



## Santa Clara County Office of Education

Charles Weis, Ph.D.  
County Superintendent of Schools

# Informational Bulletin

*For Santa Clara County Districts*

## District Business & Advisory Services

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

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

Bulletin: 12-049

Date: September 20, 2011

To: District Fiscal Directors

From: Cathy McKim

Re: Cash Flow Workshop Rescheduled – Respond by October 7<sup>th</sup> - Space Limited

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We realize that with the ever changing landscape of deferrals and state funding, the development of a statement of cash flow is more challenging than ever before. With that in mind, we have arranged for a free cash flow preparation workshop for the District Fiscal Directors.

The cash flow workshop that was previously scheduled for September 16<sup>th</sup> has been rescheduled in two parts:

- Cash Flow Preparation Workshop
  - Oct 21<sup>st</sup> 9:30-Noon Cisco Lab- 1<sup>st</sup> Floor- North Building

The goal of this training is for you to be able to complete your cash flow for the First Interim during this workshop. We will provide best practices for developing your cash projections as well utilizing a cash flow template.

- Cash Flow and the Accurate Sizing of Tax Anticipation Notes (TRANS)
  - November 4<sup>th</sup> 9:30-Noon Sunnyvale Lab-2<sup>nd</sup> Floor-North Building  
(Across from the Milpitas room)

The goal of this training is to utilize your cash flow template in conjunction with the TRANS sizing spreadsheet to accurately project the size of TRANS that you should issue. We will discuss the options available, whether it is the CSBA Pool, COE Pool or Standalone.

These workshops are scheduled in computer labs which have limited capacity and therefore the initial invitation is open to all Fiscal Directors only. Space permitting, we will open it up for people to bring staff. But, for now it is one seat per district.

If you are interested in attending, please respond to [mailto:cathy\\_mckim@sccoe.org](mailto:cathy_mckim@sccoe.org) on or before October 7<sup>th</sup>.

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