



SFO STUDY GROUP

Fiscal Year 2019



What is the SFO?



ASSOCIATION OF
SCHOOL BUSINESS OFFICIALS
INTERNATIONAL

- The SFO® program is the first nationally recognized certification for school business officials that provides an independent, respected assessment of core industry knowledge requirements.
- Enables governing educational authorities to objectively and readily identify professionals with proven knowledge and experience in fiscal and operational school business management.
- Those who have earned the respected credential demonstrate their professionalism and commitment to ongoing learning through recertification.

What are the benefits of SFO Certification?

- Strengthening your career
- Continuing your professional development
- Gain stakeholders' trust
- Increasing your marketability as a School Finance Professional

Virginia SFO's

- There are 27 SFO's published on ASBO's site
- Of the 16 VASBO Members who took the exam in May of 2018, all 16 passed the exam!

Name	School Division
Kristen Anderson	Frederick County
Monique Barnes	Williamsburg/James City County
Whitney Barrack	* Lancaster County
Christina Berta	* Chesterfield County
Donna Booth	* Northumberland County
Darin Boothe	* Floyd County
John Broderick	* Sussex County
Patricia Camery	Frederick County
Tina Cropp	* Madison County
Christie Fleming	* Dinwiddie County
Lisa Frye	Loudoun County
LaShahn Gaines	Spotsylvania County
Mandy Hall	* Salem City
Penny Hodge	Roanoke County
Shannon Irvin	* Nelson County
Kathleen Jackson	* Roanoke City
Dennis Jarrett	York County, Retired
Tammy Jones	* Bristol City
Robbie Marchant	Timber Ridge School
Katherine Miano	* Montgomery County
Elizabeth Shupe	* Wise County
Christopher Stafford	Pulaski County
Barbara Stombock	* Shenandoah County
E. Brook Thomas	* Northampton County
Deborah White	Goochland County
Dawn Wright-Lawson	* Henry County
Thomas Yetter	Loudoun County

* 2018 SFO Study Group participant

Exam Eligibility

- Master's degree in a field related to school business + 2 years of experience.

OR

- Bachelor's degree in a field related to school business + 3 years of experience.

OR

- 7 years as a school business official, based on approval as a seasoned practitioner.

Exam Information

- **Exam Cost**

- Application Fee:
 - ASBO Member \$150
 - Non-Member \$250
- Exam Fee \$400

- **Exam Format**

- 150 multiple-choice questions
- 3 1/2 hours

- **Exam Administration**

- PearsonVUE Testing Centers
- ASBO Annual Meeting (October 25-28, 2019 in National Harbor, MD)
- Paper & Pencil at 2019 VASBO Spring Conference (possible if enough participate)

- **Exam Content**

- Management of Accounting Systems (13.33%)
- Management Accounting Functions (26.67%)
- Financial Planning and Analysis (15.33%)
- Budgeting and Reporting Activities (10.67%)
- Risk Management Activities (7.33%)
- Management of School Facilities (7.33%)
- Management of Information Systems (4%)
- Management of Human Resource Functions (10.67%)
- Management of Ancillary Services (4.67%)

SFO Testing Resources

- SFO Exam Guidebook
 - https://asbointl.org/asbo/media/documents/learning/SFO%20Certification/SFO_Guidebook.pdf
- Skills Refresher Videos on the ASBO International site
 - <https://asbointl.org/certification/resources#videos>
- Audio Recordings from FY 18 SFO Study Group Calls
- Study Materials from FY 18 SFO Study Group In-Person Sessions
- 2019 VASBO Study Group Participation

2019 VASBO Study Group

- The plans for this year's Study Group are still being developed, but we anticipate a similar structure to last year's group:
 - Several sessions between January 2019 and May 2019
 - Combination of conference calls and in-person trainings at Conferences
 - Potential for scholarships toward the Examination Fee
 - Participants will be asked to complete a Self-Assessment of Professional Standards (by online survey)
 - Study group content will cover all content areas, with additional emphasis on areas of need based on survey results

2019 VASBO Study Group

- What are the benefits of participating in a study group?
 - Reimbursement of their SFO Exam Application Fee upon successful completion of the exam
 - A scheduled approach to preparing for the Exam
 - The opportunity to share experiences with colleagues and learn fundamentals based on real-life application
 - Receive test-taking tips and strategies from Virginia SFO's
 - It's FREE (except for sessions held at conferences)