

Sumner County Schools SSO Training Acknowledgment Form

SSO Name _____

SSO Training presentation and other resources are located on the SCS School Support Organization page of the SCS website, under the Parents & Students tab.

www.sumnerschools.org

The SSO officers listed below have viewed the School Support Organization (SSO) training presentation (PowerPoint), the S.S.O.F.A.A., the SSO Model Financial Policy for SSO (Procedures Manual), and the organizations by-laws. In addition, they have been made aware of the policies, procedures and other documents and information listed below:

- SCBOE Policy – 2.404 School Support Organizations
- SSO Startup and General Information
- SSO Annual Agreement and required annual paperwork
- Additional SSO information and resources available on the SSO page of the Sumner County Schools website.

The officers listed below also understand that it is their responsibility to familiarize themselves with and abide by the SSO materials and documents mentioned above, as well as state and federal requirements and guidelines that pertain to school support organizations. If clarification of information is needed, SSO representatives may contact the school principal, bookkeeper, or the SCBOE Internal Audit Department.

_____ Signature – SSO President	_____ Printed Name	_____ Date
_____ Signature – SSO Treasurer	_____ Printed Name	_____ Date
_____ Signature – SSO Secretary	_____ Printed Name	_____ Date
_____ Signature – SSO Vice - President	_____ Printed Name	_____ Date
_____ Signature – Other	_____ Printed Name	_____ Date

When the SSO training material has been reviewed by the officers (required annually) – keep a copy of this form for the SSO records and submit a copy with the annual SSO paperwork to the SCBOE.