

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

**Wyndham, Palm Springs
March 22, 2007
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. Minutes of January 24, 2007	Written	Action
D. Welcome from FCMAT's Administrative Agent	Oral	Information
E. FCMAT Executive Committee	Written	Information
• Recommendation/Approval for (2) positions CSIS Acceptance Testing Specialist FCMAT Chief Management Analyst Introduction - Michele Huntoon		
F. Public Participation	Oral	Information
• Time reserved for any person to address the FCMAT Board. The Chair may limit the time of participation.		
G. Report from the California Department of Education	Oral	Information
H. Report from Secretary of Education or Designee	Oral	Information
I. CBO Mentor Project	Oral/Written	Info/Action
• Approval of Fourth Cohort		
• Video		
J. COE Fiscal Procedural Manual	Written	Information
• Update 2007		
K. California School Information Services (CSIS)	Written	Information
• Quarterly Report		
• Summary of Proposed Changes to the Strategic Plan		
• Final Annual SSID Maintenance Status Report		
L. Regional Team Activity Summary	Written	Information
M. Charter Schools Overview	Oral	Information

N.	Status of Key FCMAT Assignments <ul style="list-style-type: none"> • Comprehensive Reviews: Vallejo USD, West Fresno ESD • Compton Community College – Comprehensive/AB139 	Oral	Discussion
O.	Directory Information (Bylaws, Roster, Meeting Dates)	Written	Information
II.	Board Members' Comments	Oral	Information
III.	Agenda Items for Next Meeting	Oral	Information
IV.	Date and Location of Next Meeting Sunday, June 24, 2007 10:00 a.m. – 1:00 p.m. Westin, San Diego		
V.	Adjournment		

**FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM
 BOARD OF DIRECTORS' QUARTERLY MEETING
 Wyndham Hotel, Palm Springs
 March 22, 2007
 Minutes**

Present:

Herbert Fischer, San Bernardino COE, Chair RIMS, Region 10
 Paul Tichinin, Mendocino COE North Coast, Region 1
 Steve Lund, Fort Bragg USD North Coast, Region 1
 Richard Holmes, Siskiyou UHSD Northeastern, Region 2
 Ric Teagarden, Yuba COE Capitol, Region 3
 Sherry Smith, El Dorado UHSD Capitol, Region 3
 Mary Jane Burke, Marin COE Bay, Region 4
 Laura Alvarenga, San Rafael City HSD Bay, Region 4
 Tim Foley, San Benito COE, Vice Chair South Bay, Region 5
 Marc Liebman, Berryessa USD South Bay, Region 5
 Michael Carey, Amador COE Delta Sierra, Region 6
 Bill Draa, Banta ESD Delta Sierra, Region 6
 Larry Powell, Fresno COE Central Valley, Region 7
 David Miller, Hilmar Unified SD Central Valley, Region 7
 Julian Crocker, San Luis Obispo COE, Past Chair Costa Del Sur, Region 8
 Patrick Sayne, Paso Robles USD Costa Del Sur, Region 8
 Marc Ecker, Fountain Valley SD Southern, Region 9
 Jay N. Hoffman, Nuview USD RIMS, Region 10
 Amy Enomoto-Perez, Rosemead SD Los Angeles, Region 11
 Darline Robles, Los Angeles COE Los Angeles, Region 11
 Don Singer San Bernardino Community College District
 Susie Lange Deputy Superintendent, CDE
 Larry Reider Administrative Agent, FCMAT
 Joel Montero Chief Executive Officer, FCMAT

Guests and Staff:

Russ Brawn Chief Operations Officer, CSIS
 Anthony Bridges Deputy Executive Officer, FCMAT
 Barbara Dean Deputy Administrative Officer, FCMAT
 Frank Fekete Legal Counsel, FCMAT
 Christine Frazier Associate Superintendent, KCSOS
 Michele Huntoon Chief Management Analyst, FCMAT
 Roberta Mayor Chief Management Analyst, FCMAT
 Barbara Smith Executive Secretary, FCMAT
 Gary Thomas BASC Chair
 Marta Reyes Director, Charter Schools, CDE
 Gil Navarro San Bernardino County Board of Education
 Doug Ford Solano County Board of Education
 Francie Heim Deputy Superintendent, El Dorado COE

Excused:

Bob Owens, Lassen COE Northeastern, Region 2
 Bill Habermehl, Orange COE Southern, Region 9
 Sheila Jordan, Alameda COE, Alternate Bay, Region 4
 Frederick Harris Vice Chancellor, Community Colleges

I. General Functions

A. Call to Order

The meeting of the FCMAT Board of Directors was called to order at 10:05 a.m. by Chair Herbert Fischer, San Bernardino County Superintendent of Schools.

B. Approval of Agenda

A motion was made by Larry Powell and seconded by Bill Draa to approve the March 22, 2007 agenda. The motion was approved.

C. Minutes of January 24, 2007

A motion was made by Michael Carey and seconded by Amy Enomoto-Perez to approve the minutes of the January 24, 2007 board meeting. The motion was approved.

D. Welcome from FCMAT's Administrative Agent

Dr. Larry Reider welcomed the participants to the meeting.

E. FCMAT Executive Committee

Joel reported that the Executive Committee approved the filling of two new positions. Information regarding these positions is provided in the board packets. One position was an Acceptance Testing Specialist for CSIS. The second position was a Chief Management Analyst for FCMAT. This position was filled on March 1, 2007 by Michele Huntoon who was introduced to the members. Michele briefly shared her background.

Joel commented on the recent published Compton Community College District fraud audit and its findings. Joel shared that some are taking exception to some of the findings. The report was held in draft for some time to allow other state and Federal agencies an opportunity to conduct their own parallel investigations. The purpose of an AB139 report is not to determine guilt or innocence, but to determine if there is sufficient evidence to move forward to a formal investigation.

Joel requested the board to direct any calls regarding FCMAT reports to Joel, who is the sole responder. Roberta has assisted in fielding calls on the Compton Community College District report.

F. Public Participation

There were no public comments.

G. Report from the California Department of Education

Susie Lange reported that she recently e-mailed the board requesting items that they would like her to address during her FCMAT report. She mentioned that Paul Tichinin

asked about EAAP. It was discussed that the executive director of EAAP might be invited to attend the June meeting. She asked the board to prepare questions for the executive director.

Susie commented that CALPADS has had some problems, but the student identifiers are in place. The difficulty continues to be getting the districts to submit the identifiers. There is legislation to request ongoing funds to assist the districts in putting together and maintaining their local systems. This needs to be kept a high priority.

Susie reported that SB352 had some difficulty getting started which delayed the funding. This program will continue and hopefully there will be funds to accommodate the students who want to participate. Susie asked the board to share any feedback they've received.

Susie reported that Jack O'Connell is focusing on the achievement gap. Students are performing better, but the achievement gap still remains. The gap is not only between socioeconomic groups, but also between the ethnicities.

Susie reported that the new state administrator of Oakland Unified School District, Kim Statham, has a collaborative style and is involving the community and bringing the community together. Vallejo City Unified School District is improving.

Susie stated that the standards and criteria that FCMAT uses for the comprehensive studies needs to be reevaluated and the State Board of Education and the Department of Education will be providing input on how to measure improvement. This item will be brought to the board to discuss at a future meeting.

Joel stated that the board will be engaged in the comprehensive review process and that a preliminary draft of any revisions will be distributed to the board in the future.

Susie distributed the latest list of the districts with negative and qualified certifications.

Patrick Sayne suggested that FCMAT or the board spend some time in addressing the California Adequacy Study. Herb Fischer commented that it needs to be determined what role we want FCMAT to play and that the executive committee will continue this discussion. Joel suggested that possibly Ted Mitchell could attend our next meeting to discuss the Adequacy Study. Julian Crocker commented that the performance reports we are receiving are related to the amount of funding education receives.

Herb asked Susie to share with Jack his appreciation of Jack's willingness to address the achievement gap.

H. Report from the Secretary of Education or Designee

Herb shared that Erik Skinner has accepted a position with the Chancellor's Office for the California Community Colleges. Scott Himelstein is the acting Secretary of Education.

I. CBO Mentor Project

Joel introduced Francie Heim to discuss the CBO Mentor Project. He reported that this is a rigorous program and one must be nominated to be accepted in the program. He shared that this program is being replicated throughout the state and there are a few out of state groups using the financial curriculum. The California Coalition for Adequate School Housing (CASH) and the California Educational Technology Professionals Association (CETPA) has developed a training program modeled after the CBO Mentor Project.

Francie provided an update of the program. Michele Huntoon commented that School Services of California has placed past graduates of the CBO Mentor Project in CBO positions throughout the state. The program is considered a plus on an applicant's resume.

A motion was made by Jay Hoffman and seconded by Bill Draa to approve the fourth cohort of the CBO Mentor Project. The motion was approved.

J. COE Fiscal Procedural Manual

Joel reported that one of FCMAT's responsibilities is product development. FCMAT has partnered with BASC on the development of the COE Fiscal Procedural Manual. The manual is updated on an annual basis. The 2007 updates were distributed to all county offices and provided for the board members. Gary Thomas shared that the manual has become the operational guide for his staff and for new staff members.

Patrick Sayne shared that it would be helpful to have some guidelines developed for school districts to consider before opening a new school, that includes the costs of opening and running a new school. Gary Thomas said that he would provide this request to the facilities committee and the Office of Public School Construction.

K. California School Information Services (CSIS)

Russ Brawn reported that there are 119 LEAS in danger of not fulfilling the requirements for the Annual Statewide Student Identifiers Maintenance. There were 34 districts that did not succeed in completing the submission, but CSIS has been given an eleven month window to get the extra 34 districts in. Russ commented that he is very proud of his staff and the work that they have accomplished. He anticipates that the spring submission will go smoothly and at a more reasonable pace.

Russ reported that a summary of the proposed changes to the Strategic Plan are included in the board packets. These changes will be brought back to the board in June for approval.

Russ said that the timeline for the Best Practices rollout is through June 2009 and there have been 300 districts who have attended training.

Mary Jane asked what can be done to obtain funding to update the CSIS equipment. Joel stated that he and Russ have been proactive with the budget committees and have made requests for additional funding. He shared that CSIS does not receive a COLA. Joel encouraged board members to contact their local officials and those who sit on the budget committees to support the need for additional funds.

Richard Holmes commented that the state of Oregon lost all their student data because of inadequate equipment, and it would be catastrophic if California were to lose theirs because of outdated equipment. Paul Tichinin asked Susie if the CDE was working with CSIS and FCMAT on the budget issues. Susie said they were, and that the budget request goes through them. Susie commented that it was important that the boards and the staff understand what can be done with this student data.

L. Regional Team Activity Summary

Joel reported that the FCMAT board has the responsibility of reviewing the progress of the regional teams. Barbara Dean reported that AB2756 states that the regional teams will receive funding on a calendar basis and that the teams are required to file an annual report. FCMAT evaluates their performance. Gary Thomas commented that the regional team has been a wonderful addition to their region and that they've received very positive feedback. They are looking into providing computer forensics and assisting districts with declining enrollment.

Marc Liebman indicated that he was concerned about approving a budget with the limited information provided. He stated that the summary did not include what the money covered and that more information was needed in the report. Joel shared that in October the board will be asked to vote on the regional team budgets and that at that time the report will be expanded.

Joel reported that FCMAT has been asked when the number of regional teams will be expanded. It was originally discussed that each region would have a team and we are hopeful that each will. Gary Thomas commented that FCMAT has been a tremendous support and has provided many resources.

M. Charter Schools Overview

Joel introduced Marta Reyes, director of the Charter Schools Division with the California Department of Education. Marta distributed a number of documents for information. She shared that there are regional consultants that are available throughout the state. She provided an overview of the charter schools program.

Larry Powell commented that they had a charter in their county that was denied and then re-applied to the state. He asked if the previous denial was considered in the decision. Herb Fischer commented that the FCMAT reports on the California Charter Academy and the Options for Youth/Opportunities for Learning Charter Schools were given to their local district attorneys and no charges have been filed related to these reports. He stated that currently the same people are opening new charters in the same areas.

Don Singer commented that he has faith in Marta's division to stop the illegal activities. There were comments that there should be a focus on charter school law and the issue of charter renewals. Marta shared that there has been some training workshops provided on charters. Herb thanked Marta for what she does and extended the board's appreciation to her for taking the time to meet with the FCMAT board.

N. Status of Key FCMAT Assignments

Roberta Mayor reported that the next report for Vallejo City Unified School District will be issued in late June or early July. The last report was issued in January 2007. It was recommended that two operational areas, Community Relations/Governance and Pupil achievement, be considered for return to local governance. The district is hopeful that additional areas will be recommended for return during this next review. The team is scheduled to be in the district in late April. If three or more of the five operational areas are recommended for return to local governance, the district will seek the SPI's approval to begin a search for a superintendent. A state administrator/trustee would continue to provide oversight.

The review teams have completed their field work for West Fresno Elementary School District and are preparing the report that will be issued in April. There has been progress made in all operational areas, but the board would benefit from additional training in governance. The last report for West Fresno was issued in July 2005, almost two years ago.

Roberta reported that the next Compton Unified School District report will be issued in April. The last report, dated August 2006, was held until February because the district, FCMAT, and the ACLU were working on amending the stipulations of the Consent Decree. The only area under the original Consent Decree that remains outstanding is the implementation of the Facilities Master Plan. The ACLU has been open to consideration of an amendment that would lead to earlier termination of Consent Decree oversight.

Roberta reported that the Compton Community College District Extraordinary Report was issued March 12, 2007 and that a great deal of feedback has been received, some positive and some negative. The Compton Community College District comprehensive review will be issued in mid April. The Compton CCD is trying to recover fiscally and reestablish its accreditation.

Don Singer commented that he was appalled with the findings in the audit report and he is glad that El Camino Community College has agreed to provide the students with an accredited education.

Anthony Bridges reported that a FCMAT alert will be issued within the next month regarding redevelopment agency fees (RDA's). He reported that prior to the law in January 1994, districts could receive funding from redevelopment areas for facilities and operations. FCMAT is finding that some school districts are not reporting RDA revenues to off-set their revenue limit calculations and may be over-funded by millions of dollars. FCMAT will provide support to the districts on how districts need to handle this.

II. Board Members' Comments

Herb thanked the district superintendents who traveled to attend the board meeting.

III. Agenda Items for Next Meeting

There were no agenda items proposed for the next meeting. Suggestions were made earlier in the meeting to invite the executive director of EAAP to attend a meeting, and Ted Mitchell to discuss the Adequacy Study.

IV. Date and Location of Next Meeting

The next meeting is scheduled for Sunday, June 24, 2007 from 10:00 a.m. to 1:00 p.m. at the Westin Hotel in San Diego.

V. Adjournment

The meeting was adjourned at 1:00 p.m.