

FINANCIAL POLICIES AND PROCEDURES ADVISORY COMMITTEE MEETING

March 25, 2021 at 9:30 a.m.

Meeting Logistics

1. Call to Order: CDE presenters today include Tim Kahle, Kate Bartlett, Adam Williams, Megan Richardson, and myself. Kelly Wiedemer and Jennifer Austin are also available for questions. Megan provided an introduction to Teams logistics as this was this first time using this platform.
2. Approval of Agenda: Brad Arnold made a motion to approve the agenda. Mimi Livermore seconded the motion. No dissent was expressed. The agenda was approved.
3. Approval of Minutes from January 29, 2020 - Minutes will be reviewed and approved next meeting.
4. Legislative Updates:
 - Tim, Jennifer and Kate covered the information on the PowerPoint slides. A question was asked if payments for the mitigating funding could be expedited for cash flow purposes. Tim explained that both the mitigating funding and rural funding will be distributed, in full, in the next several days.
 - Another question was raised regarding the requirements of HB 21-1164, specifically if the bill required districts to increase their mills by one each year. The bill requires CDE to develop an implementation plan for correction as quickly as possible. Therefore, this will likely result in an increase of 1 mill each year, unless there is less than 1 mill remaining in any given year. The specific methodology will be informed by the FPP subcommittee pulled together to assist CDE in developing the correction plan.
 - In addition to covering the information on the PowerPoint slides, Jennifer....

We haven't seen anything just yet, but it is discussed. Non-School finance budget impacts - discussed the reductions in funding at CDE last year (10% initially, reduced to 5%). This year budget forecasts are turning out better, PSFU provided additional input regarding what programs should be restored. They are taking our recommendations (our budget cuts and General Assembly cuts). See slides for specifics. BEST CASH grants is under discussion to be restored to last years' amount, along with 9th grade success and Basic Skills. CDE requested a reduction of the Financial transparency website, will move inside instead of BrightBytes (will host until 7/1/21), which will save over \$373k annually. CDE will hire perm web developer, may also accelerate program visibility and public data.

- JBC determined that the restoration of personnel at CDE previously cut, as it may impact all. Audit will be able to have an additional staff member to shorten the response time with final audit results.
- Regarding PSFU - would like recommendations and suggestions on what this restored position would look like and how it would best serve districts. Kate went through the survey and results, and highlighted the major areas of reasons why districts contact PSFU. Feedback was training would be helpful, advocating for districts, and regular member involvement/feedback outside of the specific FPP meeting, more targeted support for small/rural districts.
- OPENED TO COMMENT: what does group think we need? No member volunteered info.

5. Federal Stimulus Funding:

- Jennifer Okes covered the information on the PowerPoint slides. The announcement for the recent allocations from the ESSER state set-aside funds is available at: <http://www.cde.state.co.us/cdeupdate>. The specific allocations are published at: <http://www.cde.state.co.us/caresact>. Details related to the federal stimulus funding are discussed weekly at ESEA Office Hours. These
- JenO went through ESSER III to include the funding setasides (IDEA, Homeless ,etc). We have received 1.17B, released proportionately. IDEA=\$41.5M, no info on Homess SA.
- HR133 - Con Appropriations for nutrition. Designed to help with revenue shortfalls. We are waiting to hear on CDE's application. We should have those funds in June, and hte calculation is March2019-March2020, that diff x 55% / 2, and then APRIL20 to APRIL2021, x 55%.. This will be covered more during office hours (ESEA).
- JENO went through each ESSER fund, and the allocations required for disbursement, including the State Set Aside for administration.
- Period of avail - 3/13/20-9/30/24, highlighted about covering expenditures from prior year, as books are typically closed at this point.
- LEAS are required to reserve 20% for learning loss.
- Discussed reporting required by CDE
- Nicholas Plantran - does the 20% need to be spent proportionately as the funds are spent, JENO indicated that we have not heard any requirements as yet.
- MOE-FY22 is based on 3 prior years, FY23 includes a new requirement MOEquity, we will provide additional details.
- 10% SA - JENO went through how ESSERI/II SA was allocated, with additional grants, special funding and state administration. ESSERIII will also be partially for evidence based interventions (5%), 1% for comprehensive AFter School programs and .5 for SEA administration.
- JENO went through the application status for ESSER I, II, III.

- ESSERIII = 4420 (90%), Supplement allocations (4419)
- Reimbursement funds via formsite - federal funds
- ESSER II and ESSER II applications - can we submit partial payment for does it have to be for the full amount. Does need to be for the full amount. Post question to Fed Pgrsm
- ESSERII, reviewed the allocations for Tribes, BOCES, etc. for the supplemental piece.
- The SPED funding will be split based upon the ECEA funding.
- Separate application? Different GEPA statement. Office hours link.
- Set Aside - to be used for floor funding for FRL, floor funding for districts above the average FRL, raise districts above the state FRL based on PPL revenue for hte 90%
- BOCES will receive operational support as well from ESSERIII, used HB1345 for the funding model, to \$600 per student.
- Facility schools included after not receiving funding with ESSER 1

6. Financial Reporting Updates: In addition to covering the information on the PowerPoint slides, Adam....

- Adam went over the MLO proposal to set up a new bolded balance sheet code 1114 -
- Gina asked “why bold”. Concerned that some counties are not good at supplying this information.
- Jana Schleusner agreed with the county comment.
- Doug Moss and Brook Quint stated they currently use 1111 to track separately.
- Comments appeared to be ‘a resounding no’, however Adam believed a vote to be necessary.
- Motion made to ‘not bold 1174’ outside of fund 90 by Jane Frederick. Gina seconded that motion.
- Jennifer Okes clarified that the intent of the motion is to leave everything as is currently for 1174 to only be bolded for fund 90 - no change to 1114.
- Ashley Zang asked: “We are using 1110 for abatement. Should 1114 be used?”
- Adam clarified that it can be either code for abatements
- Adam discussed the audit deadline. Many district’s missed the deadline this year.
- Adam discussed the need for districts to ensure that financial transparency websites are kept as current as possible - and that they are following the FPP-approved template.
- Adam discussed the need for district’s to review the contracts with their auditors
- Atop original slide, slide originally reflects 1174 as the proposed bolded source code - this is incorrect, it should say 1114
- FPP uniformly rejects proposal that 1114 should be bolded for MLO
- 1174, which is a bolded code always intended to only be used in Fund 90, should only be used in Fund 90
 - Jane Frederick 1st, Gina Lanier 2nd - no opposition

Additional information on the new GFOA Policy “End the Acronym Initiative” is available in the [GFOA Policy Stance](#) document.

- Adam discussed the 1st bullet point on the FT template - requirement of two budget documents: the district's adopted budget and the Uniform Budget Summary document. Adam made a motion to update the FPP template to be more clear about the requirement of two budget documents.
- Multiple district's are asking if there needs to be two links - can one document contain both? Adams said they should be separated. What about when the UBS is the adopted budget? Adams said that the same document would need to be posted in both places.
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- Kate asked what if we changed the FT-template to say 'district adopted budget and UBS'?
- Motion to Change the word "including" with the word "and" on the template. No response. Jonathan Levesque: is this a training issue, multiple districts agree?
- Jane Frederick made a motion to change the language , seconded by Stephen Clawson.
- Jane - revised motion to give 2-3 options of language regarding budget documents for district's to choose from ("and", "including"). Stephen Clawson approved.
- Jennifer talked about CRF funds should be shown as received from CDE (rather than from the Governor's office)

7. Membership:

- In addition to covering the information on the PowerPoint slides, Megan.... __ made a motion to approve the agenda. __ seconded the motion.
- Megan doing a membership update - Jason Hendricks, JEFFCO is new rep for JEFFCO.
- Vacancies in different years - Oct 2020, updated that there were 4 memberships avail through 2024. Once was a BOCES, we are one district rep short, looking for volunteers. Telluride was part of it through 2023, which created 2 open positions at this time. Committee needs to vote on one new member. For the 2024 member position, reached out to a couple of districts based on regional representation, as well as some interest through the survey. Will do a potential electronic vote for those new member candidates.
- Does anyone have a motion to approve Kristine Reich as new FPP for Telluride through Aug2023. Petrone, Livermore, Jana Schleusner all motioned to approve.

8. Other Topics of Interest

- OSA: Gina Faulkner.....
 - Unable to connect-technical difficulties. Anyone with issues or questions can reach out to her.
- b.
- c. CASB
- d. CASBO Conference registration is now open. 5/19-5/21. JedO added link.
- e. CASE-DBO
- f. CGFOA
- g. COCPA

9. Upcoming Meetings: May 28th and June 24th

10. Adjourn