



New SBO Academy- Winter 2026
Webinar- Zoom
January 9th & 16th from 9:00am to 1:00pm

Day 1 - January 9th

- 9:00 - 9:15** **Good Mornings & Welcome**
- 9:15 - 9:45** **Projecting Your Year-End Budget and Planning Ahead-** *Melissa Bartelt, MASBO*
- 9:45 - 10:45** **Election Essentials: Deadlines & Documentation Made Simple-** *Melissa Bartelt, MASBO*
- 10:45 - 11:00** **Break**
- 11:00 - 11:30** **Preliminary Budget Data Sheets Demystified-** *Shay Baize, MASBO*
- 11:30 - 12:30** **Streamline Your Notice of Intent to Increase/ Decrease Levies-** *Shay Baize, MASBO*
- 12:30 - 1:00** **Open Q&A Session-** *Shay Baize & Melissa Bartelt, MASBO*

Day 2 - January 16th

- 9:00** **Good Mornings & Welcome**
- 9:00 - 9:30** **What's Next? Key Dates & Duties You Can't Miss-** *Shay Baize, MASBO*
- 9:30 - 10:30** **Navigating Pupil Transportation: Rules & Resources-** *Melissa Bartelt, MASBO*
- 10:30 - 10:45** **Break**
- 10:45 - 11:45** **Coding Checkpoint: Review & Challenge-** *Shay Baize & Melissa Bartelt, MASBO*
- 11:45 - 12:45** **Mastering Board Meetings: Agendas, Minutes & Best Practices-** *Melissa Bartelt, MASBO*
- 12:45 - 1:00** **Open Q&A Session-** *Shay Baize & Melissa Bartelt, MASBO*

This MASBO Training is supported by the following Diamond Partners:

