



Sacramento
City Unified
School District


BULLETIN

SUBJECT: BUDGET DEVELOPMENT - FY 2014-2015 2013-14 NO. BS-13

TO: K-12 Principals and Office Managers

DATE: December 18, 2013

PREPARED BY: Gerardo Castillo, CPA **DEPARTMENT:** Budget Services
Director, Fiscal Services

REVIEWED BY: Ken A. Forrest **APPROVED:** 
Chief Business Officer

The 2014-15 budget development package will be sent to you electronically by January 7, 2014. We **will not** mail hard copies through intra-district mail as in past. In order to meet the deadlines for certificated notices (March 15), the timeline for one stop staffing meetings is shorter than in previous years. **All meetings must be scheduled between January 13, 2014 and February 7, 2014.** We will not be able to extend the time period this year. Information gathered at the one stop staffing meetings will be used to prepare information for Board action.

Please contact Donna Roots at 643-9288 or email her at donna-roots@scusd.edu to schedule your appointment. We recommend making your appointment as soon as possible if you would like the option to pick your date and time.

The length of the appointments will be scheduled accordingly:

Elementary Schools = One Hour
Middle Schools/Charter Schools = Two Hours
High Schools = Three Hours

Please call Gerardo Castillo at (643) 9405 or your Area Assistant Superintendent if you have any questions or concerns regarding the budget development materials.

cc: Cancy McArn, Assistant Superintendent
Lisa Allen, Interim Chief of Schools
Mary Hardin Young, Area Assistant Superintendent
Doug Huscher, Interim Area Assistant Superintendent
Tu Moua-Carroz, Interim Area Assistant Superintendent