



# Professional Development Program

## April 10, 2026

### Virtual

## Networking and News

8:50 Welcome and Announcements  
9:55 Break

10:55 Break  
12:00 Adjourn  
PSP Debrief - Participants Only

## Learning

### 9:00 Student Activity Accounts: Procedures, Controls and the Warrant Process

*Rick Bedard, Assistant Superintendent of Finance and Operations, Millbury  
Karin Sheridan, School Business Administrator, Foxborough*

This session will provide practical guidance on managing student activity accounts with strong procedures, internal controls, and clear oversight. Presenters will walk through best practices for compliance, transparency, and risk reduction, and share real-world experiences transitioning activity accounts to the warrant process.

### 10:00 Navigating Escalating Health Insurance Costs

*Susan Bottan, Interim Director of Finance and Operations, Lincoln-Sudbury Regional High School  
Erin Orcutt, School Business Administrator, Cape Cod Regional Technical High School  
Greg Zammuto, Director of Finance and Operations, SEEM Collaborative*

Rising health insurance costs continue to place significant pressure on school district budgets and long-term financial planning. This session will explore the key drivers behind escalating costs, current trends affecting municipalities and school districts, and strategies to manage and communicate these challenges.

### 11:00 Building Custom GPTs for District Workflows

*Aziz Aghayev, CEO, Flowlyst*

Learn how to create Custom GPTs and Gemini Gems that turn repeatable business office tasks into consistent, shareable workflows. We'll also clarify when to use Custom GPTs vs ChatGPT Projects so your team can save time, reduce rework, and standardize outputs across the district.

## Cancellation Policy

Cancellations MUST be received in writing no later than April 3 in order to avoid being charged.



## Upcoming Programs

[Professional Development Calendar](#)