

Business Advisory Group Meeting

Meeting Notes

October 25, 2018

PRESENT

BCOE:

Travis Haskill
Lisa Anderson
Karen Finley
Allison Bubier
Jan Sorenson

DISTRICTS:

Heather Naylor, Gridley USD	Jaclyn Kruger, Chico USD
Christy Patterson, JPA	Pam Ragan, Biggs
Susan Watts, OUHSD	Ruthie Anaya, Palermo
Marie Hartman, Chico USD	

Business Advisory Group

- 1. Additions to the Agenda**
 - a.
- 2. 1099s/W-2s in Escape- Jan Sorenson**
 - a. Double check your purchasing vendors have the correct tax ID#. Check vendor and tax classification.
 - b. In the section 6 1099 form box, check that the object code set up is the preferred set up. The address portion needs to be set up correctly with a default address.
 - c. You can go to “help” and look up “1099 set up” and then click “checking your 1099 set up” for assistance.
- 3. GASB 75 Actuarial Studies – Travis Haskill**
 - a. Please be aware, you will have to do the new actuarial study every two years now. Please let BCOE know if you expect your 2017-18 actuarial study will hold up your 2017-18 audit report. Lou Filliger’s non-compete clause expires on 12/31/19.
- 4. Auditors – Round Table Discussion**
 - a. Kcoe Isom will no longer be auditing schools after the 2017-18 audit season wraps up. Several employees in their k-12 audit division will be branching off and creating a new firm that will specialize in K-12 audits.
- 5. Reporting for Districts with Bonds – Lisa Anderson**
 - a. There are two upcoming webinars on bond reporting 10/26/18 & 11/1/18 (see handout)
 - b. Office of Inspector General – some LEAs don’t realize they have to have debt policies.
- 6. Professional Development Opportunities – Travis Haskill**
 - a. BCOE may be hosting professional learning opportunities
 - b. SSC Advanced Collective Bargaining Workshop – We would need at least 20 attendees to host. School boards can attend. Cost will depend on participation.
 - c. Travis will send an email to get a preliminary count of how many attendees in order to estimate cost.
 - d. Travis will look into the ASB Workshops offered by FCMAT. BSSP may be willing to cover the cost of the training.
- 7. Closing/Budgeting in Escape – Round Table Discussion**
 - a. Discussed differences in Escape and IFAS
 - b. Additional steps are needed to close the year in Escape.
 - c. For next year’s close, once you are satisfied with you cash figure you may want to go in and close your cash in the system. If you do not do this, you can inadvertently post back to prior the year.
- 8. Criteria for First Interim Budget – Travis Haskill**

- a. See hand out. If anyone is going to include expenditure reductions in their MYP, we will ask for a breakdown of what is included in the reductions and how you arrived at your conclusion.

HANDOUTS/UPDATES

1. Agenda
2. First Interim Budget Criteria
3. Bond Webinar Listing
4. SELPA Administrators of California October Finance Committee Meeting Notes

Next Meeting Scheduled for Thursday November 15, 2018 8:30 A.M. (BCOE Board Room – 8:30-12:00)