



Contra Costa County Office of Education

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Karen Sakata, Superintendent of Schools

DISTRICT BUSINESS SERVICES

TO: DISTRICT BUSINESS OFFICIALS
CONTRA COSTA COUNTY SCHOOLS

FROM: DISTRICT BUSINESS SERVICES

DATE: August 15, 2012

SUBJECT: **AB1200/AB2756 - Negotiated Salary Settlement Disclosure**

Attached is the final draft of the form our office will require from each district for any proposed tentative agreement with their bargaining units. A copy of the final word and excel documents are being sent to you by e-mail as well.

REQUIRED DOCUMENTS

Page 1 and 2: These two pages have specific items of information that must be provided for our review of your proposed salary settlement.

Page 3: This is the official certification page that must be sent in with the original signatures of the district superintendent and the chief business official of your district. Note: after the board has approved the settlement, this page must be resubmitted to our office with the original signature of your board president.

Fiscal Impact in Current Year/3 Year Multi-Yr. Projection

In addition to the three-page Summary of Tentative Agreement, there is also a one-page Excel worksheet entitled "Fiscal Impact in Current Year" which must be completed. A revised copy of your most current 3-year Multi-year projection worksheet must also be submitted showing the impact of the settlement on each of the three years. We encourage you to submit any additional worksheets or narratives that you feel will assist us in our review.

TIMELINE FOR COE REVIEW:

We are requiring all Contra Costa districts to submit a disclosure prior to any tentative settlement being taken to the district's board for consideration. Each disclosure must be submitted to us so that we have **at least 10 working days to perform our review of the disclosure prior to its being taken to the board.**

Our office will notify you within the 10 working day period as to whether we agree or disagree with your certification that your district will be able to meet the costs incurred by the proposed settlement.

REQUIRED ADJUSTMENTS TO CURRENT YEAR BUDGET:

We would like to remind you that the provisions of AB2756 also require that each district in addition to its signed certification must provide the budget revisions that are necessary to fund all provisions of a negotiated agreement. If the budget revisions are not adopted with the next interim report, the County Superintendent of Schools is required to issue a qualified or negative certification for the district on the interim report pursuant to Section 42131 of the Education Code.

If you have any questions regarding the AB1200 disclosure, please contact your District assigned District Advisor.

Attachment

DBS General Bulletin 007 12/13
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