

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS

NEW COURSE PROPOSAL

PROGRAM:

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- Catalog Description of the Course.** *[Include the course prefix, number, full title, and units. Provide a course narrative including prerequisites and corequisites. If any of the following apply, include in the description: Repeatability (May be repeated to a maximum of ___ units); time distribution (Lecture ___ hours, laboratory ___ hours); non-traditional grading system (Graded CR/NC, ABC/NC). Follow accepted catalog format.]*

EDPL 622. SCHOOL FINANCE AND PRINCIPLES OF APPLIED LEADERSHIP. (3)

Three hours lecture/discussion per week.

Prerequisite: Admission to the Principals Leadership Program.

Application of the principles of leadership and management as found in the research literature to school and finance and management issues. Topics include public school finance, effective management of fiscal resources and business services at the site, budget development and implementation at the site level to support instructional program priorities and needs of instructional staff in meeting the needs of all students.

Communication, human relations, power and authority, decision-making, managing conflict, facilitating change in the context of student management, health, safety, security, school community relations, and school support services (food services, custodial services, facilities maintenance.)

2. Mode of Instruction.

	Units	Hours per Unit	Benchmark Enrollment
Lecture	<u>3</u>	<u>1</u>	<u>20</u>
Seminar			
Laboratory			
Activity			

- Justification and Learning Objectives for the Course.** (Indicate whether required or elective, and whether it meets University Writing, and/or Language requirements) *[Use as much space as necessary]*

This is a required course in the Principals Leadership Program and meets the California Commission on Teacher Credentialing Standards for Quality and Effectiveness for Educational Leadership Programs leading to the Preliminary Administrative Services Credential.

Students who successfully complete this course will be able to:

- Articulate the differences between leadership and management
- Apply the principles of leadership and management as found in research literature to school finance and management issues
- Define the present system of funding public schools in California in the context of the history of California school finance.
- Apply the principles of success in private enterprise in solving public school issues.
- Define the role and function of the district business office and chief business official
- Describe and apply school financial accounting systems: basic budget expenditures, classifications, object codes, means of allocation and system controls
- Define the fundamental system and benefits of the school fiscal audit
- Describe the role of the principal in managing school support programs (safety, transportation, maintenance and operation, student organizations, food service, school facilities).
- Build a basic school budget using a common and accepted spreadsheet such as Excel.

- Demonstrate the ability to work effectively as group member in creatively solving difficult school
- issues and in developing a basic school level budget showing revenues and expenditures.

4. Is this a General Education Course YES NO
 If Yes, indicate GE category:

A (English Language, Communication, Critical Thinking)	
B (Mathematics & Sciences)	
C (Fine Arts, Literature, Languages & Cultures)	
D (Social Perspectives)	
E (Human Psychological and Physiological Perspectives)	

5. **Course Content in Outline Form.** *[Be as brief as possible, but use as much space as necessary]*

- Introduction: review of course requirements
- Group problem solving activity related to funding priorities
- Financing education—Differences between private enterprise and public education
- History of California School Finance—Introduction of group project
- California Education: Challenges and Opportunities—Leadership vs. Management
- Role of Chief Business Official
- Developing the Budget
- Budgeting and Expenditure Accounting
- School District Revenue
- School District Funds: General and Categorical
- School Site Budgets
- The Annual School Financial Audit
- Student Body Organizations and School Transportation
- Maintenance and Operations and School Food Service
- School Facilities: A California Challenge
- Results oriented leadership in the face of problems facing education in California
- Final examination and course closure

6. **References.** *[Provide 3 - 5 references on which this course is based and/or support it.]*

Schmieder, J. & Townley, A. (2002) *School Finance: A California Perspective*. (Sixth Edition). Dubuque, Iowa: Kendall/Hunt Publisher
 EdSource (2002-2003). *Selected Readings on California School Finance and Resource Cards*. Palo Alto, CA
 EdSource (2003-2004). *Resource Cards on California Schools*. Palo Alto, CA
 Collins, Jim. (2001) *Good to Great: Why Some Companies Make the Leap...and Other Don't*. Canada: Harper Collins

7. **List Faculty Qualified to Teach This Course.**

Faculty need to hired for this course from local practioners.

8. **Frequency.**

a. Projected semesters to be offered: Fall _____ Spring _____ Summer _____

9. **New Resources Required.**

- Library resources and research tools
- Technology resources such as computer labs
- Spreadsheet and word processing software in computer labs