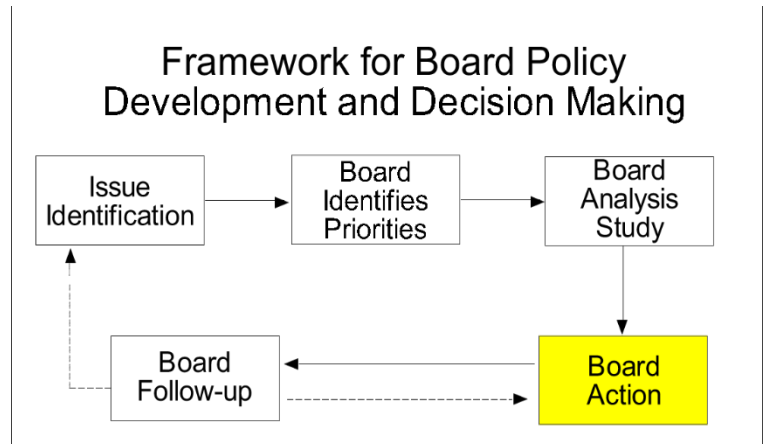


# Iowa State Board of Education

## Executive Summary

January 12, 2023



**Agenda Item:** SBO Authorization Application – Iowa Association of School Business Officials (IASBO)

**State Board Priority:** Reviewing and approving preparation programs

**State Board Role/Authority:** The State Board of Education sets standards and approves practitioner preparation programs based on those standards (Iowa Code 256.7).

**Presenter(s):** Cassandra Cline, Bureau Chief  
Bureau of School Business Operations

**Attachment(s):** One

**Recommendation:** It is recommended the State Board grant approval for IASBO to offer the school business official authorization program.

**Background:** Department staff reviewed IASBO's application for program accreditation. The program meets accreditation standards of Iowa Administrative Code r. 281-81.

# School Business Official Authorization

New Program Approval Request from IASBO



January 12, 2023

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### Overview

An employee that is responsible for the financial operations of a school district is required to hold or obtain a school business official (SBO) authorization pursuant to Iowa Code section 272.31. The State Board holds the authority to grant the approval for an entity to offer the SBO authorization program (Iowa Code § 256.7; 281 IAC 81). The request, if approved, would be the second approved SBO authorization program in the State.

### IASBO Background

The Iowa Association of School Business Officials (IASBO) is the state chapter of the national Association of School Business Officials professional organization (ASBO). ASBO provides resources, services, professional development, and professional standards for school business officials across the country. Formed in 1992, IASBO has consistently worked to provide programs and services that promote the highest standards of school business management practices and professional growth. The advisory committee that developed the original SBO authorization program standards in Iowa included IASBO representation and was largely based on ASBO's national metrics.

### Description of Proposed Program

IASBO is proposing to create the Iowa School Business Institute (Institute) to administer, under their leadership and guidance, a new SBO authorization program. The Institute's program will incorporate dedicated learning time such as the boot camp, orientation, and annual classroom learning; monthly and special topic-based webinars; dedicated sessions at IASBO's spring and fall conferences; and a required year-long mentor program.

### Department Review Process

A review team was established to evaluate the application consisting of four Department staff as described below.

- Reviewer One: Prior experience as a school business official in Iowa
- Reviewer Two: Prior experience as a teacher, principal, and superintendent in Iowa
- Reviewer Three: Assisted with previous SBO authorization program approval review
- Reviewer Four: Prior experience as an accreditation liaison officer for the Higher Learning Commission (Iowa); non-lead accreditation work for ACICS and ABA; director of, and member of related teams for, assessment and program evaluation (Iowa); teacher and administrator (Iowa & elsewhere); and a school business official equivalent (elsewhere)

Each Department staff member independently reviewed and scored IASBO's application. The scoring metric utilized included an individual review of each of the 101 standards in Iowa Administrative Code r. 281-81(4) through 281-81(8).

## Department Recommendation

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The Department recommends the State Board grant approval of the IASBO SBO authorization program beginning July 1, 2023 for a period of seven years.