

**SONOMA COUNTY SCHOOLS
DISTRICT BUSINESS USERS GROUP**

**MINUTES
November 21, 2019**

Location: Redwood C
2019-20 Chair: Christina Menicucci
Recorder: Regina Cuculich

ROUND TABLE DISCUSSION

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

2. AGENDA Approved
Motion: Diane - Forestville Second: Carol - Waugh

3. September Minutes Approved
Motion: Diane - Forestville Second: Carol - Waugh

DISCUSSION/PRESENTATION

1. RESIG Fire Insurance Claims –
 - Rose Burcina and Steven Fields were present to update Districts on the status and information of our recent claims for the Kincaid Wildfire. We were reminded of the new \$5m deductible for Wildfires. Due to the recent number of wildfires up and down the state, Insurers have revised policies to include these large deductibles as they also increase our premiums.

NEWS FLASH – your District is responsible for all costs incurred on your campuses up to the \$5m aggregate deductible. For example, the Kincaid Wildfire claims total ~ \$2m, there were 6 Districts that will be submitting claims for smoke and ash damage (Geyserville, Alexander Valley, Healdsburg, Windsor, Mark West, Oak Grove). Each District will pay their actual costs for their claims.

Another example: If your District suffered a loss of a school in a wildfire and no other So Co District incurred any damage costs, your District would be solely responsible for costs up to the \$5m. The ‘shared responsibility’ for all districts only comes into play if total schools county-wide damage exceeds the \$5m deductible, then it becomes a prorated share. Confused? Contact Rose or Steven and start that piggy bank account right now!

 - The Kincaid wildfire did not receive a Federal Disaster Declaration (it did receive County and State declarations) so the FEMA reimbursement claim process is NOT available to assist Districts in recovering your deductible. The FMAG (Fire Management Assistance Grant Program – CalOES) that has been discussed is only available if your District provided firefighting, evacuation sheltering (including providing busses to evacuate citizens) and EOC staffing – no coverage for smoke/ash damage. The CDAA (California Disaster Assistant Act) reimbursement program has not yet been officially approved. This may be a source to help recoup losses. Info to come.

NEW BUSINESS

1. SCOE BIZ presented by Shelley Stiles
Please refer to SCOE BIZ Bulletin No. 20-11

- ESSA PPE Update: Please register for the ESSA Webinar (3 more available) for information regarding this new reporting requirement. ESSA reports will be due by February 29, 2020. Go to essappe@cde.ca.gov to register for one of the available webinars
- Spec Ed Early Intervention Preschool Grant: Available funds to be disbursed to Districts of residence in November 50% and April 50% to eligible LEAs. These funds are unrestricted and do not need to be spent on the students that funds were calculated on. Please be aware that creating new pre-school programs will affect your Spec Ed MOE and you will have to continue to spend this amount in future years to meet your MOE. At this time these funds are considered One-Time. SELPA has sent out a memo explaining this grant.
- Print Shop – Did you know the Print Shop offers many services other than printing including scanning and archiving documents? Check out the flier that was attached to SCOE BIZ 20-11
- FCMAT Fiscal Alert-BONDS – see attachment provided regarding Interfund Borrowing Using Bond Proceeds. As always, check your Bond Language that was adopted by your Board before you make any expenditures out of your Bond funds. Also find attachment for FAQ for Taxpayers.
- SB328 School Start Time – Impact. For Middle and High Schoolers beginning July 1, 2022. Sleep in everyone!
- Requisitions using Cash account 9110 – Please don't do it! Use proper expenditure code, this will hit your cash directly. Email helpdesk@scoe.org if you'd like assistance.
- J13A Waivers – 6th notice? Shelley has provided Districts with plenty of information regarding your waivers. You may use 1 waiver per LEA for combined Closure Days and Material Decrease Days. Get them to SCOE early as many District throughout the State will be seeking waivers from CDE.
- Summer Assistance Program – are you in or are you out? Districts have another opportunity to join or drop from the program for 2020-21. Please notify employees and CDE by April 1, 2020.
- Lots of helpful reminders, various Professional Development opportunities and important dates to remember also included in the Bulletin.

2. SELPA - presented by Deborah Malone-Larson

Deborah shared Spec Ed Updates on Preschool Grant, Federal dollars received, Timelines, due dates and SEIS. Please review the attached Pupil Count as your Fee for Service is based on these #s.

3. MAA Update No Update at this time

4. CALPADS presented by Candy Amos

Please see attached CALPADS Updates – too much to list!

- I'm putting in a plug for an opening at Mark West District for a CALPADS Coord – posting Dec 2nd on Edjoin 😊 . We are a wonderful District and only suffer from ADA losses due to Wildfires every **OTHER** year 😊

5. BUSINESS SERVICES presented by Erin Graves

- CalSTRS Refunds coming from the 1970's (most of you weren't even born yet!) from a 'cleanup' Pension Solution Project. You will have to do your due diligence to find the

previous employees so you can send their refund that you will process through AP. A letter including their last known address will be coming from Alli.

- Information regarding Defined Benefit Membership – part time vs. full time.
- CalSTRS Onboarding attachment included
- AB 5 becomes Law on January 1, 2020. Can you pass your ABC's test?? See attached Legal Update
- Reminders on CalSTRS Classes/Webinars, CalPERS Beneficiary Designation/Power of Attorney – Please keep these forms current.
- CalPERS Coaching Stipends – see Circular 200-049-19

6. SCOE IT presented by Tracy Lehman

- This Sunday – ESCAPE Updates versions 19.03 and 19.04 installations – don't work in ESCAPE this day, start (or finish) your Holiday shopping instead.

ONGOING

1. Escape Tips

Tracy

- Employee Management Certification – IT has certified another successful cohort. More Cohorts to come.
- Check out the helpful hints: ESCAPE go to Online Resources tab -Video's, Jumpstart, Basics, for New employees or a Refresh for those of us who have forgotten what we are doing...

ADJOURNMENT: 1:59 PM



Happy Holidays everyone!!!

Contact DBUG Chair, Christina Menicucci at cmenicucci@gusd.com to add items to the agenda or request items to be covered in SCOE-Biz. Agendas and minutes are posted on the SCOE website at <http://www.scoe.org/pub/htdocs/fiscal-dbug.html>