

WHAT ARE THE REQUIRMENTS TO EARN A CEQ?

Each CEQ area combines core workshops that span the breadth of contemporary knowledge with in-depth, advanced instruction in a specialized area. To earn a CEQ, a candidate must attend the three Elements or Applications courses and the one Wilkes courses specified below for the CEQ area. All workshops associated with a CEQ must be taken within a five-year period. Once course work is complete, candidates should submit a CEQ application and fee to the PASBO office, providing documentation of all completed coursework.

Budgeting & Management	<p>Elements of School Law & Organization Elements of Budgeting & Planning Elements of Finance WILKES: Financial Planning & Management for School Business</p>
Facility Management	<p>Elements of School Law & Organization Elements of Facility Management Choose one: Elements of Human Resources, Elements of Information Technology or Elements of School Communications WILKES: School Facility Management</p>
Financial Operations	<p>Elements of School Law & Organization Elements of Governmental Fund Accounting Choose one: Applications in Taxation or Applications in State Subsidies WILKES: Financial Operations of School Districts</p>
Food Service	<p>Elements of School Law & Organization Elements of Food Service Choose one: Elements of Human Resources, Elements of Information Technology or Elements of School Communications WILKES: Food Service in Education</p>
Human Resources	<p>Elements of School Law & Organization Elements of Human Resources Choose One: Elements of School Communications or Applications in Payroll Administration WILKES: Human Resources in Education</p>
Information Technology	<p>Elements of School Law & Organization Elements of Information Technology Choose one: Elements of Human Resources or Applications in Data Management WILKES: Information Technology in Education</p>
School Leadership	<p>Elements of School Law & Organization Elements of Leadership, Management & Supervision Elements of School Communications WILKES: Leadership for School Business</p>
Materials Management	<p>Elements of School Law & Organization Elements of Purchasing Choose one: Elements of Human Resources, Elements of Information Technology or Elements of School Communication WILKES: Materials Management in Schools</p>
School & Community Relations	<p>Elements of School Law & Organization Elements of School Communications Choose one: Elements of Human Resources or Elements of Information Technology WILKES: Public Relations and School Communications</p>
Transportation	<p>Elements of School Law & Organization Elements of Transportation Choose one: Elements of Human Resources, Elements of Information Technology or Elements of School Communications WILKES: Student Transportation</p>