

DBUG Minutes - March 26, 2015  
Prepared by Lois Standring

Linda Williams presided over meeting and called meeting to order.

All attendees introduced themselves.

Amendment to agenda- Discussion of Use Tax by Erin Graves was added.

Carolyn Bischoff moved to approve the agenda  
Patty Pomplin seconded the motion.  
Agenda Approved

Ann Kopache moved to approve the minutes  
Carolyn Bischoff seconded the motion.  
Minutes approved

#### New Business

Patty Brown Baumunk from RESIG gave a presentation on the Affordable Care Act. She went through the handouts provided including a flyer for a workshop put on by CASBO in Hayward on April 17th.

IT reviewed an ESCAPE update in relation to the Affordable Care Act. Handout was provided outlining the software's plan to comply with ACA reporting and tracking requirements.

Deb Malone-Larson from SELPA presented updates for Special Education:

- 1) ERMHS Allocation
- 2) NPS/NPA must be certified in order to spend Special Education funds
- 3) Discussion on what to use for calculation of P-1 apportionment calculations
- 4) Finance Committee Recommendations
- 5) Special Education Revenue Workshop in late April

Judy Thomson went through SCOE Biz Handout.

Dan Bienkowski announced there would be an ESCAPE update to system on Wednesday 4/1 between 6:30 and 7:30 a.m. He also announced that the DP Advisory Committee would be reinstated to help with big purchases. Retention of payroll records and whose responsibility it is will come back to a future meeting.

Erin Graves discussed Use Tax. Each district will need to have a seller's permit number in order to file required use tax returns. Discussion followed regarding the filing of the

returns and whose responsibility it is to carry this out. It was decided that SCOE would help with the numbers and then the districts will file on their own going forward.

Robin Horwinski announced that the deadline for the amendment window for Fall 2 certification in CalPads is on April 2nd. She discussed the warnings that appear with CalPads reports and recommended that Districts have Site Admin review the reports. Trainings and open labs are available for CalPads issues. She also announced that Aeries hosting is available through SCOE and that they may be going to have a SchoolWise server.

Discussion of DBUG structure was brought up by Linda Williams but there no input.

Meeting adjourned at 2:20