



2024-25 COMMITMENT FORM

Business Manager Academy

As a participant of the MSBO Business Manager Academy, you will be engaged in intense discussion and a rigorous curriculum designed to instill greater knowledge and skills in topics related to school finance. This program is focused on top level finance position responsibilities and the application of work concepts.

Our expectation is that you will participate in self-study, group discussions, small group projects, and actively accept professional advice and feedback from peers and mentors. Our goal is to provide a convenient, creative and active learning environment that complements your professional needs and prepares you for success in a “C-suite” position.

To get the full benefit of the experience, we need each participant to be fully engaged throughout the program. Please read this overview of what is expected in the MSBO Business Manager Academy and sign this commitment to being an active participant.

I understand the Business Manager Academy is a one-year commitment and I will:

- ▶ Attend 7 in-person and 8 virtual sessions OR 22 virtual sessions.
- ▶ Prepare in advance of sessions through “Self-Study” assignments.
- ▶ Actively participate in group discussion and small group projects.
- ▶ Participate in one-on-one mentoring as needed.
- ▶ Provide/Accept professional advice and feedback to/from peers and mentors.

Applicant Signature _____ Date _____

Superintendent Endorsement

Your signature provides your support and ensures your employee’s release time for full participation in the MSBO Business Manager Academy. The ability to fully participate in the program activities which include 7 “in-person” and 8 virtual training sessions OR 22 virtual sessions, self-study, group work and mentoring is essential to the success of the participant.

Superintendent _____ Date _____