

**SONOMA COUNTY SCHOOLS
DISTRICT BUSINESS USERS GROUP
Minutes**

May 26, 2016

Location: Redwood C
Chair: Christina Menicucci subbing for John Markatos
Recorder: Christina Menicucci

ROUND TABLE DISCUSSION

1. Meeting was called to order at 12:36 p.m
2. AGENDA approved.
Motioned: Margret Skikos Seconded: Wanda Holden
3. MINUTES approved.
Motion: Patty Pomplin Seconded: Lori Vernier

NEW BUSINESS

1. SELPA Special Education Updates-No report
2. SCOE BIZ presented by Judy Thompson. See Bulletin No. 16-16.
Topics:
 - SB 1349 Sports Equity has a website posting requirement due 6/30/16
 - Required Board Resolution for retroactive pay declaring salaries “indefinite”
 - Cash Transaction Limit
 - TK stipend-Resource 6126
 - Replication & Expansion of Highly Qualified Charters application
 - Exchange or Sojourn Teachers-see Erin Graves for STRS for set up
3. SCOE IT presented by Dan Bienkowski. Presented to DP Advisory Group on May 6, 2016. See SCOE IT May Update posted to ESCAPE homepage.
Topics:
 - Changes to Schools Connect Fees. 15/16 was \$4-6 per ADA. 16/17 will be \$5 per ADA plus \$1,200 connection fee. DP Service Fees staying the same at \$5 per ADA.
 - ESCAPE Employee Portal is currently being tested with a few districts. Available features: Employees can access W2, ACH, Leave balances,

employee time cards. Future features include benefit open enrollment and W4 changes. General release scheduled for Jan 2017.

- ESCAPE will require new passwords beginning July 1, 2016. Passwords will need to be updated every 6 months.
- Changes to VPN will require 2 factor authentication.
- Payroll Certification Program- please contact Marie or Tracy if interested. Excel is required for this course. Payroll Concepts Refresher for current payroll staff Aug 8-10. First open Payroll Concepts class for new payroll staff will be in October.

4. Election of 2016-17 Chairperson
Anne Kopache nominated Christina Menicucci, seconded by Wanda Holden

ONGOING

1. Other Reports: DP Advisory, RESIG, CalPads-No reports
2. Escape Questions

DISCUSSION/PRESENTATION

Margret Skikos from Wright announced a District Accountant position opening at Wright School District

ADJOURNMENT: Meeting was adjourned at 1:15pm