



Santa Clara County Office of Education

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

## Informational Bulletin

*For Santa Clara School Districts*

### District Business and Advisory Services

Bulletin: 24-024

Date: April 15, 2024

To: District Fiscal Directors  
District Human Resource and Payroll Managers  
District Human Resource and Payroll Personnel

From: Susan Ady, Director - District Business Services  
Nghia Do, Advisor - District Business Services

Re: Classified School Employee Summer Assistance Program (CSESAP): Schedule of the Estimated State Match Funding for the School Year 2023-24 ([Revision of Bulletin 23-026](#))

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The purpose of this bulletin is to inform districts that the State Match Funding amount has increased from eighty cents (\$0.80) to ninety-six cents (\$0.96) for each one dollar (\$1) that the participating classified employee elected to withhold monthly in the 2023-24 school year. The California Department of Education (CDE) will make the required apportionment for the match funds in August 2024.

Per the CDE's letter dated September 28, 2023, the schedule of the estimated amount of State Match Funding for each participating school district is available under "CSESAP 2022 Funding Results" on the CDE website at

<https://www.cde.ca.gov/fg/fo/r14/csesap22result.asp>

For Santa Clara County, the estimated total State Match Funding has increased from \$4,059,789.00 to \$4,858,632.00 and will be made available for participating school districts. Please see below the details of the State Match Funding by district and the summary of important program dates.

*Please distribute this memo within your District as deemed appropriate.*

| Classified School Employee Summer Assistance Program                |                |  |  |  |  |
|---|----------------|--|--|--|--|
| Estimated Amount of State Match Funding for the 2023-24 School Year |                |  |  |  |  |
| County Name   | Full CDS Code  | Local Educational Agency               | Number of Participating Classified Employees | Estimated Amount to be Withheld from Participating Classified Employees During the 2023-24 School Year | Total Revised Estimated Amount of State Match Funding [\$0.96 Per \$1.00 Withheld] |
| Santa Clara   | 43104390000000 | Santa Clara County Office of Education | 140  | \$282,300  | \$270,626  |
| Santa Clara   | 43693690000000 | Alum Rock Union Elementary             | 73   | \$149,796  | \$143,602  |
| Santa Clara   | 43693770000000 | Berryessa Union Elementary             | 142  | \$274,697  | \$263,338  |
| Santa Clara   | 43693930000000 | Campbell Union                         | 70   | \$180,000  | \$172,557  |
| Santa Clara   | 43694270000000 | East Side Union High                   | 202  | \$656,696  | \$629,540  |
| Santa Clara   | 43694350000000 | Evergreen Elementary                   | 128  | \$326,582  | \$313,077  |
| Santa Clara   | 43694500000000 | Franklin-McKinley Elementary           | 107  | \$281,281  | \$269,649  |
| Santa Clara   | 43694680000000 | Fremont Union High                     | 90   | \$290,795  | \$278,770  |
| Santa Clara   | 43695420000000 | Luther Burbank                         | 16   | \$64,740   | \$62,063   |
| Santa Clara   | 43695910000000 | Mountain View Whisman                  | 95   | \$229,079  | \$219,606  |
| Santa Clara   | 43696090000000 | Mountain View-Los Altos Union High     | 33   | \$130,000  | \$124,624  |
| Santa Clara   | 43696170000000 | Mount Pleasant Elementary              | 39   | \$117,453  | \$112,596  |
| Santa Clara   | 43696410000000 | Palo Alto Unified                      | 226  | \$796,692  | \$763,747  |
| Santa Clara   | 43696740000000 | Santa Clara Unified                    | 288  | \$801,456  | \$768,314  |
| Santa Clara   | 43696900000000 | Sunnyvale                              | 84   | \$259,905  | \$249,157  |
| Santa Clara   | 43733870000000 | Milpitas Unified                       | 102  | \$226,742  | \$217,366  |
| <b>Countywide Total</b>   |                |  | <b>1,835</b>                                 | <b>\$5,068,214</b>   | <b>\$4,858,632</b>   |

| Classified School Employee Summer Assistance Program (CSesAP)<br>Program Funding Fiscal Year 2022-23 for School Year 2023-24<br>Important Dates |   |
|---|---|
| <b>During the 2023-24 school year</b>   | <p>The district will withhold the specified amount from an employee’s monthly paychecks (up to 10% of gross salary) that the employee indicated on the election form.</p> <ul style="list-style-type: none"> <li>➤ Employees who separate from employment during the 2023-24 school year: <ul style="list-style-type: none"> <li>✚ Are not entitled to the match fund if the employees request to receive the funds withheld from their monthly paychecks during the school year at the time of separation.</li> <li>✚ Are entitled to the match fund if the employees do not request to immediately receive the funds withheld from their monthly paychecks during the school year.</li> </ul> </li> </ul> |
| <b>By July 31, 2024</b>   | Districts submit a web-based form to request payment at <a href="https://www.cde.ca.gov/fg/fo/r14/csesap23rfa.asp">https://www.cde.ca.gov/fg/fo/r14/csesap23rfa.asp</a> on or before July 31, 2024, for the actual amount of classified employee pay withheld.  |
| <b>During summer recess in 2024</b>   | Districts must pay their classified employees the amounts withheld plus the state match funds. The summer recess payments are to be made either in one or two payments, as specified by the classified employees at the time of enrollment.   |