



CONSULTING

CFO MENTORING

MIKE WAYLETT
ST CONSULTANT

434.295.9122
SouthernTeachers.com



EST. 1902

SOUTHERN
TEACHERS
AGENCY

CFO MENTORING

WHY HIRE A MENTOR?

During this time of economic uncertainty, the role of the Chief Financial Officer (CFO)/Business Manager has never been more complex. Whether it's supporting the Head of School, working with the Finance Committee and Board of Trustees, dealing with the implications of lower enrollment, increased financial aid requests, developing and overseeing the operating budget, supervising staff, or handling accounting and human resources functions, CFOs are integral to ensuring the overall good health of schools. Too often, CFOs deal with this myriad of duties with minimal support and counsel. This is where a mentor can be most helpful.

A dedicated mentor can help CFOs survive and thrive. The mentoring services offered by Southern Teachers are more than just part of a program—we establish a mentoring relationship, which provides CFOs with practical advice that is based on years of independent school experience. Acting as a critical friend, we start the relationship by listening and understanding the issues the CFO is facing and those that are on the horizon, as well as where he/she hopes to be at the end of the process.

This mentoring relationship can be more cost-effective and impactful than attending a conference where attendees spend a few days hearing many good ideas, but then quickly return to past practices after going back into the “trenches.” A mentor serves as a safe, confidential sounding-board for CFOs and provides them with timely, relevant, and actionable advice.

Mike Waylett, who has worked in independent schools for 40 years, provides mentoring services for CFOs at Southern Teachers' member schools. His successful record of independent school leadership includes oversight of financial operations, human resources, admissions, financial aid, communications and marketing, fundraising, curriculum, major construction projects, as well as significant experience with governance issues, strategic planning, and accreditation.

WHAT TO EXPECT

Southern Teachers has developed a comprehensive package to best support Chief Financial Officers through this mentoring process. This includes:

- Meeting via video conferencing twice a month for ten months. These 20 sessions are projected to be 45-60 minutes in length, structured to address pre-determined agenda items while providing flexibility to discuss other areas of concern;
- Assisting, if interested, with developing an annual calendar of activities that pertain to the school's Business Office;
- Providing resources that support the CFO's work; and
- Being available via email any time during the ten months.

SCHEDULE

Requests for mentoring can be made to Mike Waylett at Mike.Waylett@SouthernTeachers.com. This will initiate a conversation that will address any questions by the school administration. The first step in the process is for the Mike and the Head of School to discuss the mentoring process, to be followed by a conversation with the Head of School, CFO, and Mike.



MIKE WAYLETT

MIKE.WAYLETT@SOUTHERNTEACHERS.COM
919-439-0102



EDUCATION

University of Virginia, Charlottesville, VA
M.Ed. in Administration and Supervision

State University of New York College at Brockport, Brockport, NY
B.S. in Physical and Health Education

**University of Virginia, Charlottesville, VA, &
James Madison University, Harrisonburg, VA**
Coursework in Business, Finance, and Mathematics

EXPERIENCE

Southern Teachers Agency, Charlottesville, VA *2020-present*
Consultant

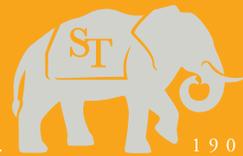
Linden Hall, Lititz, PA *2015-20*
Head of School

St. Anne’s-Belfield School, Charlottesville, VA *1981-2015*
Associate Head of School
Associate Head of School for External Affairs
Assistant Head for External Affairs
Assistant to the Headmaster

HONORS AND PROFESSIONAL DEVELOPMENT

- Commissioner for Accreditation, Pennsylvania Association of Independent Schools (PAIS)
- Accreditation chair for PAIS
- Speaker, Virginia Association of Independent Schools (VAIS) workshops
- Contributing writer, VAIS Accreditation Manual
- Vice Chair of accreditation teams for five VAIS schools
- Past member, ASCD and NCTM
- Endowment Committee Chair and Finance Committee member, Aldersgate United Methodist Church
- Board of Directors and Finance Committee member, Camp Holiday Trails
- Board of Directors member, Tuckahoe School
- Albemarle County Reserve Deputy Sheriff





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