**Iowa School Business Management Academy – Standard SBO Authorization Timeline** *(September, 2014)*

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| Initial  Authorization | Year 1 | Year 2 | | Standard Authorization |
| **Minimum:** AA Degree in Business &/or Accounting, w/9 sem. hrs. in Accounting  **OR**  60 sem. hrs. in Business &/or Accounting, w/9 sem. hrs. in Accounting  **PLUS**  18 yrs. of age  and  Satisfactory Iowa DCI background check and national criminal history background check (to be paid by applicant)  **Temporary – 1 Year Authorization**  **(District request to Director of BOEE**  **Minimum:** AA Degree in Business &/or Accounting, w/6+ sem. hrs. in Accounting  **OR**  60 sem. hrs. in Business &/or Accounting, w/6+ sem. hrs. in Accounting  **PLUS**  18 yrs. of age  And  Satisfactory Iowa DCI background check and national criminal history background check (to be paid by applicant) | Mentoring Program  **AND**  9 sem. hrs. or total of 135 contact hrs. completed by end of Year 2:  IASBO Boot Camp *(6)* and Orientation *(5.0)* = *11* contact hrs.  IASBO New Member Webinars = *12* contact hrs.  IASBO “Intro. to Aid & Levy and Certified Budget Process for New SBOs” = 5 contact hrs.  Academy Introductory Session = 3 contact hrs.  IASBO Fall Conf. = 7 Academy contact hrs.  IASBO Spring Conf. = 7 Academy contact hrs.  May Academy = *21* contact hrs.  Academy Online Classes (5 @ 3 hrs. each) = 15 contact hrs.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Year 1 = *81* contact hrs.  All of the above information for Year 1 and Year 2 of Initial Authorization, PLUS  3 sem. hrs. in Accounting | | IASBO Fall Conf. = 7 Academy contact hrs.  IASBO Spring Conf. = 7 Academy contact hrs.  May Academy = *21* contact hrs.  Academy Online Classes (5 @ 3 hrs. each) = 15 contact hrs.  Academy Webinar on UAP Chapter 4 = 2.5 hrs.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Year 2 = *52.5* contact hrs.    (Subtotal = 133.5 contact hrs.)  Ethics Training by end of Year 2 = 1.5 contact hrs.  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Total = 135 hrs. | Achieved in two ways:  (a)  Initial Authorization and completion of Year 1 and 2 requirements;  **OR**  (b)  Practicing school business officials on June 30, 2012, grandfathered in **if**:  18 yrs. of age  and  Satisfactory Iowa DCI background check and national criminal history background check (to be paid by applicant) |