

## SESSION LISTING

---

### Student Sessions – Code S

**1. The New jmc Family App**

We will be introducing the new jmc Family App.

**Presenter: Paul Freid, Lead Trainer - jmc**

**Session Times:** 9:30-10:20 a.m., 10:30-11:20 a.m.

**Code S**

**2. MARSS Relationships with both ADM and PSEO**

Minnesota Department of Education (MDE) will be offering a session to familiarize and connect MARSS coordinators with an Average Daily Membership (ADM) overview as well as a Postsecondary Education Options (PSEO) overview. Included will be the ADM Enrollment Projections as they relate to MARSS reporting covering both school districts and charter schools either 1-3 years old or 4 years and older. The MARSS reports related to ADM will be covered. Additionally included in the presentation will be MARSS calculations of ADM for PSEO purposes (PSEO high school hours) and several MARSS reports. We will cover the MARSS 56, MARSS 58, MARSS 59, and MARSS 60, with the goal of connecting counselor's student course reporting with MARSS coordinators reporting.

**Presenter: Jeanne Krile, Education Finance Specialist - MN Department of Education**

**Session Times:** 10:30-11:20 a.m., 1:30-2:20 p.m.

**Code S & F**

**3. MCCC 2019-20 Updates**

Take time to get into some topics of interest for MCCC data submission. Explore the updates to the 2019-20 MCCC reporting. Walk through the file submission process and help answer your question of "Am I done?" Take a look at how MCCC data is being used and how it is being planned to be used in the future.

**Presenter: Karen Millette, Program Manager - MN Department of Education**

**Session Times:** 12:30-1:20 p.m., 1:30-2:20 p.m.

**Code S**

**4. MARSS Changes for FY 2020/Counting All Students & Ed-Fi**

This presentation will cover MARSS changes and the transition to Ed-Fi occurring at MDE. It will cover information around how Ed-Fi was chosen, timelines for implementation, what this will mean for districts and schools, as well as support that can be expected during onboarding.

**Presenters: Marilyn Loehr, State MARSS Coordinator; Gayra Ostgaard, Results Measurement Specialist; and Tara Chapa, Data Management and Student Accounting - MN Department of Education**

**Session Times:** 12:30-1:20 p.m.

**Code S**

**5. Transportation for Special Situations**

This session will discuss unique transportation situations for example, special education, homelessness, care and treatment and 504 Plans. There will be a discussion on how transportation is funded and what a district's responsibilities are.

**Presenter: Kelly Garvey, Pupil Transportation, School Finance - MN Department of Education**

**Session Times:** 12:30-1:20 p.m.

**Code S & F**

**6. Online Learning, Reporting and Funding**

This session will cover the various ways that students can participate in online learning (OLL), how and by whom students are reported, how membership and ADM are calculated and how is funding impacted.

**Presenter: Kelly Wosika, Student Accounting - MN Department of Education**

**Session Times:** 1:30-2:20 p.m.

**Code S**

## SESSION LISTING

---

### 7. MARSS Roundtable

Open forum to ask questions or discuss concerns on MARSS related issues.

**Presenters:** *Marilynn Loehr, Kelly Garvey, Kelly Wosika, Jeanne Krile, Gayra Ostgaard and Tara Chapa - MN Department of Education*

**Session Times:** 2:30-3:20 p.m.

**Code S**

## Finance Sessions – Code F

### 8. "Show me the Money" - Third Party Billing

This presentation will include a broad range of information, how it benefits your district and what can be done to help ensure you are capturing every dollar you can! This will be a great session for Business Managers, anyone involved in Third Party Billing as well as anyone wanting to learn more about the process and procedures.

**Presenter:** *Dellynne Monson, Administrative Assistant - SWWC Service Cooperative*

**Session Times:** 9:30-10:20 a.m.

**Code F**

### 9. Student Activity Accounting and Best Practices

This session will provide an overview of UFARS Manual for Activity Fund Accounting - Chapter 14. We will discuss the accounting guidance and best practices in regards to school districts' student activity accounts and the impact of GASB 84.

**Presenter:** *Amanda Tykwinski, Business Services Specialist – SWWC Service Cooperative*

**Session Times:** 9:30-10:20 a.m., 2:30-3:20 p.m.

**Code F**

### 10. Nonpublic Pupil Aid: A Program Overview

The presentation will cover the program basics and reimbursement rules.

**Presenter:** *Greg Sogaard, Education Finance Specialist – MN Department of Education*

**Session Times:** 10:30-11:20 a.m.

**Code F**

### 11. Special Education Funding

The presentation will cover the program basics and reimbursement rules.

**Presenter:** *Paul Ferrin - MN Department of Education*

**Session Times:** 10:30-11:20 a.m., 12:30-1:20 p.m.

**Code F**

### 12. MDE UFARS Hot Topics

We will review FY 2020 UFARS changes and discuss the upcoming FY 2021 UFARS changes, including new code requirements for Safe Schools, Finance Code 342, and Basic Skills, Finance Codes 309 and 317.

**Presenters:** *Deb Meier, Education Finance Specialist 2 and Molly Koppes, School Finance – MN Department of Education*

**Session Times:** 10:30-11:20 a.m., 12:30-1:20 p.m.

**Code F**

### 13. Long-Term Facilities Maintenance Update

This presentation is designed to assist school districts, intermediates, cooperatives, charter schools and vendors in meeting the LTFM Revenue program parameters. Minnesota Statutes, section 123B.595 (Long-Term Facilities Maintenance Revenue) and section 123B.57 (Health and Safety (H&S) Projects) will be reviewed to include 2019 Legislative proposals (Radon Testing). LTFM allowable and restricted expenditures in H&S and Deferred Maintenance will be covered.

**Presenter:** *Sarah C. Miller, Education Finance Specialist - MN Department of Education*

**Session Times:** 12:30-1:20 p.m., 1:30-2:20 p.m.

**Code F**

## SESSION LISTING

---

### 14. SMART Finance Forum

SMART Finance/eR Past, Present and Future. Reminders on existing and new items that might have been overlooked, as well as a preview of some items coming in Spring. Please bring your questions for software enhancements with you.

**Presenters: Stefanie Sylte & Krista Kutzman, SMART Systems Development Managers - SMART Systems**  
**Session Times: 1:30-2:20 p.m. Code F**

### 15. Auditing Potpourri

We will discuss a variety of auditing topics such as what to expect during an audit, MN Legal Compliance, wrapping up an audit, and various items in between.

**Presenter: Jamie Fay, Partner-Elect – Eide Bailly**  
**Session Times: 2:30-3:20 p.m. Code F**

## Payroll Sessions – Code P

### 16. Garnishments, Levies and Child Support

Learn about garnishments, wage levies and child support, including what they are and the correct way to process these deductions on your payrolls.

**Presenter: Elizabeth Sullivan, Compensation & Benefits Supervisor - SWWC Service Cooperative**  
**Session Times: 9:30-10:20 a.m. Code P**

### 17. Overview of TRA Leaves

This session talks about how to navigate through the Employer Portal.

**Presenter: Margaret Sullivan, Payroll - MN Teachers Retirement**  
**Session Times: 9:30-10:20 a.m. Code P**

### 18. HR and Payroll 101

A 101 for new business managers or those not familiar with Human Resource and Payroll topics, including Recruitment & Hiring, Compensation & Benefits, Employee Relations, Documentation and Compliance. Multiple resources will be shared including FAQ, a payroll calendar and checklists.

**Presenter: Elizabeth Sullivan, Compensation & Benefits Supervisor – SWWC Service Cooperative**  
**Session Times: 10:30-11:20 a.m. Code P**

### 19. Teacher Retirement Overview

Slide presentation on payroll and eligibility. Intended for new payroll staff and HR personnel.

**Presenter: Margaret Sullivan, Payroll - MN Teachers Retirement**  
**Session Times: 10:30-11:20 a.m. Code P**

### 20. SMART Budgeting

See how SMART HR's budget module can help project next year's payroll budget complete with employee step increases, salary and benefit increases. Come and see a preview of some of the new changes coming in the spring release.

**Presenters: Stefanie Sylte & Krista Kutzman, SMART Systems Development Managers - SMART Systems**  
**Session Times: 12:30-1:20 p.m. Code P & F**

## SESSION LISTING

---

### 21. PERA Reporting Potpourri

A look at a number of PERA reporting topics that are uncommon, but good to know, and a review of recent legislative changes.

**Presenter: Luis Argueta – Stakeholder Communications**

**Session Times:** 12:30-1:20 p.m., 1:30-2:20 p.m.

**Code P**

### 22. From Wage Theft to Overtime, Navigating State and Federal Wage and Hour Law

Speakers will provide a detailed overview of employer compliance requirements of the Minnesota Wage Theft Prevention Act, and the Fair Labor Standards Act and other recent changes to state and federal wage and hour law.

**Presenters: David Skovholt, Outreach Coordinator - Minnesota Department of Labor & Industry and Corey Walton, Community Outreach and Planning Specialist - US Dept. of Labor, Wage and Hour Division**

**Session Times:** 1:30-2:20 p.m., 2:30-3:20 p.m.

**Code P**

### 23. SMART HR Forum

SMART HR/eR Past, Present and Future. Reminders on existing and new items that might have been overlooked, as well as a preview of some items coming in Spring. Please bring your questions for software enhancements with you.

**Presenter: Stefanie Sylte, SMART Systems Development Manager - SMART Systems**

**Session Times:** 2:30-3:20 p.m.

**Code P**

## All Attendees Sessions – Code A

### 24. Effectively Working with People Who Bug You

At some point in our professional careers, we will have to deal with someone that bugs us or that we can't get along with. A clash of personalities can affect the quality of our work, impact team dynamics and lessen our enjoyment at work. Here's the good news: There are effective, learnable strategies for dealing with people who really bug you! This session will help you learn about personalities in the workplace, including your own, and how to effectively work with all types of individuals.

**Presenter: Tammy Stahl, Deputy Executive Director - SWWC Service Cooperative**

**Session Times:** 9:30-10:20 a.m.

**Code A**

### 25. Fraud - Risk and Protection

The increasing risk of payments fraud and tools to protect your accounts.

**Presenter: Karen Vahey, Vice President, Sr. Treasury Sales Consultant – Bank of the West**

**Session Times:** 10:30-11:20 a.m.

**Code A**

### 26. The Online Big Brother

Have you ever wondered why most of the websites you use are FREE? As a people, we have always been afraid of what information governments have control of, but we have never sat back and thought what private companies are collecting and doing with our personal information. In this session, we will take a closer look at some of these big websites and you will be shown just how much they know about you and me. We will also go over their data collection methods and you will be shown some of the ways to help secure your personal information. You will not need any technological background for this session, just simply a willingness to learn. "The choice for mankind lies between freedom and happiness and for the great bulk of mankind, happiness is better." 1984 George Orwell



## SESSION LISTING

---

**Presenter:** *Brady Carstens, IT Support Specialist - SWWC Service Cooperative*

**Session Times:** 1:30-2:20 p.m.

**Code A**

### 27. Cyber Security in Education

What I need to know about Cybercrime to protect myself.

**Presenter:** *Mike Carter, Senior Technology Coordinator - SWWC Service Cooperative*

**Session Times:** 2:30-3:20 p.m.

**Code A**