



Payroll Academy Express

You may have missed the Payroll Academy live event in the fall of 2023, but you don't have to miss out on the content! Join us for a three-hour live webinar highlighting the fan-favorite sessions of this event:

Payroll Procedures Best Practices/Processes

Let's explore ways to build your payroll procedures and best practices. No matter the size of your district having written procedures is essential to ensure accuracy, timeliness, and stability withing your department.

Breakdown of Budget Code

Account codes don't have to be a mysterious set of 20 digits! There is a reason for each one of them and this session will set you on the path of understanding what each one means and why they are important.

Advanced FLSA

Intended for payroll and business officials with an understanding of the basic requirements of the Fair Labor Standards Act (FLSA), this session will address common FLSA compliance issues and how to avoid or correct them. An experienced TASB HR consultant will cover FLSA myths, specific FLSA scenarios common in school entities, and strategies to address these issues.

Wednesday, April 17, 2024

1:00 PM to 4:20 PM

Target Audience: Payroll, Personnel

FEE: \$125 member |\$175 non-member

CEU/CPE Hours: 3/3.5

About TASBO Webinars: Handouts will be distributed via email a day prior to the event—no prerequisites are required to register.

Zoom: This webinar will be presented on Zoom, and you will receive a link once registration is processed.

ABOUT TASBO EVENTS: Seating is limited, so register early. 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](https://tasbo.org) or return completed form by:

Mail: 5920 W. William Cannon, Building 1, Suite 200, Austin, TX 78749

Fax: 512.462.1782

Email: register@tasbo.org (DO NOT email Credit Card info)

Please PRINT clearly.

Name: _____ Title: _____

District/Employer _____

Contact Phone: _____ Email: _____

Payment Method: PO _____ Check Enclosed _____ Credit Card _____