# ESEA Office Hours 7.23.2020

Q: Remote in the fall and in-person in the fall?

A: This is all eligible in the calculation.

Q: Is there guidance on what methodology to use to calculate or define instructional hours? (answered in the slides)

A: This is a district-level decision. CDE is compiling examples from districts around the state.

Q: Can we charge expenses for all types of teachers (i.e. interventionist, SPED, etc?)

A: Yes, you can as long as what is being charged to all types of teachers is/can be linked to COVID19 response. Whatever you are charging needs to be linked directly to COVID 19 response.

Q: Is there also bounds by total time? That is, we were in reduced learning time for 44 days. Should we look at total hours as a factor too? I am concerned about spending more on instructional hours than we were shortened.

A: Follow-up

Q: Could this negatively affect MOE for IDEA?

A: No. Follow-up with this answer

Q: Just to confirm understanding... if the % different is for example 60%, then you can only charge that 60% of the FTE to CRF. This contrasts with if >51% charging100% of the FTE to CRF.

A: Refer to the Substantially Different Guidance examples (slide 8). The capacity development of online capabilities is allowable. delivery of online instruction in lieu of in-person instruction is not allowable

Q: If our maintenance staff is doing their normal job, 40 hrs a week. But we have a need for sneeze guards to be built, but due to being short staffed we would like to pay these employees extra duty for working on 1 or 2 saturdays to complete the sneeze guards. Can those specific hours only, be charge to CRF since those hours have a specific COVID purpose?

A: Yes!

Q: If we pay a staff member a stipend (exempt) for spring, COVID-related work that was much more than the normal work load - do we need to qualify under substantially different or is this unrelated to the substantially different piece? I have been thinking this expense simply is an additional expenditure for added hours related to COVID and therefore does not need to meet the substantially different threshold. Correct?

A: Is this extra duty pay? Bonus? Or Stipend? It’s for an exempt employee who is not eligible for extra duty pay. When someone is put into service in this way, the superintendent can justify a modest stipend for extra hours. This is a follow-up question (CDE will address it next week or add it to guidance). CRF cannot be used for bonuses and this question is about an employee that needs overtime pay essentially. CDE will follow-up.

Q: What about technology?

A:Ex. IPads are not considered 1 stand-alone unit, they would be considered 25 (or whatever the amount) different units. Technology expenditures are allowed under CRF. Things to consider: Make sure you are not entering into multi-year subscription agreements. CRF expires on Dec 31, 2020. A software program might not be allowed. Adam will follow-up.

Q: What about costs of renovation of a space, such as creating an isolation room for sick students....ie, the costs would be framing, paint, electrical, etc.

A: There is a renovations and facility modifications line in the guidance. As long as you are not going into the capitalization area, it would be allowable.

Follow-up from participant: the renovation guidance only includes furniture, equipment etc, not changes to the structure of the building.

A: That is true. Ex. Replacing windows through the whole district is a capitalized expense. There’s a fine line between maintenance and maintenance due to COVID. Please reach out to Jennifer O and Kate B for guidance specific to your situation.

Q: Also, we have questions on flooring. One school would like to replace existing flooring with flooring that is easier to be cleaned, another wants to add new flooring as part of a renovation

A: Follow-up

Q: Maintenance costs for additional (older) buses which were kept for "spares" but now must be utilized? Plus labor costs for hiring two additional bus driver/custodians?

A: It depends on the costs for maintenance so that they comply with vehicle safety standards. Buses need to meet the minimum standards at the time when the bus was manufactured. It is doable to get them up to speed. In regard to additional staff, ask yourself if the staff are required specifically for COVID response, then it would be allowable. Consider that CRF ends the end of December when hiring staff. You would have to have general or ESSER funds cover those staff if you plan to keep them the rest of the year.

Q: Zoom licenses? we have to sign up for an entire year. Are the 12 monthly payments CRF eligible or only the ones to December? Similarly, Wi-Fi hotspots?

A: Only those months concurrent with the CRF performance period. Zoom and Wi-Fi can be tied easily to COVID challenges.

Q: Can charters use the indirect/admin category? Can charters charge the .5% to cover their admin costs?

A: Yes, that is allowable.

Q: For CRF account codes the guidance says that we need to use the appropriate program and object/source codes with grant code 4012. Do we also need to use a location code and how detailed to the salary accounts used need to be? For example do we need to use job classification codes?

A: Yes, there are required level of expenditure accounting. There is no “catch all” accounting code/expense code for CRF. You need to take it to the detailed level per the chart of accounts.

Q: For sick leave or subs related to sick leave due to COVID -- what documentation is sufficient to document employee is out due to COVID-related? Will an attestation from employee be sufficient? Some may not have doctor's notes --and I am also getting push back due to HIPAA concerns.

A: Follow-up

Q: Many school districts are considering starting school later and launching 100% remote. If a school district brings the teachers back one week early for intensive remote training, discussions on remote learning and COVID 19 response, could the one week be covered by CRF?

A: PD related directly to COVID response, including remote learning, is allowable. PD days in lieu of furlough days are also allowable.

Q: Can you touch more on the charters- on the decision of allocation vs. reimbursement. Why is allocation the preferred method when it gives districts less control of reviewing charters' costs for allowability before giving them funding?

A: Just as a school district is entitled to 100% of their allocation so too is a charter school entitled to 100% of their allocation. SDs need to work with their charter schools to make sure that they are using CRF funds in an allowable way.

Q: Do we have any additional guidance on Hazard Pay and what employee duties qualify?

A: Adam will connect with this participant directly.

Q: Are there any examples of assurance documents that charters would sign that are similar to what the districts had to sign?

A: The contract that exists between districts and charter schools should include assurances to ensure that these funds are spent appropriately. CDE does not have an example of this but there might be other districts that would share a sample.

Q: Can we go back to the training question from Jeremiah. In our District the teacher contract starts when it starts, whether school is delayed or not. So, in theory, teachers are still getting paid their normal salary for that week of training, not considered furlough. Would that then still be allowable? Or only if it hits the 51%?

A: This would be considered in the substantially different bucket. If you could document it, it should be allowable. It is clearly necessitated by COVID response.

Q: So, now that I am hearing we are to allocate 100% of CRFs to the charters (instead of a reimbursement basis), are we supposed to recognize this as a FY20 allocation, or FY21?

A: Book 100% in FY20, any unspent funds would be deferred at year end for FY20. CDE will add this to their follow-up document.