

COUNTYWIDE DISTRICT BUSINESS MEETING

December 10, 2009 - 9:00 a.m.

ATTENDEES: Beverly Hinaman, Sheila Randel, Linda Venhaus, Sonia Ramos, Cathy Burns, Laura Rodriguez, Rosa Casillas, Cecilia Belmontes De Anda, C. Lynette Walker, Pam Douglas, Linda Ramirez, Julie DeWall, Jeffrey Bottorff, and Geri K. Cox

AGENDA ITEMS PROCEEDED IN
THE FOLLOWING ORDER:

1. MINUTES FROM PREVIOUS MEETING

Minutes from September 18, 2009, were distributed. The districts were asked to contact Kim Linderholm if there are any corrections that need to be made.

2. SPECIAL EDUCATION/SELPA UPDATE & ARRA FUNDS -

Claudia Norris/Leticia Gallegos

Julie reported that Leticia was not able to report at this time due to a family emergency.

3. GENERAL UPDATES - Jeffrey Bottorff

Jeffrey reminded the districts that this is the E-rate time of year. The deadline for Form 470 is January 14, 2010, and Form 471 is due February 11, 2010. Jeffrey added that regular phone lines do not require a tech plan, they can go ahead and do those anytime; however, data lines must have an E-rate State approved plan prior to June 30th. The last submission date for an E-rate State approved plan is in March.

Jeffrey reported on the status of the Microsoft Voucher Program. There is now a CDE representative. They are meeting the last week in December to finalize the report that will be submitted to court. The CDE representative was asked by the committee to put in the report that 50% of that fund should be moved to general purpose in order to purchase new items such as computers. The districts will be notified once the court makes their decision on the settlement then the second Cypress will be released.

4. PAYROLL UPDATES - Carrie Holcroft

Laura Rodriguez was available for any payroll questions. Geri announced that they've added a TB Expiration Date Report. This will run whenever a pre-list is requested.

Julie reported that she is currently working with the Treasurer's Office on transfer dates for December. The Treasurer's office is closed the week of December 21st

through 28th. Julie reminded the districts to do their warrants too and have them ready by December 18th.

5. GENERAL UPDATES - BUDGET UPDATES - Geri K. Cox/Trudy Burke

Geri distributed minutes from the State Controller's Office Audit Guide meeting that was held in November. Geri had been asked by a district if a Public Hearing was necessary for the Tier III categorical funds. In Item #5 of this handout, Geri pointed out that there is no statutory requirement to have a separate public hearing for the flexibility funds; however, it is recommended by the Audit Guide committee that districts hold a public hearing with the flexibility funds as a separate agenda item from other budget or budget transfer items and that the public hearing be at a regularly scheduled board meeting. This is to act in an abundance of caution, in the event these guidelines change. Geri also noted within these minutes the discussion on a 175 day school year, and talk of a 170 day school year for charter schools.

6. GENERAL UPDATES - FIRST INTERIM REPORTS, WORKSHOPS, MEETING DATE CHANGE - Julie DeWall

Julie reported she sent out workshop information for a free "Governor's Budget Release/Perspectives" through SI&A on January 15th. Julie added that if any of the districts come across free workshops (or workshops in general) that would be of benefit to other districts to please email her the information for distribution.

Julie distributed another copy of the 09/10 Budget Dates to Remember. Julie noted that for next year she will also add to this calendar to clear up the accruals for accounts receivable and accounts payable, prior to the end of the year.

The next meeting date for the Countywide District Business Meeting has been moved to January 14, 2010, since the 15th is the free SI&A workshop. Geri added that there is a workshop on January 20th in Merced on "Managing Long Term Debt."

Geri said she had received a request from a district for MCOE to do a workshop on school accounting, Geri asked the districts if this was something they were all interested in having following one of the business meetings. Geri will wait to hear if there is other interest by the districts in having MCOE put this together.

Julie reported that CDE has added more kick-outs within the reporting software and to just be aware, and you can contact Julie if you have any problems with these.

Geri stated that MCOE utilizes a corporate account with Enterprise Rent-a-Car, which has resulted in quite a bit of savings in trips to places such as Sacramento and the Los Angeles Area. Geri distributed the contact information for Desiree Espinoza of Enterprise if they'd like to have her give them corporate contract

pricing information. One of the districts noted that the new mileage reimbursement rate beginning January 2010 is \$0.50 cents per mile.

Geri reminded the districts that if they look like they will not be meeting the Form CEA required percentage for classroom teacher's salary, to please work with her or Julie as soon as it comes to their attention. Education code sections 41372 and 41374 permit districts to receive an exemption from the County Office for financial hardship or if the salaries are comparable to other like-size districts with comparable conditions, if they apply to the County Office prior to September 15th. Many small districts have had to make budget reductions that are driving the percentage of teachers' salary below the percentage expected by Form CEA.

THE NEXT MEETING IS SCHEDULED FOR:

Thursday, January 14th, 2010, 9:00 AM - at Madera County Office of Education