SONOMA COUNTY SCHOOLS
DISTRICT BUSINESS USERS GROUP

MINUTES
March 23, 2018

Location: Redwood C
Chair: Christina Menicucci
Recorder: Onie Garcia

ROUND TABLE DISCUSSION

1. Meeting was called to order at 12:36 p.m.

2. AGENDA approved.
   Motioned: Margaret Skikos  Seconded: Carol Slender

3. MINUTES approved.
   Motioned: Lanette Zootis  Seconded: Patricia Petzar

NEW BUSINESS

1. SELPA presented by Debrah Malone-Larson
   The SELPA just received the IDEA Grant Awards for 2017-18 Fiscal Year.
   Reminder to have expenses in Resources 3310, 3315, and 3320 if district has preschoolers.
   The Expenditure Reports will be submitted to CDE in April 2018.
   Special Ed. Revenue Projections for the 2018-19 Fiscal Year will be sent out next week.

2. SCOE BIZ presented by Shelley Stiles.
   Refer to SCOE Biz Bulletin #18-13 that includes the information required for your LEA to complete the “Notice of Public Hearings on 18-19 Proposed Budget and LCAP”.
   Reminder that this form is due to SCOE 17 days prior to the public hearing date. As soon as districts know their dates for Board approvals, please contact SCOE accountants so they can schedule to review LCAP in June.
   Refer to SCOE Biz Bulletin #18-14 that includes information to apply for the new Restart Grant Program. Districts need to apply by 3/27/18 if they want to participate.
   CDE needs information from all Districts and Charters that filed J-13 waivers. **SCOE will complete and file a Restart Data form on behalf of each LEA**. This process tells the federal government our extreme need for funding in our county.
Districts that elect to operate as District of Choice have to register by 7/1/18 with the CDE as a District of Choice. Districts are also required to adopt a resolution. See the 2018-19 Audit Guide for full details.

See other important topics covered in SCOE Biz Bulletin #18-14 such as CalPers Employer Rates, Class Size Penalties, Charter Schools-Payroll Frequency Requirement, ADA Loss Due to Student Protests, and Reporting Changes for Government Compensation in California.

3. BUSINESS SERVICES presented by Erin Graves

See External Fiscal Services Updates regarding Retirement Incentives, CalPERS Salary Schedule Requirement, and Employer Checklist for Hiring CalPERS Retirees.

4. CALPADS presented by Candy Amos

Fall 2 Certification/Amendment Window closes on March 23, 2018. New process for using CALPADS data for 4-year graduation cohort. Due to the strong desire from the State Board of Education to base LCAP planning on the most recent data available, the timeline for the development of the 4-year graduation cohort rate will change beginning with the fall 2018 Dashboard. A letter announcing these changes will be sent to your Superintendents this month, along with further details. Look for upcoming trainings regarding CALPADS, CASEMIS, School Wise, and Aeries.

5. SCOE IT presented by Dan Bienkowski

There will be ESCAPE updates happening on 4/15/18. For districts who are interested in emailing Purchase Orders, an electronic signature is required and is an additional cost to districts.

ONGOING

1. Escape Questions

For districts who are interested in emailing Purchase Orders, an electronic signature is required and is an additional cost to districts. Old Adobe currently uses this feature in Escape and mentions it saves a great amount of time.
DISCUSSION/PRESENTATION

1. LCAP presented by Shelley Stiles

   Shelley reviewed steps regarding updating LCAP/Budget, which included information on LCFF Calculator, LCFF Template, and matching LCAP to Budget.

2. LCAP networking

   Districts had various groups of round table discussions for ten minutes which included a survey of likes and dislikes regarding LCAP. SCOE’s goal is for continuous improvement process.

Meeting was adjourned at 2:30 p.m.