

SCOE BIZ

Business Services Bulletin No. 20-15



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To: District and Charter Business Services
From: Shelley Stiles, Director of External Fiscal Services
Subject: February 2020 Edition

2019-20 First Principal Apportionment

The 2019–20 First Principal Apportionment (P-1) has been certified, which includes updated calculations for 2018–19 (Annual) and 2017–18 (Annual R2). The following information is available on the California Department of Education’s (CDE) website at <https://www.cde.ca.gov/fg/aa/pa/pa1920.asp> to assist local educational agencies (LEA) in understanding the components of the 2019–20 P-1 Apportionment:

- [Apportionment letter](#) and accompanying [attachment](#) that describe the funding calculations and available resources.
- LEA Funding Detail:
 - [Funding Exhibits](#): Detailed entitlement calculations by LEA for each Principal Apportionment program.
 - [Exhibit Crosswalk](#): Reference document for new and amended exhibits.
 - [Excel files](#): Principal Apportionment Summary, Adjustments and Prior Year Recomputations, Payment Schedules, etc. Includes a new Excel file listing all charter schools included in the apportionment, and the authorizing entity and sponsoring school district information.
 - [Statewide LCFF Summary Data](#): Statewide summary data of the main components of the Local Control Funding Formula (LCFF), including base, supplemental, and concentration grants.

Special Education AB 602 ADA, Statewide Rates and Factors, and Out-of-Home Care information is also available on the Special Education web page at <https://www.cde.ca.gov/fg/aa/se/index.asp>.

2019–20 EPA Third Quarter Apportionment

The CDE has also certified the 2019–20 Third Quarter Apportionment for the Education Protection Account (EPA). The EPA apportionment letter and payment schedule are available on the CDE website at <https://www.cde.ca.gov/fg/aa/pa/epa.asp>. County treasurers are estimated to receive warrants for EPA from the State Controller’s Office (SCO) on March 24, 2020. Estimated payment dates for Principal Apportionment (K–12 Schools) and EPA (K–12 Schools - Proposition 30) are available on the SCO website at: https://www.sco.ca.gov/Files-ARD-Payments/sched_2020.pdf.

There are two errors in the 2019-20 First Principal Apportionment (P-1) that was certified by the California Department of Education (CDE) on February 20. The following information was emailed out to all LEAs on Tuesday, but is repeated here for your convenience. Please rest assured that the P-1 reporting by all Districts was completed properly and there is nothing else required for Districts for the 2019-20 reporting year. The errors will be resolved at the County and CDE level.

One error involves the Transfer of Funds for County Served District Funded ADA (Column A-11 on the Principal Apportionment Summary excel file) that can be found by clicking <https://www.cde.ca.gov/fq/aa/pa/iassf19p1.asp>

1. This column for Sonoma County should be all zero. The exhibit showed a deduction to the total apportionment for many of the Sonoma County LEAs. Please be aware that the funding received in total for the P-1 certification WILL NOT include this funding reduction at the LEA level.
2. SCOE will be posting the full amount of the monthly installment WITHOUT the funding reduction.
3. When comparing your actual payments to be received in the months of February - May, Each LEA will be receiving a higher payment. To calculate, take the amount of the reduction in Column A-11 of the Principal Apportionment Summary excel file, multiply by 20% and add that amount to the total monthly payment listed on the Payment Summary Schedule - LEA
4. The CDE P-1 Exhibits, both excel and funding, cannot be corrected for this error and will not be changing.
5. When P-2 is certified, CDE will catch up with the correction and the P-2 exhibit will be correct and would be the exhibit to share with your auditors.

The second error involves columns A-13 and A-14 and ONLY APPLIES to 2 LEAs in Sonoma County. These LEAs will be emailed separately with details directly from CDE.

ESSA PPE Update

The web application for LEAs to submit school and LEA-level per-pupil expenditure data has been open since mid-December. All LEAs (both District and Charters) are expected to submit data to the CDE no later than February 29, 2020. Login information for the application was sent to each LEA Superintendent and Administrators of direct-funded charter schools listed in the California School Directory. Please contact your SCOE Fiscal Advisor with any last minute questions. Instructions and links to CDE guidance has been sent out in previous emails.

GASB 84 Effective for 2019-20

Reminder and update: GASB 84 is a new standard related to fiduciary funds and becomes effective 2019-20.

- Changes related to how fiduciary activities are identified and reported in the retiree benefit fund and warrant pass thru funds and Associated Student Body funds are part of GASB 84.
- For ASB Reporting, CDE has set up Fund 08 and the required reporting could work similar to recording directly in SACS like the Bond Interest and Redemption Fund 51 information. Many Sonoma County LEAs are using an outside software (like Quickbooks) that allows for the tracking of revenues and expenditures that can be reported in the required inflow and outflow broken out by major object ranges. This is already being utilized to add any 1099 issuances necessary to the reports for SCOE 1099 printing.
- ASB monies can still be kept in an outside bank and not deposited with the treasury.

All LEAs with ASB's should check in with their 2019-20 Auditor to verify how this change in reporting of Revenues and Expenditures and the requirement to report to CDE as part of the Unaudited Actual submission will be viewed and included in the Audit process.

SCOE is in the process of putting together an information package and expects that information to be finalized and emailed to all LEAs next week.

GASB 87 Effective 2020-21

GASB 87 is coming your way, and is effective for next year, 2020-21. GASB 87 provides specific guidelines and details for reporting leases, both long term and short term. More details will be provided with the March edition of SCOE Biz.

CARS – Consolidated Application and Reporting System

The CARS Winter Release of data collections is now open. The **deadline for data certification is tomorrow, February 28, 2020**. The CDE offers a training webinar for new users, Navigating CARS. The webinar can be accessed at <https://www.cde.ca.gov/fg/aa/co/cars.asp>. Details on changes in reporting for the Winter Release can be found at the same link. We also hope that the CARS working labs held here at SCOE this month were of assistance to you in your reporting needs. Please contact Katie Anderson at kanderson@scoe.org or your SCOE Fiscal Advisor if you have not yet certified your CARS required data submission. Since this was the first time that SCOE Business Services provided CARS assistance, be on the look-out for an electronic survey coming your way soon. Filling out the survey will help us get better at getting better and provide us with valuable input on how we can improve our assistance with the Spring Data Collection that will be coming in June.

Classified School Employee Summer Assistance Program Year 2 (2020-21)

School districts and county offices of education that elected to participate in the Classified School Employee Summer Assistance Program (CSESAP) for the 2020–21 school year must notify the California Department of Education (CDE) of this election **by April 1, 2020**. The web-based reporting application to make this notification will open on March 2 and is available under the 2020-21 School Year, Request for Application Section of CDE’s CSESAP web page at: <https://www.cde.ca.gov/fg/aa/ca/csesap.asp>. If you have any questions regarding this program, please contact Derrick Andrade, Fiscal Consultant, School Fiscal Services Division, by email at csesap@cde.ca.gov.

Professional Development Opportunities at SCOE

- March 3, 2020: Communication of Financial Information to Non-Financial Stakeholders Workshop
- March 3, 2020: Negotiations; Communication Prior To, During, and After Workshop
- March 20, 2020: Payroll Concepts
- April 16, 2020 : Budget Basics
- April 17, 2020: Advanced Budgeting

Dates to Remember:

03/02/2020	SCOE Business Services CLOSED all day for a Staff Retreat
03/03/2020	Communications Workshops
03/04/2020	CalSAAS Wrap Up Meeting
03/06/2020	ESCAPE Finance User Group Meeting
03/15/2020	2018-19 Audit Findings; Certification of Corrective Action due to your SCOE Advisor
03/16/2020	2 nd Interim Reports due to SCOE
03/19/2020	Annual District Charter Sponsors and Charter Workshop
03/19/2020	Pre-DBUG Mini-Training: LCAP Expenditure Tables and DBUG
03/26/2020	ESCAPE Position Control Workshop and ESCAPE Budget Development Workshop

NOTE:

- Want to add something to a DBUG Agenda? Want a topic added to SCOE Biz? Contract DBUG Chair Christina Menicucci
- Documents presented at DBUG found posted at <http://www.scoe.org/pub/htdocs/fiscal-dbug.html>
- Workshop manuals and Fiscal Services/IT forms may be found at <http://www.scoe.org/escape> under the heading of Resources on the left side of the page.