San Bernardino County Superintendent of Schools
Transforming lives through education

Ted Alejandre
County Superintendent

July 27, 2020 Bulletin No. 21-008

TO: Charter School Administrators and Sponsoring Districts (K-12) San Bernardino County School Districts

Subject: Pupil Estimates for New or Significantly Expanding Charters (PENSEC) Report

The FY 2020-21 PENSEC report is now available on the Principal Apportionment web page in the Special Apportionments for Charter Schools section at https://www.cde.ca.gov/fg/aa/pa/pa2021.asp. Charter schools that are new in FY 2020-21 will receive special advance funding for the Principal Apportionment and allocations of federal categorical programs by filing a report. Existing charter schools that are expanding may submit a PENSEC Report for the purpose of federal categorical funding but will not be provided additional state funding in the 2020-21 fiscal year through Charter School Special Advance Apportionments.

For new charters only, a certification must be printed and signed by all parties with original or digital signatures, in addition to submitting the data online to CDE. The certification with signatures of both the Charter and School District officials should be sent to our office to the attention of:

Sandi Cazares, Business Advisory Services
San Bernardino County Superintendent of Schools
760 E. Brier Drive • San Bernardino • California • 92408

When providing this document to the authorizing district, please allow sufficient time for the report to be received in our office no later than **Friday, July 31, 2020**. The information from the CDE email informing the New or Expanding Charters of the deadline for reporting is attached. Please review this information carefully for eligibility and filing deadlines. If you have any questions, please contact Sandi Cazares at (909) 386-9686 or sandi.cazares@sbcss.net.

Sincerely,

Ted Alejandre
County Superintendent of Schools

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

TC:sc

Attachment: CDE e-mail information

j:\bullelin\2020-21\21-008 PENSEC Report

This email is being sent via the PASE listserv, but the PENSEC Report is only applicable to charters that fit one of the criteria listed below under “Who May Submit.”

The FY 2020–21 report of PENSEC, managed by the California Department of Education’s (CDE) School Fiscal Services Division, is now available on the Principal Apportionment web page in the Special Apportionments for Charter Schools section at https://www.cde.ca.gov/fg/aa/pa/pa2021.asp.

Pursuant to *Education Code* (*EC*) Section 43505 [Senate Bill (SB) 98 (Chapter 24, Statutes of 2020)], state special advance apportionments for the 2020–21 fiscal year (FY), for newly operational charter schools will be based upon estimated enrollment of the charter school as of information day October 7, 2020 adjusted for the 2019–20 statewide absence rate in lieu of average daily attendance.

Charter schools that are new (including new for funding purposes) in FY 2020–21 may receive special advance funding for the Principal Apportionment (e.g., Local Control Funding Formula state aid, Education Protection Account state aid) and/or allocations of federal categorical programs(e.g., Title I, Title II, Title III) by filing a report.

Expanding charter schools may submit a PENSEC Report for the purpose of federal categorical funding but will not be provided state funding in the 2020–21 fiscal year through the Charter School Special Advance Apportionments.

INSTRUCTIONS

In addition to the following information, detailed PENSEC instructions are available at https://www.cde.ca.gov/fg/aa/pa/pensecinstr20.asp.

WHO MAY SUBMIT

Charter schools eligible to submit the FY 2020–21 PENSEC report include:

- New charter schools in their first year of operation that will commence instruction by September 30, 2020. A charter is usually also considered new for PENSEC purposes if it is operating under a new charter number.
- Significantly expanding charter schools in FY 2020–21; schools that are increasing enrollment by at least 25 percent due to the addition of an educational program in a major curriculum area or other event deemed significant by the CDE.

FILING DEADLINES

The filing deadline for submitting all FY 2020–21 PENSEC data (submitted online) to the CDE (i.e., both state and federal data) is **July 31, 2020**.

In addition to submitting the data online to the CDE, **for new charters only**, a certification should be printed, signed by all parties with original wet signatures, saved as a PDF file and then transmitted to the CDE electronically to csspecialadvance@cde.ca.gov no later than **July 31**, **2020**. Please **do not** send in hard copies of the certification. Note: expanding charter schools do not need to deliver certifications, electronically or otherwise, to CDE. This criterion only applies to new charter schools.

Be sure to allow time for all levels (e.g., charter school, school district, county office of education) to review the data, sign, and submit the certification to CDE by the deadline. Data or certifications received by the CDE after **August 7, 2020**, may cause the charter school to wait until a later apportionment to receive state funding, or to be ineligible for some federal funding in the current year.

PINs

A personal identification number (PIN) is required to logon to the PENSEC. Use the same PIN as was provided the charter school for the FY 2020–21 Charter Schools Annual Information Survey.

QUESTIONS

Please send questions about the PENSEC report, including if you need a PIN, to csspecialadvance@cde.ca.gov and include the charter name, number, and 14-digit county-district-school (CDS) code.

Principal Apportionment Section
PASE@cde.ca.gov
916-324-4541