FEDERAL BLOCK GRANT CENTER PROJECT NO. 34-2173-00-2

SUPPLEMENTAL SCHEDULES WITH INDEPENDENT AUDITOR'S REPORT

FISCAL YEAR ENDED JUNE 30, 2013

SUPPLEMENTAL SCHEDULES YEAR ENDED JUNE 30, 2013

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REPORT ON COMPLIANCE WITH APPLICABLE REQUIREMENTS IN ACCORDANCE WITH THE CDE AUDIT GUIDE

Independent Auditor's Report

Governing Board Sacramento Employment and Training Agency Sacramento, California

Report on Compliance

We have audited Sacramento Employment and Training Agency's (SETA) compliance with the types of compliance requirements described in the *CDE Audit Guide* issued by the California Department of Education as applicable to SETA's Federal Block Grant Center Project No. 34-2173-00-2 program for the year ended June 30, 2013.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, and grants applicable to its CDE programs.

Auditor's Responsibility

Our responsibility is to express an opinion on SETA's compliance with the *CDE Audit Guide* based on our audit of the compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and standards in the *CDE Audit Guide*, issued by the California Department of Education. Those standards and the *CDE Audit Guide* require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a material effect on the Federal Block Grant Center Project No. 34-2173-00-2 program occurred. An audit includes examining, on a test basis, evidence about SETA's compliance with those requirements and performing such other procedures as we considered necessary under the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination on SETA's compliance with those requirements.

Opinion

In our opinion, SETA complied, in all material respects, with the compliance requirements referred to above for the year ended June 30, 2013.

Governing Board Sacramento Employment and Training Agency Page two

Tilbert associates, en.

Purpose of Report

The purpose of this report on compliance is solely to describe the scope of our testing of compliance and the results of that testing based on the requirements referred to above. Accordingly, this report is not suitable for any other purpose.

GILBERT ASSOCIATES, INC

Sacramento, California

October 15, 2013

SACRAMENTO EMPLOYMENT AND TRAINING AGENCY

SCHEDULE OF CALIFORNIA DEPARTMENT OF EDUCATION FEDERAL AND STATE AWARDS YEAR ENDED JUNE 30, 2013

	CFDA#	Grant Number	Award Amount		Expenditures		
			<u>Federal</u>	State	<u>Federal</u>	State	
U.S. DEPARTMENT OF AGRICULTURE							
Passed-Through California Department of Education	1:						
Program Name:							
Child Care Food Program	10.558	34-1826-1-J	\$ 1,545,210	\$ -	\$ 1,545,210	\$ -	
Total U.S. Department of Agriculture			1,545,210		1,545,210		
CALIFORNIA STATE GENERAL FUND							
Passed-Through California Department of Education	ı:						
Program Name:							
General Child Care	93.575, 93.596	CSPP-2397	500,354	1,723,365	500,354	1,723,365	
General Child Care	93.575, 93.596	CCTR-2209	417,801	407,634	417,801	407,634	
General Childcare Facilities Renovation Repair	93.713	CRPM-0091	12,552	25,104	-	2,896	
General Childcare Facilities Renovation Repair		CRPM-2055		23,000			
Total General Child Care Awards			930,707	2,179,103	918,155	2,133,895	
TOTAL CALIFORNIA DEPARTMENT OF EDU	UCATION AWA	RDS	\$ 2,475,917	\$ 2,179,103	\$ 2,463,365	\$ 2,133,895	

SCHEDULE OF EXPENDITURES BY STATE CATEGORIES AND RECONCILIATION TO GAAP EXPENSE REPORTING YEAR ENDED JUNE 30, 2013

Expenditures	<u>CSPP-2397</u>	<u>CCTR-2209</u>	<u>CRPM-0091</u>	<u>CRPM-2055</u>	Total CDE CD Contracts
Direct payments to providers					
1000 Certified Salaries	\$ 1,431,472	\$ 906,474	\$ -	\$ -	\$ 2,337,946
2000 Classified Salaries	163,595	101,444	-	-	265,039
3000 Employee Benefits	766,903	458,014	-	-	1,224,917
4000 Books and Supplies	2,014	292	-	-	2,306
5000 Services and other Operating Expenses	111,356	113,763	2,896		228,015
Total expenses claimed for reimbursement	2,475,340	1,579,987	2,896	-	4,058,223
Adjustments to Reconcile to GAAP Expense Reporting:					
Restricted Income: Intra Cost Recovery	(197,844)	(750,614)	_		(948,458)
Statement of Activities (GAAP)	\$ 2,277,496	\$ 829,374	\$ 2,896	<u>\$</u>	\$ 3,109,766

Additional Statement:

We have examined the claims filed for reimbursement and the original records supporting the transactions recorded under the contracts listed above to an extent considered necessary to assure ourselves that the amounts claimed by the contractor were eligible for reimbursement, reasonable, necessary, and adequately supported, according to governing laws, regulations, and contract provisions.

SCHEDULE OF REIMBURSABLE EQUIPMENT EXPENDITURES YEAR ENDED JUNE 30, 2013

Equipment Items	<u>CSPP-2397</u>	CCTR-2209	<u>CRPM-0091</u>	<u>CRPM-2055</u>	Total CDE CD Contracts
None	<u>\$</u>	<u>\$ -</u>	<u>\$</u>	<u>\$ -</u>	<u>\$ -</u>
Total Equipment Expenses	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$ -</u>

SCHEDULE OF REIMBURSABLE EXPENDITURES FOR RENOVATIONS AND REPAIRS YEAR ENDED JUNE 30, 2013

Hair Card Harlan (10 000 Part Varia	CSPP	<u>-2397</u>	<u>CCTI</u>	R-2209	<u>CRF</u>	PM-0091	CRPM	<u>[-2055</u>	al CDE Contracts
Unit Cost Under \$10,000 Per Item: Other Operating Expenses	\$	<u>-</u>	\$		\$	2,896	\$		\$ 2,896
Subtotal						2,896			 2,896
Unit Cost \$10,000 or More Per Item (With Prior Approval): None				<u>-</u>		<u>-</u>		<u> </u>	 -
Total	\$	_	\$		\$	2,896	\$	_	\$ 2,896

SCHEDULE OF REIMBURSABLE ADMINISTRATIVE COSTS YEAR ENDED JUNE 30, 2013

Expenditures	<u>CS</u>	PP-2397	<u>CC</u>	CTR-2209	CRPM	<u> 1-0091</u>	CRPM	<u>1-2055</u>	otal CDE Contracts
Reimbursable Administrative Costs:									
Classified Salaries	\$	163,595	\$	101,443	\$	-	\$	-	\$ 265,038
Employee Benefits		75,470		46,693		-		-	122,163
Other Operating Expenses		50,097		30,888				<u>-</u>	 80,985
Total	\$	289,162	\$	179,024	\$	_	\$		\$ 468,186

AUDITED ATTENDANCE AND FISCAL REPORT

for California State Preschool Programs

Agency Name:	Sacramento Employment & Training Agency	Vendor No.	2173

Fiscal Year Ended: June 30, 2013 Contract No. CSPP 2397

Independent Auditor's Name: Gilbert Associates, Inc.

	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
SECTION I - CERTIFIED CHILDREN DAYS OF ENROLLMENT	CUMULATIVE FISCAL YEAR PER FORM CDFS 8501	AUDIT ADJUSTMENTS	CUMULATIVE FISCAL YEAR PER AUDIT	ADJUSTMENT FACTOR	ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Three and Four Year Olds					
Full-time-plus	-		-	1.1800	-
Full-time	43,059		43,059	1.0000	43,059.000
Three-quarters-time	17,105		17,105	0.7500	12,828.750
One-half-time	32,904		32,904	0.6172	20,308.349
Exceptional Needs					
Full-time-plus	-		-	1.4160	-
Full-time	298		298	1.2000	357.600
Three-quarters-time	60		60	0.9000	54.000
One-half-time	-		-	0.6172	-
Limited and Non-English Proficient					
Full-time-plus			-	1.2980	-
Full-time	1,237		1,237	1.1000	1,360.700
Three-quarters-time	313		313	0.8250	258.225
One-half-time	37		37	0.6172	22.836
At Risk of Abuse or Neglect					
Full-time-plus	-		-	1.2980	-
Full-time	-		-	1.1000	-
Three-quarters-time	-		-	0.8250	-
One-half-time	-		-	0.6172	-
Severely Disabled					
Full-time-plus	-		-	1.7700	-
Full-time	-		-	1.5000	-
Three-quarters-time	-		-	1.1250	-
One-half-time	-		-	0.6172	-
TOTAL DAYS OF ENROLLMENT	95,013	-	95,013		78,249.460
DAYS OF OPERATION	244	-	244		
DAYS OF ATTENDANCE	92,501	-	92,501		

X	NO NONCER HELD CHILDREN - Check this box and continue to Section III if no noncertified children were enrolled in the program
Comn	nents - If necessary, attach additional sheets to explain adjustments:

California Department of Education

AUDITED ATTENDANCE AND FISCAL REPORT

	for Calif	fornia State Preschoo	l Programs		
Agency Name:	Sacramento Employment &	Training Agency			Vendor No. 2173
Fiscal Year End:	June 30, 2013		Contract No.	CSPP 2397	
			COLUMN A	COLUMN B	COLUMN C
SECTION III - REV	/ENUE		CUMULATIVE FISCAL YEAR PER FORM CDFS 8501	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	CUMULATIVE FISCAL YEAR PER AUDIT
RESTRICTED INC	OME				
Child Nutrition I	Programs		\$0	\$0	\$0
	nance of Effort (EC § 8279)				0
Other (Specify)	: Intra Cost Recovery		197,844	0	197,844
					0
Subtotal			\$197,844	\$0	\$197,844
Special Fund T			0		0
Transfer from R			18,601		18,601
•	Certified Children Contract				0
•	Certified Children Contract		35,176	0	35,176
Interest on App					0
Interest on App		<u>t</u> #			0
UNRESTRICTED					
	Noncertified Children				0
	gram (EC § 8235(b))				0
Other (Specify)	<u>: </u>	TOTAL DEVENUE	COLUMN	ФО.	0
		TOTAL REVENUE	\$251,621	\$0	\$251,621
SECTION IV - REI	MBURSABLE EXPENSES				
1000 Certificate	ed Salaries		\$1,431,472		\$1,431,472
2000 Classified			163,595	0	163,595
3000 Employee			766,903	0	766,903
4000 Books and			2,014	0	2,014
5000 Services	and Other Operating Expense	S	111,356	0	111,356
6100/6200 Othe	er Approved Capital Outlay				0
	pment (<i>program-related</i>)				0
	nent Equipment (<i>program-rela</i>	ted)			0
Depreciation or					0
	ses (service level exemption)				0
	ate Percentage: 0.00%				0
FOR CDE-A&I US	E ONLY:				
	TOTAL EXPENSES CLAIME	D FOR REIMBURSEMENT	\$2,475,340	\$0	\$2,475,340
TOTAL ADMINIST	RATIVE COSTS (included in section I	V above)	\$289,162	\$0	\$289,162
Requirements of the (s Assurances on Agency's complia California Department of Education nd attendance records are being (check YES or NO):	•		-	tments:
Reimbursable expense reimbursement, reason supported (check YES	n any discrepancies. s claimed above are eligible for able, necessary, and adequately or NO): n any discrepancies.				

x NO SUPPLEMENTAL REVENUES OR EXPENSES - Check this box and omit next page if there are no supplemental revenues or expenses to report.

AUDITED ATTENDANCE AND FISCAL REPORT for Child Development Programs

gency Name:	Sacramento Employment & Training Agency	Vendor No.	2173
luency manie.	Saciamento Employment & Haining Agency	vendorino.	21/3

Fiscal Year Ended: June 30, 2013 Contract No. CCTR 2209

Independent Auditor's Name: Gilbert Associates, Inc.

	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
SECTION I - CERTIFIED CHILDREN DAYS OF ENROLLMENT	CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	AUDIT ADJUSTMENTS	CUMULATIVE FISCAL YEAR PER AUDIT	ADJUSTMENT FACTOR	ADJUSTED DAYS OF ENROLLMENT PER AUDIT
Infants (up to 18 months) Full-time-plus	_		-	2.006	-
Full-time	295		295	1.700	501.500
Three-quarters-time	-		-	1.275	-
One-half-time	-		-	0.935	-
FCCH Infants (up to 18 months) Full-time plus	-		-	1.652	-
Full-time	-		-	1.400	-
Three-quarters-time	-		-	1.050	-
One-half-time	-		-	0.770	-
Toddlers (18 up to 36 months) Full-time-plus	_		-	1.652	_
Full-time	18,092		18,092	1.400	25,328.800
Three-quarters-time	7,169		7,169	1.050	7,527.450
On-half-time	113		113	0.770	87.010
Three Years and Older					
Full-time-plus	-		-	1.180	-
Full-time	-		-	1.000	-
Three-quarters-time	-		-	0.750	-
One-half-time	-		-	0.550	-
Exceptional Needs					
Full-time-plus	-		-	1.416	-
Full-time	-		-	1.200	-
Three-quarters-time	-		-	0.900	-
One-half-time Limited and Non-English Proficient	-		-	0.660	-
Full-time-plus Full-time	355		355	1.298 1.100	390.500
Three-quarters-time	153		153	0.825	126.225
One-half-time	100		- 100	0.605	120.223
At Risk of Abuse or Neglect Full-time-plus	-		-	1.298	-
Full-time	-		-	1.100	-
Three-quarters-time	44		44	0.825	36.300
One-half-time	-		-	0.605	-
Severely Disabled					
Full-time-plus	-		-	1.770	-
Full-time	-		-	1.500	-
Three-quarters-time	-		-	1.125	-
One-half-time	-		-	0.825	-
OTAL DAYS OF ENROLLMENT	26,221	-	26,221		33,997.785
PAYS OF OPERATION	244	-	244		
DAYS OF ATTENDANCE	25,847	-	25,847		

NO NONCERTIFIED CHILDREN - Check this box and continue to Section III if no noncertified children were enrolled in the program

Comments - If necessary, attach additional sheets to explain adjustments:

AUDITED ATTENDANCE AND FISCAL REPORT

	for Child Dev	elopment Pro	grams		
Agency Name:	Sacramento Employment & Training Ag	gency			Vendor No. 2173
Fiscal Year End:	June 30, 2013 Contract No. CCTR 2209				
			COLUMN A	COLUMN B	COLUMN C
SECTION III - RE	VENUE		CUMULATIVE FISCAL YEAR PER FORM CDFS 9500	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	CUMULATIVE FISCAL YEAR PER AUDIT
RESTRICTED INC			ODI O 3300	, ,	
Child Nutrition			\$0	\$0	\$0
	nance of Effort (EC § 8279)				0
	cks to Providers				0
Other (Specify)	: Intra Cost Recovery		750,614	0	750,614
Subtotal			\$750,614	\$0	\$750,614
Special Fund T	ransfer Contract #		0		0
Transfer from F			0		0
	r Certified Children Contract #		3,938	0	3,938
	r Certified Children Contract #				0
Interest on App					0
Interest on App					0
UNRESTRICTED					0
	r Noncertified Children				0
Other (Specify)		TAL REVENUE	\$754,552	\$0	\$754,552
	IMBURSABLE EXPENSES ts to Providers (FCCH Only)		\$0	\$0	\$0
1000 Certificate			906,474	0	906,474
2000 Classified	l Salaries		101,444	0	101,444
3000 Employee	e Benefits		458,014	0	458,014
4000 Books an			292	0	292
	and Other Operating Expenses		113,763	0	113,763
	er Approved Capital Outlay				0
	ipment (<i>program-related</i>)				0
	nent Equipment (program-related)				0
	Use Allowance				0
	ases (service level exemption)				0
	ate Percentage: 0.00%				0
FOR CDE-A&I US	E ONLY:				
	TOTAL EXPENSES CLAIMED FOR REI	MBURSEMENT	\$1,579,987	\$0	\$1,579,987
	TRATIVE COSTS (included in section IV above)	MIDOROLINEIVI	\$179,024	\$0	\$179,024
	s Assurances on Agency's compliance with Con	stract Funding Term			Ψ110,021
· •	California Department of Education, Child Devel	_	s and conditions	and i rogram	
-	•	- p			
maintained as required	and attendance records are being I (check YES or NO): COMME	NTS - If necessary, a	ttach additional st	neets to explain adii	istments.
x YES	COMME	ii	illaon additional of	Toolo to oxplain daji	dourionto.
	in any discrepancies.				
INO - Explai	in any also epanoles.				
	es claimed above are eligible for				
	nable, necessary, and adequately				
supported (check YES x YES	ui ivoj.				
NO - Expla	n any discrepancies.				

NO SUPPLEMENTAL REVENUES OR EXPENSES - Check this box and omit next page if there are no supplemental revenues or expenses to report.

AUDITED RESERVE ACCOUNT ACTIVITY REPORT					
Agency Name: Sacramento Employment & Training Agency					
Fiscal Year End: June 30, 2013		Vendor No.	2173		
Independent Auditor's Name: Gilbert Associates, Inc.	_		L		
RESERVE ACCOUNT TYPE (Check One):	COLUMN A	COLUMN B	COLUMN C		
x Center Based Resource and Referral Alternative Payment	PER AGENCY	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	PER AUDIT		
LAST YEAR:	•				
1. Ending Balance on Last Year's AUD 9530-A	\$195,144	\$0	\$195,144		
Plus Transfers from Contracts to Reserve Account (based on last year's post-audit CDFS 9530, Section IV): Contract No.	\$0	\$0	\$0		
Contract No.	20	Φ0	0 \$0		
Contract No.			0		
Contract No.			0		
Contract No.			0		
Contract No.			0		
Total Transferred from Contracts to Reserve Account	0	0	0		
3. Less Excess Reserve to be Billed					
(enter as a positive amount any excess amount calculated by CDFS on last year's post-audit CDFS 9530)	\$27,392	\$0	\$27,392		
4. Ending Balance on Last Year's Post-Audit CDFS 9530	\$167,752	\$0	\$167,752		
THIS YEAR:					
5. Plus Interest Earned This Year on Reserve Funds					
(column A must agree with this year's CDFS 9530-A, Section II)	\$849		\$849		
6. Less Transfers to Contracts from Reserve Account (column A amounts must agree with this year's CDFS 9530-A, Section III; and column C amounts must be reported on this year's AUD forms for respective contracts):					
Contract No. CSPP 2397 - Contract	\$18,601	\$0	\$18,601		
Contract No.			0		
Contract No.			0		
Contract No.			0		
Contract No. Contract No.			0		
Total Transferred to Contracts from Reserve Account	19 601	0			
	18,601	U	18,601		
7. Ending Balance on June 30, 2013 (column A must agree with this year's CDFS 9530-A, Section IV)	\$150,000	\$0	\$150,000		
COMMENTS - If necessary, attach additional sheets to explain adjustments:					

California Department of Education

		AUDI	TED FISCAL REPORT	Γ		
	fo	r Child Develo	pment CRPM Suppor	t Contracts		
Agency Name:	Sacramento Em	nployment & Trainir	ng Agency		Vendor No.	2173
Fiscal Year End:	June 30, 2013		Contract No.	CRPM 0091		
Contract Term	From:	July 1, 2010		To:	June 30, 2013	
Independent Audito	or's Name:	Gilbert Associa	tes, Inc.			
			COLUMN A1	COLUMN A2	COLUMN B	COLUMN C
SECTION I - REVE	ENUE		PRIOR YEAR'S AUD 9529 ENDING BALANCE FOR THIS CONTRACT (Multi-Year Contract Only)	CURRENT FISCAL YEAR PER FORM CDFS 9529	AUDIT ADJUSTMENT INCREASE OR (DECREASE)	CUMULATIVE THROUGH CURRENT FISCAL YEAR PER AUDIT
RESTRICTED INC						
Prorated Portion		zed Enrollment	\$0	\$6,562	\$0	\$6,562
Other (Specify):						0
						0
			-			0
WITEDEOT EARNIE		Subtotal	\$0	\$6,562	\$0	\$6,562
INTEREST EARNE		IONMENIS				0
UNRESTRICTED I						
Other (Specify):						0
	-	TOTAL REVENUE	\$0	\$6,562	\$0	0 \$6,562
SECTION II - REIN			ΨΟ	ψ0,302	ΨΟ	ψ0,302
1000 Certificate		AI LIVOLO	\$0	I \$0	\$0	\$0
2000 Classified			ΨΟ	ΨΟ	ΨΟ	0
3000 Employee						0
4000 Books and			9,992			9,992
5000 Services a		ating Expenses	24,768			34,226
6100/6200 Othe			,1	5,100		0
6400 New Equip						0
		(program-related)				0
Depreciation or		/				0
NONREIMBURSA		3				
6100-6500 Non	reimbursable Ca	apital Outlay				0
Other (Specify):		•				0

COMMENTS - If necessary, attach additional sheets to explain adjustments:

TOTAL EXPENSES CLAIMED FOR

FOR CDE-A&I USE ONLY:

\$34,760

\$9,458

0

\$44,218

\$0

NO SUPPLEMENTAL REVENUES OR EXPENSES - Check this box and omit page 2 if there are no supplemental revenues or AUD 9529 CRPM, Page 1 of 1 (FY 2012-13)

California Department of Education

AUDITED FISCAL REPORT for Child Development CRPM Support Contracts Sacramento Employment & Training Agency Agency Name: Vendor No. 2173 Fiscal Year End: June 30, 2013 Contract No. CRPM 2055 Contract Term From: July 1, 2012 To: June 30, 2015 Independent Auditor's Name: Gilbert Associates, Inc. COLUMN A2 COLUMN B COLUMN A1 **COLUMN C CUMULATIVE** PRIOR YEAR'S AUD 9529 CURRENT **AUDIT** THROUGH **ENDING BALANCE FOR THIS FISCAL YEAR ADJUSTMENT** CURRENT **CONTRACT (Multi-Year** PER FORM **INCREASE OR** FISCAL YEAR **CDFS 9529** (DECREASE) Contract Only) **PER AUDIT SECTION I - REVENUE** RESTRICTED INCOME Prorated Portion for Nonsubsidized Enrollment \$0 \$0 \$0 \$0 Other (Specify): 0 0 0 \$0 \$0 \$0 \$0 Subtotal INTEREST EARNED ON APPORTIONMENTS 0 UNRESTRICTED INCOME Other (Specify): 0 0 TOTAL REVENUE \$0 \$0 \$0 \$0 SECTION II - REIMBURSABLE EXPENSES 1000 Certificated Salaries \$0 \$0 \$0 \$0 2000 Classified Salaries 0 3000 Employee Benefits 0 4000 Books and Supplies 0 5000 Services and Other Operating Expenses 0 6100/6200 Other Approved Capital Outlay 0 6400 New Equipment (program-related) 0 6500 Replacement Equipment (program-related) 0 Depreciation or Use Allowance 0 NONREIMBURSABLE EXPENSES 6100-6500 Nonreimbursable Capital Outlay 0 Other (Specify): 0 0 **TOTAL EXPENSES CLAIMED FOR** \$0 \$0 \$0 \$0 FOR CDE-A&I USE ONLY:

√	NO SUPPLEMENTAL F	REVENUES OR EXPENSES -	- Check this box and omit page 2 if there are no supplemental revenue	es or expenses
AUD	9529 CRPM, Page	1 of 1 (FY 2012-13)		California Department of Education

COMMENTS - If necessary, attach additional sheets to explain adjustments: