

February 6, 2009

TO: School District Administrators
FROM: Division of Administration and Finance
SUBJECT: Interim Reports

The second period Interim Report must be certified by the Board of Trustees and filed with the Kern County Superintendent of Schools **no later than March 16, 2009**. This report must include actuals through January 31, 2009.

Please note that the SACS software that was downloaded from the CDE Web site (SAC2007ALL) includes the Interim Report. Instructions are included in the SACS instruction manual.

Required Forms:

Form CI	Certification with original signatures
Form AI	Average Daily Attendance (not required of JPAs)
Form 01I Series	Statement of Revenues, Expenditures and Changes in Fund Balance. Please provide by Summary, by Unrestricted and by Restricted.
Form SEMAI	Special Education – Maintenance of Effort
Form CASH	Cashflow Worksheet
Form 01CSI	Criteria and Standards Review (Include explanations for all “Not Met” items)
Form RLI	Revenue Limit Summary
MYP	Minimum of two years out with <u>detailed assumptions</u>

Per AB2756, please indicate whether or not the district has adopted the budget revisions necessary to meet the costs of the most recent collective bargaining agreement. The current SSC dart board should be used and it is posted on our district advisory Web site, <http://kcsos.kern.org/districtadvisory>.

Questions regarding this report should be directed to the appropriate regional director or Steve Mattern, director, District Financial Services, (661) 636-4691.

SJM:mrp