



# San Bernardino County Superintendent of Schools

Ted Alejandre  
County Superintendent

*Transforming lives through education*

September 6, 2023

Bulletin No. 24-007

TO: Chief Business Officials & Directors of Fiscal Services  
San Bernardino Community College Districts

SUBJECT: 2023-24 Adopted Budget and 2022-23 Annual Financial Report

Attached you will find the 2023-24 Adopted Budget and 2022-23 Annual Financial Report checklist of the documents we will expect to receive in our office no later than September 30, 2023. Our office will use these reports to validate that the data approved by your district and submitted to the California Chancellor's Office agrees with the financial system. We also ask that you supply our office with the student enrollment counts for 2022-23 and the anticipated enrollment for 2023-24.

Even if your district is fiscally accountable, we are requesting to receive a copy of your final 2023-24 Adopted Budget and 2022-23 Annual Financial Report so that we can include that data in the Annual Financial Comparison Report compiled by our office.

Questions regarding the submission of the 2023-24 Adopted Budget and 2022-23 Annual Financial Report, please contact Tamika Murray at (909) 386-9682 or Ginger Sanchez at (909) 386-9683.

Sincerely,

Ted Alejandre  
County Superintendent of Schools  
*Signed by*  
*Thomas Cassida, Director*  
Business Advisory Services

TC:tm

Attachments:

Checklist  
Student Enrollment Form  
CC Balance Sheet

*J:\Colleges\2023-24 24-007\Adopted Budget*

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Business Services • Richard De Nava, Assistant Superintendent

Business Advisory Services • Thomas Cassida, Director  
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