



Santa Clara County Office of Education

Charles Weis, Ph.D.
County Superintendent of Schools

URGENT BULLETIN

District Business & Advisory Services

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

Bulletin: 12-908

Date: April 10, 2012

To: District Chief Business Officials
District Fiscal Directors
District & Charter School Attendance Managers

From: Jenina Salcedo

Re: Calculation Change for Non-Public School ADA –Effective Immediately

The purpose of this e-mail is to communicate the correct method of calculating Non-Public School (NPS) ADA. The “NPS Days Taught” have previously never been collected or reported; therefore, it is important to let you know that we remain in contact with the California Department of Education (CDE) for guidance on prior period reporting and corrections and we will disseminate that information as soon as we get it.

Effective immediately, the following calculation *must* be used for all reporting periods:

NPS Attendance Days ÷ greater of (a) District Days Taught or (b) NPS Days Taught

Use the attached “Non-Public School Supplement for Attendance Reporting” spreadsheet instead of previously used “AT5705” to ensure that the correct data is being reported for P2.

Please share this information as deemed appropriate.

Approved by: Nimrat Johal

Director, District Business and Advisory Services