



District Business and Advisory Services

Bulletin: 21-021

Date: December 9, 2020

To: Chief Business Officers
Directors of Fiscal Services
Charter School Administrators

From: Lauren Nguyen, District Business Advisor

Re: Fiscal Year 2020-21 P-1 Principal Apportionment Data Collection (PADC) Reporting Instructions

The purpose of this bulletin is to notify districts the release of the Fiscal Year 2020-21 Principal Apportionment Data Collection (PADC) software by the California Department of Education (CDE). Please download the software and review the instructions and other resources here: <https://www.cde.ca.gov/fg/sf/pa/padcs2021.asp>.

Pursuant to Senate Bill (SB) 98 and SB 820, the 2020-21 PADC is modified as described below:

Entity Reporting	Data Collection Required (same as 2019–20 unless noted)	Data Collection Suspended
School District	<ul style="list-style-type: none"> Adults in Correction Facilities (AICF) (modified) Class Size Penalties Necessary Small School (modified) School District Audit Adjustments to CALPADS Data Transfer of Funds Alternative Rate Option 	<ul style="list-style-type: none"> Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer Attendance Basic Aid Open Enrollment Attendance School District Attendance Supplement School District Migrant ADA Increase
Charter School	<ul style="list-style-type: none"> Charter School Audit Adjustments to CALPADS Data Charter School Physical Location 	<ul style="list-style-type: none"> Attendance Charter Funded County Programs Attendance Charter School Attendance Charter School - All Charter District Attendance COE Charter School Basic Aid Supplement Charter School Charter Status

Pursuant to communication made to school districts' Chief Business Officers and Fiscal Directors on May 17, 2019 (attached for your reference), the Santa Clara County Office of Education (SCCOE) elects not to transfer funds through the Principal Apportionment for all types of Average Daily Attendance (ADA) reported for District Funded County Programs, which includes county community schools ADA and special education under the Assembly Bill (AB) 2235.

At 2020-21 P-1 attendance reporting, SCCOE will report an alternative per ADA rate of \$0 for all types of ADA reported for the district of residence. The figure below illustrates SCCOE PADC data entry screen:

2020-21 Transfer of Funds Alternative Per-ADA Rates \ FY 2020-21 \ P-1 \ Santa Clara \ Santa Clara Co. Office of Education

File Note Help

ADA and Transfer Rates

County of Residence **43 Santa Clara**

District of Residence **[REDACTED]**

TRANSFER OF FUNDS

For 2020-21 fiscal year, CDE will calculate the Transfer of Funds for County Served District Funded ADA using 2019-20 ADA and the per-ADA rate equal to the district's 2020-21 LCFF base, supplemental and concentration grant per ADA.

To transfer funds at a different per-ADA rate, the CDE must report the alternative rate by grade span and check the Alternative Rate box(es) on this screen; and, the district of residence must select the CDE in the Transfer of Funds Alternative Rate Option screen.

For reference, Lines A-1 through A-7 below show the 2019-20 P-2 ADA (Lines A-1, A-2, A-5, A-6) and Annual ADA (Lines A-3, A-4) reported by the CDE as of October 1, 2020.

	TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total	Alternative Rate
Alternative Per-ADA Rate for District Funded County Programs A-0	\$0	0	0	0		
AVERAGE DAILY ATTENDANCE						
County Community Schools (Divisor 70/135/175)	A-1	0.00	0.00	0.00	0.00	<input checked="" type="checkbox"/>
Special Education - Special Day Class	A-2	12.47	7.74	7.47	0.00	27.68 <input checked="" type="checkbox"/>
Special Education - Nonpublic, Nonsectarian Schools [EC 56366(a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-3	0.40	0.00	0.00	0.00	0.40 <input checked="" type="checkbox"/>
Extended Year Special Education - Special Education [EC 56345(b)(3)], Nonpublic, Nonsectarian Schools [EC 56366(a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-4	0.80	0.76	0.45	0.00	2.01 <input checked="" type="checkbox"/>
Other County Operated Programs	A-5	0.00	0.00	0.00	0.00	0.00 <input checked="" type="checkbox"/>
County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	A-6	0.00	0.00	0.00	0.00	0.00 <input checked="" type="checkbox"/>
ADA Totals (Sum of A-1 through A-6)	A-7	13.67	8.50	7.92	0.00	30.09

School districts must concur with the transfer of funds at \$0 rate (i.e. no transfer through the Principal Apportionment) by completing the Transfer of Funds Alternative Rate Option data entry screen. If the district does not submit the selection, CDE will transfer funds at the rate equal to the district's base, supplemental and concentration grant per ADA. The screenshots below illustrate district PADC data entry screen:

Principal Apportionment Data Collection Software MAIN MENU \ FY 2020-21 \ P-1

File Period LEA Tools Help

District(s)

Select All Deselect All

Click on the first column of any row to toggle the SELECTION

SELECTED	COUNTY ID	DISTRICT ID	SCHOOL ID	COUNTY NAME	DISTRICT NAME	SCHOOL NAME	DISTRICT TYPE
<input checked="" type="checkbox"/>	43	69369	0000000	Santa Clara	Alum Rock Union Elementary		ELEMENTARY
<input type="checkbox"/>	43	69377	0000000	Santa Clara	Berryessa Union Elementary		ELEMENTARY
<input type="checkbox"/>	43	69385	0000000	Santa Clara	Cambrian		ELEMENTARY
<input type="checkbox"/>	43	69393	0000000	Santa Clara	Campbell Union		ELEMENTARY
<input type="checkbox"/>	43	69401	0000000	Santa Clara	Campbell Union High		HIGH
<input type="checkbox"/>	43	69419	0000000	Santa Clara	Cupertino Union		ELEMENTARY
<input type="checkbox"/>	43	69427	0000000	Santa Clara	East Side Union High		HIGH
<input type="checkbox"/>	43	69435	0000000	Santa Clara	Evergreen Elementary		ELEMENTARY
<input type="checkbox"/>	43	69450	0000000	Santa Clara	Franklin-McKinley Elementary		ELEMENTARY
<input type="checkbox"/>	43	69468	0000000	Santa Clara	Fremont Union High		HIGH

Entry Screens You must select an LEA to activate the Entry Screens

Select All Deselect All

SELECTED	ENTRY SCREEN NAME	CERTIFICATE NUMBER	NUM RECORD	NUM ERROR	NUM WARNING	LAST MODIFIED
<input type="checkbox"/>	Adults in Correctional Facilities					
<input type="checkbox"/>	Necessary Small School					
<input checked="" type="checkbox"/>	Transfer of Funds Alternative Rate Option					

Transfer of Funds Alternative Rate Option

EC Section 2576 requires transfer of funds from the school district of residence to the county office of education (COE) for ADA served by the COE but credited to the district of residence. The transfer shall occur at the rate equal to the school district's LCFF base, supplemental and concentration grant per ADA, unless the COE reports an alternative rate to CDE and selects the types of ADA for transfer at the alternative rate.

To enable the transfer of funds at the alternative rate, the district of residence must select the COE on this screen.
To determine if the COE reported an alternative rate, contact the COE.

If the school district does not select the COE on this screen, funds will be transferred to the COE at the school district's LCFF base, supplemental and concentration grant per ADA.

County Office of Education

44	10447	Santa Cruz Co. Office of Education	>>
45	10454	Shasta Co. Office of Education	>
46	10462	Sierra Co. Office of Education	<
47	10470	Siskiyou Co. Office of Education	<<
48	10488	Solano Co. Office of Education	
49	10496	Sonoma Co. Office of Education	
50	10504	Stanislaus Co. Office of Education	
51	10512	Sutter Co. Office of Education	
52	10520	Tehama Co. Office of Education	
53	10538	Trinity Co. Office of Education	

School district agrees to transfer funds at the alternative per-ADA rate reported by the following COE(s)

43	10439	Santa Clara Co. Office of Education
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Print Selection Confirm Selection Close

District Business Advisory Service (DBAS) will review the above screen in the PADC data submission files to ensure the SCCOE is selected during P-1 attendance submission. Districts and charters must submit 2020–21 P-1 data to DBAS no later than **January 8, 2021**. If there are any questions regarding AB 2235, please feel free to contact me (LaNguyen@sccoe.org) at (408) 453-6594. If you need assistance to complete the above screen, please feel free to contact John Ngo (JNgo@sccoe.org) at (408) 453-6619 or Lily Tran (LTran@sccoe.org) at (408) 453-6671.

Please distribute this bulletin within your District attendance reporting staffs and other staffs as deemed appropriate.

Attachment – 2019-20 Budget Advisory Snapshot



Santa Clara County Office of Education

Mary Ann Dewan, Ph.D.
County Superintendent of Schools

Date: May 17, 2019
To: Chief Business Officers/Fiscal Directors
From: Megan Reilly, Chief Business Officer
Subject: 2019-20 Budget Advisory Snapshot

This advisory snapshot is intended to provide preliminary guidance to assist local educational agencies (LEAs) in preparing the 2019-20 Budget Report. This one-page document contains our approved multi-year planning factors and a list of required documents for your Budget report submission.

Multi-Year Planning Factors

We recommend that school districts consider the following multi-year planning factors when developing the 2019-20 Budget report. Districts should also have alternate plans in place in case the May revise proposals are not adopted.

Table with 4 columns: Planning Factors, 2019-20, 2020-21, 2021-22. Rows include Statutory COLA for LCFF, Classified School Employee Summer Assistance Program, Ongoing Proposition 98 General Fund for special education, CalSTRS Statutory Employer Rates, CalPERS Projected Employer Rates, and AB2235 (Proposed rate subject to discussions with Internal Business Services).

*Please use with caution until the Governor's Budget is approved.

2019-20 Budget Submission

In accordance with Education Code section 42131, your 2019-20 Budget report is due to our office no later than Monday, July 1, 2019. When submitting the report, please include the following items:

- Hard copy of the Budget report that includes all required SACS software forms. Please be sure to include the signed certification form, Form CI.
• Multi-year assumptions, narrative, and/or PowerPoint presentation
• Electronic copy of the SACS DAT file
• Electronic copy of the LCFF calculation
• Fiscal Stabilization plans, if required reserves may not be met

Please deliver hard copies to the Santa Clara County Office of Education, District Business and Advisory Services and send the electronic DAT files to your Advisors.

More information on the Common Message will be distributed as soon as it becomes available. Should you have any questions, please feel free to contact me at (408) 453-6519.

cc: District Business Advisors

County Board of Education: Joseph Di Salvo, Rosemary Kamei, Kathleen M. King, Grace H. Mah, Peter Ortiz, Claudia Rossi, Anna Song
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