



August 30, 2012

**ORANGE COUNTY
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TO: Directors/Managers of Business
FROM: Laurie Weiss, Business Services Specialist
Business Services

SUBJECT: **2011-12 Annual K-12 District Revenue Limit Data Collection and Certification**

The 2011-12 Annual K-12 District Revenue Limit Adjustments data is submitted to the California Department of Education (CDE) by our office and will be used in the recalculation of the revenue limit. The enclosed data collection form includes the information reported at the P-2 reporting period.

Districts have the option of submitting their 2011-12 Annual K-12 District Revenue Limit Adjustments data to our office in an export file utilizing the CDE revenue software. Data is to be entered only on the Certified Revenue Limit Data Collection, Section A, of the District Revenue Limit Adjustments form in the software. Section B is for forecasting purposes only. The 2011-12 Principal Apportionment Revenue Software Version 2011-11.01, download and installation guide, and user guide are available on the following website: <http://www.cde.ca.gov/fg/sf/rl/revenuesw1112.asp>

If your district decides not to utilize the CDE software, please complete the attached K-12 data collection input document for your Annual amounts. Please take time to fill this form out as completely and accurately as possible.

Also enclosed is the certification as required by Education Codes 46200, 46201, 46202 (longer day, longer year, and instructional time requirements). This certification must be signed and submitted to our office at each reporting period. If you are utilizing the CDE software, please print out the certification page from the software instead of using the attached certification, as the certification page will include a certification number that matches your export file.

Please submit the data (either the exported data file or input document) and the signed certification to: Laurie Weiss, Orange County Dept. of Ed., Business Services, A-1155A **on or before September 14, 2012**. The export file or input document may be submitted via e-mail to lweiss@ocde.us. If you have any questions or concerns regarding this information, please call me at (714) 966-4489

Enclosures

cc: Darren Dang, Director (letter only)
Assistant Superintendents, Business (letter only)