

September 17, 2024

Bulletin No. 25-011

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

SUBJECT: 2024-25 Adopted Budget and 2023-24 Annual Financial Report

Attached you will find the 2024-25 Adopted Budget and 2023-24 Annual Financial Report checklist of the documents we expect to receive no later than September 30, 2024. We 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 us with student enrollment counts for 2023-24 and the anticipated enrollment for 2024-25.

Even if your district is fiscally accountable, we request a copy of your final 2024-25 Adopted Budget and 2023-24 Annual Financial Report so that we can include that data in the Annual Financial Comparison Report that we compile.

If you have any questions regarding the submission of the Adopted Budget and 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

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