



**CSIS California School Information Services**

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February 2008

To: Business Officials in California County Offices of Education

Re: Updates to the *Fiscal Procedural Manual for Business Officials in County Offices of Education*.

On behalf of the Fiscal Crisis & Management Assistance Team Board of Directors and in conjunction with the CCSESA, BASC and SFSS, I am pleased to present the 2008 updates and additions to the *Fiscal Procedural Manual for Business Officials in County Offices of Education*.

The *Fiscal Procedural Manual* was originally published in January 2005 and distributed at the 2005 BASC annual conference in a loose-leaf binder format to enable users to easily update their copies.

The *Fiscal Procedural Manual* is updated annually to maintain its currency and applicability for effective use by business officials in county offices of education.

Following is a list of the enclosed updates for 2008. The enclosed items are to replace existing sections or pages in the manual.

- 1 Updated title page.
2. Updated Acknowledgements page.
3. Updated Index (P-000) page .
4. Updated Procedure 003 (P-003) pages (Facility maintenance Accounts).
5. Updated Procedure 016 (P-0016) pages (Educational Revenue Augmentation Fund).
6. Updated Procedure 020 (P-020) pages (Revenue Limit).
7. Updated Procedure 024 (P-024) pages (AB 1200 Reimbursements).

These updates will also be available on the FCMAT Web site at [www.fcmat.org](http://www.fcmat.org).

Should you have any questions or need assistance, please contact the FCMAT office at (661) 636-4611.

Sincerely,

Joel Montero, Chief Executive Officer  
Fiscal Crisis and Management Assistance Team

**FCMAT**

Joel D. Montero, Chief Executive Officer

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