



District Business & Advisory Services

Nimrat Johal: Director- DBAS: 408-453-6599

Cathy McKim, Manager-DBAS: 408-453-6588

Bulletin: 11-062

Date: June 24, 2011

To: District Fiscal Directors

From: Nimrat Johal

Re: End of the Year Support

Please be advised that as in previous years, District Business and Advisory Services (DBAS) will provide extended hours of service starting with July 1, 2011 through August 12, 2011. This is being done to accommodate the needs of the districts as they close their books for fiscal year 2010-11. Extended support hours are as follows:

- Full team support will be provided during the hours of 7:30 AM through 5:00 PM, Monday through Friday.
- Non-business hours support will be provided between the hours of 5:00 PM and 9:00 PM, Monday through Friday.
- Weekend support will be provided via e-mail only between the hours of 10:00 AM and 4:00 PM.

To reach us during non-business hours, please use the following telephone numbers:

- Ann Redd-Oyedelle: (925)-978-6761
- Cathy McKim: (510)- 684-5471
- Jason Vann: (516)-984-3937
- Jenina Salcedo: (408)-476-3141
- Kolvira Chheng: (408)-898-0190
- Nimrat Johal: (925)-699-8750

In order to minimize the disruptions caused by vacations, we are sharing our extended vacation (in excess of one or two days) schedules as follows:

- Nimrat Johal: June 30, 2011 through July 8, 2011; July 28 and July 29, 2011
- Jason Vann: July 15 through July 29, 2011
- Cathy McKim: August 1 through August 5, 2011
- Ann Redd Oyedelle: August 8 through August 12, 2011

All email communication will be responded to while the team members listed above are on vacation.

Please share this information as deemed appropriate.