

**California Department of Education / County Office of Education
External Services Subcommittee (ESSCO)**

NOTES

**California Department of Education
1430 N Street, Room 1101**

**October 2, 2017
10:00 a.m.**

Co-Chair: Chris Lombardo, Region IX – Orange CDE

Co-Chair: Christine Davis, California Department of Education

Vice-Chair: Kate Lane, Region IV – Marin COE

Judy Thomson	I	Sonoma		Sarah Smigiera	VII	Kings
Trevor Haskill	II	Butte		Norma Dwyer	VII	Mariposa
Roslynne Manansala-Smith	III	El Dorado		Cecilia Belmontes	VII	Merced
Kathy Garrison	III	Placer		John Wilborn	VII	Tulare
Joy Massey	III	Nevada		Priscilla Quinn	VIII	Kern
Sherry Tygert	III	Nevada		Denice Cora	VIII	Santa Barbara
Parmjeet Kaur	III	Sutter		Paula Driscoll	VIII	Ventura
Kate Lane	IV	Marin		Norma Fajardo	IX	Imperial
Sarah Blackstone	IV	Napa		Chris Lombardo	IX	Orange
Priscilla Aquino-Dichoso	IV	San Mateo		Brent Watson	IX	San Diego
Sherry Beatty	IV	Solano		James Whittington	X	Riverside
Karen Deller	V	Monterey		Thomas Cassida	X	San Bernardino
Kathryn Rusk	VI	San Joaquin		Keith Crafton	XI	Los Angeles
Peter Foggiato	VI	San Joaquin		Tracy Minor	XI	Los Angeles
Julie Betschart	VI	Stanislaus		Christine Davis		CDE
Darlene Hodge	VI	Tuolumne		Elizabeth Dearstyne		CDE
Gabriel Halls	VII	Fresno		Michelle Giacomini		FCMAT

1. Announcements

- i. Introductions
- ii. Announcements
 - a. AB 1200 Fall Conference, October 20, 2017 at Ventura COE and October 23, 2017 at Yolo COE.
 - b. November 6, 2017 ESSCO Meeting Location Change – moving to the CDE Executive Conference Room (5th Floor at CDE).
 - c. Announcing retirements: Judy Thomson, past ESSCO Chair from Sonoma COE.

2. BASC Report

No meeting since last ESSCO. The next BASC meeting is on Friday, October 13th. The Common Message for first interim should be finalized in mid-October.

3. 2017-18 One-time Mandate and Mandate Block Grant Allocations

Entitlements will be released in two weeks. One-time funding will be certified at \$147.32/ADA based on 2016-17 P2 and will be paid in three equal payments - Dec 2017, April 2018, and May 2018. Mandate block grant (MBG) to be distributed 100% in mid-November. MBG rates: Districts receive \$30.34/ADA for grades K-8 and \$58.25/ADA for grades 9-12. County offices of education receive \$30.34/ADA for grades K-8, \$58.25/ADA for grades 9-12, and \$1.02 per unit of countywide ADA. Charter schools receive \$15.90/ADA for grades K-8, and \$44.04/ADA for grades 9-12. The MBG has a 97.76%

participation rate: 45 districts declined funding this year for a total of 49 declining LEAs (45 districts, 3 COEs and 1 charter).

4. AB 1200 Collective Bargaining Disclosures for Qualified and Negative Districts

Regarding the requirement for districts who have a qualified or negative certification to provide the AB 1200 Disclosure of Collective Bargaining Agreement to the County Office of Education (at least 10 working days prior to the agreement between the bargaining unit and the school employer), do other County Offices consider qualified or negative certifications only in the current year (same year as the agreement disclosure) or the latest certification (which may be the prior year)?

In the period after Adopted Budget has been submitted before you have approved the budget for a district that was qualified or negative at 2nd Interim, do you require disclosure 10 days in advance? Everyone encourages all districts to submit 10 days in advance. A District is qualified unless or until the budget is approved. A strategy where there are issues in the MYP is to issue a going concern letter after approving the budget to keep the District in qualified status.

5. Fiscally Independent versus Fiscally Accountable

The SSPI approves fiscal independence which allows a district to issue their own payroll and vendor warrants. County Superintendent approves fiscal accountability allowing a district to issue their own payroll and / or vendor warrants – Co Supt determines whether can issue payroll, vendor or both.

Question for group: Do the fiscally accountable districts in your county have the authority to issue payroll warrants, vendor warrants, or both?

There were varied responses from the group as to the authority granted fiscally accountable districts. The FCMAT COE Procedure Manual subcommittee that worked on this procedure will develop a survey tool to poll the group and provide comparison data.

The group was also asked if any of the independent or accountable districts have received authorization to submit retirement reporting and payment directly to CalSTRS. It was reported out that CalSTRS will not approve direct reporting if the entity cannot provide clean retirement reporting.

Some COEs maintain a general ledger for each district including independent and accountable to keep cash reconciled against the county treasury for all entities.

Standing Subcommittee Reports:

1. AB 1200
No report

Sherry Beatty

2. Accounting / Apportionments
Subcommittee was asked to put together best practice for CEA.

Tom Cassida

3. Attendance/Enrollment/CALPADS No report	
4. Professional Development February conference – Save the Date: 2017: Holiday Inn downtown Sacramento February 14-16, 2018 2018: Holiday Inn downtown Sacramento February 13-15, 2019	Chris Lombardo
5. Property Taxes No report	Peter Foggiato
6. ESSCO Organization No report	Kate Lane
7. FCMAT Procedure Manual During discussion the team that worked on the fiscally accountable/independent districts procedure update volunteered to develop a survey to poll the field about actual practices.	Kate Lane
8. LCAP Reviews No report	
Roundtable Discussion: 1. Discussion about COE Internal Controls ESSCO had a brief discussion regarding treasury/COE internal controls. 2. Does well drilling have to go through DSA? It is not optional – it does have to go thru DSA 3. Foreign Vendors – tabled for future meeting	

Our next meeting is November 6, 2017

2017 ESSCO agendas, handouts, and meeting notes will be posted at
<http://www.ocde.us/Business/Pages/ESSCO.aspx>.