San Bernardino County Superintendent of Schools
Transforming lives through education

Ted Alejandre
County Superintendent

May 17, 2023 Bulletin No. 23-041

TO: Chief Business Officials & Fiscal Directors
Chaffey Community College District

SUBJECT: 2023-24 Tentative Budget Due July 1, 2023

In accordance with Title 5, the governing board of each community college must submit a tentative budget to the County Superintendent's Office no later than July 1, 2023.

As in the past, please submit the college's tentative budget as adopted by the Chaffey College Board.

- Budget Report detailing by fund:
  - Projected Revenue
  - Projected Expenditures
  - Estimated Beginning Fund Balance
  - Projected Ending Fund Balance
  - Assumptions/ Presentations provided to the Board
- Certification of Board Minutes for Tentative Budget Approval

In addition to the tentative college budget please submit the semi-annual reconciliation report of cash in the county Treasury. The Memorandum of Understanding signed in October of 2007 provided for submission of a cash reconciliation detailing the reconciliation between the cash in the county treasury and the college district's accounting records for each fund maintained in the county treasury.

The district 2023-24 adopted budget and financial statement completed on State CCFS-311 forms and specific student attendance information will be due September 30, 2023.

Questions regarding the submission of your 2023-24 Adopted Budget may be directed to Tamika Murray (909) 386-9682 or Ginger Sanchez at (909) 386-9683.

Sincerely,

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

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