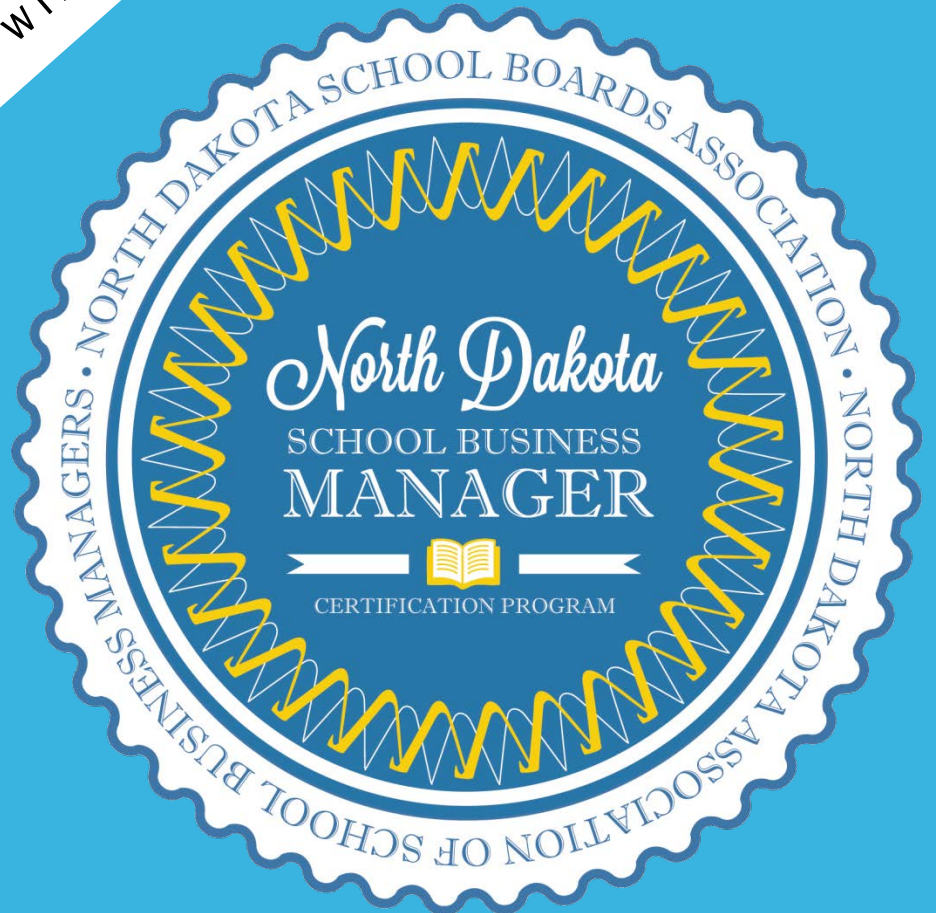


NDSBMCP ORIENTATION

PRESENTED BY: REBECCA WIMER



AGENDA

1. Class schedule and registration
2. Affiliate credits
3. Course website
4. Grading scale
5. Program completion



CLASS SCHEDULES & REGISTRATION

- You will receive a registration form via email each semester (Fall, Spring, and Summer)
- Typically payments are due prior to class (contact me if you need to request an exception)
- Classes will be held face-to-face twice a year (Oct. 28, 2017 and Feb. 10, 2018 this academic year)
- All other courses will be online



2017-2018 SCHEDULE

- Payroll and Accounting Exams Available: August 8-September 30, 2017
- HR I: October 28, 2017
- Open Records and Meetings: October 28, 2017
- Payroll (online): December 1 – January 16, 2018
- Accounting (online): December 1 – January 16, 2018
- Introduction to School Law: February 8, 2018
- Introduction to School Budget: February 8, 2018
- School Election (online): July 1 – August 31, 2018
- Auditing (online): July 1 – August 31, 2018



AFFILIATE CREDITS

- All students need a total of 9 to complete the program
- Many opportunities (self-study, NDSBA events, NDASBM events, NDCEL events, DPI events, ND HR Collaborative events)
- Make sure to pick up an affiliate credit slip **each day** of your event and return the slip to NDSBA or rebecca.wimer@ndsba.org
- Credits will be tracked and regularly updated on the NDSBMCP online gradebook



COURSE WEBSITE

- Check it regularly
- Check it thoroughly
- Password
- Content of a course webpage
- Course Toolboxes
- Quizzes
- Course evaluations
- News
- Gradebook



<http://ndsbmcp.org/>



GRADING SCALE



Grading scale:

85- 100 = Mastery (M): Student has completed proficient work on all course objectives and advanced work on some objectives.

60 - 84 = Proficient (P): Student has completed proficient work on the majority of and/or most important objectives, although not on all objectives. Students must receive at least a proficient to pass a course.

00 – 59 = Developing (D): Student is missing a majority of and/or important objectives and is consequently at significant risk of failing the next related course or being unable to perform the skills covered in the course. Students who receive this designation will be required to retake the course.

For each year in which you perform at mastery in your courses, your board will receive a letter commending your achievement.



PROGRAM COMPLETION

- Must register for all classes offered each semester to complete in two years
- You have up to five years from the date of enrollment to complete
- If you need to drop or take a break, please contact me
- Transcripts are always available upon request
- 61 credits total to complete (this includes 9 affiliate credits)
- Re-certification (15 continuing education credits every 3 three years which may be affiliate coursework and/or NDSBMCP coursework)
- National Certification through the Association of School Business Officials (ASBO)



QUESTIONS

