



San Diego County Office of Education Main Campus
6401 Linda Vista Road, San Diego, CA 92111
858-292-3500 | www.sdcoe.net

November 8, 2019

Mr. Kevin Pike, Board President
Karen Janney, Ed.D., Superintendent
Sweetwater Union High School District
Chula Vista, CA 91911-1997

Re: 2019-20 Revised Adopted Budget

Dear Mr. Pike and Dr. Janney:

In a letter dated August 7, 2019, the San Diego County Office of Education (SDCOE) disapproved the 2019-20 Adopted Budget for Sweetwater Union High School District (District) because it did not accurately reflect the current financial condition of the District and did not include a plan to restore fiscal stability.

2019-20 REVISED ADOPTED BUDGET APPROVAL/LACK OF GOING CONCERN

The District submitted a Revised Adopted Budget (Budget) for fiscal year 2019-20 on October 8, 2019. In compliance with the provisions of Education Code Section 42127 et seq., our office is required to review the Budget to determine if it meets the criteria and standards for fiscal stability and allows the District to meet its financial obligations during the current fiscal year and satisfy its multiyear financial commitments. The District's Budget has been analyzed in the context of the guidance provided by SDCOE, the Governor's 2019-20 May Revision and the 2019-20 State Adopted Budget.

In an effort to continue our assistance to the District and to restore fiscal stability, the Budget is approved. In addition, pursuant to Education Code 42127.6 our office has determined the District is unable to meet its financial obligations in the current fiscal year and has deemed the District a lack of going concern. Based on this finding, fiscal advisor, Dr. Mark Skvarna, will remain assigned to the District to assist with fiscal recovery. As fiscal advisor, he has the authority to impose budget revisions and will maintain authority to stay or rescind any board action determined to be inconsistent with the District's ability to meet its financial obligations in the current or subsequent fiscal year. Dr. Skvarna will require

office space at the District during the course of his work, and he will be included in all discussions regarding the fiscal recovery plan.

BUDGET REVISIONS TO BE IMPOSED AT FIRST INTERIM

- The Budget includes estimated expenditure reductions of \$3.8 million for two furlough days to be negotiated with the Sweetwater Education Association (SEA), the Sweetwater Counseling and Guidance Association (SCGA), the Classified School Employees Association (CSEA), and the National Association of Government Employees, SEIU (NAGE) bargaining units. As noted in our letters dated June 24, 2019 for CSEA and July 16, 2019 for NAGE, the tentative agreements with these bargaining units contained contingency language that would not implement furlough days until all bargaining units agreed. If negotiations are not finalized and board approved at the time the First Interim Report is certified, the associated expenditure reductions of \$3.8 million must be removed from the budget in the First Interim Report. As a reminder, all disclosures of collective bargaining agreements are due to our office at least 10 days in advance of board action pursuant to Government Code Section 3540.2.
- Based on analysis of the District's payroll costs through October 2019, the District continues to be on trend to exceed budgets in salaries and benefits by approximately \$3 million in the unrestricted general fund. A similar finding for 2018-19 was indicated in our letter dated June 11, 2019 regarding the District's End of Year Projection and was demonstrated when the District closed the books and reported actuals. The District must increase the corresponding budget, or provide detailed analysis to support the District's budget for salaries and benefits prior to finalizing the First Interim Report. The detailed analysis must include actual payroll costs incurred through November 2019 along with costs projected through the end of the fiscal year.
- Our office has reviewed the District's calculations of interest charges due to the Mello-Roos Fund (Fund 49). Based on the actual interest rate earned in the San Diego County Treasurer's Pool for fiscal year 2018-19, additional interest is due from the General Fund to the Mello-Roos Fund of approximately \$828,000. Based on our finding, the District worked with their auditors to review interest amounts due to the Mello-Roos Fund back to fiscal year 2013-14, and found additional amounts due of approximately \$387,000 in total. These amounts directly impact the 2018-19 ending balance, which becomes the starting point for fiscal year 2019-20.

The District must restate the 2018-19 ending fund balance as shown below:

2018-19 Unaudited Actuals Unrestricted General Fund Ending Balance	<\$3,788,289>
<u>Additional Interest Due to Mello-Roos Fund</u>	<u><\$1,215,262></u>
Restated 2018-19 Unrestricted General Fund Ending Balance	<\$5,003,551>

- In the Budget for fiscal year 2019-20, the District has budgeted \$65,000 in interest charges due to the Mello-Roos Fund for the \$12 million interfund loan projected to be outstanding until June 2020. Based on the fourth quarter interest rate earned in the Treasurer's pool, the projected total amount of interest due is approximately \$268,000 for fiscal year 2019-20.
- Based on the District's 2019-20 cash flow projection, interest charges due to the San Diego County Treasury for temporary cash borrowing are budgeted at approximately \$158,000. Our calculation of interest, based on the fourth quarter interest rate in the Treasurer's pool and the District's projected cash borrowing total of \$57.7 million, is approximately \$577,000 for 2019-20.
- The revised multi-year projection, enclosed with this letter as Attachment B, summarizes the above imposed revisions. Based on this analysis, the governing board should be prepared to develop a comprehensive fiscal recovery plan and identify and implement up to \$36 million in budget solutions to meet the District's minimum financial obligations in fiscal year 2020-21.

CONCLUSION

The impacts of the budget revisions indicated in this letter are reflected in Attachment B. The First Interim Report must include the imposed restatement and budget revisions along with a revised cash flow projection.

Our office has required a detailed comprehensive fiscal recovery plan from the District since December 2018. The governing board must approve a fiscal action and/or contingency plan for all three fiscal years that clearly identifies whether the board-approved reductions are one-time or ongoing, the fiscal year(s) in which the reductions will occur, a contingency plan if reductions require negotiations with bargaining units, and an estimated dollar amount of savings. This plan must be submitted along with the First Interim Report, which is due by December 16, 2019. All documents for the First Interim Report must be submitted to our office for review 10 days in advance of board action.

Kevin Pike
Karen Janney, Ed.D
November 8, 2019
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Our office is available to assist in any way possible. If you have any questions, please feel free to call me at (858) 292-3618.

Sincerely,



Michael L. Simonson
Deputy Superintendent, Chief Business Officer

Attachments (4)

- Attachment A - Lack of going concern information
- Attachment B - MYP analysis including imposed budget revisions
- Attachment C – August 19, 2019 SDCOE recommendations for budget revision
- Attachment D – September 4, 2019 SDCOE roadmap to approval

cc: Members of the School Board, Sweetwater Union High School District
Paul Gothold, Ed. D, San Diego County Superintendent of Schools
Lisa Constancio, Director, School Fiscal Services Division, California Department of Education
Lupita Cortez Alcalá, Chief Deputy Superintendent, California Department of Education
Michael Fine, Chief Executive Officer, Fiscal Crisis and Management Assistance Team
Brent Watson, Executive Director, District Financial Services, SDCOE
Mark Skvarna, Ed.D., Fiscal Advisor
Natalie Schuff, Director, Business Advisory Services, SDCOE
Jenny Salkeld, Ph.D., Chief Financial Officer, Sweetwater Union High School District

State of California

EDUCATION CODE

Section 42127.6

42127.6. (a) (1) A school district shall provide the county superintendent of schools with a copy of a study, report, evaluation, or audit that was commissioned by the school district, the county superintendent, the Superintendent of Public Instruction, and state control agencies and that contains evidence that the school district is showing fiscal distress under the standards and criteria adopted in Section 33127, or a report on the school district by the County Office Fiscal Crisis and Management Assistance Team or any regional team created pursuant to subdivision (i) of Section 42127.8. The county superintendent shall review and consider studies, reports, evaluations, or audits of the school district that contain evidence that the school district is demonstrating fiscal distress under the standards and criteria adopted in Section 33127 or that contain a finding by an external reviewer that more than three of the 15 most common predictors of a school district needing intervention, as determined by the County Office Fiscal Crisis and Management Assistance Team, are present. If these findings are made, the county superintendent shall investigate the financial condition of the school district and determine if the school district may be unable to meet its financial obligations for the current or two subsequent fiscal years, or should receive a qualified or negative interim financial certification pursuant to Section 42131. If at any time during the fiscal year the county superintendent of schools determines that a school district may be unable to meet its financial obligations for the current or two subsequent fiscal years or if a school district has a qualified or negative certification pursuant to Section 42131, he or she shall notify the governing board of the school district and the Superintendent of Public Instruction in writing of that determination and the basis for the determination. The notification shall include the assumptions used in making the determination and shall be available to the public. The county superintendent of schools shall report to the Superintendent of Public Instruction on the financial condition of the school district and his or her proposed remedial actions and shall do at least one of the following and all actions that are necessary to ensure that the school district meets its financial obligations:

(A) Assign a fiscal expert, paid for by the county superintendent, to advise the school district on its financial problems.

(B) Conduct a study of the financial and budgetary conditions of the school district that includes, but is not limited to, a review of internal controls. If, in the course of this review, the county superintendent determines that his or her office requires analytical assistance or expertise that is not available through the school district, he or she may employ, on a short-term basis, with the approval of the Superintendent of Public Instruction, staff, including certified public accountants, to provide the

assistance and expertise. The school district shall pay 75 percent and the county office of education shall pay 25 percent of these staff costs.

(C) Direct the school district to submit a financial projection of all fund and cash balances of the district as of June 30 of the current year and subsequent fiscal years as he or she requires.

(D) Require the district to encumber all contracts and other obligations, to prepare appropriate cashflow analyses and monthly or quarterly budget revisions, and to appropriately record all receivables and payables.

(E) Direct the school district to submit a proposal for addressing the fiscal conditions that resulted in the determination that the school district may not be able to meet its financial obligations.

(F) Withhold compensation of the members of the governing board of the school district and the school district superintendent for failure to provide requested financial information. This action may be appealed to the Superintendent of Public Instruction pursuant to subdivision (b).

(G) Assign the County Office Fiscal Crisis and Management Assistance Team to review teacher hiring practices, teacher retention rate, percentage of provision of highly qualified teachers, and the extent of teacher misassignment in the school district and provide the school district with recommendations to streamline and improve the teacher hiring process, teacher retention rate, extent of teacher misassignment, and provision of highly qualified teachers. If a review team is assigned to a school district, the school district shall follow the recommendations of the team, unless the school district shows good cause for failure to do so. The County Office Fiscal Crisis and Management Assistance Team may not recommend an action that would abrogate a contract that governs employment.

(2) Any contract entered into by a county superintendent of schools for the purposes of this subdivision is subject to the approval of the Superintendent of Public Instruction.

(3) An employee of a school district who provides information regarding improper governmental activity, as defined in Section 44112, is entitled to the protection provided pursuant to Article 5 (commencing with Section 44110) of Chapter 1 of Part 25.

(b) Within five days of the county superintendent making the determination specified in subdivision (a), a school district may appeal the basis of the determination and any of the proposed actions that the county superintendent has indicated that he or she will take to further examine the financial condition of the school district. The Superintendent of Public Instruction shall sustain or deny any or all parts of the appeal within 10 days.

(c) If, after taking the actions identified in subdivision (a), the county superintendent determines that a school district will be unable to meet its financial obligations for the current or subsequent fiscal year, he or she shall notify the governing board of the school district, the Superintendent of Public Instruction, and the president of the state board or the president's designee in writing of that determination and the basis for that determination. The notification shall include the assumptions used in making

the determination and shall be provided to the superintendent of the school district and parent and teacher organization of the school district.

(d) Within five days of the county superintendent making the determination specified in subdivision (c), a school district may appeal that determination to the Superintendent of Public Instruction. The Superintendent shall sustain or deny the appeal within 10 days. If the governing board of the school district appeals the determination, the county superintendent of schools may stay any action of the governing board of the school district that he or she determines is inconsistent with the ability of the school district to meet its financial obligations for the current or subsequent fiscal year until resolution of the appeal by the Superintendent of Public Instruction.

(e) If the appeal described in subdivision (d) is denied or not filed, or if the school district has a negative certification pursuant to Section 42131, the county superintendent, in consultation with the Superintendent of Public Instruction, shall take at least one of the actions described in paragraphs (1) to (5), inclusive, and all actions that are necessary to ensure that the school district meets its financial obligations and shall make a report to the Superintendent and the president of the state board or the president's designee about the financial condition of the school district and remedial actions proposed by the county superintendent.

(1) Develop and impose, in consultation with the Superintendent of Public Instruction and the governing board of the school district, a budget revision that will enable the school district to meet its financial obligations in the current fiscal year.

(2) Stay or rescind any action that is determined to be inconsistent with the ability of the school district to meet its obligations for the current or subsequent fiscal year. This includes any actions up to the point that the subsequent year's budget is approved by the county superintendent of schools. The county superintendent of schools shall inform the governing board of the school district in writing of his or her justification for any exercise of authority under this paragraph.

(3) Assist in developing, in consultation with the governing board of the school district, a financial plan that will enable the school district to meet its future obligations.

(4) Assist in developing, in consultation with the governing board of the school district, a budget for the subsequent fiscal year. If necessary, the county superintendent of schools shall continue to work with the governing board of the school district until the budget for the subsequent year is adopted.

(5) As necessary, appoint a fiscal adviser to perform any or all of the duties prescribed by this section on his or her behalf.

(f) Any action taken by the county superintendent of schools pursuant to paragraph (1) or (2) of subdivision (e) shall be accompanied by a notification that shall include the actions to be taken, the reasons for the actions, and the assumptions used to support the necessity for these actions.

(g) This section does not authorize the county superintendent to abrogate any provision of a collective bargaining agreement that was entered into by a school district before the date that the county superintendent of schools assumed authority pursuant to subdivision (e).

(h) The school district shall pay 75 percent and the county office of education shall pay 25 percent of the administrative expenses incurred pursuant to subdivision (e) or costs associated with improving the school district's financial management practices. The Superintendent of Public Instruction shall develop and distribute to affected school districts and county offices of education advisory guidelines regarding the appropriate amount of administrative expenses charged pursuant to this subdivision.

(i) Notwithstanding Section 42647 or 42650 or any other law, a county treasurer shall not honor any warrant if, pursuant to Sections 42127 to 42127.5, inclusive, or pursuant to this section, the county superintendent or the Superintendent of Public Instruction, as appropriate, has disapproved that warrant or the order on school district funds for which a warrant was prepared.

(j) Effective upon the certification of the election results for a newly organized school district pursuant to Section 35763, the county superintendent of schools may exercise any of the powers and duties of this section regarding the reorganized school district and the other affected school districts until the reorganized school district becomes effective for all purposes in accordance with Article 4 (commencing with Section 35530) of Chapter 3 of Part 21.

(k) The Superintendent of Public Instruction shall monitor the efforts of a county office of education in exercising its authority under this section and may exercise any of that authority if he or she finds that the actions of the county superintendent of schools are not effective in resolving the financial problems of the school district. Upon a decision to exercise the powers of the county superintendent of schools, the county superintendent of schools is relieved of those powers assumed by the Superintendent, and shall provide support and assistance to the Superintendent in the exercise of those powers. The Superintendent shall also request that the County Office Fiscal Crisis and Management Assistance Team identify the circumstances that led to the ineffectiveness of the county superintendent of schools in resolving the financial problems of the school district, and shall require the county office of education to demonstrate, in a manner determined by the Superintendent, remediation of those deficiencies. In addition to the actions taken by the county superintendent, the Superintendent of Public Instruction shall take further actions to ensure the long-term fiscal stability of the school district. The county office of education shall reimburse the Superintendent of Public Instruction for all of his or her costs in exercising his or her authority under this subdivision. The Superintendent of Public Instruction shall promptly notify the county superintendent of schools, the county board of education, the superintendent of the school district, the governing board of the school district, the appropriate policy and fiscal committees of each house of the Legislature, and the Department of Finance of his or her decision to exercise the authority of the county superintendent of schools.

(Amended by Stats. 2018, Ch. 426, Sec. 14. (AB 1840) Effective September 17, 2018.)

Attachment B

Sweetwater Union High School District Multi-Year Projection Analysis

	A	B	C	D	E	F	H	I	J	P	Q	R	T	U	V
1				2018-19 Unaudited Actuals			2019-20 Revised Adopted Budget			2020-21 MYP Projection			2021-22 MYP Projection		
2			Object Codes	Unaudited Actuals	Restatement	Revised Actuals	REV Adopted Budget	Imposed Revisions	Revised Budget	Projected Yr Ttls	Imposed Revisions	Revised Budget	Projected Yr Ttls	Imposed Revisions	Revised Budget
3	A.	REVENUES													
4		1) Revenue Limit Sources	8010-8099	379,829,130		379,829,130	393,839,727		393,839,727	393,902,058		393,902,058	400,281,495		400,281,495
5		2) Federal Revenues	8100-8299	2,206,745		2,206,745	1,460,000		1,460,000	1,460,000		1,460,000	1,460,000		1,460,000
6		3) Other State Revenues	8300-8599	15,284,189		15,284,189	7,416,101		7,416,101	7,426,420		7,426,420	7,429,927		7,429,927
7		4) Other Local Revenues	8600-8799	6,963,386		6,963,386	4,636,855		4,636,855	4,636,855		4,636,855	4,636,855		4,636,855
8		LCCF (Net Increase)				0			0			0			0
9		5) TOTAL, REVENUES		404,283,450	0	404,283,450	407,352,683	0	407,352,683	407,425,333	0	407,425,333	413,808,277	0	413,808,277
10	B.	EXPENDITURES													
11		1) Certificated Salaries	1000-1999	169,664,201		169,664,201	162,504,792		162,504,792	167,516,692		167,516,692	169,610,651		169,610,651
12		2) Classified Salaries	2000-2999	49,429,249		49,429,249	45,321,918		45,321,918	46,784,105		46,784,105	47,164,226		47,164,226
13		3) Employee Benefits	3000-3999	75,773,028		75,773,028	76,166,345		76,166,345	83,766,116		83,766,116	85,992,935		85,992,935
14		4) Books and Supplies	4000-4999	3,828,320		3,828,320	5,433,331		5,433,331	5,605,024		5,605,024	5,775,977		5,775,977
15		5) Services, Other Operating Expenses	5000-5999	24,687,136		24,687,136	26,886,202		26,886,202	27,735,806		27,735,806	28,581,748		28,581,748
16		6) Capital Outlay	6000-6999	2,863,952		2,863,952	0		0	0		0	0		0
17		7) Other Outgo (excluding Direct Support/Indirect Costs)	7100-7299	8,902,986		8,902,986	6,047,444		6,047,444	6,047,761		6,047,761	7,482,003		7,482,003
18		8) Direct Support/Indirect Costs	7300-7399	(2,184,786)		(2,184,786)	(1,518,274)		(1,518,274)	(1,563,822)		(1,563,822)	(1,607,609)		(1,607,609)
19		Other Budget Adjustments				0			0	(24,000,000)	24,000,000	0	(11,500,000)	11,500,000	0
20		2 Furlough Days unsettled				0		3,800,000	3,800,000			0			0
21		Treasurer's Loan additional interest due				0		419,000	419,000			0			0
22		Payroll adjustments based on actuals through October and historical trends				0		3,000,000	3,000,000		3,000,000	3,000,000		3,000,000	3,000,000
23		9) TOTAL, EXPENDITURES		332,964,086	0	332,964,086	320,841,758	7,219,000	328,060,758	311,891,682	27,000,000	338,891,682	331,499,931	14,500,000	345,999,931
24	C.	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B9)		71,319,364	0	71,319,364	86,510,925	(7,219,000)	79,291,925	95,533,651	(27,000,000)	68,533,651	82,308,346	(14,500,000)	67,808,346
25	D.	OTHER FINANCING SOURCES/USES													
26		1) Interfund Transfers													
27		a) Transfer In	8910-8929	26,810		26,810	15,000		15,000	15,000		15,000	15,000		15,000
28		b) Transfer Out	7610-7629	336,028		336,028	118,623		118,623	53,623		53,623	53,623		53,623
29		Additional Interest due to Fund 49	7610-7629		1,215,262	1,215,262		203,000	203,000						
30		2) Other Sources/Uses													
31		a) Sources	8930-8979	2,848,983		2,848,983			0			0			0
32		b) Uses	7630-7699			0			0			0			0
33		3) Contributions	8980-8999	(69,731,818)		(69,731,818)	(79,526,369)		(79,526,369)	(83,211,767)		(83,211,767)	(86,945,815)		(86,945,815)
34		4) TOTAL OTHER FINANCING SOURCES/USES		(67,192,053)	(1,215,262)	(68,407,315)	(79,629,992)	(203,000)	(79,832,992)	(83,250,390)	0	(83,250,390)	(86,984,438)	0	(86,984,438)
35	E.	NET INCREASE (DECREASE) IN FUND BALANCE (C+D4)		4,127,311	(1,215,262)	2,912,049	6,880,933	(7,422,000)	(541,067)	12,283,261	(27,000,000)	(14,716,739)	(4,676,092)	(14,500,000)	(19,176,092)
36	F.	FUND BALANCE, RESERVES													
37		1e) Adjusted Net Beginning Balance		(7,915,600)		(7,915,600)	(3,788,289)		(5,003,551)	3,092,644		(5,544,618)	15,375,905		(20,261,357)
38		Ending Balance, June 30 (E + F1e)		(3,788,289)		(5,003,551)	3,092,644		(5,544,618)	15,375,905		(20,261,357)	10,699,813		(39,437,449)
39		a) Revolving Cash, Stores, Prepaid Expenditures	9710-9719	1,205,587		1,205,587	540,322		540,322	540,322		540,322	540,322		540,322
40		b) Committed / Assigned	9750-9780			0	200,000		200,000	5,200,000		5,200,000	200,000		200,000
41		c) Economic Uncertainties	9789			0	0		0	9,452,446		9,452,446	9,943,348		9,943,348
42		d) Undesignated	9790	(4,993,876)		(6,209,138)	2,352,322		(6,284,940)	183,137		(35,454,125)	16,143		(50,121,119)
43	G.	RESERVE REQUIREMENT	2%	9,714,858		9,714,858	9,576,905		9,721,285	9,452,446		9,992,446	9,943,348		10,233,348
44		Unrestr GF Reserve Percentage		-0.78%		-1.03%	0.65%		-1.14%	3.25%		-4.06%	2.15%		-7.71%
45		Total Reserves		(4,993,876)		(6,209,138)	2,352,322		(6,284,940)	9,635,583		(26,001,679)	9,959,491		(40,177,771)
46		Reductions required to meet reserve		14,708,734		15,923,996	7,224,583		16,006,225	0		35,994,125	0		50,411,119
47															



August 19, 2019

Recommendations to Sweetwater Union High School District for Revision of 2019-20 Adopted Budget

Included with this document is an Excel workbook containing the following:

1. 2018-19 Payroll Actuals
 - a. Sweetwater's 2018-19 actual payroll costs by month
 - b. SDCOE calculation of monthly savings from January – June, consisting of:
 - i. 2 furlough days
 - ii. Early retirements
 - iii. Comparison to 2018-19 Estimated Actuals budget as reported in SACS
2. SDCOE UGF MYP Analysis
 - a. SDCOE forecast of MYP based on our analysis of 2018-19 actuals, and projections for savings associated with the SERP
3. Sweetwater Budget Entries CC033
 - a. Excerpted from document titled "2019-20 Adopted Budget Transaction Detail" sent by Nancy Picone on 7/12/19

Items to address and include with submission of the Revised Adopted Budget, due to SDCOE by October 8, 2019:

- Provide district's detailed analysis of the Supplemental Early Retirement Plan (SERP)
 - Sample reporting format is attached
- Provide financial analysis for each of the budget entries posted to cost center 033, including supporting documentation for each calculation
- Provide detailed assumptions used to create 2019-20 budget
 - Remove all undetermined and pending negotiations line items
- Provide detailed assumptions used to create multi-year projections
 - Identify any amounts still to be determined or negotiated
- Provide a detailed and comprehensive fiscal recovery plan
 - We have reached out to FCMAT to provide sample plans for reference, and they will be providing them in the near future.

These documents must be submitted to our office at least 10 days before the district's board meeting. Our office is available to provide assistance with any of the tasks identified above.



September 4, 2019

Roadmap to Approval of Sweetwater UHSD Revision of 2019-20 Adopted Budget

Approval or Conditional Approval of revised adopted budget requires the following:

1. Provide detailed assumptions used to create 2019-20 budget
 - Remove all undetermined line items
 - Remove all pending negotiations line items
 - Remove all reductions not supported with analysis
2. Provide detailed assumptions used to create multi-year projections
 - Identify any amounts still to be determined or negotiated
3. Provide district's detailed analysis of the Supplemental Early Retirement Plan (SERP)
4. Provide financial analysis for each of the adopted budget entries posted to cost center 033, including supporting documentation for each calculation, or remove from revised adopted budget
5. Provide a detailed and comprehensive multi-year fiscal recovery plan
6. All above documents, along with revised adopted budget SACS forms and dat file, must be submitted to our office at least 10 days before the district's board meeting for review. Our office is available to provide assistance with any of the tasks identified above.

The revised adopted budget will be **Disapproved** if the district does not submit a board approved revision to the adopted budget by October 8, 2019.

Our office will make the final determination on the district's revised adopted budget by November 8, 2019. If the budget is disapproved, we will call for the formation of a Budget Review Committee pursuant to California Education Code Section 42127.1 to assist with the matter.