



*For Santa Clara County Districts*  
District Business & Advisory Services  
DBAS: (408) 453-6510

Bulletin: 24-003

Date: July 21, 2023

To: District Chief Business Officers  
District Fiscal Directors

From: Ann Redd-Oyedele, Senior District Business Advisor

Re: Fiscal Year 2022-23 Year-End Closing Transactions

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The purpose of this bulletin is to summarize the transactions that District Business & Advisory Services (DBAS) centrally posts to each fiscally dependent school district's general ledger. In support of the year-end closing process, DBAS posted the following transactions to fiscal year 2022-23.

- **Second Principal (P2) Apportionment**

The California Department of Education apportionment letters, exhibits, payment schedules, and Excel files are provided at: <http://www.cde.ca.gov/fg/aa/pa/pa2223.asp>

The related payment schedule which includes the P2 balance was posted during the last week of June 2023. Fiscal year 2022-23 P-2 funding excel files can be found at the following link:

<https://www.cde.ca.gov/fg/aa/pa/iassf22p2.asp>

- **Third Quarter Lottery**

DBAS posted third quarter (Q3) lottery apportionments on July 11, 2023.

- **Fourth Quarter Lottery**

Districts are responsible for accruing fourth quarter (Q4) lottery accounts receivable. Lottery funding is based on the annual ADA for the current year. However, since annual ADA is not available until after the fiscal year ends, lottery funding is initially allocated using the prior year's annual ADA and adjusted in the subsequent fiscal year. The California Department of Education (CDE) recommends accruals for the fourth quarter to be \$32.47 per ADA for the unrestricted lottery apportionment and \$30.00 per ADA for the Proposition 20 apportionment. Please see the following link for more information:

<https://www.cde.ca.gov/fg/aa/lo/lottrevpro2324ltr1.asp>.

- **Fourth Quarter Interest**

DBAS will post the fourth quarter interest accounts receivable/payable by July 31, 2023.

- **Education Protection Account (EPA) – Fourth Quarter Apportionment**

Districts will post the fourth quarter apportionment. Payment is expected on or around August 15, 2023. Please see the following link for more information:

<https://www.cde.ca.gov/fg/aa/pa/epaltr22q4.asp>

- **Special Education Final Apportionments, Adjustments, and Accruals**

DBAS will post these transactions. During August, the SELPA Administrative Units will prepare the fiscal year's final adjustment entries for Special Education State Aid and SCCOE Excess Property Tax transfers (object 8097). At that time, the SELPA Administrators also will instruct districts on the preparation of fiscal year 2022-23 accruals related to federal funds.

Please contact me at (408) 453-6593, your District Business Advisor, or our Director with any questions.

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