



## District Business & Advisory Services

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

Bulletin: 14-039

Date: April 2, 2014

To: Charter School Administrators  
Charter Authorizers

From: Jenina Salcedo, Advisor

Re: Charter School Physical Location Report due

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The purpose of this bulletin is to communicate the upcoming deadline for the new "Charter School Physical Location" report within the Principal Apportionment Data Collection (PADC) software. All charter schools need to report physical location pursuant to Education Code Section 42238.02(f)(2).

Please note that District Business & Advisory Services (DBAS) staff need time to review and certify these reports in advance of the CDE due date. As such, completed Charter School Physical Location report files from the PADC software are due to our office by **April 11, 2014**.

Please download the software and find instructions and due dates here: <http://www.cde.ca.gov/fg/sf/pa/>. Local educational agencies will use this software to report data for the Second Principal (P-2) and Annual Apportionments. You will notice listed under due dates, a second charter report due in April. In reviewing the Data Reporting Instruction Manual, the "Charter Adjustments to CalPADS Data" screen is only for county program charters to report County Funded Non-Juvenile Court students.

The CDE hosted a webinar on April 1 regarding changes to reporting required by implementation of the Local Control Funding Formula (LCFF). For those unable to participate in the live presentation, a recording of the webinar and any presentation materials will be available on the CDE web site above.

If you have any questions, please contact your Advisor.

*Please distribute this information within your district, as appropriate*