

# Minnesota State University Moorhead

## ED 788: School Finance and Business Management

### A. COURSE DESCRIPTION

Credits: 4

Lecture Hours/Week: 4

Lab Hours/Week: 0

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

School business administration of insurance, transportation, food services, purchasing, inventory control, budgeting procedures, state and federal accounting, and personnel.

**B. COURSE EFFECTIVE DATES:** 06/01/1995 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

### D. LEARNING OUTCOMES (General)

1. Demonstrate the ability to analyze need and allocate personnel and material resources.
2. Understand how education is impacted by local, state, national and international events.
3. Demonstrating an understanding of facilities development, planning and management.
4. Demonstrating an understanding of the role the political process plays in public education and the connection between them.
5. Demonstrating knowledge of factors affecting school finance, including sources of revenue, expenditure classifications, generally accepted accounting principals and local, state and federal calculations.
6. Demonstrating the ability to utilize data for instructional decision- making.
7. Demonstrating understanding of the roles played by other community leaders in the school district.
8. Develop and manage budgets and maintain accurate fiscal records.
9. Understand and using technology as a management tool.

### E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted