



Regular Meeting of the FCMAT Board of Directors

October 22, 2017

10 a.m. – 1 p.m.

Resort at Squaw Creek
400 Squaw Creek Rd
Olympic Valley, CA 96146

Emigrant Park Room

Michael H. Fine
Chief Executive officer

AGENDA

**Regular Meeting of the
Fiscal Crisis and Management Assistance Team (FCMAT)
Governing Board
Resort at Squaw Creek – Placer County
October 22, 2017
10:00 a.m. – 1:00 p.m.**

AGENDA

	<u>Report</u>	<u>Action or Information</u>
I. General Functions		
A. Call to Order	Oral	Action
B. Approval of Agenda	Written	Action
C. Approval of Minutes of June 25, 2017	Written	Action
D. Welcome from FCMAT’s Administrative Agent	Oral	Information
• Introduction of new board members:		
• Susan Salcido, Costa Del Sur, Region 8 Superintendent, Santa Barbara CEO		
• Erik Skinner, CA Community Colleges Deputy Chancellor, CCC Chancellor’s Office		
E. FCMAT Executive Committee		
• Acknowledgment of leaving board members:	Oral	Information
• William Cirone, Costa Del Sur, Region 8 Superintendent, Santa Barbara CEO		
• Mario Rodriguez, CA Community Colleges Vice Chancellor, CCC Chancellor’s Office		
• Approval of selection of board member representing the charter school community	Oral	Action
F. Report from the California Department of Education	Oral	Information
• CDE Update		
G. Report from Michael Hulsizer	Oral/Written	Information
• State Budget Information Update		
H. Report from the Office of the Chancellor, California Community Colleges	Oral	Information
• Community Colleges Update		
I. Report - Business and Administration Steering Committee	Oral/Written	Information
• Common Message		
• 2018 BASC Chair		
• John Von Flue, Assistant Superintendent Kern County Superintendent of Schools		

J.	Report from the California Collaborative for Educational Excellence	Oral	Information
	<ul style="list-style-type: none"> • CCEE Update 		
K.	Report from the CEO	Oral/Written	Action
	<ul style="list-style-type: none"> • FCMAT Annual Report • 2016-17 Financial Report 	Oral/Written	Information
L.	CBO Mentor Program		
	<ul style="list-style-type: none"> • CBO Mentor Executive Report, 13th Cohort 2016-17 • 15th Cohort Applications Now Available • Guests: Francie Heim and Bill McGuire 	Oral/Written Oral	Action Information
M.	FCMAT/CSIS Quarterly Report	Oral/Written	Information
	<ul style="list-style-type: none"> • Status Report 		
N.	FCMAT Professional and Product Development	Oral	Information
	<ul style="list-style-type: none"> • Fall Workshop Update • Charter School Accounting and Best Practices Manual • Projection-Pro Project • SACS Project 		
O.	Status of Key Assignments Report	Oral/Written	Information
	<ul style="list-style-type: none"> • FCMAT Project Tracking Report 		
P.	Public Participation	Oral	Information
	<ul style="list-style-type: none"> • Time reserved for any person to address the FCMAT Board. The Chair may limit the time of participation. 		
Q.	Directory	Written	Information
	(Bylaws, Roster, 2018 Meeting Dates)		
II.	Board Members' Comments	Oral	Information
III.	Agenda Items for Next Meeting	Oral	Information
IV.	Date and Location of Next Meeting		
	Wednesday, January 24, 2018		
	10 a.m. – 12 p.m.		
	Monterey Plaza Hotel – Monterey County		
V.	Adjournment		

SECTION C

Minutes of the Governing
Board
June 25, 2017

**Regular Meeting of the
Fiscal Crisis and Management Assistance Team (FCMAT)
Governing Board**

Cape Rey Hilton – San Diego County

June 25, 2017

MINUTES

Joel Montero Chief Executive Officer, FCMAT
Mary Barlow FCMAT Administrative Agent, KCSOS
Brock Falkenberg, Lake COE.....North Coast, Region 1
David Yoshihara, Tamalpais UHSD.....North Coast, Region 1
Tracey Quarne, Glenn COE..... Northeastern, Region 2
Jim Cloney, Shasta UHSD..... Northeastern, Region 2
Gayle Garbolino-Mojica, Placer COE Capitol, Region 3
Kent Kern, San Juan USD Capitol, Region 3
Mary Jane Burke, Marin COE, ChairBay, Region 4
Rick Schmitt, San Ramon Valley USDBay, Region 4
Jose Manzo, Oak Grove SD..... South Bay, Region 5
Marguerite Bulkin, Tuolumne COEDelta Sierra, Region 6
Daryl Camp, Riverbank USDDelta Sierra, Region 6
Robin Hopper, Mariposa COE.....Central Valley, Region 7
William Cirone, Santa Barbara CEOCosta Del Sur, Region 8
Ted Alejandre, San Bernardino CSS RIMS, Region 10
Elliott Duchon, Jurupa USD RIMS, Region 10
Debra Duardo, Los Angeles COE..... Los Angeles, Region 11
Darin Brawley, Compton USD Los Angeles, Region 11
Mario Rodriguez California Community Colleges
Ann RansfordGlendale Community College District
Nick Schweizer California Department of Education
Cindy Petersen Charter Schools
Socorro Shiels California Collaborative for Educational Excellence

Guests and Staff:

Michael Hulsizer Governmental Affairs, KCSOS
Denise Porterfield BASC
Michael Fine Chief Administrative Officer, FCMAT
Nancy Sullivan..... Chief Operations Officer, FCMAT/CSIS
Amy Fong Deputy Operations Officer, FCMAT/CSIS
Gary Jones..... Deputy Operations Officer, FCMAT/CSIS
Michelle GiacominiChief Management Analyst, FCMAT
Diane BranhamChief Management Analyst, FCMAT
Shayleen HarteIntervention Specialist, FCMAT
Andrea DodsonIntervention Specialist, FCMAT
Deborah DealIntervention Specialist, FCMAT
Marisa PloogIntervention Specialist, FCMAT
Veronica Morrow..... Administrative Secretary II, FCMAT

Frank Fekete.....Legal Counsel, FCMAT
Michael Ammermon Consultant, FCMAT
Sandra Morales CCSESA
Peter Birdsell..... CCSESA
Russell BrawnFCMAT/CSIS Retiree
Karen Monroe Alameda COE
Ed Manansala..... El Dorado COE
Cecilia Massetti..... Madera COE
Stacey Adler..... Mono COE

Alternates:

Nancy Kotowski, Monterey COE South Bay, Region 5
Anne Hubbard, Hope SDCosta Del Sur, Region 8

Absent:

Al Mijares, Orange CDE.....Southern, Region 9

Excused:

Krystal Lomanto, San Benito COE..... South Bay, Region 5
Andres Zamora, Livingston UESD.....Central Valley, Region 7
Ed Cora, Guadalupe USDCosta Del Sur, Region 8
Kirsten Vital, Capistrano USDSouthern, Region 9

Call to Order

The meeting was called to order at 10:04 a.m. by Mary Barlow.

Approval of Agenda

Mary Jane Burke announced that agenda section M – Professional and Product Development has been moved up to follow section J – Report from the CCEE. A motion to approve the agenda was made by Tracey Quarne and seconded by William Cirone, and passed unanimously.

Approval of Minutes of April 2, 2017

Brock Falkenberg made a motion to accept the minutes of the April 2, 2017 meeting as presented. Robin Hopper seconded the motion, and it was passed unanimously.

Welcome from FCMAT’s Administrative Agent

Mary Barlow welcomed board members and guests and thanked everyone for attending.

Introduction of new members:

Mary Barlow introduced the new board member, Darin Brawley, Superintendent, Compton USD. Darin Brawley replaced Ellen Dougherty as the region 11 district representative.

FCMAT Executive Committee

FCMAT Board Appointment on Recommendation of the Administrative Agent:

Mary Jane Burke announced that the FCMAT Executive Committee fully supports the recommendation of Mary Barlow, FCMAT Administrative Agent, to hire Michael Fine as the FCMAT Chief Executive Officer. She stated that the appointment of the FCMAT CEO requires board approval. A motion to approve Michael Fine as the FCMAT Chief Executive Officer was made by Ted Alejandre and seconded by Elliott Duchon, and passed unanimously. Joel Montero

mentioned that the transition of position will be smooth and seamless and wished Michael the best.

Executive Committee Approval to Hire:

Mary Jane Burke announced that two FCMAT positions were approved for hire: Michael Ammermon, FCMAT Intervention Specialist and Scott Sexsmith, FCMAT Intervention Specialist, and three CSIS positions were approved for hire: Amy Fong, CSIS Deputy Operations Officer, Gary Jones, CSIS Deputy Operations Officer, and Michele Jennings, CSIS Field Support Specialist. No board action required; information only.

Acknowledgment of Retiring FCMAT CEO:

Mary Barlow presented a retirement plaque to Joel Montero, Chief Executive Officer, FCMAT, and thanked him for his guidance and fellowship.

Mary Jane Burke acknowledged and thanked Joel Montero, Chief Executive Officer, FCMAT, for his service on the FCMAT Board of Directors.

Report from Michael Hulsizer

Michael Hulsizer reported on the highlights of the state budget update. He presented the 2017-18 Budget Update: K-12 Highlights report, dated June 23, 2017, the 2017-18 Final Budget Actions sheet, and the California Department of Finance (DOF) Finance Bulletin, dated June 2017, which were all included in the board packet.

State Budget Update

Michael discussed some of the most significant highlights of the California budget update, such as governor's correction in revenues, Proposition 98 spending, one-time funding, preschool and child care, legislative priorities, and new employee orientation, which are included in the 2017-18 Budget Update: K-12 Highlights report.

Michael closed by thanking Joel Montero for his tremendous work with FCMAT; he told Joel that it was an honor and a joy working with him and to see Joel's influence on policy makers has been impressive.

Report from the California Department of Education (CDE)

Nick Schweizer presented on the highlights of the CDE update to the board. He commented on topics such as the new Fiscal Agent for the California Collaborative for Educational Excellence (CCEE) and recent changes within the CDE divisions; teacher exchange program; and CDE mobile application.

Nick announced that Marin COE will be the new fiscal agent for the CCEE effective July 1, 2017. He also announced the names of the new directors within the CDE divisions: Melanie Schoeppe, Director, Improvement and Accountability Division; Kimberly Tarvin, Director, Audits and Investigations Division; and Caren Moore, Director, School Fiscal Services Division.

Nick briefly commented on State Superintendent Tom Torlakson's recent international travel. He said that the superintendent visited China last year, and most recently Mexico, with the objective to expand the teacher exchange program with those countries and strengthen partnerships.

Nick mentioned that the CDE will offer a new mobile application that will allow users to access California schools information and the School Data Dashboard and is available to all LEAs and the public.

Nick mentioned that the Inglewood USD information reporting has not been accurate for the last few years. He said that the district's enrollment projections have been overstated and costs have been understated; the district has been operating in deficit for the last year and will be for the next two years; therefore, the long-term fiscal issues are now more immediate. He shed some light by mentioning that the CDE has a number of very strong candidates for the new state administrator position; and, he anticipates the final selection will be made in the next week.

Nick thanked Joel Montero for his advice and support throughout his time at the Department of Finance (DOF) and CDE.

Report from the Office of the Chancellor, California Community Colleges (CCCCO)

Mario Rodriguez provided a brief update of the California Community Colleges' budget and reported on the highlights of the community colleges, such as the accreditation commission...

Mario stated that there was little change but that the California Community Colleges received a \$184 million base increase, \$150 million one-time funds for California Guided Pathways, and financial aid increases.

Mario mentioned that the director of the accreditation agency decided to step down at the beginning of this fiscal year; CCCCCO is currently searching for a new Executive Director of its accreditation commission.

Mario thanked Joel Montero for his leadership and support throughout the years.

Report from Business and Administration Steering Committee (BASC)

Denise Porterfield reported on the Common Message. She stated the 45-day revision will be released at the end of June 2017. She mentioned that the Common Message will be shortened to include the most important revisions; SharePoint is the new platform for work when members cannot all meet face-to-face.

Denise announced that Tami Ethier, Yolo COE, will be the 2019 BASC Chair and has already started working on the Common Message.

Report from the California Collaborative for Educational Excellence (CCEE)

Socorro Shiels reported on the highlights of the CCEE's update, such as the pilots with individual districts and county offices and professional development. She thanked Riverside COE for being CCEE's Fiscal Agent and expressed excitement for Marin COE as the new Fiscal Agent.

Socorro thanked Joel Montero for his support to CCEE, a fledgling agency, and for his depth of wisdom and leadership.

Michael Fine added that FCMAT has a formal role along with the new Fiscal Agent for the CCEE; FCMAT will provide technology services support through the Marin COE.

FCMAT Professional and Product Development

FCMAT staff briefly reported on the following professional development items:

Fall 2017 Professional Development Offerings

Michelle Giacomini presented the FCMAT's Professional Development Initiatives chart which was included in the board packet. She stated that Joel Montero brought the FCMAT professional development area to a higher level during his tenure.

LCFF Calculator

Andrea Dodson presented the LCFF Calculator Update, v1.8.1b sheet that was included in the board packet and provided an update to the board. She stated that new releases of the LCFF calculator are posted twice a year.

Projection-Pro Project

Andrea Dodson provided an update and visual demonstration of the Projection-Pro software core components, which will replace the Budget Explorer software. She stated that Projection-Pro will link with both Microsoft and Google and anticipates the full release in March 2018 with more public discussion in the fall of 2017.

SACS Software Project

Michael Fine stated that FCMAT will be the contractor to revise and modernize the SACS software, not the structure. FCMAT has continued to work through the current engagement; first deliverable will be the actual scope and cost of the project so that the CDE can commit to the budget. He mentioned that this project will be facilitated in the same manner as the Projection-Pro development project: FCMAT will appoint a staff member to lead with CSIS staff.

Report from the CEO

Mary Jane Burke informed the board members of Michael Fine's work before FCMAT. Michael thanked Joel Montero, Christine Frazier, and Mary Barlow for the opportunity he was given and their confidence.

Status of Key Assignments Report

Michael Fine provided a brief summary of the FCMAT review types, such as extraordinary audits and community colleges, listed on the FCMAT Project Tracking Report, which was included in the board packet.

Michelle Giacomini briefly reported on FCMAT's current work, such as fiscal health risk analysis, multiyear projections, and special analysis reviews with community colleges.

FCMAT/CSIS Quarterly Report

Nancy Sullivan first thanked Joel Montero for his leadership and support and acknowledged Michael Fine for bringing new projects to CSIS, such as the SACS development project, before she provided the CSIS update to the board. A printed copy of the FCMAT/CSIS status report summarizing the recent CALPADS accomplishments dated June 2017 was provided in the board packet.

Nancy stated that CSIS has been providing End-of-Year (EOY) trainings and supporting LEAs on their EOY submissions during this quarter. She encouraged the board to spread the word to their LEAs. She briefly discussed topics such as the EOY amendment window deadline, certifying cumulative enrollment count, student exit reporting, and updating graduate records.

Nancy mentioned that CSIS is currently developing a budget change proposal for additional funding to CDE for approval and submission in the fall cycle for the 2018-19 fiscal year.

Public Participation

Russell Brawn stated that the public would thank Joel Montero and be impressed if they knew of the high level of confidence, enthusiasm, and dedication of the FCMAT Board.

Board Members' Comments

There were no comments from the board members.

Date and Location of Next Meeting

Sunday, October 22, 2017

10 a.m. – 1 p.m.

Resort at Squaw Creek – Placer County

Adjournment

The meeting was adjourned by Mary Jane Burke at 12:03 p.m.

SECTION G

Report from Michael Hulsizer

(Written material will be distributed at the meeting.)

SECTION I

Report – Business and Administration Steering Committee (BASC)



Report to the CCSESA Board of Directors

Steering Committee: *Business and Administration Steering Committee (BASC)*

BASC Chair: *Denise Porterfield (San Mateo)*

Date: *October 13, 2017*

Summary of Topics:

- *Proposition 98 Refresh*
 - *State Agencies Reports*
 - *Common Message*
 - *CalSTRS: Return of Excess Contributions*
-

Proposition 98 Refresh

Lisa Mierczynski and Aaron Heredia from the Department of Finance provided a refresh presentation on Proposition 98 for the BASC group on October 13, 2017. They covered each of the Test scenarios and how each impacts K-14 funding. Proposition 98 funding is beginning to flatten due to flat Average Daily Attendance flattening which in turn is affected due to lower birth rates.

State Agency Reports

The BASC group is fortunate to have partnerships with State Agencies to get updated information in a timely manner. FCMAT reported they are working hard on finalizing agreements with the California Department of Education for the new programming of the SACS Report.

The Department of Finance reported the Governor continues to prioritize fully funding the Local Control Funding Formula.

The California Collaborative for Educational Excellence provided an update on the State Wide Systems of Support. Work on four training modules is under way: LCAP Dashboard, Data and Evaluation, Differentiated Assistance and Increasing and Improved Services. County Office of Education staff is the typical leads for each of the modules.

Common Message

Tami Ethier (Yolo) and the Common Message team are well underway with preparations for the First Interim edition. The draft was reviewed at the October 13, 2017 BASC meeting and then to release the final version COEs by no later than October 30th. As always, the broad participation and contributions of county office CBOs from across the State is greatly appreciated, as are the input of representatives from CDE, DOF, State Board staff, and the support of FCMAT.

CalSTRS: Return of Excess Contributions

CalSTRS had reached out to BASC for input on areas impacting LEAs. This month Robin Madsen and Cassie Mallett-Beck presented on changes in how CalSTRS will be returning excess contributions to COEs. Discussion was held on the impacts and many suggestions of BASC members will be considered. The collaboration has been beneficial for both CalSTRS and BASC and we look forward to increasing the exchange of information to better support our districts.s

SECTION K

Report from the FCMAT Chief Executive Officer

(FCMAT Annual Report, 2016-17 Financial Report)

The *FCMAT Annual Report* is available
online at FCMAT.org.

<http://fcmat.org/wp-content/uploads/sites/4/2017/10/FCMAT-Annual-Report-2016-17.pdf>

2016-17 Financial Report

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

CSIS Operational

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017- 2018
Beginning Balance		\$2,219,161.60	\$1,896,106.29	\$1,242,209.55
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$5,808,000.00	\$5,808,000.00	\$5,808,000.00
	Local	\$38,083.00	\$25,073.87	\$5,000.00
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$-	\$-	\$-
Total Revenues		\$5,846,083.00	\$5,833,073.87	\$5,813,000.00
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$3,903,316.50	\$3,842,459.74	\$4,362,781.00
	Employee Benefits	\$1,243,500.91	\$1,271,290.58	\$1,552,557.00
	Supplies	\$126,072.81	\$318,502.84	\$119,000.00
	Contracts/Services	\$750,183.95	\$978,876.79	\$860,838.00
	Equipment	\$71,464.70	\$-	\$-
	Other Outgo	\$74,599.44	\$75,840.66	\$60,000.00
Total Expenditures		\$6,169,138.31	\$6,486,970.61	\$6,955,176.00
	Net Increase/Decrease	\$(323,055.31)	\$(653,896.74)	\$(1,142,176.00)
Ending Balance		\$1,896,106.29	\$1,242,209.55	\$100,033.55

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Management Assistance

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$-	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$2,779,078.60	\$3,081,002.42	\$3,142,363.00
	Local	\$2,115.42	\$-	\$-
	Fees & Contracts	\$771,247.40	\$829,353.82	\$1,141,818.00
	Site Transfers	\$217,701.60	\$-	\$-
Total Revenues		\$3,770,143.02	\$3,910,356.24	\$4,284,181.00
Expenditures				
	Certificated Salaries	\$345,268.98	\$240,249.56	\$284,088.00
	Classified Salaries	\$1,383,630.41	\$1,574,390.50	\$1,881,451.00
	Employee Benefits	\$530,664.38	\$582,647.35	\$815,735.00
	Supplies	\$35,572.81	\$35,199.39	\$35,000.00
	Contracts/Services	\$1,218,548.79	\$1,237,141.80	\$1,032,907.00
	Equipment	\$12,607.89	\$-	\$5,000.00
	Other Outgo	\$243,849.76	\$240,727.64	\$230,000.00
Total Expenditures		\$3,770,143.02	\$3,910,356.24	\$4,284,181.00
	Net Increase/Decrease	\$-	\$-	\$-
Ending Balance		\$-	\$-	\$-

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Professional Development

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$-	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$914,000.00	\$914,000.00	\$914,000.00
	Local	\$244,490.48	\$139,585.68	\$152,000.00
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$283,466.33	\$1,467,043.04	\$1,534,610.00
Total Revenues		\$1,441,956.81	\$2,520,628.72	\$2,600,610.00
Expenditures				
	Certificated Salaries	\$138,437.70	\$92,185.78	\$78,943.00
	Classified Salaries	\$358,079.81	\$489,335.83	\$611,414.00
	Employee Benefits	\$126,402.37	\$168,769.93	\$218,997.00
	Supplies	\$14,804.95	\$16,057.88	\$54,333.00
	Contracts/Services	\$710,654.46	\$1,310,894.07	\$1,456,923.00
	Equipment	\$-	\$-	\$30,000.00
	Other Outgo	\$93,577.52	\$136,267.17	\$150,000.00
Total Expenditures		\$1,441,956.81	\$2,213,510.66	\$2,600,610.00
	Net Increase/Decrease	\$-	\$307,118.06	\$-
Ending Balance		\$-	\$-	\$-

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

AB 139 Reimbursements

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$-	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$208,541.42	\$811,311.38	\$355,646.00
	Other State	\$155,718.39	\$595,013.49	\$331,354.00
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$-	\$-	\$-
Total Revenues		\$364,259.81	\$1,406,324.87	\$687,000.00
Expenditures				
	Certificated Salaries	\$56,378.88	\$64,825.88	\$-
	Classified Salaries	\$56,145.49	\$156,179.33	\$298,369.00
	Employee Benefits	\$28,431.69	\$59,523.23	\$90,180.00
	Supplies	\$745.00	\$-	\$55.00
	Contracts/Services	\$14,017.33	\$10,635.09	\$15,000.00
	Equipment	\$-	\$-	\$-
	Other Outgo	\$208,541.42	\$157,898.80	\$283,396.00
Total Expenditures		\$364,259.81	\$449,062.33	\$687,000.00
	Net Increase/Decrease	\$-	\$957,262.54	\$-
Ending Balance		\$-	\$-	\$-

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

CSIS LEAs

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$4,546,344.56	\$4,546,344.56	\$4,546,344.56
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$-	\$-	\$-
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$-	\$-	\$-
Total Revenues		\$-	\$-	\$-
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$-	\$-	\$-
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$-	\$-	\$4,546,345.00
	Equipment	\$-	\$-	\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$-	\$-	\$4,546,345.00
	Net Increase/Decrease	\$-	\$-	\$(4,546,345.00)
Ending Balance		\$4,546,344.56	\$4,546,344.56	\$(0.44)

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Comprehensive Reviews

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$-	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$-	\$-	\$-
	Local	\$-	\$-	\$-
	Fees & Contracts	\$262,500.00	\$195,000.00	\$175,000.00
	Site Transfers	\$(146,232.64)	\$(88,392.81)	\$-
Total Revenues		\$116,267.36	\$106,607.19	\$175,000.00
Expenditures				
	Certificated Salaries	\$5,437.50	\$4,500.00	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$797.82	\$724.98	\$-
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$110,032.04	\$101,382.21	\$175,000.00
	Equipment	\$-	\$-	\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$116,267.36	\$106,607.19	\$175,000.00
	Net Increase/Decrease	\$-	\$-	\$-
Ending Balance		\$-	\$-	\$-

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Audit Appeals Panel

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$25,077.46	\$25,124.64	\$20,149.48
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$42,000.00	\$42,000.00	\$42,000.00
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$-	\$-	\$-
Total Revenues		\$42,000.00	\$42,000.00	\$42,000.00
Expenditures				
	Certificated Salaries	\$22,551.48	\$25,930.42	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$4,853.32	\$5,442.23	\$-
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$14,548.02	\$15,602.51	\$32,960.00
	Equipment	\$-	\$-	\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$41,952.82	\$46,975.16	\$32,960.00
	Net Increase/Decrease	\$47.18	\$(4,975.16)	\$9,040.00
Ending Balance		\$25,124.64	\$20,149.48	\$29,189.48

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Ed Data Partnership

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$65,593.51	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$374,000.00	\$374,000.00	\$374,000.00
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$195,527.64	\$20,586.53	\$-
Total Revenues		\$569,527.64	\$394,586.53	\$374,000.00
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$256,948.46	\$211,263.90	\$185,826.00
	Employee Benefits	\$82,912.69	\$71,217.63	\$65,995.00
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$295,260.00	\$112,105.00	\$122,179.00
	Equipment	\$-	\$-	\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$635,121.15	\$394,586.53	\$374,000.00
	Net Increase/Decrease	\$(65,593.51)	\$-	\$-
Ending Balance		\$-	\$-	\$-

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Community College Reviews

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$-	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$-	\$-	\$-
	Local	\$42,862.39	\$48,620.64	\$-
	Fees & Contracts	\$99,731.75	\$163,844.47	\$54,396.00
	Site Transfers	\$(71,468.96)	\$(54,113.21)	\$-
Total Revenues		\$71,125.18	\$158,351.90	\$54,396.00
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$-	\$-	\$-
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$71,125.18	\$158,351.90	\$54,396.00
	Equipment	\$-		\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$71,125.18	\$158,351.90	\$54,396.00
	Net Increase/Decrease	\$-	\$-	\$-
Ending Balance		\$-	\$-	\$-

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Fiscal Emergency Reserves

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$13,754,511.53	\$13,498,517.56	\$12,527,599.98
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$-	\$-	\$-
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$(255,993.97)	\$(970,917.58)	\$(1,554,491.98)
Total Revenues		\$(255,993.97)	\$(970,917.58)	\$(1,554,491.98)
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$-	\$-	\$-
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$-	\$-	\$-
	Equipment	\$-	\$-	\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$-	\$-	\$-
	Net Increase/Decrease	\$(255,993.97)	\$(970,917.58)	\$(1,554,491.98)
Ending Balance		\$13,498,517.56	\$12,527,599.98	\$10,973,108.00

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

AB 1200 County Office of Education Reimbursements

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$123,040.75	\$217,211.60	\$314,130.98
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$115,000.00	\$115,000.00	\$115,000.00
	Other State	\$-	\$-	\$-
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$-	\$-	\$-
Total Revenues		\$115,000.00	\$115,000.00	\$115,000.00
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$-	\$-	\$-
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$-	\$-	\$-
	Equipment	\$-	\$-	\$-
	Other Outgo	\$20,829.15	\$18,080.62	\$209,171.00
Total Expenditures		\$20,829.15	\$18,080.62	\$209,171.00
	Net Increase/Decrease	\$94,170.85	\$96,919.38	\$(94,171.00)
Ending Balance		\$217,211.60	\$314,130.98	\$219,959.98

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

Regional Teams

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$-	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$223,000.00	\$223,000.00	\$223,000.00
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$(223,000.00)	\$(223,000.00)	\$(223,000.00)
Total Revenues		\$-	\$-	\$-
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$-	\$-	\$-
	Supplies	\$-	\$-	\$-
	Contracts/Services	\$-	\$-	\$-
	Equipment	\$-	\$-	\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$-	\$-	\$-
	Net Increase/Decrease	\$-	\$-	\$-
Ending Balance		\$-	\$-	\$-

Fiscal Crisis and Management Assistance Team

2015 - 2016 Unaudited Actuals

2016 - 2017 Unaudited Actuals

2017 - 2018 Working Budget

SACS Software

		Unaudited Actuals 2015 - 2016	Unaudited Actuals 2016 - 2017	Working Budget 2017 - 2018
Beginning Balance		\$-	\$-	\$-
Revenues				
	Pass Through Federal	\$-	\$-	\$-
	All Other Federal	\$-	\$-	\$-
	Pass Through State	\$-	\$-	\$-
	Other State	\$-	\$-	\$-
	Local	\$-	\$-	\$-
	Fees & Contracts	\$-	\$-	\$-
	Site Transfers	\$-	\$66,005.63	\$300,000.00
Total Revenues		\$-	\$66,005.63	\$300,000.00
Expenditures				
	Certificated Salaries	\$-	\$-	\$-
	Classified Salaries	\$-	\$-	\$-
	Employee Benefits	\$-	\$-	\$100,000.00
	Supplies	\$-	\$66,005.63	\$200,000.00
	Contracts/Services	\$-	\$-	\$-
	Equipment	\$-	\$-	\$-
	Other Outgo	\$-	\$-	\$-
Total Expenditures		\$-	\$66,005.63	\$300,000.00
	Net Increase/Decrease	\$-	\$-	\$-
Ending Balance		\$-	\$-	\$-

SECTION L

CBO Mentor Executive Report

The *CBO Mentor Executive Report* is available online at FCMAT.org.

<http://fcmat.org/wp-content/uploads/sites/4/2017/10/CBO-Mentor-Exec-Report-2016-17-13th-cohort-final.pdf>

SECTION M

California School Information Services
Quarterly Report



FCMAT/California School Information Services Program Status Report FY2017-18 October 2017

Introduction

The California School Information Services (CSIS) Program, administered by the Fiscal Crisis and Management Assistance Team (FCMAT), addresses a variety of challenges faced by local education agencies (LEAs) in the management and exchange of public school student, staff, and institutional information in California. This report provides a summary of FCMAT/CSIS work related to the California Longitudinal Pupil Achievement Data System (CALPADS) for mid-June 2017 through late September 2017.

Summary of Recent FCMAT/CSIS CALPADS Accomplishments

Highlights of FCMAT/CSIS' CALPADS work in the past quarter include:

- Assisting LEAs with the End of Year (EOY) submissions. By the end of the final certification deadline, on average, 99% of all LEAs had certified their required EOY submissions. Final counts and percentages of LEAs certified at level 2 (superintendent or designee) were:
 - EOY 1 (Course Completion and Career Technical Education): 1,597 of 1,621 LEAs, 99%
 - EOY 2 (Program Participation): 1,843 of 1,855 LEAs, 99%
 - EOY 3 (Discipline): 1,837 of 1,855 LEAs, 99%
- Identifying new LEA CALPADS Administrators and encouraging them to attend the series of CALPADS essentials trainings as well as the Fall 1 and Fall 2 trainings so that they are prepared for the fall submissions.
- Completing requirements, development, testing, and configuration/deployment work to prepare for Fall 1 submission and beginning to train LEAs on this submission. An overview of changes such as new certification warnings for In-School and Out-of-School Suspension with no corresponding discipline incident and teacher librarian reporting for Fall 2, can be found in [CALPADS Flash #128](#) and [CALPADS Flash #129](#).
- With the California Department of Education (CDE), establishing the fall submission calendar to focus first on the Fall 1 submission. The Fall 1 certification deadline is December 15, 2017 and the amendment window closes January 26, 2018. While the Fall 2 Census Day remains October 4, 2017, and LEAs can upload Fall 2 files and post them at any time, the Fall 2 snapshot reports will not begin running until December 20, 2017. The deadline for Fall 2 is February 23, 2018, and the final amendment window is March 23, 2018.
- With CDE, continuing work on the CALPADS security model to prepare for the CASEMIS transition to CALPADS.
- Preparing the *Annual Report for 2016-17 CSIS Support of CALPADS* and submitting this document to the CDE for approval.

SECTION 0

Status of Key FCMAT Assignments

(Project Tracking Report)

Project Tracking Report



FCMAT PROJECT TRACKING REPORT

FCMAT utilizes a Job Management Tracking (JMS) software program to monitor the status of all on line requests and current projects. ***The report is summarized by project type and is for information purposes only.***

Management Assistance

Job #	Client	Review Types	Date Requested	Status
1214	Taft UHSD	On-site Technical Assistance	09/19/2017	Scheduled
1205	San Marcos USD	Fiscal/Multi-Year Projection	08/28/2017	Scheduled
1204	Yosemite USD	Organization/Staffing Multi-Year Projection	08/23/2017	Scheduled
1203	Vallejo City USD	Organization/Staffing	07/21/2017	Scheduled
1202	Laguna Beach USD	Special Education	08/03/2017	Scheduled
1201	Salinas UHSD	Food Services	08/01/2017	Scheduled
1199	San Bernardino CSS	Organization/Staffing Juvenile Hall	06/26/2017	Scheduled
1198	Shasta COE / Whitmore ESD	Charter Oversight District website requirements	06/28/2017	Ongoing
1196	El Camino Real Charter HS	Fiscal/On-site Technical Assistance	06/27/2017	Ongoing
1194	Bellevue USD	Fiscal	06/21/2017	Ongoing
1193	Corona-Norco USD	Special Education	05/08/2017	Scheduled
1190	South Monterey County Joint UHSD	Fiscal	04/25/2017	Ongoing
1187	Lassen UHSD	Technology	04/10/2017	Ongoing
1182	Coalinga Huron USD	Technical Assistance	03/03/2017	Ongoing
1181	Harmony USD	Organization/Staff Multi-Year Projection	02/25/2017	Ongoing
1180	Downey USD	Special Education Follow-up	01/24/2017	Ongoing
1171	Claremont USD	Organization / Staffing	11/18/2016	Ongoing

Management Assistance Con't.

Job #	Client	Review Types	Date Requested	Status
1167	Santa Rosa City Schools	Fiscal / Multi-Year Projection	10/29/2016	Follow-up Scheduled
1155	Buena Park SD	Food Services	09/06/2016	Ongoing
1153	Monterey Peninsula USD	On-Site Technical Assistance: ASB	08/23/2016	Ongoing

AB139 Extraordinary Audits

Job #	Client	Review Types	Date Requested	Status
1213	Los Angeles COE / Lennox SD	AB 139	09/19/2017	Scheduled
1212	Riverside COE / Corona-Norco USD	AB 139	09/13/2017	Scheduled
1200	Los Angeles COE / Azusa USD	AB 139	07/18/2017	Ongoing
1192	South Monterey COE/ Gonzales USD	AB 139	05/05/2017	Ongoing
1191	Lassen COE / Shaffer UESD	AB 139	04/21/2017	Ongoing
1189	Los Angeles COE / Montebello USD	AB 139	03/06/2017	Scheduled
1177	Butte COE / Blue Oak Charter	AB 139	01/17/2017	Ongoing
1169	Alameda COE / Livermore Valley Charters	AB 139	11/17/2016	Ongoing
1164	Sacramento COE / Highland Community Charters	AB 139	10/27/2016	Ongoing
1210	Tehama County DOE / Corning UHSD	AB 139	08/11/2017	Pending Signed Study Agreement

Comprehensive Reviews

Job #	Client	Review Types	Date Requested	Status
975	Inglewood USD	Comprehensive	10/10/2012	Ongoing

Professional Development

Job #	Client	Review Types	Date Requested	Status
1061	Report Writing	Workshop	10/16/2014	Ongoing
9145	Imperial COE	MYP/LCFF Workshop	08/22/2017	01/25/2018
9141	San Joaquin COE	MYP/LCFF Workshop	06/12/2017	11/02/2017
9140	Orange CDE	MYP/LCFF Workshop	06/12/2017	10/27/2017
8510	CASBO	CBO Certificate Program (Fiscal Oversight and Accounting/Finance)	09/01/2016	Various - 8 Friday/Saturday sessions throughout year
8509	CASBO	Accounts Payable Workshop	08/17/2016	10/24/17 – Sonoma COE; 10/26/17 Marin COE; 11/8/17 – Ventura COE
8427	CADA	ASB Workshop	07/17/2017	02/28/2018
8438	Siskiyou COE	ASB Workshop	10/03/2017	01/10/2018
8437	Beverly Hills HS	ASB Workshop	10/03/2017	12/06/2017
8409	San Marino USD	ASB Workshop	05/06/2017	12/04/2017
8436	Gilroy USD	ASB Workshop	09/26/2017	11/15/2017
8435	Fremont UHSD	ASB Workshop	09/04/2017	11/14/2017
8433	Visalia USD	ASB Workshop	08/28/2017	11/14/2017
8405	Antioch USD	ASB Workshop	03/21/2017	11/07/2017
8426	San Ramon Valley USD	ASB Workshop	07/13/2017	11/03/2017
8432	Chino Valley USD	ASB Workshop	07/28/2017	11/01/2017
8430	Turlock USD	ASB Workshop	07/23/2017	10/30/2017
8428	San Bernardino CSS	ASB Workshop	07/11/2017	10/24/2017
8434	Santa Cruz COE	ASB Workshop	08/30/2017	11/13/2017
8435	Fremont USD	ASB Workshop	09/07/2017	11/14/2017
	ASBWorks	ASB Workshops	Partnership	01/25/2018
N/A	CBO Mentor Project, 14 th Cohort, 2017/18	Training/Mentoring	Partnership with CASBO, SSC, and CCESA/BASC	Scheduled
N/A	USC School Business Management Certificate Program	Training/Mentoring	Partnership with USC and SSC	Ongoing
Various locations	Marin, Merced, Tehama, San Bernardino, Mendocino, Acton-Aqua Dulce	Data Matters in partnership with CSIS	2016-17	Ongoing
Various locations	Alameda COE, Roseville, Los Angeles COE, San Diego COE	Fraud Oversight – Best Practices Workshop in partnership with CCSA	2016-17	Ongoing

Product Development

Name	Development Type	Status
SACS Software	Development	Ongoing
SharePoint Microsoft Office 365	Implementation/Training	Ongoing
Projection-Pro MYP Software	Development	Ongoing
LCFF Calculator	Updates/Training	Ongoing
Charter School Accounting Manual and Desk Reference	New manual that is being developed.	To be released by 12/31/2017
Fiscal Procedural Manual for Business Officials in California County Offices of Education	Annually, several procedures are updated, working with ESSCO and BASC.	Ongoing
Common Message	Updated throughout the year, working with BASC	Ongoing

New Requests for Management Assistance

Job #	Client	Review Types	Date Requested	Status
1218	Palmdale SD	Special Education	10/03/2017	Pending Signed Study Agreement
N/A	Calistoga JUSD	Organization/Staffing Business/Human Resources	09/29/2017	
1220	Rim of the World USD	Food Services/ Transportation	09/21/2017	Pending Signed Study Agreement
N/A	Folsom Cordova USD	Organization/Staffing	09/19/2017	
1216	San Jacinto USD	Technology	09/12/2017	Pending Signed Study Agreement
N/A	Pasadena USD	Organization/Staffing Central Office	09/11/2017	
1217	San Marino USD	Organization/Staffing Purchasing	09/05/2017	Pending Signed Study Agreement
1211	Cambrian SD	Special Education	08/16/2017	Pending Signed Study Agreement
1209	Coalinga-Huron JUSD	Organization/Staffing Food Services	08/25/2017	Pending Signed Study Agreement
1208	Coalinga-Huron JUSD	Organization/Staffing Special Education	08/25/2017	Pending Signed Study Agreement
1207	Coalinga-Huron JUSD	Organization/Staffing M&O/Transportation	08/25/2017	Pending Signed Study Agreement

New Requests for Management Assistance Con't.

Job #	Client	Review Types	Date Requested	Status
1206	Coalinga-Huron JUSD	Organization/Staffing Business/Human Resources	08/25/2017	Pending Signed Study Agreement
1219	Lawndale ESD	Special Education	08/23/2017	Pending Signed Study Agreement

SECTION Q

Directory Information

Bylaws, Roster, 2018 Meeting Dates

FCMAT Bylaws

**FISCAL CRISIS and MANAGEMENT ASSISTANCE TEAM (FCMAT)
GOVERNING BOARD
BYLAWS**

Adopted March 18, 1999

Revised and Adopted March 13, 2003, March 11, 2004, March 20, 2006,
October 20, 2013, June 28, 2015, April 24, 2016

ARTICLE I

Name

This organization shall be known as the Fiscal Crisis and Management Assistance Team (FCMAT) Governing Board.

ARTICLE II

Role and Functions of the Governing Board

Section 1: General Purpose

The general purpose of the Governing Board is to provide policy direction and broad operational guidance to the County Office that has been selected to operate FCMAT. In performing this general purpose, the Governing Board will work cooperatively with the County Office to enable the County Office to perform satisfactorily its duties under its contract with the California Department of Education and to insure performance of FCMAT's statutory and contractual duties.

Section 2. Specific Duties

The specific duties of the Governing Board, as determined by statute and the contract between the State and the County Office of Education that serves as Administrative/Fiscal Agent, are to:

- A. Implement the organizational structure provided by the County Office as the operational framework for the Team
- B. Select Team members based on recommendations of the County Office
- C. Develop criteria for and prioritize requests for assistance, including requests from the SPI, in cooperation with the Team
- D. Develop standardized formats for reports
- E. Develop, in cooperation with the Team, and distribute rates for onsite personnel costs and travel costs incurred by the Team
- F. Define fiscal emergency

- G. Determine the amount of revenues, within statutory limits, to be allocated for contract services to assist school districts and county offices that have a fiscal emergency
- H. Approve the California School Information Services (CSIS) Plan/Data Directory
- I. Determine the training required to comply with the purpose of FCMAT
- J. Approve any payments to the CDE, from available funds, to reimburse the CDE for actual administrative expenses incurred in the review of the budgets and fiscal conditions of school districts and county offices
- K. Establish procedures for board members to obtain reimbursement of expenses from the members' respective agencies such as travel and per diem
- L. Perform additional tasks as assigned to the Governing Board by statute or state contract.

Section 3: Advisory Function

The Governing Board provides advice on issues brought to the Board by board members, the Administrative Agent or the Team. Items for Board review can be placed on the agenda of quarterly meetings of the Board and/or considered by the Executive Committee of the Board in order to respond to issues on a timely basis. Issues for Board/Committee advice should relate to the purposes for which FCMAT was established and should generally meet the following criteria:

- A. The issue is of significant importance to FCMAT
- B. The issue is consistent with the purpose of the organization
- C. Action on the issue will not compromise the neutrality and independence of FCMAT.

Section 4: Informational Function

The Board functions as an avenue of communication and information among school districts, county offices of education, community colleges, charter schools, the administrative agent and the Team. This function can be accomplished by written/electronic means, as well as during scheduled meetings. The purpose of this function is to insure the relevance and accuracy of information with which FCMAT is working, and to enhance the collaborative efforts of FCMAT.

Section 5: Preserving FCMAT's Independence and Objectivity

In discharging its general and specific duties, the Governing Board will insure that FCMAT is kept free from real or perceived interference or conflicts of interest that might impair its independence and objectivity.

ARTICLE III Executive Committee

An Executive Committee of the Board shall be established for the purpose of conducting the business of the Board as needed to respond to issues in a timely manner, and to review issues in preparation for regularly scheduled Board meetings. The Executive Committee shall be composed of the chair, immediate past chair, vice-chair, two district superintendents selected by the Board, Chancellor of the California Community Colleges or his or her designee serving as a member of the Board, the Administrative Agent and the chief executive officer of FCMAT.

The Executive Committee will convene as needed and determined either by the chair, the Administrative Agent, or the CEO.

ARTICLE IV Role and Functions of the Administrative and Fiscal Agent

Section 1: General Purpose

The general purpose of the County Office selected by the State as Administrative and Fiscal Agent is to provide immediate supervision of the Team and operate all aspects of FCMAT in accordance with the terms of its contract(s) with the State of California and applicable statutes.

Section 2: Specific Duties

The specific duties of the County Office, as determined by statute and its contract with the State, are to:

- A. Provide fiscal crisis intervention when requested by School Districts, County Offices of Education, the Board of Governors of the California Community Colleges or when assigned by the SPI.
- B. Provide management assistance to School Districts, County Offices of Education, Community Colleges (CC) and Charter Schools when requested or assigned
- C. Provide workshops and in-service training to School Districts, County Offices of Education, Community Colleges and Charter Schools staffs

- D. Conduct site reviews and studies, on request or assignment
- E. Serve as fiscal advisor, on assignment
- F. Assist county superintendents in performance of audits or reviews under Education Code Section 1241.5, on request
- G. Act as a resource for innovative and effective solutions to School Districts, County Offices of Education, Community Colleges and Charter Schools fiscal management and business operation problems
- H. Operate the California School Information Systems (CSIS) as directed and funded by the State
- I. Recruit, screen, and recommend Team members to the Governing Board
- J. Evaluate Team members
- K. Discharge all FCMAT personnel functions
- L. Negotiate employee and independent contractor contracts in accordance with the terms of the state contract
- M. Review and approve all external reports and submit copies to the CDE
- N. Recommend standardized format reports to the Governing Board
- O. Recommend criteria for services and service priorities to the Governing Board
- P. Assist the Governing Board in the development of rates to be charged for onsite personnel and travel costs incurred by Team members
- Q. Market Team services
- R. Provide staff support to the Governing Board
- S. Perform additional tasks as assigned to FCMAT by statute or state contract.

ARTICLE V
Composition of the Board

- Section 1(a). The Governing Board shall consist of twenty five (25) voting members who function according to statutes. The voting members shall consist of one representative from the California Department of Education, and one county and one district superintendent from each of the eleven service regions established by the California County Superintendents Educational Services Association (CCSESA), the Chancellor of the CCC or his or her designee, and one member of a community college district governing board chosen by the chancellor.
- Section 1(b). In addition to the voting members specified in subsection (a), above, there shall be one nonvoting member representing the charter schools of the state, and one nonvoting member representing the California Collaborative for Educational Excellence (CCEE), each selected by the Executive Committee, upon recommendation by the CEO, and confirmed by a majority vote of the quorum. Except for nonvoting status, the charter school member and CCEE member shall have all the rights and duties of voting board members.
- Section 2. County superintendents shall serve a two-year term, staggered so that one-half of the Directors are elected in any one year. Directors in odd numbered regions will be elected in even numbered years.
- Section 3. District superintendents' initial terms were staggered in one, two, and three-year terms. District superintendents serve three-year terms after their staggered term expires. The community college district governing board member serves a three-year term.
- Section 4. The charter school member and CCEE member serve three-year terms.
- Section 5. Each board member is encouraged to select an alternate from his/her region, or, in the case of the charter school member, from a charter school and in the case of the CCEE member, from the CCEE, to attend in his/her absence. The role of the alternate shall be to convey any information to the board on behalf of the absent regular member and to observe and report back to the regular member regarding the board meeting. The alternate shall not be considered a member of the board for any purpose including voting or establishing a quorum.

- Section 6. The board shall elect a chairperson to conduct meetings and a vice chair to conduct meetings in the chairperson's absence.
- Section 7. The chairperson and vice chair shall be county superintendents that serve a term of two years.
- Section 8. The FCMAT board shall appoint a replacement for any member who may be unable to perform his/her duties due to resignation or other inability for the remainder of his/her term. A concurrence of two-thirds (2/3) of the board will confirm this appointment.

ARTICLE VI
Nominations and Elections

- Section 1. The State Department representative and Chancellor of the CCC or his or her designee shall serve a continuing term. County superintendents shall be nominated by CCSESA and district superintendents shall be nominated by the Association of California School Administrators (ACSA) in October of each year. The community college district governing board member is chosen by the Chancellor. FCMAT will notify CCSESA, ACSA, the Chancellor, and the Executive Committee of expiring terms.
- Section 2. Elections shall be held in October. New board members will begin their terms in January of the next year.

ARTICLE VII
Meetings

- Section 1. Regular meetings shall be held on a quarterly basis.
- Section 2. Special meetings may be called when deemed necessary by the California Department of Education, Administrative Agent, FCMAT CEO, or Board Chairperson.
- Section 3. A quorum consists of thirteen (13) voting members.
- Section 4. The Administrative Agent, FCMAT CEO, and designated staff shall attend meetings of the Board of Directors.
- Section 5. Meetings shall be conducted in accordance with the Bagley-Keene Act relating to open meetings.

ARTICLE VIII

Finances

- Section 1. Allowable expenditures are the actual and necessary costs of travel, lodging and meals of the board member. Expense claims and receipts shall be submitted to the FCMAT secretary for processing.
- Section 2. Fiscal control shall be in accordance with AB 1200 and the contract limitations established by the California Department of Education.

ARTICLE IX

Dissolution

The board shall continue in existence until it is dissolved upon the effective date of the repeal of the statutory authority which created the board, or upon the effective date of any statutory amendment which so substantially alters that authority as to require the creation of a different board or governance structure.

ARTICLE X

Rules of Order

The board shall act upon majority vote of the quorum.

ARTICLE XI

Amendments

Any amendments to these Bylaws may be adopted at a regularly scheduled meeting by a two-thirds (2/3) vote of those members in attendance at the meeting at which amendments are considered for approval. Written notice shall be given to board members at least two weeks prior to the meeting.

FCMAT Board Member Roster

FCMAT BOARD OF DIRECTORS INFORMATION

COUNTY SUPERINTENDENTS

Brock Falkenberg (Term Expires: 12/31/18)
North Coast – Region 1
Supt., Lake COE
1152 S. Main Street
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Phone: 707-262-4102, FAX: 707-263-0197
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Tracey Quarne (Term Expires: 12/31/17)
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Gayle Garbolino-Mojica, Vice Chair
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Capitol – Region 3
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Mary Jane Burke, Chair
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Marguerite Bulkin (Term Expires: 12/31/17)
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Robin Hopper (Term Expires: 12/31/18)
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Susan Salcido (Term Expires: 12/31/19)
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Al Mijares (Term Expires: 12/31/18)
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DISTRICT SUPERINTENDENTS

David Yoshihara (Term Expires: 1/1/18)
North Coast Region 1
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Jim Cloney (Term Expires: 1/1/18)
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Kent Kern (Term Expires: 1/1/20)
Capitol – Region 3
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Rick Schmitt (Term Expires: 1/1/20)
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Jose Manzo (Term Expires: 1/1/18)
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Daryl Camp (Term Expires: 1/1/18)
Delta Sierra – Region 6
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Andres Zamora (Term Expires: 1/1/19)
Central Valley - Region 7
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Ed Cora (Term Expires: 1/1/19)
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Darin Brawley (Term Expires: 1/1/19)
Los Angeles - Region 11
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COMMUNITY COLLEGES

Erik Skinner, Deputy Chancellor
California Community Colleges
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Ann Ransford (Term Expires: 1/1/19)
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FCMAT BOARD OF DIRECTORS INFORMATION

CDE REPRESENTATIVE

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CHARTER SCHOOLS

Cindy L. Petersen (Term Expires: 12/31/17)

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CCEE REPRESENTATIVE

Socorro Shiels (Term Expires: 12/31/19)

Director, Education
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Mary C. Barlow, Superintendent

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Kern County Superintendent of Schools
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Michael H. Fine, CEO

Fiscal Crisis & Management Assistance Team
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2018 Meeting Dates

2018 FCMAT Board of Directors Meeting Dates

FCMAT Board Meetings are scheduled for the following dates/locations:

Wednesday, January 24, 2018

10:00 a.m. – 12:00 p.m.

Monterey Plaza Hotel ~ Monterey County

Sunday, April 22, 2018

10:00 a.m. - 1:00 p.m.

The Hilton Los Angeles/Universal City ~ Los Angeles County

Sunday, June 24, 2018

10:00 a.m. - 1:00 p.m.

The Fess Parker Hotel ~ Santa Barbara County

Sunday, October 14, 2018

10:00 a.m. - 1:00 p.m.

Pullman Hotel ~ San Mateo County