

Santa Clara County  Office of Education

Countywide CBO Meeting Summary
April 23, 2015

In Attendance:

Melina Nguyen	Alum Rock Union Elementary School District
Tina Hsu	Berryessa Union Elementary School District
Jackie Chen, Irma Nunez	Campbell Union Elementary School District
Ron Wheelehan	Campbell Union High School District
Chris Jew, 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, Megan Curtis	Franklin-McKinley School District
Alvaro Meza	Gilroy Unified School District
Susan Ady	Lakeside Joint Elementary School District
Cathy Vance	Loma Prieta Joint Union 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 District
Marie dela Cruz	Metropolitan Education District
Wendy Zhang	Milpitas Unified School District
Kirsten Perez	Morgan Hill Unified School District
Tracy Huynh	Mount Pleasant Elementary School District
Mike Mathiesen	Mt. View-Los Altos Union High School District
Teresa McNamee	Mt. View Whisman School District
Laura Phan, Keiko Mizuno	Oak Grove Elementary School District
Irma Manzo	Orchard Elementary School District
Connie Ngo	Palo Alto Unified School District
Rosanna Jeng	Saratoga Union 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
Cindy Patterson	Santa Clara County Office of Education
Robert Miyashiro	School Services of California
Michelle Underwood	School Services of California

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1. **Welcome and Announcements** - Micaela Ochoa called the meeting to order at 9:35AM. Micaela welcomed everyone and announced that her Executive Administrative Assistant, Carole Hanna is retiring effective April 30th. Micaela expressed her appreciation for their valued partnership. Micaela then reviewed the agenda and mentioned that she was adding GASB 68 and QCC updates to the agenda. She asked if others had any additional items to add. There was a request to also add Public Records Act to the agenda. Three items were added to the agenda, GASB 68, Public Records Act request and QCC updates.
2. **Bill Status**
 - SB 499/AB 575 (Teacher Tenure) - these bills require school districts to implement a best practices teacher evaluation system beginning July 1, 2016 and although the two bills are not identical, they have many similar provisions. Expressed concerns by some include that the evaluation would need to be collectively bargained, opening up negotiations to the public. In addition, there would be an inability to extend the current system and no funds are provided for this process.
 - SB 277 (Vaccinations) – this bill would remove the ability for parents to file a personal belief exemption from the requirement that children must receive vaccines prior to being admitted to school. It is a very hot item. The hearings are providing significant debate.
 - SB 774/AB 1048, Cap Repeal vs. AB 531/AB 1318, Cap Spot Bills - although there isn't a lot of movement on the district reserves issue, there are some developments. Certain transparency is required by the district regarding assigned and unassigned ending fund balances in excess of the minimum reserve specified in the State Board of Equalization regulations. Nothing has emerged to say the hard cap on reserves will be replaced or amended. The reserve cap legislation, AB 1048, AB 531 and AB 1318 is unlikely to be signed and the reserve cap is not likely to be repealed by the Governor. Michelle clarified that the transparency piece must be in place in 2015-16 but the caps take place later.
The SCCOE will be sending districts a sample.

Bill Requirements

- AB 1522 (Paid Sick Leave) – Few people are exempted from the “Healthy Workplaces, Healthy Families Act of 2014” legislation. The only exclusions are for employees who are covered under a collective bargaining agreement with specific provisions. Subs and part-time workers shall accrue 1 hour of sick time for every 30 hours worked, but cannot use them until after they've worked 90 days.
- SB 858 (Reserve Requirements) – if a district adopts a budget with a combined assigned and unassigned ending fund balance in excess of the minimum reserved specified in the State Board of Education regulations the district must identify the minimum reserve level applicable to the district, identify the amount in excess of the minimum and prepare a

statement that substantiates the need for the “excess”. Districts should provide well-articulated justification.

May Revise Preview – Robert reviewed the “Assessment of January Governor’s Budget” list and noted that the economy continues to be up, real estate continues to be up and the price of oil is still low. The Administration has presented conservative revenue forecasts during the economic recovery. Although the revenues are up for this year and will probably be up for next year, a conservative wait-and-see approach is appropriate. As much as \$3 billion in additional monies could appear which would result in an adjustment of \$450 per ADA of one-time money. How the Governor chooses to spend these potential additional funds remains to be seen.

3. **ACA Reporting Requirements**

- 1094 C and 1095 C – Kolvira Chheng reported that the software is not yet available for these two new reporting requirements. Cindy Patterson explained the software is expected to be available in November or December, when the W-2 software is released. QSS will provide some training; parameters are at this time preliminary and the forms need to be finalized. The COE will report for those districts on the QSS system. Some concern was expressed about the amount of data to be collected and input and the short time to do so. Cindy suggested the Benefits Management piece of QSS should be used to ease compilation of required data; SCCOE will offer implementation training in May or June.

4. **Common Message/Budget Guide**

- Micaela reported that the SCCOE will e-mail the Common Message the week of May 25th and budget guidance by May 22nd.

5. **Collective Bargaining Updates**

- The tables have been updated with new collective bargaining information. The updated information will be sent to districts and posted on Edmodo.

6. **Business Services Branch Strategic Planning**

- Micaela provided an overview of the Business Services Branch (BSB) Leadership Team’s work on a Strategic Plan. As part of the plan, BSB is researching customer and stakeholder feedback on priorities. A short 4-question survey will be sent to district CBO’s and district Fiscal Directors for their feedback on district priorities of the BSB/DBAS. Micaela explained that we will take about 30 minutes at the May 28th CBO meeting to review the draft plan and solicit final feedback.

7. **Knowledge Sharing**

- GASB 68 – (Accounting and Financial Reporting for Pensions) Kolvira noted that CalPERS is charging \$350 per school district for “administrative services” to provide this information and the payment is due on June 1st. The COE will pay the invoice and then will collect the fees from the districts. SCCOE will let districts know how to access the report. CalSTRS is providing the information free.
- Public Records Act Request – there was discussion about a vendor requesting purchase order information. It was mentioned that the Purchasing Report 200 can provide the information. It was clarified that districts need to be responsive to Public Records Act requests but are not required to provide custom reports. They are required to provide the data as it exists.
- QCC Program – Cindy noted that AB 1522 (Paid Sick Leave) affects everyone and they are currently working on specifications. It would be helpful to have absence tracking so

transactional tracking will be available in the system. Cindy suggested for those districts that don't have Position Control, they should give it some consideration. She said the state controller will use this data.

- Conflict of Interest Training – Micaela offered districts the opportunity to attend free Conflict of Interest training provided by the COE General Counsel, Maribel Medina. Districts will be notified of the dates scheduled for this training in the next week.

The next CBO meeting is May 28, 2015.

The meeting was adjourned at 11:50AM.