

California Department of Education / County Office of Education

External Services Subcommittee (ESSCO)

Minutes

ZOOM meeting

October 4, 2021

10:00 a.m.

Co-Chair: Kiyomi Meeker, California Department of Education

Co-Chair: Roslynne Manansala-Smith, El Dorado COE

Vice-Chair: Danni Brook, Ventura COE

Main Agenda

1) Announcements, Roslynne Manansala-Smith & Kiyomi Meeker

- **New Vice-Chair, Danni Brook, Ventura COE, Roslynne Manansala-Smith**
- **CDE set up new Statewide Literacy Task Force, Kiyomi Meeker**

2) Proposed Meeting Dates for remainder of 2021-22 Fiscal Year, Roslynne Manansala-Smith, El Dorado COE

- **Reminder – New Zoom Link** - register once for all the proposed meeting dates (see h/o)
- **Bringing to BASC in October** – once proposed meeting dates are approved will distribute on ESSCO listserv.
- **Agendas & Minutes will be posted on Ventura COE website:** <https://www.vcoe.org/School-Business-and-Advisory-Services/ESSCO>

3) BASC Report, Roslynne Manansala-Smith, El Dorado COE

- *None for October, BASC on 10/8/21*

4) CARES and CRRSA Update, Amber Hiris, Robyn Altamirano, Michelle Warshaw, CDE

- **2021 Fall Reporting Cycle – Ends October 6th** – at noon for all Federal stimulus reporting; any unspent funds for CRF and GF will be recouped by the state. The current report should capture all CRF & GF adjustments (negative or additional). CDE plans to email ESSCO the LEA not submitted list to assist/remind LEAs to finalize their expenditure reporting.
- **Required ESSER III Plans** – ESSER III Expenditure Plan due 10/29/21 to County Office for resources 3213 and 3214. All COE plans must be sent to the LCFF email at CDE. The plans do not include the ELOG dollars. New guidance about the expenditure plans will be sent out by CDE within the next couple of weeks. Indirect costs could be included in the actions or within an action themselves- effectiveness could be referenced back to the actions themselves.

The Safe Return Plans must be supplied to CDE in a template. If the plan was done prior to March 11th, the template is simplified. It is more complex for plans completed after that point. CDE requests that LEAs submit within 30 days of signing assurances. Revisions should always be reflected on the LEAs websites- updates are mandatory every 6 months.

Information on both plans can be found at: <https://www.cde.ca.gov/fq/cr/arpact.asp#esseriipplan>

- **Jeff Young, LACOE**

CDE: Appears Independent Charters are required to submit separately. Do they need to file a separate plan or are they rolled up to the District? *Independent charters are required to submit both Safe Return & Expenditure Plan separately. Charters should send Safe Return Plan to their COE and the Expenditure Plan directly to CDE.*

COEs: Would like to hear what guidance COE's are giving to Districts with Dependent Charter Schools. *Dependent charters should be included in the district's plans as needed.*

5) Categorical Allocations and Audit Resolutions (CAAR) Updates, **Keith Smith, CDE**

- **In-Person Instruction (IPI) and Expanded Learning Opportunities (ELO) Grants** – *allocations coming soon.*
- *Homeless II grant – assurances open thru Dec 2021 and funds distributed by Federal cash mgmt.*
- **Federal Stimulus (ESSER I, II, III and GEER I)** – *report quarterly expenditures if unspent LEAs must note \$0.*
- **ESSA Programs** – *2018 and 2019 funds will be expiring soon; unspent funds will be recouped; reporting period Oct 10 – Oct 31.*
- **Update on State Categorical Programs**
 - **Educator Effectiveness BG** – *allocation should be out week of 10/18/21; First apportionment is 80% (released in Dec 2021) and second allocation released in Spring 2022; expenditure reporting period from 21/22FY through 25/26FY; expenditures not required in 21/22FY.*
 - **Reyna Philp, Riverside COE: Is there funding data available and are districts permitted to use this as a planning year and not show any expenditures in 21-22?**
 - **Mandate Block Grant** – *Pupil attendance: school start time (SB328) is not included in the MBG; LEAs can file a test claim.*
 - **Lindsay Gleason, Riverside COE**
CDE: Are the Incurred costs are going to be included in the Mandated Block Grant?
COEs: If cost reimbursements are included in MBG, are any districts in your county pursuing cost reimbursement from the Commission on State Mandates?
- **A–G Completion Grant - EC 41590 (Derrick Andrade)**
 - *\$547,513,000 appropriated from the General Fund for the purpose of providing additional supports to local educational agencies (LEAs) to help increase the number of California high school pupils, particularly unduplicated pupils, who graduate from high school with the A–G eligibility requirements completed for admission to the California State University and the University of California.*
 - **Legislation**
 - [Education Code \(EC\) Section 41590](#)
 - [Assembly Bill 167 \(Chapter 252, Statutes of 2021\)](#)
 - [Assembly Bill 130 \(Chapter 44, Statutes of 2021\)](#)
 - **Funding**
 - *SACS Revenue & Resource Codes will be available in November 2021.*
 - *Allocation schedule will be available by approximately January 2021.*
 - *Apportionment will be released in approximately February 2021.*
 - *These funds are available for expenditure or encumbrance through the 2025–26 fiscal year.*
 - **Eligibility**
 - *LEAs with 2020-21 Grades 9-12 Unduplicated Pupil Counts that received concentration grant funding as of the second principal apportionment certification for the 2020-21 fiscal year are eligible to receive the A–G Completion Grant.*
 - **Allocation Method**
 - *A–G Access Grant (EC 41590(c)(1)): \$300 Million to LEAs with 2020-21 A–G completion rates less than 67% based on the number of unduplicated pupils enrolled in grades 9-12 (2020-21 CALPADS Fall 1). Eligible LEAs will receive a minimum allocation of \$75,000.*

- *A–G Success Grant (EC 41590(c)(2)): \$100 Million to LEAs with A–G completion rates of 67% or higher based on the number of unduplicated pupils enrolled in grades 9-12 (2020-21 CALPADS Fall 1). Eligible LEAs will receive a minimum allocation of \$75,000.*
- *A–G Learning Loss Mitigation Grant (EC 41590(e)): \$147,513,000 to LEAs based on the number of unduplicated pupils enrolled in grades 9-12 (2020-21 CALPADS Fall 1). Eligible LEAs will receive a minimum allocation of \$75,000.*
- *Use of Funds (EC 41590(d-e))*
 - *A–G Access Grant and A–G Success Grant shall be used for activities that directly support pupil access to, and successful completion of, the A–G course requirements. Eligible activities may include, but are not limited to any of the following:*
 - *Providing teachers, administrators, and counselors with professional development opportunities to improve the local educational agency’s A–G completion rate.*
 - *Developing comprehensive advising plans and pupil supports, including tutoring programs, to improve the local educational agency’s A–G completion rate.*
 - *Developing comprehensive advising plans and pupil supports, including tutoring programs, to improve the local educational agency’s A–G completion rate.*
 - *Expanding access to coursework or other opportunities to satisfy A–G course requirements to all pupils, including, but not necessarily limited to, unduplicated pupils. These opportunities may include, but shall not be limited to, course development, course review, incorporating A–G course requirements into the local educational agency’s graduation requirements, and new or expanded partnerships with other secondary or postsecondary educational institutions.*
 - *Advanced Placement and International Baccalaureate fees for unduplicated pupils.*
 - *The Legislature encourages local educational agencies to direct A–G Success Grant funds towards pupils in danger of not achieving a grade of “C” or better in A–G courses.*
 - *A–G Learning Loss Mitigation Grants shall be used to allow pupils who receive a grade of “D,” “F,” or “Fail” in an A–G approved course in the spring semester of 2020 or the 2020–21 school year to retake those A–G courses. The method of offering pupils the opportunity to retake courses provided in clause (i) shall be determined by the local educational agency. An LEA may also use grant funds to offer credit recovery opportunities to all pupils to ensure pupils are able to graduate high school on time.*
- *LEA Requirements (EC 41590(f)):*
 - *By April 1, 2022, LEA Shall Develop a Plan describing how the funds received under this section will increase or improve services for unduplicated pupils to improve A–G eligibility, including information about the number of pupils identified for opportunities to retake courses. A template for this plan is not available.*
 - *The plan shall include information regarding how the plan and described services supplement, and do not supplant, those services identified in the school district’s local control and accountability plan required pursuant to Section 52060, the county superintendent of schools’ local control and accountability plan required pursuant to Section 52066, or the charter school’s local control and accountability plan required pursuant to Section 47605 or 47605.6 and Section 47606.5, and the local educational agency’s learning recovery program plan adopted pursuant to Section 43522.*
 - *The plan shall also include a description of the extent to which all pupils within the local educational agency, particularly unduplicated pupils, will have access to A–G courses approved by the University of California.*
 - *The plan shall be discussed at a regularly scheduled meeting by the governing board of the school district, county board of education, or governing body of the charter school and adopted at a subsequent regularly scheduled meeting.*

- *By December 31, 2023, LEA Shall Report to CDE how they are measuring the impact of the funds received under this section on their A–G completion rate, as identified within their plan, and the outcomes based on those measurements.*
 - *By August 31, 2026, LEAs shall report to CDE final outcomes that measure the impact of the funds received under this section on their A–G completion rate.*
 - *Contacts*
 - *Questions about allocations and apportionments for the A–G Completion Grant Program can be sent to the Categorical Allocations and Audit Resolutions Office by email at CAAR@cde.ca.gov.*
- *COVID-19 Mitigation for Counties (Derrick Andrade)*
 - *\$80 Million authorized by Sec. 153 of [Assembly Bill 130 \(Chapter 44, Statutes of 2021\)](#) for County Offices of Education.*
 - *Allocation of funds is based on the 2019-20 ADA of pupils attending the following schools operated by COEs*
 - *Charter Schools established pursuant to EC 47605.5*
 - *County Community Schools established pursuant to EC 1981*
 - *Juvenile Court Schools established pursuant to EC 48645*
 - *Use of funds can be for any purpose consistent with providing in-person instruction for any pupil participating in in-person instruction including but not limited to the following:*
 - *COVID-19 testing, cleaning and disinfection, personal protective equipment, ventilation, and other school site upgrades necessary for health and safety, salaries for certification or classified employees providing in-person instruction or services, devices and connectivity, social and mental health support services provided in conjunction with in-person instruction, and costs associated with increases in the amount of instructional time provided to pupils*
 - *Funds are available for expenditure until June 30, 2023.*
 - *For standardized account code structure, use Resource Code 7430, Other Restricted State, and Revenue Object Code 8590, All Other State Revenue.*
 - *Allocations for COEs will be available in October 2021.*
 - *Apportionment: COEs can expect to receive 100 percent of their allocation in November 2021.*
 - *Questions about allocations and apportionments for the COVID-19 Mitigation for Counties can be sent to the Categorical Allocations and Audit Resolutions Office by email at CAAR@cde.ca.gov.*

6) **Principal Apportionment, Kiyomi Meeker, CDE**

- **2021-22 Tax Data Reporting** – new PADC web-based system LIVE now; reporting due 11/15/21 for Taxes and excess ERAF; Resources: expanded user manual to reflect tax updates, online training videos and webinars; questions are to be emailed PADC@cde.ca.gov; CDE will announce thru PASE listserv & PADC News Feature a webinar on Application & Data Entry (early November); Reminders on updating reporting deadlines: 11/1/21 Extraordinary Cost Pool Claim Data, Charter 20-Day Data Collection & 11/15/21 Taxes/Excess ERAF
- **Special Education Funding for FY 2021-22 (See attached handout)** - AB602 base rate increased to \$715 per ADA [will receive greater of \$715 or current rate]; 21/22FY Funding for the Out-of-Home Care Program:P-1 and P-2 will be estimates based on PY (20/21FY funding) with true-up for CY pupil counts and funding rates at Annual; two new on-going programs are rolled into PA: Early Intervention Preschool and Mental Health Services.
- **Expanded Learning Opportunity Program** (Kiyomi Meeker & Shawna Shepley)– new on-going program (out of AB130 and AB167); Preliminary entitlements early October, 55% apportionment by end of October 2021; Resource code not yet determined, will be included with the preliminary entitlements.
- **PADC Web Application Update** (Masha Lutsuk) – Updated website: <https://www.cde.ca.gov/fq/sf/pa/> for taxes and excess ERAF; has expanded version user manual, calendar, and training videos. Coming next is letter

to LEA user population announcing the application with Nov. webinars. Questions should be directed to PADC@cde.ca.gov

- **Upcoming Reporting Deadlines** – Nov 1: ECP Claim Data and 20-day Data Collection; Nov 15: Taxes and Excess ERAF
- **CDE Personnel updates** - Dean Patterson recently promoted to the new Administrator, Principal Policy Office [leadership role in the areas of Instructional Time, Attendance Accounting and Special Education].

7) Financial Reporting Updates, *Christine Davis, CDE*

- **Unaudited actuals data submissions due to CDE October 15.**
- **SACS web system user outreach sessions October 7 (1-3pm) and October 12 (10am – noon) for COEs** (requires pre-registrations); CDE will forward to ESSCO to share registration link.
- **Special Education Funding** -Resource code 6536 and Special Education Learning Recovery Support funds & Resource code 6537 can use pass-thru for county office fund 10 or Object 8590.

8) Expanded Learning Opportunities Program, Pre-K Planning and Implementation Grant Program, Kitchen Infrastructure Grant, *Sarah Smigiera, (Tulare COE)* –

- **CDE: As districts are planning/budgeting for 1st interim, looking for any updates on anticipated timeline of estimated allocations, when SACS resources codes will be assigned?**
 - Pre-K Planning and Implementation Grant contact: Benjamin Allen, ballen@cde.ca.gov
Early Learning & Care Division – allocation estimate forthcoming [amended by AB167].
 - Kitchen Infrastructure Grant contact: KITfunds@cde.ca.gov [preferred contact]; add'l contact Michael Salazar (Manager, Nutrition Services Division) msalazar@cde.ca.gov

Standing Subcommittee Reports

1. **AB 1200, Kathryn Rusk - None**
2. **Accounting, Tom Cassida** – emailed 15% increase for concentration grant calculation spreadsheet, please contact Tom if you have additional questions.
3. **Property Taxes, Apportionments, Attendance, Enrollment, & CALPADS, Jeff Young - None**
4. **Professional Development, Roslynn Manansala-Smith**
 - **Registration opened** for Fall conference (\$25 cost)
 - **Committee to meet via zoom on 10/5/2021**
 - **Zoom meeting platform – breakout sessions** – ESSCO members attending, please help lead discussions during breakout sessions. In addition, working with CASBO for COE trainings to record the AB1200 oversight and disclosures sessions as a resource available to LEAs.
5. **ESSCO Organization*, Danni Brook**
 - **Minutes**
 - **Confirm if everyone had a chance to update Google Sheet of ESSCO Contacts**
Google Shared file link: https://docs.google.com/spreadsheets/d/1goiQ_uigGbyi83tCNO18wy2ANqgDSNni/edit#gid=576455381
6. **FCMAT Procedure Manual, Laura Lilley, Jeff Potter (FCMAT)**
 - **Bringing proposed procedures to update to BASC** - looking to update procedures AB1200 (P-004), Budget (P-005), Unaudited Actuals (P-006), Interim Reporting (P-007) and bargaining agreements (P-014)

7. **Local Control and Accountability Plan (LCAP) Reviews, *Veronica Moreno*** – *Tom Cassida to be interim while Veronica is out.*

Roundtable Discussion

1. **Have other COEs received concern letters from the ACLU?** *Tom Cassida*
2. **Form CEA—communication to districts and auditors on COVID funding exemptions?** *Roslynne Manansala-Smith*
3. *Future discussion (Peter F) re: Universal Meals requirement*
Webinar registration: https://us02web.zoom.us/webinar/register/WN_-jprAsz1RFqIfQiiZ2pNFq
and CDE webpage: <https://www.cde.ca.gov/ls/nu/unvrslmlssy2023oc052021.asp>
4. *Any COEs have districts requested or are currently allowed to create a Trust Fund for their OPEB funds? Jeff Young (Per CSAM, this is allowable.)*



BASC

Business and Administration
Steering Committee

External Services Subcommittee (ESSCO)

PROPOSED
2021-2022 MEETING SCHEDULE

July	No Meeting
August	August 2, 2021
September	September 13, 2021
October	October 4, 2021
November	November 1, 2021
December	December 6, 2021
January	January 10, 2022
February*	February 7, 2022
March*	March 7, 2022
April	April 4, 2022
May	May 16, 2022 (after May Revise)
June	June 13, 2022

**After BASC meeting*

Special Education Funding for Fiscal Year 2021-22

AB 602 Base Rates and Base Funding:

The 2021-22 Budget Act (SB 129, Chapter 69, Statutes of 2021) provided an additional \$396.9 million to increase the special education local plan area (SELPA) rate to \$715 per average daily attendance (ADA). In addition, SELPAs receive an effective increase of 4.05 percent cost-of-living adjustment (COLA) to their base rate authorized in *Education Code (EC)* Section 56836.146, amended by Assembly Bill (AB) 130 (Chapter 44, Statutes of 2021). The special education COLA includes the suspended 2.31 percent 2020-21 statutory COLA that SELPAs would have received for the 2020-21 fiscal year, and the 1.7 percent 2021-22 statutory COLA. As such, the entitlement for each SELPA for the 2021-21 fiscal year is the greater of \$715 per ADA or the SELPA funding rate per ADA for the 2021-22 fiscal year (SELPA base rate for the 2019-20 increased by 2.31 percent 2020-21 statutory COLA and 1.70 percent 2021-22 statutory COLA), multiplied by the funded ADA. The 2021-22 funding base rate for LA Court School, pursuant to *EC* Section 56836.146(d)(2), is the funding rate per ADA for the 2020-21 fiscal year increased by 10 percent and then adjusted for the 2020-21 and 2021-22 statutory COLA.

Add-on Special Education Programs:

Pursuant to provisions in AB 130, add-on special education programs also receive an effective increase of 4.05 percent COLA. The 2021-22 rate for each program is calculated and detailed in the tables below. These rates are also available on the Principal Apportionment Funding Rate and Information webpage at [Funding Rates and Information, Fiscal Year 2021-22 - Principal Apportionment \(CA Dept of Education\)](#).

Special Education Program Specialists and Regionalized Services (PS/RS) Rate, *EC* Section 56836.24

2019-20 Statewide Average PS/RS Rate	2020-21 Statutory COLA (2.31%)	2020-21 Statewide Average PS/RS Rate	2021-22 Statutory COLA (1.70%)	2021-22 Statewide Average PS/RS Rate
\$16.4936216146	\$0.3810026593	\$16.8746242739	\$0.2868686127	\$17.1614928866

Special Education Extraordinary Cost Pool for Nonpublic Nonsectarian Schools/Licensed Children's Institutions & Necessary Small SELPA's Mental Health Services, *EC* Section 56836.21

2019-20 Threshold Amount	2020-21 Statutory COLA (2.31%)	2020-21 Threshold Amount	2021-22 Statutory COLA (1.70%)	2021-22 Threshold Amount
\$81,627.73	1,885.60	\$83,513.33	\$1,419.73	\$84,933.06

Out-of-Home Care (OHC) Program, EC Section 56836.168

Section 100 of AB 130 added EC 56836.168 to implement the new OHC funding formula for the 2021-22 fiscal year. There are three data components that will be used in the new funding formula, with each being funded at a different funding rate.

- Cumulative enrollment for foster youth (data collect through CALPADS). Student level counts will be mapped to and unduplicated at the member LEA and then rolled up at the SELPA level.
- Average daily population in short-term residential therapeutic program (STRTP) for the fiscal year (data comes from the Department of Social Services). Average daily population for each STRTP will be mapped to the member district and then rolled up at the SELPA level.
- Pupil counts as of April 1 of the fiscal year for community care, intermediate care, and skilled nursing facilities (these data remain unchanged and come from the Department of Developmental Services). Counts will be mapped to the member district and then rolled up at the SELPA level.

Data Element	2021–22 Rate
Foster Youth	\$1,509
Short-Term Residential Therapeutic Program	\$14,603
Community Care	\$3,358
Intermediate Care	\$12,668
Skilled Nursing	\$26,874

Funding Allocation for 2021-22 Fiscal Year:

- Funding for P-1 and P-2 for each SELPA will be the OHC funds that SELPA received for the 2020-21 fiscal year.
- Funding for Annual will be calculated using current year data and rates, and each SELPA's funding will be adjusted.

Funding Allocation for Subsequent Fiscal Years:

- Funding for P-1 and P-2 for each SELPA will be based on the prior year data and current year funding rates.
- Funding for Annual will be calculated using current year data and rates, and each SELPA's funding will be adjusted.

New Funding Exhibit: A mockup of the funding exhibit for the OHC Program is attached to this document for your reference.

OHC Data Requests:

After each apportionment certification, the CDE may disclose to SELPAs, upon request, the Data used in the calculation for each SELPA. The Data will be transmitted in a confidential manner via a secure platform. Facility names and addresses will no longer be available on the CDE website.

New Special Education Programs in Principal Apportionment

Special Education Early Intervention Preschool Grant, *EC* Section 56836.40

The 2021-22 Budget appropriated \$260 million for the Special Education Early Intervention Preschool Grant. Pursuant to *EC* 56836.40, amended by SB 130, entitlements for each school district will be calculated based on the number of pupils in grade 1 with exceptional needs using Fall 1 Census special education data multiplied by a pre-determined statewide per-pupil rate. In past apportionments, funding for each school district was allocated as a separate grant, however, beginning in the 2021-22 fiscal year, school districts will receive funding through the Principal Apportionment and it will be allocated according to the statutory Principal Apportionment payment schedule. A new funding exhibit will be available and funding calculated for each district will appear as a separate line on the Principal Apportionment Summary at the 2021-22 P-1 Apportionment.

Special Education Mental Health Services, *EC* Section 56836.07

Funding for the Mental Health Services apportionment has been calculated and paid to SELPAs outside of the Principal Apportionment in the past. Beginning in the 2021-22 fiscal year, SELPAs will be receiving the mental health funding through the Principal Apportionment. Since the program was not included in the 2021-22 Advance Apportionment, the CDE has allocated the first 50 percent of funds to SELPAs in September. SELPAs will receive the remaining 50 percent of funds at the 2021-22 P-1 Apportionment and it will be allocated according to the statutory Principal Apportionment payment schedule. A new funding exhibit will be available and funding calculated for each SELPA will appear as a separate line on the Principal Apportionment Summary at the 2021-22 P-1 Apportionment.

Out-of-Home Care Funding - DRAFT

County: Nevada
 SELPA: Nevada
 SELPA AU: Nevada Co. Office of Education
 SELPA ID: NV00

Fiscal Year: 2021-22
 Period:

Education Code sections 56836.168 and 56836.173

Funding Rates

Foster Youth Rate	A-1	0.
Short-Term Residential Therapeutic Program (STRTP) Rate	A-2	0.
Community Care Rate	A-3	0.
Intermediate Care Rate	A-4	0
Skilled Nursing Rate	A-5	.0

Data Element

Foster Youth Cumulative Enrollment	B-1	0
STRTP Average Daily Population	B-2	0
Community Care Pupil Counts	B-3	0
Intermediate Care Pupil Counts	B-4	0
Skilled Nursing Pupil Counts	B-5	0

Funding Calculation

Foster Youth Funding (A-1 * B-1)	C-1	0
STRTP Funding (A-2 * B-2)	C-2	0
Community Care Funding (A-3 * B-3)	C-3	0
Intermediate Care Funding (A-4 * B-4)	C-4	0
Skilled Nursing Funding (A-5 * B-5)	C-5	0

Total

Out-of-Home Care Funding (Sum of C-1 through C-5)	D-1	0
Proration Factor	D-2	1.0000000000
Statewide Out-of-Home Care Funding (Sum of D-1 for all SELPAs)	D-3	0
Percentage of Out-of-Home Care Funding (D-1/D-3)	D-4	1.0000000000
Saving Remains in Program to be Allocated	D-5	0
Proportional Share of Saving (If D-5 = 0, 0, else D-4 * D-5)	D-6	0
Total Out-of-Care Funding (If D-6 = 0, then D-1 * D-2, else D-1 + D-6)	D-7	0