

June 14, 2022

Bulletin No. 22-046

To: Chief Business Officials and Directors of Fiscal Services (K-12, ROPs)
San Bernardino County School Districts

Subject: 2021-22 Year-End Closing/Unaudited Actuals and SACS Forms Workshop

Business Advisory Services will be conducting the annual workshop to review the year-end procedures for the accruals, unaudited actuals, and the SACS Forms reporting. This workshop will provide district fiscal directors and technical staff a summary review of the year end accounting procedures relating to closing the financial records of the district. The SACS Forms section will provide in-depth instructions for completing all supplemental SACS Forms including, but not limited to Forms A, CEA, CAT, ASSET, DEBT, GANN, ICR, PCRAF and SEMA.

In the abundance of caution, the 2021-22 Year-End Closing and Unaudited Actuals Workshop will be held virtually on Friday, July 8, 2022. There will not be a second date. The workshop will begin at 9:00 a.m. and is scheduled to end at 4:00 p.m. We will break one hour for lunch before resuming to present the second half of the workshop.

Please register on-line at the link provided below on or before Thursday, July 7, 2022. You will receive an e-mail confirming your registration and another e-mail when the presentation material is posted to our website. For any questions regarding registration, please contact Beverly Pierce, (909) 386-9676. For questions regarding the material covered in the workshop contact Lisa Regalado at (909) 386-9678.

Friday July 8, 2022 9:00 a.m. – 4:00 p.m.	Year-End Closing, Unaudited Actuals and SACS Forms	SBCSS – Webinar Presentation https://sbcss.k12oms.org/69-209687 Registration Deadline: July 7, 2022
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Sincerely,

Ted Alejandre
County Superintendent of Schools

Signed by Thomas G. Cassida, Jr.

Thomas G. Cassida, Jr.
Director, Business Advisory Services

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