



For Santa Clara County Districts
District Business & Advisory Services

Bulletin: 20-031

Date: April 22, 2020

To: District Chief Business Officers and Fiscal Directors

From: Shanny Yam, Assistant Director - District Business Services

Re: Publication of Public Hearing for 2020-2021 Budget and Pending Governor's Executive Order for LCAP Process

As of April 21, 2020, the California Department of Education (CDE) has not released guidance in the development of 2020-2021 Local Control and Accountability Plan (LCAP) in response to the Governor's Executive Orders to stay-at-home (N-33-20) and waiving all academic assessments for school year 2019-2020 (N-30-20). However, according to the CDE Assessment, Accountability, and Systems of Support webinar on April 21, 2020, it is anticipated that an executive order will be issued to extend the 2020-2021 LCAP submission to mid-December and separate the LCAP and budget adoption process. Therefore, the attached notice of public hearing is prepared to include budget only. If there are any subsequent changes in regulation, our office will notify districts and provide a revised notice.

Pursuant to Education Code (EC) 42127, each school district shall hold a public hearing on the proposed budget for the subsequent fiscal year on or before July 1 of each year. The agenda for the public hearings for the budget shall be posted at least 72 hours prior to the public hearing, while the publication of the dates and location of the budget hearing shall occur no earlier than 45 days before the final date for the hearing but not less than 10 days before the date set for hearing, in accordance with EC 42103.

The posting shall include the location where the budget will be available for public inspection. Attached is a form requesting the information necessary for our office to publish the required notice of public hearing in the newspaper of your choice. The public hearing is required to be held at least one day before the final adoption of the budget.

Please remember to submit your information as early as possible, especially if your district requests the posting be published in a local newspaper with a smaller circulation and staffing. These newspapers usually need the information at least two weeks in advance as they do not publish their newspapers every day.

Please complete the attached form and return to Annie Romero, at aromero@sccoe.org no later than **Tuesday, April 28, 2020**. A copy of the form in Word format is also available at: <https://www.sccoe.org/depts/bizserv/DBAS/Pages/bulletins.aspx>

If you have any questions, please contact Annie Romero at (408) 453-6813.

Please distribute this information within your District as deemed appropriate.

County Board of Education: Joseph Di Salvo, Rosemary Kamei, Kathleen M. King, Grace H. Mah, Peter Ortiz, Claudia Rossi, Anna Song
1290 Ridder Park Drive, San Jose, CA 95131-2304 (408) 453-6500 www.sccoe.org

Instructions: Add the necessary information noted in (red) in the text below and email your completed electronic document to us. Please be sure the information is complete and submit your completed form by **April 28, 2020**.

Email electronic documents to: aromero@sccoe.org
Inquiries, call Annie Romero at (408) 453-6813

**NOTICE OF PUBLIC HEARING FOR 2020-2021
Proposed Budget**

The governing board of (District Name) will conduct a public hearing on the Proposed Budget for fiscal year 2020-2021, in accordance with Education Code Section 42103 and 42127 prior to final adoption. Any interested party may inspect the budget prior to final adoption and speak at the public hearing,

The public hearing will be held on (Month & day) 2020,
at (Hour) (AM) or (PM). at:

Location: (Name of location)
Address: (Street address)
City, CA (ZIP).

Public are advised to participate virtually at: _____(website)

Any interested party may inspect the Budget prior to the public hearing:
(Date) 2020, during the hours of (date must be no less than 3 working days before the hearing date)
(Hour) (AM) and
(Hour) PM, at:

Location: (Name of Location)
Address: (Street address)
City, CA (ZIP).

Inspection is also available at: _____(website)

Our district would like this notice published in the following newspaper(s):

- (1)
- (2)
- (3)

Account String to transfer the cost of the public notice paid by the SCCOE back to the District:
(Please provide the full 35 digits)

Electronic Authorized District Signature: (Chief Business Officer)
Date: (Month, Day, Year)