

## Beaumont Summer Course Series

**June 27 & 28, 2022 | 8:30 AM to 4 PM**  
**ESC Region 5 | 350 Pine Street | Beaumont, TX 77701**  
**In-Person Only**

**EVENT DESCRIPTION:** TASBO is pleased to offer four certification courses over two days in Beaumont, taught by experts in their fields. A test will be given for those taking a course for TASBO certification credit.

**SELECT ONLY ONE COURSE PER DAY:** Course descriptions are listed on page 2.

<u>June 27</u>	<u>June 28</u>
_____ PEI109_17	_____ AUD201_34
_____ PUR101_66	_____ ACT105A_32

**FEE:** \$185 Member | \$235 Non-Member

**HOTEL INFORMATION:** TASBO does not have a room block at any hotel for this course.

**LUNCH:** A one-hour break for lunch on your own.

**PREREQUISITE:** None

**CEU/CPE Hours per course:** 6/7

**CONDITIONS:** Meeting room temperatures are difficult to maintain. Always bring a sweater or jacket to ensure comfort. Casual attire is acceptable.

**About TASBO Events:** If you or (someone attending with you) need ADA assistance to participate, please call us at 512.462.1711.

**CANCELLATION POLICY:** Cancellations are only accepted in writing. Cancellations received seven (7) working days before the event are cancelled in full, those received one (1) to six (6) working days before the event are cancelled at 50 percent, and cancellations are not accepted the day of or after the event. If you do not cancel and/or do not attend, you are still responsible for payment. If TASBO cancels an event, you will be refunded in full.

**Register online at [TASBO.org](http://TASBO.org) or return completed form by:**

**Mail:** 5920 W William Cannon Dr, Bldg 1, Ste 200, **Fax:** 512.462.1782 **Email:** [register@tasbo.org](mailto:register@tasbo.org) (**DO NOT** email CC info)  
 Austin, TX 78749

*Please PRINT clearly.*

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**District/Employer**  
*(do not abbreviate):* \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Payment Method:**       PO                       Check Enclosed                       Credit Card

**Cardholder Name:** \_\_\_\_\_ **Daytime Phone:** \_\_\_\_\_

**Card Number:** \_\_\_\_\_ **EXP (MM/YY):** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**Cardholder**  
**Signature:** \_\_\_\_\_

## Beaumont Summer Course Series

### June 27, 2022

#### **PEI 109 PEIMS: All about Attendance and Absences**

Attendees will gain an understanding of how attendance impacts funding and accountability, the types of absences, and how to monitor attendance and absences. Suitable for PEIMS coordinators, clerks, administrators, counselors, and anyone wanting to know more about student attendance and absences. No Prerequisite.

#### **PUR101 Introduction to Purchasing**

In this introduction to the purchasing function within Texas school districts, students will learn the various legal requirements that the procurement function must adhere to, the purchasing requirements addressed in the Texas Education Code, legal exceptions, and the responsibilities within the purchasing function. No Prerequisite.

### June 28, 2022

#### **AUD201 Internal Auditing**

This course introduces the internal audit function in school districts. Students will gain an understanding of the need for an internal audit function, how to establish an internal audit department, developing an internal audit manual, creating an audit schedule, and identifying performance standards. No Prerequisite.

#### **ACT105A Basic Governmental Accounting, Part 1**

This introductory-level course addresses the accounting cycle, budgetary accounting, and governmental fund accounting. Attendees will gain an understanding of the principles of debits and credits, the purpose of the general ledger, understanding a balance sheet, correcting entries, and preparing a statement of revenues, expenditures and changes in fund balance. No Prerequisite.