



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: 12-077

Date: December 14, 2011

To: District Fiscal Directors

From: Cathy McKim

Re: 2011-12 Revenue Limit Software - Reported Problem –Be Advised

The purpose of this e-mail is to notify you that there is a problem in the 2011-12 Revenue Limit Software, where the Assembly Bill 851 (AB851) adjustment is being added twice in the calculation. We have confirmed this error with the California Department of Education (CDE); however, they will not be correcting the current software, and suggest that you use the forecasting mode to update the Prior Year Base Revenue Limit (BRL) to calculate the new revenue limit.

Background Information: School District Revenue Limit – Calculation

Education Code sections 42238(c)(1)(A) and 42238(c)(2), added by AB 851, provide that revenue limit add-on funding adjustments be made to local educational agencies for the changes made to Meals for Needy Pupils funding, Beginning Teachers Salary funding, and special adjustments for Live Oak Elementary and Soquel Union Elementary. A new section has been added to the School District Revenue Limit – Calculations report, entitled Add-on Portion for Meals, BTS, and Special Adjustments (Lines C-1 through C-4), to calculate the add-on amount, which is then added to the Base Revenue Limit per ADA. The add-on amounts on Lines C-1 and C-3 are preloads and school districts can view the [details of the calculation for the preloads](#) (XLS; 159KB; 24pp.) at the California Department of Education Web site. The report has been renumbered to reflect these changes.

Instructions for using the Forecasting Mode in the 2011-12 Revenue Limit Software are available on the following pages of this bulletin.

Please share this information as deemed appropriate.



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Revenue Software Modes

The Principal Apportionment Revenue software has three (3) modes of operation—Certification, Reconciliation, and Forecasting. The default mode for the software is Certification mode.

You can change the Revenue software's mode of operation by using the Reconciliation and Forecasting options from the **Tools** menu.

Note: While in Certification mode, you can switch to Reconciliation or Forecasting mode. However, while in either Reconciliation or Forecasting modes, you can only switch back to Certification mode.

To switch from Certification mode to Forecasting mode, select Forecasting from the **Tools** menu, and then select a fiscal year from the sub-menu. The Revenue software logs you out. When you log back in, the application is in Forecasting mode. While in Forecasting mode, if you select the **Tools** menu, then the **Forecasting** sub-menu, a checkmark displays next to the forecasted year. Select the forecasted year to exit Forecasting mode. You are logged out, and when you log back in, the application returns to Certification mode.

To switch from Certification mode to Reconciliation mode, select Reconciliation from the **Tools** menu. A dialog box prompts you to select the reconciled file you want to use.

Note: To use the Revenue software's Reconciliation mode, a reconciled database file must exist in the Revenue software's Data folder where the Revenue software was installed.

After selecting the reconciled file, the Revenue software logs you out. When you log back in, the application is in Reconciliation mode. When in Reconciliation mode, a checkmark displays next to Reconciliation in the **Tools** menu. Select Reconciliation from the **Tools** menu to exit Reconciliation mode. You are logged out, and when you log back in, the application returns to Certification mode.

For specific information on how to use the Reconciliation and Forecasting modes, please refer to the *Revenue Software Help File*.



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Forecasting Mode

In Forecasting mode, you can enter testing values to aid in budgeting for the following programs:

Local Education Agency	Available Forecasting Programs
County Office of Education	County Office Attendance
	School District Attendance
	Charter School Attendance
	County Office Revenue Limits
	School District Revenue Limits
	Taxes
	SELPA
School District	School District Attendance
	Charter School Attendance
	School District Revenue Limits
	SELPA
Charter School	Charter School Attendance
SELPA	SELPA

A forecasted database from the previous year must exist to forecast future fiscal year databases. For example, you cannot forecast for the 2012-13 fiscal year if the forecasted database for 2011-12 does not exist. When attempting to forecast a fiscal year when the previous year’s forecasted database does not exist, the Revenue software logs you out. When you log back on to the software in this case, it reverts to Certification mode.

When forecasting data, the Revenue software duplicates the existing database and allows LEAs to change data and perform revenue limit calculations for future fiscal years. You can also change state parameters, preload data, and SELPA parameters while in Forecasting mode.

Note: While in Forecasting mode, the following functions are disabled: Import, Export, Upload Certified Data, Reconciliation, Printing Certifications, Printing Blank Reports, and viewing the LEA Status reports.

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