



BULLETIN

SUBJECT: Teacher Over Enrollment Extra Pay **2023-24 NO. BS - 16**

TO: All Departments, School Sites, Office Managers

DATE:

PREPARED BY: Nai Saelee, **DEPARTMENT:** Budget Services
Office Assistant, Budget
Services

REVIEWED BY: Meuy Saechin, **APPROVED:** Jesse Castillo
Manager II, Budget Jesse Castillo, Assistant
Services Superintendent of
Business Services

The district will continue to track class size overages by school site. For classrooms that are beyond the maximum class size in accordance with the SCTA contract, please use 01-0000-0-1105-10-1110-1000-000-XXXX-000 when submitting the per diem request for compensation. Please note, “XXXX” represents the location number.

For class size overage related to special education co-taught classroom, please refer to the memo, “IEP Meeting and Special Education Overages for Co-taught Classes Budget Code” or contact the Special Education department. Should you have additional questions, please contact the Fund Specialists/Budget Analysts for assistance.

Steven Haskins (916) 643-7856
Angie Chavez (916) 643-7868
Tina Arrendondo (916) 643-7870
Bobbie Jo Argo (916) 643-7861
Stella Reyes (916) 643-7867
Sandra Martinez (916) 643-9408
Chris Andrusyna (916) 643-7845
Vacant, Fund Specialist (916) 643-7869
Vacant, Budget Analyst (916) 643-7852
Steven Meadows (916) 643-9170 - Special Education
Doris Quan (916) 643-9122-Special Education