**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: 12-059R

Date: October 5,2011

To: District Fiscal Directors

From: Cathy McKim

Re: Unemployment Insurance Management System Report (Form J-3) Fiscal Year 2011-12

**Disregard this Notification** 

County Superintendent of Schools

Please disregard Bulletin 12-059- This SCCOE will submit the J-3 on your behalf. I apologize for the miscommunication.

The purpose of this e-mail is to notify you that the California Department of Education (CDE) has posted the Unemployment Insurance Management System Report (Form J-3), Fiscal Year 2011-12. The form needs to be completed and returned by November 1, 2011. This form allows county offices of education to be funded for establishing, coordinating, and maintaining an unemployment insurance management system for each school employer participating in the School Employees Fund set forth in California Education Code Section 1330.

To access the letter and form with instructions, please visit the CDE Web page at <a href="http://www.cde.ca.gov/fg/fo/r14/uims11rfa.asp">http://www.cde.ca.gov/fg/fo/r14/uims11rfa.asp</a>. This form will no longer be mailed to the county superintendents of schools and chief business officials. Instead, county superintendents are notified by e-mail. Accordingly, the CDE has sent an e-mail to each county superintendent, addressed to the county's CDEfisc e-mail address, to inform him or her of this web posting and request that the e-mail be forwarded to the appropriate person.

If you have any questions regarding this form, please contact Judy Gonzalez, Analyst, Office of Principal Apportionment and Special Education, by phone at 916-324-4557 or by e-mail at jgonzalez@cde.ca.gov.

Please share this information as deemed appropriate.