



**Amy Nichols, Assistant Superintendent, Business**  
24411 Amador Street, Hayward, CA 94544  
T 510.784.2600 ext 72702 - [anichols@husd.k12.ca.us](mailto:anichols@husd.k12.ca.us)

Date: November 7, 2024  
To: Principals and SBDM Co-Chairs  
From: Amy Nichols, Assistant Superintendent, Business Services  
Re: MAA Allocation

HUSD receives federal MAA money for the School-Based Medi-Cal Administrative Activities (MAA) program. The program reimburses school districts for the federal share (50%) of the certain costs for administering the Medi-Cal program. The activities that are part of the Medi-cal program include: Outreach and Referral; Facilitating the Medi-Cal Application; Arranging Non-Emergency/ Non-Medical Transportation; Program Planning and Policy Development; and MAA Claims Coordination.

HUSD and HEA negotiated how MAA funds are to be distributed. The agreement notes that 50% of MAA reimbursement money goes to the sites, 25% toward nurse staffing, and 25% to the general fund. MAA funds are allocated to the sites based on enrollment.

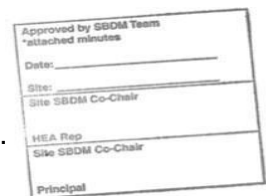
In recent years the federal government restructured the way districts collect information to claim for MAA funding. Through the transition the federal government released MAA funding periodically as they complete their process of checks and balances. During the 2023-24 Fiscal Year, HUSD received some MAA funds released after the federal government had audited some of our past invoices. The amount received will be distributed as outlined in the previous paragraph. The guidelines for spending the MAA funds are:

- MAA funds are under the purview of SBDM<sup>1</sup> and are considered unrestricted funding
- Expenditures using MAA funds must be approved by SBDM
- No personnel stipends allowed
- SBDM minutes need to reflect approval of MAA fund expenditures
- When a specific expenditure is submitted (i.e. a purchase order or a timecard using MAA funds), the SBDM minutes approving the expenditure should be stamped<sup>2</sup> and signed by the SBDM co-chairs and attached

HUSD continues to participate in the MAA program and has continued to submit claims to the federal government. As funds are released we will continue to follow this protocol for disbursement and use of the funds.

If you have any questions or concerns about how MAA funds should be allocated please contact the Central SBDM co-chairs, Dr. Jason Reimann ([jreimann@husd.k12.ca.us](mailto:jreimann@husd.k12.ca.us)) or Mercedes Faraj ([president@heahayward.org](mailto:president@heahayward.org)).

If you have technical questions regarding the use of MAA funds, please contact Maricela Contreras-Garcia ([mc2611@husd.k12.ca.us](mailto:mc2611@husd.k12.ca.us)).



<sup>1</sup> For HHS that does not have SBDMs, the MAA funds are under the purview of the Curriculum Council or like committee. Expenditures must be approved by the Curriculum Council or like committee following the same process as noted above for SBDMs.

<sup>2</sup> Here is a picture of the stamp SBDM co-chairs should use. If you need a new stamp, please contact Maricela Contreras-Garcia.

**Made in Hayward**

Dr. Jason Reimann, Superintendent