

Fundamentals of Payroll (Session 3) 2024-2025

Date: May 29, 2025

The Fundamentals of Payroll course is tailored specifically for professionals working within Ohio's public education system. This comprehensive course is designed to provide payroll specialists with the knowledge and skills necessary to excel in their roles. As the backbone of financial operations, payroll specialists play a crucial role in ensuring accurate and timely compensation of staff, thereby supporting the overall functionality and integrity of the educational institution.

9:00 a.m.

Module 7: Reporting Requirement

Laura Cassell, Treasurer/CFO, Fairfield County ESC

Kelley Campbell, Finance Director, SouthWest Ohio Computer Association (SWOCA)

10:00 a.m.

Break

10:15 a.m.

Module 7: Reporting Requirement

Laura Cassell, Treasurer/CFO, Fairfield County ESC

Kelley Campbell, Finance Director, SouthWest Ohio Computer Association (SWOCA)

11:15 a.m.

Break

11:30 a.m.

Module 8: Additional Reporting and Record Keeping

Anne Holton, Payroll Consultant, Shared Services Alliance (SSA)

Kelley Campbell, Finance Director, SouthWest Ohio Computer Association (SWOCA)

12:30 p.m.

Lunch

1:15 p.m.

Module 8: Additional Reporting and Record Keeping

Anne Holton, Payroll Consultant, Shared Services Alliance (SSA)

Kelley Campbell, Finance Director, SouthWest Ohio Computer Association (SWOCA)

2:15 p.m.

Break

2:30 p.m.

Module 9: Internal Controls, Audits, and Emergency Checklists

Laura Cassell, Treasurer/CFO, Fairfield County ESC

Tammy Hamilla, Treasurer, Mansfield City SD

3:30

Adjourn