

Sonoma County Schools
District Business Users Group
Minutes

Date: January 26, 2018

Location: Redwood C

Chair: Lynda Williams

Recorder: Christy Arend

Round Table Discussion

1. Call to order/introductions – Lynda Williams
Meeting called to order at 12:35pm

2. Approval of agenda
Motion by Diane (Forestville), second by Carolyn (Guerneville)
Motion approved

3. Approval of minutes
Motion by John (Fort Ross), second by Carol (Waugh)
Motion approved

New Business

1. SELPA – Deborah Malone-Larson
Discussed the Governor’s Special Education Budget Proposal for 2018-19
 - 2.51% COLA, estimated at \$13.58 per ADA
 - \$100 million in one-time funding to LEA’s to implement programs to increase and retain special education teachers.
 - \$167.2 million, of which \$125 Million is one-time money to establish an Inclusive Education Expansion program.SEIS – your CASEMISS Manager can give you read only access to SEIS if you wish to look up data yourself.
SELPA Finance Committee nominations
 - Council has requested that DBUG reconsider their nominees. They believe there needs to be a better representation by Area.
 - Patty Nosecchi (Twin Hills) made a motion to submit the same nominations as before to SELPA Finance.
 - Mary Schafer seconds this motion.

2. SCOE Biz – Shelley Stiles – *Refer to SCOE Biz Bulletin NO. 18-09*
State of the State
 - Total revenues for December were \$2.79 billion above June’s budget expectations.
 - Personal Income Tax and corporation taxes exceeded projections for the month.

Governor's 18-19 proposed budget was discussed

- The proposal includes fully funding LCFF in 2018-19
- LCFF gap closure rate of 100%
- 2.51% COLA applied to LCFF base grant for 2018-19
- \$1.8 billion for one-time mandate monies (\$295 per ADA)

2nd Interim Guidance

- A separate SCOE Biz containing 2nd interim guidance will be emailed out the first week in February, along with the common message.

CALPADS Certification

- District students in COE programs should be included in your LCFF calc.

The LCFF Calculator was discussed

- New version is now on the FCMAT website
- All other versions will not provide an accurate estimate
- Calculator will pre-fill 2016-17 with P-2 data. The property tax section should be overridden manually to match 2016-17 P-Annual taxes.

2017-18 property tax estimates

- P-1 estimates were submitted to CDE mid-December. These have been emailed to each district along with guidance and explanations.
- There will be an additional posting of secured property tax revenue to Districts this month. These are not additional taxes. This is just considered an early payment of the April tax installment.

J-13A waivers

- P-2 attendance should be submitted with a reduced divisor after the waiver approval is received.
- The new form needs to be used from this point on.
- If you are filling out the J13A waiver for material decrease, please let SCOE know as soon as possible.
- Shelley is going to look into if districts can claim a material decrease due to the flu.

NPS Closure Days & ADA reporting

- School closure due to an emergency at a NPS, the closure would be considered a non-instructional day and the student should not be marked absent.

Federal Cash Management

- Data collection window now available – January 10 – January 31, 2018.

CARS

- 2017-18 Application funding has been re-opening for districts to apply for Title IV funds. Deadline: February 28, 2018.

Bid Threshold annual adjustment

- Effective Jan 1, 2018 the adjusted bid threshold is \$90,200.
- Public projects such as construction of reconstruction of publicly owned facilities have a lower threshold of \$15,000.

Minimum wage increased to \$11.00 per hour.

Proposition 39 – Clean Energy

- All amendments as due by February 26, 2018

Required After action report regarding October Wildfire

- This is required even if your district or school was not directly affected by the fires.
- All districts need to complete the AFTER ACTION report
- Contact Dave Mathe at dmathe@scoe.org with any questions.

Follett

- SCOE received a payment from Follett School Solutions. If you're expecting a refund please contact Bonnie Tanner at Btanner@scoe.org

Important Dates were reviewed

3. Business Services – Erin Graves

Review your Social Security Section 218 agreement and determine whether there have been changes that require modifications to the current 218 agreement

- State and local government employers are required to provide Form SSA-1945 to all new employees not covered by social security before their employment starts.

CalPERS retirement appointment reconciliation

- Step by Step documentation will be provided for LEA's to begin reconciling this data.
- Demonstration will be given by Maria Aguayo at the HR/Payroll user group on 1/30/18.

Classified STRS Member/Certificated PERS member reporting error

- The retirement setup in Escape for these employees has been incorrect. Employees may not have received a full years' service credit.
- SCOE External Fiscal Services is taking the steps to correct this issue
- This will be corrected by June 30, 2018

1099's and Independent Contractor vs. Employee

- Please verify the correct classification of your employees and vendors.
- Individuals receiving both a 1099 and W-2 are a red flag.
- It is critical to classify employees and vendors correctly upon hire.

4. CALPADS – Candy Amos

- FALL 2 reporting period is open for CALPADS
- There will be a Smarter Balanced workshop on February 1st & 7th from 4-5PM, links will be posted for this. There will also be webinars for this.

5. MAA Update – Sharon Battaglia

- Backcasting: Most districts will be in a payback status
- DHCS is asking that the general fund cover the amount owed back due to backcasting.
- DHCS will then use Prop. 98 discretionary funds, off the top to collect amounts owed by the school districts. This will reduce the LEAs allocation of these funds.

6. IT

- Hiring a 3rd person in their department for their help desk.
- Let IT know if you would be interested in a payroll service by the county.
This only applies to small districts.
- Tax tables were updated in Escape. This will show on the January 31, 2018 payroll.

Adjournment: 2:19PM