

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE DRAFT**

#### **Action/Discussion Item:**

702 KAR 3:320, Finance Officer Certification Requirements (Second Reading)

#### **Applicable Statute or Regulation:**

KRS 156.070, 160.431, 161.020

#### **Action Question:**

Should the Kentucky Board of Education give final approval to 702 KAR 3:320, Finance Officer Certification Requirements?

#### **History/Background:**

*Existing Policy.* The 2014 Regular Session of the General Assembly amended KRS 160.431 and 161.020 requiring school finance officers to achieve a certification in order to ensure they have the skills, knowledge, and experience for the finance officer position.

The above listed statutes authorize the Kentucky Department of Education (KDE) to create finance officer certification regulations for Kentucky's local school districts. The finance officer certification regulation provides requirements for a person to become certified to hold the position of finance officer in a school district.

#### **Staff Recommendation and Rationale:**

Staff recommends the approval of 702 KAR 3:320, Finance Officer Certification Requirements. It will help to ensure that school finance officers are qualified to do their jobs and meets the requirements of KRS 160.431. The proposed regulation also requires finance officer candidates to undergo an internship with a mentor approved by KDE. The mentorship curriculum is based on the annual cycle of specific school district financial responsibilities and includes training regarding internal controls.

#### **Impact on Getting to Proficiency:**

Qualified finance officers will ensure that maximum financial resources are available for student instruction.

#### **Groups Consulted and Brief Summary of Responses:**

The requirements in the regulation were developed by a group consisting of current school district finance officers, superintendents, certified public accountants, postsecondary education representatives, the Office of Education Accountability, and KDE staff.

The Local Superintendents Advisory Council (LSAC) reviewed the proposed regulation at its October meeting and the Superintendents Advisory Council (SAC) also reviewed the proposed regulation in October. Similar concerns were raised at both meetings and changes have been made to the regulation to address these concerns. LSAC will have another opportunity to provide feedback at its December meeting and will express its feedback via a letter.

In addition, the KASBO Board of Directors also reviewed the regulation at its September meeting. There were no specific concerns raised by the group. The Local School Board Members Advisory Council reviewed the proposed regulation at its October meeting. No specific comments came from that group.

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**Commissioner of Education**

**Date:**

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