

**SONOMA COUNTY SCHOOLS
DISTRICT BUSINESS USERS GROUP**

**MINUTES
January 22nd, 2019**

Location: Redwood C
2018-19 Chair: Christina Menicucci
Recorder: Wanda Holden

ROUND TABLE DISCUSSION

1.0 Meeting called to order at 12:35. Introductions

2.0 Approval of Agenda

Motion: Patty Pomplin – Horicon/Kashia Second: Margaret Skikos – Wright

3.1 APPROVAL OF MINUTES - November

Motion: Carol Slender- Waugh Second: Lanette Zootis – Windsor

NEW BUSINESS

1. SCOE BIZ presented by Shelley Stiles (Refer to SCOE BIZ Bulletin No. 19-10)
 - **State of State:** revenues in December fell short of assumptions in the 2018-19 fiscal year budget by \$4.82 billion.
 - **Governor's 2019-20 Proposed Budget:** review of the highlights
 - **Second Interim Guidance and Common Message:** review of updated assumptions included in Governor's 2019-20 Proposed Budget- SCOE web page under DBUG.
 - **CALPADS Certification Report 1.19:** provided COE LCFF- certified enrollment of district students in COE programs and unduplicated pupil count for 2018-19 school year
 - **LCFF Calculator:** discussed version 19.2c of the LVFF calculator pre-fills and overrides
 - **Wildfire Relief – 2017-18 Property tax backfill for Basic Aid Districts:** discussed appropriate revenue code, Object 8590 and Resource 0000
 - **Revised LCAP Template and Budget Overview for Parents – 2019-20:** SBE approved revisions to the Plan Summary section & template for Budget Overview for Parents
 - **Federal Cash Management Data Collection (CDMC):** reviewed reporting requirements for cash apportionment balances for Title I, Title II, Title III & Title IV
 - **Federal Quarterly Interest Reporting:** discussed quarterly reporting requirement
 - **CARS – Consolidated Application and Reporting System:** deadline for data certification is February 28, 2019
 - **Minimum Wage Increase:** increased from \$11.00 per hour to \$12.00 per hour beginning January 1, 2019
 - **IRS Standard Mileage Rate for 2019:** new mileage reimbursement rate is 58 cents per mile
 - **Bid Threshold annual adjustment:** adjusted bid threshold is \$92,600 effective January 1, 2019
 - **J13A waivers for 2018-19 closed days:** reviewed CDE requirements for closure days and student information system changes to reflect the closures
 - **Classified Employee Summer Assistance Program:** March 1, 2019 deadline for participating LEAs
 - **Classified Professional Development Funds – Resource 7311:** funding received in December and is posted - based on the 2017-18 count of classified school

employees

- **Low-Performing Students Block Grant – Resource 7510:** 50% of the funding has been released and is now posted to revenue, discussed deadline of March 1, 2019 for reporting adoption of plan & reviewed reporting requirement
- **Reminders:** see Bulletin
- **SCOE Biz E-Blast list** – included in Bulletin
- **Dates to Remember** – see Bulletin

2. **SELPA** – Presented by Deborah Malone Larson - introduce the new formula for Preschool allocation,
3. **MAA Update** – Presented by Sharon Battaglia – discussed back casting and funds owed taken off the top
4. **Business Services** – Presented by Erin Graves presented 2 handouts and discussed:
 - W2 and 1099 common errors – correct classification of new hires
 - OASDI/Medicare qualifications
5. **CALPADS** – Presented by Candy Amos - discussed Fall 2 reporting data and upcoming workshops
6. **SCOE IT** – Presented by Dan Bienkowski – announced upcoming retirement and introduced Cody Grosskopf as interim replacement

ONGOING

Presented by Tracy Lehmann & Marie White –

Introduced Escape Tips & Tricks: automatic budget revisions & POS encumbrances,
Position & addon account retros,
Escape new release - POS 20 report

ADJOURNMENT:

Meeting was adjourned at 2:20pm

Contact DBUG Chair, Christina Menicucci at cmenicucci@gusd.com to add items to the agenda or request items to be covered in SCOE-Biz. Agendas and minutes are posted on the SCOE website at <http://www.scoe.org/pub/htdocs/fiscal-dbug.html>