

**SONOMA COUNTY SCHOOLS  
DISTRICT BUSINESS USERS GROUP  
MEETING MINUTES  
May 24, 2018**

CALL TO ORDER/INTRODUCTIONS: Chair, Christina Menicucci called the meeting to order at 12:32 p.m., recorder Ann Hayes

Approval of Agenda: It was moved by Patricia, Liberty, seconded by Lois, Windsor to approve the agenda. Motion carried unanimously.

Approval of Minutes – April: Tabled to the next meeting.

**NEW BUSINESS**

1. Special Education Update: Deborah Malone Larson  
Update on IDEA – Consolidation of RS #3320 and #3310.
2. SCOE BIZ 18-17 & 18-18 Shelley Stiles  
Shelly briefly discussed the topics of SCOE BIZ bulletin 18-17. Bulletin 18-18 was discussed, highlighting specific topics and she gave an explanation of growth of Prop 98 . Good news for the economy at this time. May revision; more detail guidance to come out from Shelley next week after the budget is finalized. If COLA is up the one-time Mandate will go down. More to come.
3. MAA Update Sharon Battaglia  
2015/16 payments were received and will be out to Districts before the end of the year. 2009/10 – 2014/15 “Results of Back Casting” process ~ if a District owes back to the State, funds will be withheld from the 2018/19 allocation in one lump sum. This is being fought against for a better resolution.
4. Business Services Erin Graves  
Erin discussed the CALSTRS Employer Information Circular Volume 34 dated May 8, 2018 Reporting and Payment of Member and Employer Contributions. One of the concerns discussed was creditable compensation for employees performing creditable service over a 10-month period As long as the employee is reported in ESCAPE as working at least one day in June ESCAPE can handle the reporting requirement.

**ONGOING**

1. ESCAPE Tips: Kimberly presented an explanation on how to use and send “favorite reports”. Upcoming workshops are New User to Escape on July 10, HR on July 11<sup>th</sup> and Payroll on July 12<sup>th</sup> There will be a CASBO Payroll Boot Camp in November. A link will be sent out.

**DISCUSSION/PRESENTATION**

1. DBUG Chair nominations for 2018 – 19: Patricia from Liberty presented the idea to have Christina to continue as Chair. After a brief discussion Diana from Forestville nominated Christina as the 2018-19 Chair, John from Fort Ross seconded the nomination and Chirstina accepted. Congratulations and thank you to Christina!
2. July DBUG Meeting: The July 27<sup>th</sup> meeting was cancelled.

Hold on to any bills from AESOP – fees have sharply increased.

**ADJOURNMENT:** 1:20 p.m.  
Next Meeting: August 24, 2018