San Bernardino County Superintendent of Schools
Transforming lives through education

Ted Alejandre
County Superintendent

Apportionment Bulletin

Date: 11/06/2025 Bulletin No. 26-129A

TO: San Bernardino County School Districts
Chief Business Official and Directors of Accounting

SUBJECT: Specialized Secondary Programs : 2024-25 Mentors First Payment B

Enclosed are the following documents for your district:

1. Letter from the California Department of Education dated 10/15/2025.
2. Distribution Schedule

The income from this apportionment **WILL BE** deposited into the following account:

Fiscal Year	24-25
Resource	7370
Fund	01
Revenue Account	8590
PCA	23112
District	Redlands USD

Please forward this information to the appropriate district staff. Notification will be sent to the district once funds are released for posting.

Apportionment Bulletins and back up documentation are posted at:
http://www.sbcss.k12.ca.us/index.php/business-services/business-advisory-services/apportionment-bulletins.
.

The Apportionment Summary, which is updated monthly as of the 10th working day of every month, is posted at: http://www.sbcss.k12.ca.us/index.php/business-services/business-advisory-services/apportionments.
(Includes revenue deposited as of the last working day of the previous months).

If you have any questions, please contact Tamika Murray at (909) 386-9682 or tamika.murray@sbcss.net.

Sincerely,
Signed by Tamika Murray
Accountant
Business Advisory Services

cc: Tamika Murray, Accountant
Business Advisory Services

California Department of Education
Fiscal and Administrative Services Division
AO-401 (REV. 02/2013)

Request for Payment of a Non-Formula Grant

Date:
October 15, 2025

1. **SEND AN ORIGINAL AND TWO COPIES OF THIS COMPLETED REQUEST TO:**
   Accounting Office
   1430 N Street Suite 2213

   (Check unit below according to source of funds.)
   ☒ State Funds 445-5787
   ☐ Federal Funds-USDOE 323-2246
   ☐ State Operations 323-4798
   ☐ Federal Funds-USDA & USDHHS 322-3020

2. Program Title:
   Specialized Secondary Programs: 2024–25 Mentors First Payment b

3. Fiscal Year:	4. Index Code:	5. PCA Code:
2024	0615	23112

6. School (SACS) Accounting Codes: Revenue Object Code: 8590
   Resource Code: 7370

7. Total of This Request:
   $21,000

8. Program Contact For Questions Regarding This Request:

Name:	Title:
Justin Keithline	SSA
Unit:	**Phone:**
High School Innovations and Initiatives Office	916-445-1710

9. CERTIFICATION OF AUTHORIZING AGENT: *I hereby certify that to the best of my knowledge and belief: (a) the information entered on this request and the attached payment schedule is accurate and I hereby authorize payment of funds, and (b) the program unit responsible for this request has received appropriate assurances indicating that each grantee will abide by the terms of the grant.*

Name: (Print or Type)	Title:
Mindi Parsons, Ed.D.	Division Director, Career and College Transition
Signature:	**Date:**
› Mindi Parsons Digitally signed by Mindi Parsons Date: 2025.10.26 19:54:50 -07'00'	

10. **Attach a schedule of payments with sub-totals by county and district.**

11. **Send an electronic file of this request to the "payments" mailbox.**

12. **COE'S and program contacts will be notified by e-mail once claim schedules are sent to SCO.**

FI$Cal -Specialized Secondary Programs: Mentor
Fiscal Year 2024–25

County Treasurer	County Code	FI$Cal Supplier ID	FI$Cal Address Sequence ID	PCA	Service Location Field	Suffix	Grantee	First Payment Amount
San Bernardino	36	0000011839	4	23112	67843	M1	Redlands Unified School District	$6,000
							County Total	**$6,000**

County Summary of the Specialized Secondary Programs Mentor Fiscal Year 2024–25

County Code	County Name	First Payment Amount	Voucher
36	San Bernardino	$6,000	00494192
	County Total	**$6,000**	