

Advisory Committee on Financial Management, Accounting and Reporting
Minnesota Department of Education
Minutes of March 15, 2005 12:09–2:51 p.m.

Members in attendance: Barbara Anderson, Nancy Ramler, Janna Duffy, Roger Heiden, Greg Hein, Pam Jensen, Margo Nash, Susan Paulson, Laura Nelson, Julane Meyer, and Darwin Viker.

Others in attendance included: Richard Guevremont (MDE), Ken Moos (MDE), Debrah Firkus (MDE), Charles Speiker (MDE) and John Koehler (MDE).

Chairperson Greg Hein opened the meeting and confirmed the agenda with the addition of **GASB-45**.

Motion by Nash, seconded by Vicker, to approve the **Minutes** of November 17, 2004.

Dick Guevremont gave the committee a review of the **committee purpose(s)**. Dan Brooks was appointed to represent MASA on the committee for three calendar years. Other memberships that expired were renewed as per the request of their representative organizations.

Greg Hein introduced the report from the Subcommittee to Review **Budget Publication Statute**. The committee recommended elimination of the legislative requirement. The second recommendation was to change the publication date from October 1 to December 1. The third recommendation was to make technical improvements, if it could not be eliminated or if the date could not be changed. Dick Guevremont and Greg Hein will take the recommendations to the MDE leadership. Charles Speiker and Debrah Firkus will work on an interactive form (recommendation 3).

Carol Hokenson clarified the **special education reporting needs in staff development**. Program dimension code 640-staff development does not work for staff development. Therefore, the course code is recommended. Carol Hokenson will issue a memo to districts, clarifying the issue. The *UFARS Manual* will also be clarified.

Carol Hokenson addressed the relationship between **UFARS-SPED and EDRS-SPED**, especially during close-out. She would like to improve edit procedures, in anticipation of a November close. She questioned what the best date would be to get UFARS and EDRS to tie out. November 30 is when all the books would be closed.

Carol Hokenson and Dick Guevremont reviewed the use of **Org 998-Tuition-based Reporting Site**. This is used to record expenditures for tuition payments for students served outside the district.

John Bulger addressed the finance dimension codes of 312 and 315-**Integration Aid and Levy**. Alternative Attendance Aid (312) is revenue for students (MPLS, St. Paul, Duluth) who do not qualify for Integration Aid and Levy, who are attending alternative sites. These codes are contained in the *UFARS Manual*. Expenditures for Integration Aid must match the budget submitted.

Darwin Vicker raised the issue of **GASB-43 and 45**. The behavior that he is running into is districts reducing the general fund balance (unreserved) and moving it to an irrevocable trust for employee benefits (OPEB, e.g. pay health insurance in retirement) with or without an actuarial calculation. This has accounting concerns including how to record the transfer and how the trust gets audited.

Dick Guevremont gave an update on site reporting. He referenced both the web-based reporting and the UFARS reporting system.

The next meeting is scheduled for May 17, 2005.