



Member-to-Member Mentorship Frequently Asked Questions

What does the Member-to-Member program entail?

- The intent of the KASBO mentoring program is to offer guidance to a new school business official or an employee new to a position in the district. The intent of this program is to provide a system for members to quickly access information, receive advice, or gain assistance in problem-solving. This is presumed to be accommodated through conversations (in-person, online, phone or emails). It is intended to be a one-year program (July 1st - June 30th) and the training/guidance should be basic and fundamental. KASBO believes that development of this formal mentoring program will allow it to continue fulfilling its mission and to "enhance the efficiency and effectiveness" of Kansas Public Schools through the development of highly qualified school finance and operations professionals.
- Through the program, mentees are matched with mentors based on the mentee's technical, project-based or job orientation needs, district size and regional location. In the application process, mentees are also asked to select their specific area of need from all six disciplines represented by KASBO. The program then finds a match based on all the criteria.

I am considering becoming a mentee or mentor ...

How much does it cost?

- Mentorship is included in your annual KASBO Membership dues. As a KASBO member you are automatically eligible to participate in the Member-to-Member Mentorship Program. This program is for KASBO individual members exclusively.

What are the requirements for becoming a mentee?

- Current individual KASBO membership through the duration of mentorship;
- Need for assistance within a specific school business discipline;
- Completion of the online application.
 - [Mentee Application](#)
 - ***The application deadline is: May 30th***



What are the requirements for becoming a mentor?

- 5 or more years of experience within a specific school business discipline;
- 3 or more years of current KASBO individual membership;
- Minimum commitment of 2 hours a month or agreed upon time frame between both parties. The mentor and mentee are matched based on the mentee's technical, project-based or job orientation needs, district size and regional location;
- Completion of the online application.
 - [Mentor Application](#)
 - ***The application deadline is: April 26th***

How do mentors and mentees communicate?

- Mentorship can occur in-person, by phone or email, or by any other method agreed upon mutually by mentor and mentee.

I just submitted my mentee or mentor application ...

Who reviews my application?

- KASBO's Mentoring Committee that is made up of active KASBO members. KASBO Mentoring Committee is responsible for the administration of the program, including application procedures and qualification requirements.
- The KASBO Mentoring Committee will report to the KASBO Board at every June board meeting.

What happens next?

- Upon receipt of a mentor or mentee application, the review process begins.
- If/when an application is approved, KASBO Mentoring Committee maintains the pool of mentors and mentees.
- Mentee and mentor applicants receive one confirmation email upon approval and one confirmation email when the KASBO Mentoring Committee has determined a mentee/mentor match.
- If a mentee or mentor application is not approved, the applicant receives an email from the KASBO Mentoring Committee indicating the missing program requirements as needed.



How long is my application valid?

- Once a mentee is successfully matched with a mentor, the mentee's application is removed from the mentee pool. If needed, the mentee can reapply for additional assistance.
- Mentor applications, however, remain on file until the mentor requests otherwise. To be removed from the mentor pool, please contact kasbomentorship@gmail.com

My mentorship term just started ...

What if my mentor/mentee and I aren't compatible?

- At any point during the mentorship program, mentees and mentors may contact kasbomentorship@gmail.com if they feel the match is not a good fit.

My mentorship term just ended ...

What happens next?

- The KASBO mentorship program ends June 30th.
- To ensure continued program success, mentees will have an opportunity to evaluate their mentors after completing the program. At the same time, mentors will be asked to comment on their mentee and rate their overall experience with the program.
 - Mentor/Mentee Surveys
 - [Mentor Survey](#)
 - [Mentee Survey](#)

Thank you on behalf of the Mentoring Committee: Matt Morford USD 266, Debbie Walburn USD 372, Nicky Nuessen USD 251,& Jason Gillam USD 229

KASBO Mission: To equip the membership for leadership in the integration of business and educational goals for every Kansas student.

KASBO Vision: To be recognized as the leading authority for the school business community.

KASBO Core Purpose: To support the Kansas school business profession by providing information and creating opportunities for sharing knowledge.