



BYRON SCHUENEMAN

Chief Financial Officer

PROFILE

Experienced Georgia School System Chief Financial Officer with a background in auditing and a strong network of school system business officials and auditing professionals. Expertise in financial systems, strategic planning, executive leadership, stakeholder communication and collaboration, federal program operations, board of education mandatory processes and financial reporting requirements.

CONTACT

PHONE:

EMAIL:

CERTIFICATIONS & HONORS

Certified Public Accountant (CPA)
2011-Present

Certified Fraud Examiner (CFE)
2012-2020

**DOAA Certificate of Achievement for
Excellent Financial Reporting**
Fiscal Years 2020, 2021 and 2022

EDUCATION

University of North Carolina at Wilmington
Master's Degree in Accountancy
Honors: Magna Cum Laude

Berry College
B.S. in Mathematics
Honors: Cum Laude, Who's Who, Academic and Athletic All American

PROFESSIONAL EXPERIENCE AT A GLANCE

Clarke County Board of Education
Chief Financial Officer | Finance Director (2018 – Present)

Baldwin County Board of Education
Chief Financial Officer (2016 – 2018)

Georgia Department of Audits
Auditor (2010 –2016)

CLARKE COUNTY BOARD OF EDUCATION (2018 – PRESENT)

Roles and Essential Job Functions

Chief Financial Officer / Finance Director

Directs and coordinates the planning, implementation and evaluation of Business Services necessary to maximize efficiency in the financial operation of the school system while serving on the Superintendent's Cabinet and core leadership team.

Activities

Day to day services include the following:

- **Planning and budgeting** – oversee and collaborates in the planning and budgeting for the general fund, special revenue funds and capital project funds. Receives and reviews monthly budget data for all programs and prepares amendments and recommendations accordingly.
- **Financial accounting** – approves journal activity of all types that hit the general ledger. Prepares bank reconciliations for central office accounts as well as other internal balancing activity on a monthly basis. Coordinates month end and year end close processes.
- **Treasury management** – directs all investment activity to maximize interest earnings based on predicted cash flows for the general fund, special revenue funds and capital project funds. Develops monthly and multi-year plans to ensure adequate reserves are maintained at all times.
- **Purchasing and accounts payable** – supervises the RFP process, serves on selection committees, approves all purchase orders and direct payment requests and reviews and approves check listings after each weekly check run.
- **Financial reporting** – prepares monthly financial reports for the board and compiles annual financial statements for submission to GaDOE/DOAA. Serves as the primary audit contact for various annual audits. Supervises other federal and state reporting such as W-2s, 941 quarterly reporting, 1099s, CS-1 salary and travel, Transparency in Government and other vendor and expenditure reporting.
- **FAS (Munis) administration** – supervises the administration of Munis. This includes role creation, access control, workflow, general maintenance and upgrades.
- **Payroll** – approves semi-monthly payroll activity and general ledger posting. Prepares bank transfers from the general operating account to payroll to offset direct deposit activity.
- **Internal auditing** – develops audit plan with internal audit team and reviews audits and other special assignments on a monthly basis. Follows up on any deficiencies with appropriate level of management.
- **Property control** – Receives reports on annual inventory of nearly \$460M in assets. Approves additions to and deletions of assets from property control system. Runs depreciation annually and reconciles amounts to the general ledger and annual financial reporting of capital assets.

Accomplishments

- Recipient of the Georgia Department of Audits and Account's "Certificate of Achievement for Excellent Financial Reporting" for 2020, 2021 and 2022.
- Developed and implemented a new non-instructional salary scale for 2023. This scale extended steps from 20 to 22, simplified the structure to provide clarity, realigned job-alike positions to salaries and raised the minimum hourly rate to \$13.50 per hour.
- Created a Resource Allocation Method/Plan (RAMP) that was rooted in student FTE counts to equitably staff and fund all schools in the district.
- Increased the fund balance (undesignated reserve) from 17% to 23% of annual expenditures while continuing to pay all salaried and hourly workers through the COVID-19 pandemic. This provided us with the opportunity to reduce the millage rate from 20 mills for the first time in 30 years in 2023.
- Conceptualized, developed and implemented an accounting manual site and video series to promote uniform accounting regulations, provide support and training modules to financial support staff.
- Led organization through a banking change, providing centralized and uniform deposit and banking processes throughout the district.
- Created a Standard Operating Procedure site for Business Services. This exercise documented our team's internal processes and procedures, shared knowledge and built redundancy.
- Shifted payroll for all 10-month staff up a month to more closely align pay to when work is performed for 85% of our workforce.
- Worked with bond council and served as district lead issuing \$75M in Aa2/AA general obligation bonds.

Expertise Gained

- Strategic and multi-year planning

- Executive leadership
- Stakeholder communication and collaboration
- Government relations
- Committee structure

BALDWIN COUNTY BOARD OF EDUCATION (2016 - 2018)

Role and Essential Job Functions

Chief Financial Officer

Directs and coordinates the planning, implementation and evaluation of Financial Services necessary for the efficient operation of the school system. These services include the following: planning and budgeting, financial accounting, accounts payable, financial reporting, FAS (Munis) administration, payroll, loss prevention and property control while serving on the Superintendent's Cabinet and core leadership team.

Accomplishments

- Implemented a single, web-based school activity account software for all schools and locations, providing oversight in real time from the central office and allowing for standardized reports and procedures throughout the district.
- Partnered with our local bank to offer standard banking options to all our employees, allowing us to shift payroll entirely to ACH. This initiative benefitted our employees, saved payroll processing time, reduced paper usage and eliminated the need to keep track of outstanding payroll checks.
- Increased the fund balance (undesignated reserve) beyond 25% of annual expenditures, providing flexibility and the option to use the rollback millage rate for 2017, 2018 and 2019.
- Maintained a low-risk audit designation through timely reporting and no audit findings.

Expertise Gained

- Process improvement and change management
- Policy, regulation and procedure development
- Local property tax digests and millage setting process
- Financial presentations
- Team leadership

GEORGIA DEPARTMENT OF AUDITS AND ACCOUNTS (2010 - 2016)

Organizational Profile

The Department of Audits and Accounts exists to provide independent, unbiased information and impactful recommendations to promote accountability and improve government. Functions provided are Audit Services (Financial & Performance Reports), Legislative and Other Services.

Roles and Essential Job Functions

Senior Auditor II | Senior Auditor I | Staff Auditor II | Staff Auditor I

Conduct financial audits and other financial engagements for state and local governments, and produce reports to assist the governments and other stakeholders in decision making.

Expertise Gained

- GAAP, GASB, FASB, COSO Internal Control Framework
- GaDOE reporting requirements and the Financial Management of Georgia LUA's Manual
- Quality Basic Education Formula
- State law and policy as it relates to school systems
- Financial statement preparation
- Federal program requirements applicable to school systems (OMB Circular A-133 and OMB Circular A-87)
- Internal financial operations of various types of organizations, including financial numerous types of accounting software.
- Certified Public Accountant designation
- Certified Fraud Examiner designation