SONOMA COUNTY SCHOOLS
DISTRICT BUSINESS USERS GROUP

MINUTES
January 23, 2020

Location: Redwood C
2019-20 Chair: Christina Menicucci
Recorder: Mercedez Cardenas

ROUND TABLE DISCUSSION

1. Meeting was called to Order at 12:35 PM.
   Introductions

2. AGENDA Approved
   Motion: Diane - Forestville   Second: Jolene - Wilmar

3. September Minutes Approved
   Motion: Carol - Waugh   Second: Regina - Mark West

NEW BUSINESS

1. SCOE BIZ presented by Shelley Stiles. Refer to SCOE Biz Bulletin #20-12
   • Governor releases proposed State Budget for 2020-2021 FY on January 10, 2020
   • COLA went down from 3% to 2.29% since 1st Interim
   • 2nd interim guidance along with the Common Message will be emailed the first week of February
   • ESSA PPE Update: Submit data no later than February 29, 2020. Shelley sent an email on 1/22 with a webinar and documents attached that can be used as a guide.
   • 2017 Wildfire Relief – Lost Property taxes due to the October 2017 fires has been received. The appropriate code will be object 8590 (All Other State Revenue) and Resource 0000. Funds will be posted by the end of January.
   • Federal Cash Management Data Collection window is January 10, 2020 to January 31,2020. Recommended to report Federal Quarterly Interest the same time as the Federal Cash Management Data Collection
   • CARS Reporting deadline is 2/28/20. There will be open labs to assist with CARS on 2/5 & 2/19.
   • Summer Assistance program, notify employees by 1/1/20 & notify CDE by 4/1/20 to participate. For the first year of participation (2018-19) must report the amount that was withheld from employees to CDE by 7/31/20.
   • Dates to Remember: List of October trainings and important dates.
2. SELPA presented by Deborah Malone-Larson
   - Sonoma’s per ADA funding amount between $60 to $100
   - Estimated COLA is 2.29%
   - Due dates for data collection forms: Board & care cost reimbursement 1/31/20. Out of home care cost reimbursement 1/31/20
   - Please review the attached Pupil Count

3. MAA Update presented Sharon Battaglia
   - Invoices (18/19 Q2) will be sent out soon and require a blue signature.
   - Must be on RMFTS list to be billing. Contact Sharon Battaglia as soon as possible. This will be required starting July 1, 2020

4. CALPADS presented by Candy Amos
   - Perkins Data System has been retired. CTE/Perkins will now be reported in CALPADS Fall 2
   - See CALPADS January 2020 form for list of upcoming trainings & user group meetings

5. Business Services presented by Erin Graves
   - Certificated RETRO Pay: Erin Graves contacted CalSTRS to see if there’s any way to credit for non-reported terms.
   - CalSTRS refunds dating back to the 1970s are distributing out to districts this week & must go through accounts payable.
   - CalPERS Coaching Stipends: School sports coaching stipend does not meet the definitions of special compensation. It is not time based so non creditable/reportable for CalPERS.

6. Escape Tips presented by Tracy, Marie and Kimberly
   - Escape Workflow: it allows you to define approvers, assign buyers, define notifications and setup approval routing
   - Escape is phasing out of the standard 1234 module that is currently used. It is suggested to switch to workflow now for an easier transition but is not required.
   - New 2020 W-4 form – See handout on how to properly setup the new 2020 W-4 onto Escape

7. ADJOURNMENT: 2:45pm