

Santa Clara County  Office of Education

Countywide CBO Meeting Summary
December 11, 2014

In Attendance:

Tina Hsu	Berryessa Union Elementary School District
Jason Vann	Cambrian Elementary School District
Jackie Chen, Irma Nunez	Campbell Union High School District
Julia Yu	Cupertino Union Elementary School District
Marcus Battle, Karen Poon	East Side Union High School District
Nelly Yang	Evergreen Elementary School District
Joanne Chin	Franklin-McKinley School District
Alvaro Meza	Gilroy Unified School District
Kim Ginelli	Los Altos Elementary School District
Tom Gray	Los Gatos Union School District
Greg Medici	Los Gatos-Saratoga Joint Union High School
Rudy Avalos-Sanchez	Luther Burbank Elementary School District
Carolyn Shen	Milpitas Unified School District
Tracy Huynh	Mount Pleasant Elementary School District
Maria Liu, Teresa McNamee	Mt. View Whisman School District
Avis Doctor	Mountain View Los Altos Union School District
Laura Phan	Oak Grove Elementary School District
Rita Sohal	Union Elementary School District
Carole Hanna (recorder)	Santa Clara County Office of Education
Kolvira Chheng	Santa Clara County Office of Education
Nghia Do	Santa Clara County Office of Education
Debbie Jones	Santa Clara County Office of Education
Yen Lam	Santa Clara County Office of Education
Micaela Ochoa	Santa Clara County Office of Education
Ted O	Santa Clara County Office of Education
Ann Redd	Santa Clara County Office of Education
Jenina Salcedo	Santa Clara County Office of Education
Dana Taylor	Santa Clara County Office of Education
Cindy Patterson	Santa Clara County Office of Education
Jeff Nigro	Nigro & Nigro

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1. **Welcome** - Micaela Ochoa called the meeting to order at 9:31AM. Micaela asked if attendees had items to add; they did not have any items to add to the agenda.
2. **Introduction to New Members**
 - Micaela asked all to introduce themselves since we have new members; attendees introduced themselves.
 - Kolvira Chheng announced that DBAS had some staffing changes. Jenina Salcedo is the new Senior Advisor; Yen Lam and Debbie Jones are new Advisors.
3. **Edmodo**
 - Micaela Ochoa provided an overview of a free application that can be used to share information, further collaborate and improve communications. It is available 24 hours a day and is an excellent tool for asking questions and getting responses 24 hours a day. All attendees expressed interest in using Edmodo to knowledge share. Micaela stated that Elizabeth Calhoun, Manager, Instructional Tech Services would provide a presentation at the February 2015 CBO meeting to demonstrate the capabilities of Edmodo and answer questions.
4. **LCAP/LCFF**
 - The LCAP training schedule and registration information will be e-mailed directly to everyone. CBO's are encouraged to come to the trainings with your Education Services counterparts. Handouts included the current LCAP/LCFF annual update template and the proposed changes. Kolvira noted the proposed due date for the fiscal solvency report has moved from August to September 15th; he asked that any concerns about the proposed changes be shared with DBAS. Discussions are being held at BASC and more information will be provided as it is made available.
5. **Payroll Schedule Survey**
 - Twenty one responses to the payroll schedule survey were received and there is some interest in converting from one pay schedule to another. Any district that is interested is asked to contact their Advisor. A discussion ensued.
 - Cindy Patterson reported there have been drastic changes in e-rate discounts and suggests district technology staff attend the Technology Leadership Community Meetings. A flyer listing the meeting dates was handed out and will be sent to attendees.
6. **QCC Support**
 - Cindy Patterson is available at the CBO meetings to answer questions, concerns and address issues. Reminder, Technology does not fall under Business. It is a separate branch. A question

was asked about the status of Payroll User Group; Kolvira reported that this group is being reprinted and he will notify the districts when meetings are again scheduled.

- Cindy reported that trainings, including a “Purchasing Fiesta” and a “Budget Palooza”, among others, are being scheduled; districts will be invited to attend. Registration information will be sent once dates are firm. Standard and enhanced position control, retro pay and QCC updates were discussed. Confirmed all agreed that a separate meeting would be arranged to discuss QCC items in greater detail, including mandates and ongoing reporting changes as well as possible solutions.

7. Workshop

- Jeff Nigro, Partner at Nigro & Nigro presented Updates on GASB 68, and the Audit Guide for 2014-15, Audit guide Refresher and Federal Compliance changes. Highlights:
 - The pro-rated amount of the total pension liability must be included in your financial statement. Early on, discuss what information your auditor requires; transparency is critical.
 - The 2014-15 Audit Guide includes audits of LCAP, which is new territory for auditors just as it has been for your administrators.
 - There is a new monitoring level of expectation in 2014-15 for the Transportation Maintenance of Effort; you can’t spend less than you receive.
 - Unduplicated Pupil Counts/CALPADS report must be accurate as of the collection date
 - Common core funds must be spent prior to June 30, 2015
 - Attendance Accounting still generates audit findings
 - Regarding instructional materials, although there is no longer a dollar impact associated with non-compliance.
 - After School Education Safety (ASES) must remain open until 6PM; this is tied to State funding
 - Federal Compliance changes include changes in the Single Audit threshold from \$500,000 to \$750,000.

The PowerPoint will be e-mailed to all CBO’s and Fiscal Directors.

The meeting was adjourned at 12:10PM.