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- SCOEdweb 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 –
Introduce 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