

**SONOMA COUNTY SCHOOLS
DISTRICT BUSINESS USERS GROUP**

MINUTES

Date: February 26, 2015
Time: 12:30 p.m.
Location: Redwood C
Chair: Shelley Stiles
Recorder: Sarah Lampenfeld

ROUND TABLE DISCUSSION

1. CALL TO ORDER/INTRODUCTIONS
Shelley Stiles
2. APPROVAL OF AGENDA
Shelley Stiles
 - Motion Made by Margaret Skikos
 - Second Made by Linda Williams
 - Motion passed
3. APPROVAL OF MINUTES
Shelley Stiles
 - Motion Made by Patti Pomplin
 - Second Made by Patty Murch
 - Motion passed

NEW BUSINESS

1. SELPA Special Education Updates Deborah Malone-Larson
 - Handout provided
 - No Medi-Cal Administrative Activities (MAA) to report
 - 2014/15 Board and Care Residential Placement Data Collection (1st Reporting) was due January 23, 2015
 - P1 First Apportionment are available and included
 - COLA of .085%
 - Increased statewide target rate to \$527
 - Proration factor applied due to current year apportion not sufficient to fund AB602
 - New funding model applied to distribute Special Education revenue to LEAs
 - Reminder given to review CASEMIS pupil counts and to work with your Special Education Directors in this regard
 - P1 estimates available in the next few days
 - Workshop on Special Education review held April 24th, 2015; time will be announced soon

- SCOE 6-22 and Preschool SH February 1st, 2015 counts provided
- Remember that, for SCOE students without an SH disability, revenue is significantly lower than what the LEA is paying

2. SCOE BIZ

Judy Thomson

- Handout provided
- Emailed Independent Student/Teacher ratios
- State revenue tracking ahead of estimates
- 1st Principal Apportionments are available and provided

New exhibits available

- School District Transfer Funds for County-Served District Fund
- Not applicable to Sonoma County

Expanded exhibits available

- School District Unduplicated Pupil Percentage
- Charter School Unduplicated Pupil Percentage
- Includes two years of data
- Check to make sure information makes sense and is correct
- Percentage based on CBEDS

New Exhibit Reference Guide

- Available soon
- Balancing sheet available at dp.scoe.org
- Make sure 2013/2014 data is accurate
- Minimum Proportionality Percentage (MPP) calculation
- Remember to pass MPP to curriculum staff
- SB 854 New Labor Compliance Procures
- Details of SB 854 provided in handout
- Interest Earned On Federal Funds
- Remember to calculate and remit interest quarterly

3. MPP Calculation

Judy Thomson

- Power point presentation provided
 - Determine base program for all students, then determine the additional services that complement/add to outcome supported in the base program

4. Process for nominations to SELPA finance

Shelley Stiles and All DBUG attendees

- How do we want to set-up nominations going forward?

Shelley Stiles:

 - Ask SELPA Finance what they are looking for?
 - Ask interested people for a Bio and reason to join SELPA Finance

- Send out Bio and reasons to Business Managers before a vote at DBUG

Regina Cuclich:

- Agrees with exception that By-law should define the criteria for the new member, therefore DBUG should not have to ask

Patty Murch:

- SELPA Finance is looking at By-laws to avoid confusion in the future
- Started a committee to review By-laws, project hopefully completed by June
- All in agreement that interested people submit a letter of interest for SELPA Finance position; letters then sent to all DBUG members before a vote at DBUG meeting

5. SCOE IT

Dan Bienkowski

- Escape updates on upcoming Sunday
- Announcement that Tracy Lehmann, formerly with Petaluma City Schools, will replace Tina Rodriguez when she retires
- Thanks to Robin Horwinski for helping with Tina's transition of duties to Tracy
- Changes coming in July to submissions of Production report

ONGOING

1. Other Reports: DP Advisory, RESIG, CalPads

- Robin Horwinski – CALPADS
- Background on 1.17 report
- The preview window of CALPADS reports and corrections has passed
- Next year Robin will send password to preview reports when asked

2. Escape Questions

- None asked

DISCUSSION/PRESENTATION

- Shelley Stiles asked about the DBUG structure
 - Should the districts continue to lead the meeting
 - Shortage of volunteers for chair and note-taker tasks
 - Agenda, dates, and times are currently set up by SCOE
 - All agree the meeting is important and valued, topic will be on March's agenda

ADJOURNMENT: 2:30 p.m.