or reduce the risk of fraud. We will also focus on the ethical work environment of school districts and policies and procedures that should be in place. Finally, we’ll discuss common areas of fraud using actual fraud cases.</p>
<i>Concord</i>	<p><b>2. Risk Management</b> ~ <i>Monica Panait, Senior Risk Management Consultant, and Mary Beth Purcell, P&amp;L Claims Consultant, Primex<sup>3</sup></i> This program takes a look at the importance of understanding your district’s exposure to risk and the need to identify and effectively control those risks. You’ll also learn how coverage and risk are intertwined and how to best manage common situations frequently encountered by public entities. Be ready to share your experience and actively participate in the learning process.</p>	<p><b>7. Risk Management (Continued)</b> ~ <i>Monica Panait, Senior Risk Management Consultant, and Mary Beth Purcell, P&amp;L Claims Consultant, Primex<sup>3</sup></i> This hour is a continuation of Concurrent Session A.</p>
<i>Merrimack</i>	<p><b>3. How Medical Consumerism Can Lower Health Care Costs</b> ~ <i>William Byron, Assistant Manager, Health &amp; Safety, HealthTrust</i> Tools to mitigate health costs and create consumerism within your district</p>	<p><b>8. On the Horizon of Health Care</b> ~ <i>Lisa Duquette, Executive Director, and Jeff Kantorowski, Coordinator of Benefit Programs, SchoolCare</i> Understanding the changes coming in health care and the local impact</p>
<i>Salon C Front</i>	<p><b>4. Fire and Safety Code Update</b> ~ <i>J. William Degnan, State Fire Marshal, and Ronald Anstey, Section Chief, Division of Fire Safety</i> A review of fire and safety codes for schools and public buildings, with an emphasis on compliance issues and an update on regulations</p>	<p><b>9. Fire and Safety Code Update</b> ~ <i>J. William Degnan, State Fire Marshal, and Ronald Anstey, Section Chief, Division of Fire Safety</i> A review of fire and safety codes for schools and public buildings, with an emphasis on compliance issues and an update on regulations</p>
<i>Salon C Back</i>	<p><b>5. Department of Labor</b> ~ <i>Christine Farmer, Assistant Administrator of the Inspections Division, NH Department of Labor</i> Impact of HB347 on reporting earnings for hourly employees and recommended competency practices</p>	<p><b>10. Department of Labor</b> ~ <i>Christine Farmer, Assistant Administrator of the Inspections Division, NH Department of Labor</i> Impact of HB347 on reporting earnings for hourly employees and recommended competency practices</p>

# **2015 Best Practices Conference on School Operations, Finance, and Business Leadership**

**Thursday, September 24, 2015**

## **Agenda**

- 8:00-8:30      *Registration & Coffee – Visit with Exhibitors*
- 8:30-8:45      *Welcome, Review of Program, and Introduction of Exhibitors*  
                    ~ Dr. Mark Joyce, Executive Director, NHSAA
- 8:45-10:15     **General Session 1 – Salons A & B**  
**Trouble in the Presidentials: What a Mountaineering  
Accident Can Teach Us About Managing School System  
Risk**  
                    ~ Ty Gagne, CEO, Primex<sup>3</sup>  
                    Although strikingly beautiful, Mount Washington and the  
                    surrounding Presidential Range hold the dubious distinction of  
                    having “the world’s worst weather.” The Presidential Range is  
                    also world-renowned for the challenging terrain it provides for  
                    alpinists, and as such, has been the scene of hundreds of  
                    mountaineering accidents over the years. Ty will provide an in-  
                    depth analysis of a recent tragedy on the range and extend those  
                    lessons and others learned above the tree line into your roles as  
                    system leaders, faculty, staff, and team members.
- 10:15-10:35    *Refreshment Break – Visit with Exhibitors*
- 10:35-11:35    **Concurrent Session A**  
Choose from 4 concurrent sessions – see facing page
- 11:45-12:45    **Concurrent Session B**  
Choose from 5 concurrent sessions – see facing page
- 12:45-1:45     *Lunch – Salons A & B – Visit with Exhibitors*
- 1:45-3:00      **General Session 2 – Salons A & B**  
**Update on Federal Laws, Rules, and Programs**  
                    ~ Noelle Ellerson, Associate Executive Director, Policy &  
                    Advocacy, AASA  
                    An overview of the impact of federal legislation, policy,  
                    and the budget on public education
- 3:00-3:15      **Audience Discussion and Q&A**
- 3:15             *Raffle & Adjournment*

# *School Operations, Finance, and Business Leadership*

**Thursday, September 24, 2015**

	<b>Concurrent Session A 10:35-11:35</b>	<b>Concurrent Session B 11:45-12:45</b>
<i>Capital</i>	<p><b>11. Trouble in the Presidentials: A Follow-Up</b>                      ~ Ty Gagne, CEO, Primex<sup>3</sup>                      Follow-up to the keynote presentation with more in-depth conversation of the role of the leader, minimizing risk, and maximizing team efforts. There will also be time for Q&amp;A.</p>	<p><b>15. Fraud Prevention in School Finance</b>                      ~ Sheryl Pratt and Scott Eagen, Plodzick &amp; Sanderson                      We will explore how to detect fraud; what warning signs and/or “red flags” to be aware of; and steps to take to prevent and/or reduce the risk of fraud. We will also focus on the ethical work environment of school districts and policies and procedures that should be in place. Finally, we’ll discuss common areas of fraud using actual fraud cases.</p>
<i>Concord</i>	<p><b>12. Risk Management</b>                      ~ Monica Panait, Senior Risk Management Consultant, and Mary Beth Purcell, P&amp;L Claims Consultant, Primex<sup>3</sup>                      This program takes a look at the importance of understanding your district’s exposure to risk and the need to identify and effectively control those risks. You’ll also learn how coverage and risk are intertwined and how to best manage common situations frequently encountered by public entities. Be ready to share your experience and actively participate in the learning process.</p>	<p><b>16. Risk Management (Continued)</b>                      ~ Monica Panait, Senior Risk Management Consultant, and Mary Beth Purcell, P&amp;L Claims Consultant, Primex<sup>3</sup>                      This hour is a continuation of Concurrent Session A.</p>
<i>Merrimack</i>	<p><b>13. On the Horizon of Health Care</b>                      ~ Lisa Duquette, Executive Director, and Jeff Kantorowski, Coordinator of Benefit Programs, SchoolCare                      Understanding the changes coming in health care and the local impact</p>	<p><b>17. How Medical Consumerism Can Lower Health Care Costs</b>                      ~ William Byron, Assistant Manager, Health &amp; Safety, HealthTrust                      Tools to mitigate health costs and create consumerism within your district</p>
<i>Salon C Front</i>	<p><b>14. Information Management: Dealing with the Cloud</b>                      ~ Attorney Gordon Graham, Soule, Leslie, Kidder, Sayward &amp; Loughman                      The advantages and dangers of storing information in the cloud</p>	<p><b>18. Information Management: Dealing with the Cloud</b>                      ~ Attorney Gordon Graham, Soule, Leslie, Kidder, Sayward &amp; Loughman                      The advantages and dangers of storing information in the cloud</p>
<i>Salon C Back</i>		<p><b>19. Food Service Update</b>                      ~ Cheri White, Administrator, Bureau of Nutrition Services &amp; Programs, and Jeanne Pierce, FSD Exeter Cooperative School District                      New professional standards for food service personnel and any other related updates</p>

*2015 Best Practices Conference on*  
**School Operations, Finance, and Business Leadership**

General Session Speakers

Caitlin Davis – NH Department of Education

Noelle Ellerson – American Association of School Administrators (AASA)

Ty Gagne – Primex<sup>3</sup>

Stephan Hamilton – NH Department of Revenue Administration

Marty Karlon – NH Retirement System

Matthew Welch – NH Department of Education

Concurrent Session Speakers

Captain Ronald Anstey – Division of Fire Safety

William Byron – HealthTrust

Director J. William Degnan – Division of Fire Safety

Lisa Duquette – SchoolCare

Scott Eagen – Plodzik & Sanderson

Christine Farmer – NH Department of Labor

Gordon Graham – Soule, Leslie, Kidder, Sayward & Loughman

Jeff Kantorowski – SchoolCare

Monica Panait – Primex<sup>3</sup>

Jeanne Pierce – FSD Exeter Cooperative School District

Mary Beth Purcell – Primex<sup>3</sup>

Sheryl Pratt – Plodzik & Sanderson

Cheri White – Bureau of Nutrition Service & Programs

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**Wednesday, September 23 & Thursday, September 24, 2015**  
**Grappone Conference Center**  
**Concord, NH**

**Conference Registration**



**Please Note:**

- Please use one registration form for each person attending (copy form as needed).
- Registration fees include lunch and access to all sessions.
- Registration fees are non-refundable and subject to regular billing unless **written** cancellation is received at least 7 days prior to the event.
- Season Tickets will be applied at time of billing. All other registrations must be accompanied by a check payable to NHSAA or a purchase order from your district.
- Register by fax at 603-225-3225 or online at **www.nhsaa.org**
- Scan this QR code with your smart phone to go directly to **www.nhsaa.org**

I will attend: \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday

Cost: \$150.00 per person/per day or \$280.00 per person/two days

- \_\_\_\_\_ Check enclosed (payable to NHSAA)
- \_\_\_\_\_ I will use the NHSAA Season Ticket
- \_\_\_\_\_ Please bill my school district/SAU

Name: \_\_\_\_\_

District/SAU#: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

***Please copy this form and return it with your check or purchase order to:***

NHSAA  
46 Donovan Street, Suite 3  
Concord, NH 03301  
Phone: 603-225-3230 ~ Fax: 603-225-3225

NHSAA

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