

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

**Claremont Hotel, Berkeley
March 5, 2008
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 January 30, 2008	Written	Action
D.	Welcome from FCMAT's Administrative Agent	Oral	Information
E.	FCMAT Executive Committee	Oral	Information
F.	Public Participation <ul style="list-style-type: none">• Time reserved for any person to address the FCMAT Board. The Chair may limit the time of participation.	Oral	Information
G.	Report from the California Department of Education	Oral	Information
H.	Report from Secretary of Education or Designee	Oral	Information
I.	CBO Mentor Project Approval of Fifth Cohort	Written	Information
J.	Report from the FCMAT CEO KCSOS/FCMAT Strategic Plan	Oral/Written	Information
K.	Budget Explorer v. 3	Written	Information
L.	COE Fiscal Procedural Manual <ul style="list-style-type: none">• Update 2008	Written	Information
M.	California School Information Services (CSIS) <ul style="list-style-type: none">• Quarterly Report	Written	Information
N.	Compton Community College	Written	Information

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| O. | Status of Key FCMAT Assignments <ul style="list-style-type: none">• Compton Unified School District | Written | Information |
| P. | Directory Information
(Bylaws, Roster, Meeting Dates) | Oral | Information |
| II. | Board Members' Comments | Oral | Information |
| III. | Agenda Items for Next Meeting | Oral | Information |
| IV. | Date and Location of Next Meeting
Sunday, June 22, 2008
10:00 a.m. – 1:00 p.m.
Resort at Squaw Creek, Lake Tahoe | | |
| V. | Adjournment | | |

**FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM
BOARD OF DIRECTORS' QUARTERLY MEETING
Claremont Hotel, Berkeley, CA
March 5, 2008
Minutes**

Present:

Tim Foley, San Benito COE, Chair South Bay, Region 5
Steve Lund, Fort Bragg USD North Coast, Region 1
Gary Jones, Modoc COE Northeastern, Region 2
Ric Teagarden, Yuba COE..... Capitol, Region 3
Sherry Smith, El Dorado UHSD Capitol, Region 3
Sheila Jordan, Alameda COE..... Bay, Region 4
Debra Bradley, Sausalito-Marín City SD..... Bay, Region 4
Marc Liebman, Berryessa USD South Bay, Region 5
Bill Draa, Banta ESD Delta Sierra, Region 6
Randy Ward, San Diego COE..... Southern, Region 9
Jay N. Hoffman, Nuview USD RIMS, Region 10
Darline Robles, Los Angeles COE Los Angeles, Region 11
Amy Enomoto-Perez, Rosemead SD Los Angeles, Region 11
Frederick Harris Assistant Vice Chancellor, Calif. Community Colleges
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:

Susan Grinsell BASC Chair
Christine Frazier Associate Supt., KCSOS
Anthony Bridges Deputy Executive Officer, FCMAT
Frank Fekete..... Legal Counsel, FCMAT
Roberta Mayor Chief Management Analyst, FCMAT
Hazel Fields Executive Secretary, FCMAT
Russ Brawn Chief Operations Officer, CSIS
Nancy Sullivan Administrator, CSIS
Carlene Naylor Alameda COE
Gary Thomas SBCSS
Doug Ford Solano County Board of Education

Excused:

Paul Tichinin, Mendocino COE North Coast, Region 1
Wes Smith, Cascade UESD Northeastern, Region 2
Larry Powell, Fresno COE Central Valley, Region 7
Jose Gonzalez, Ballico-Cressey ESD Central Valley, Region 7
Nancy Carroll, Ocean View SD Costa Del Sur, Region 8
Marc Ecker, Fountain Valley SD Southern, Region 9
Herbert Fischer, San Bernardino COE, Past Chair RIMS, Region 10

I. General Functions

A. Call to order

The meeting of the FCMAT Board of Directors was called to order at 10:01 a.m. by Chair Tim Foley, San Benito County Superintendent of Schools

B. Approval of agenda

A motion was made by Sherry Smith and seconded by Ric Teagarden to approve the March 5, 2008 agenda. The motion was approved.

C. Approval of Minutes of January 30, 2008

A motion was made by Marc Liebman to approve the minutes of the January 30, 2008 meeting. The motion was seconded by Gary Jones and approved.

D. Welcome from FCMAT's Administrative Agent

Dr. Larry Reider welcomed the board members and thanked them for their attendance.

E. FCMAT Executive Committee

Joel Montero reported that the Executive Committee did not have any items to act upon between the board's quarterly meetings.

F. Public Participation

There were no public comments.

G. Report from CDE

Susie Lange reported briefly on the progress of Cal Pads and Cal Tides. IBM is building the longitudinal database for students. Cal Tides, a database for teachers, is moving along, however it is approximately a year behind where it was expected to be at this time.

H. Report from the Secretary of Education

Scott Hill was called to a meeting which conflicted with the FCMAT Board Meeting and was not able to attend. Joel briefly commented on the state's fiscal situation.

I. CBO Mentor Project

Joel reported that the 4th Cohort of the CBO Mentor Program recently concluded with a graduation event. Approximately 120 participants have completed this program in the last four years, and he feels this is the strongest group of graduates so far. The CBO Mentor Program is being replicated throughout the state and at USC.

Joel expressed his appreciation to all those who have worked on the project, and thanked Carline Naylor, a guest at the meeting, who has been with the program since the beginning. Participants

and mentors put in as many as 250 hours behind the scene. The CBO Mentor Project will continue as long as it works.

Joel announced the 5th Cohort participants and mentors. Sheila Jordan moved to approve the 5th Cohort. Sherry Smith seconded the motion and it was approved.

J. Report from FCMAT CEO

Joel reported that Herb Fischer recently had a pacemaker operation. He has returned to work part-time and is doing well.

KCSOS/FCMAT Strategic Plan. Joel Montero reviewed the draft FCMAT Strategic Plan as presented in the Board Packet, and asked Board Members to provide input by the June meeting. CSIS has its own Strategic plan, and parts of that plan will be incorporated into this document.

Joel noted that the FCMAT Annual reports identify the number of studies undertaken by FCMAT each year. He stated that 80 studies per year is an unobtainable workload. With expected budget cuts, FCMAT will be stretched even thinner. He expects the current economic crisis to last 12-18 months. He reviewed several of the methods FCMAT uses to save money; such as maintaining a small core staff, which can be expanded when necessary by using outside consultants. FCMAT will continue to focus on:

- Helping LEA'S, COE'S and School Districts maintain solvency
- Avoiding the issuance of emergency state loans.

He recommended that districts continue to contact FCMAT, and FCMAT will then prioritize the jobs according to greatest need. Those with the highest fiscal need will be helped first, with studies of transportation, food services and organization scheduled later. If FCMAT is unable to help a district or COE, it will direct them to those who can help. FCMAT will continue to add value to the field, and continue its software development, technical support and maintaining the help desk.

Joel emphasized that FCMAT is in good financial shape, and has the option of raising the daily rate charged for its services, but at this time will not recommend that the board do so.

K. Budget Explorer v. 3

Anthony Bridges updated the Board on FCMAT's Budget Explorer software. This web-based software is a free resource to School Districts and County Offices of Education and is a valuable tool for budgeting and multiyear forecasting. Many positive comments were expressed by the Board members about the development and use of Budget Explorer.

L. COE Fiscal Procedural Manual Update 2008

The third update to the COE Fiscal Procedural Manual has been completed and was included in the board packet. The updates are also available on the FCMAT web site.

M. CSIS Quarterly Report

Nancy Sullivan reported on the progress of Cal-Pads and Cal-Tides. She stated that the program is technologically stable. They have incorporated anomaly detection and resolution, useful in

tracking enrollment duplications, including those students enrolled elsewhere, students with multiple identifiers, and “lost transfers.”

N. Compton Community College

Roberta Mayor reported on the newly issued six-month review of Compton Community College. This first progress review shows very little improvement. The transition under the partnership between Compton CCD and El Camino CCD has been difficult. Compton has had three interim college administrators and four Special Trustees. Roberta explained that it takes a long time for recovery but expects that Compton CCD, with the assistance of its partner, El Camino CCD will make the progress necessary to return to local governance and to re-establish its accreditation. Joel Montero said we should expect significant progress in a year.

O. Status of Key FCMAT Assignments

Roberta Mayor gave a brief explanation of the history of Compton USD, starting with emergency loans issued in 1993, and its release from state receivership in 2003. A lawsuit was filed by the ACLU in 1997 against the CDE and Compton USD and a Consent Decree to the lawsuit approved by the parties in 2000. FCMAT was appointed to oversee compliance. In February 2008, it was determined that the District met all amended criteria, and the Consent Decree oversight was ended.

II. Board Members’ Comments

A request was made to offer a training program for new board members. The item will be placed on the agenda for the June Board Meeting.

III. Agenda Items for Next Meeting

Workshop for new board members.

IV. Date and location of next meeting

The next FCMAT Board meeting is scheduled for Sunday, June 22, 2008, from 10:00 am-1:00 pm at the Resort at Squaw Creek, Lake Tahoe, CA.

V. Adjournment

The meeting was adjourned at 1:20 pm.