



# Monterey County Office of Education

Leadership, Support, and Service to Prepare All Students for Success


Dr. Nancy Kotowski  
County Superintendent of Schools

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District Advisory and Financial Services  
Finance and Business Services

Bulletin No. 13-021

**TO:** Chief Business Officials, Business Managers

**FROM:**  Karen Hennessy, Director  
District Advisory and Financial Services

**DATE:** December 10, 2012

**RE:** **P-1 Attendance, Fiscal Year 2012-2013**

Attendance data collection software for Fiscal Year 2012-2013 has been combined with Revenue Limit software in the 2012-13 Principal Apportionment Revenue and Attendance Data Collection Software. This software can now be downloaded from the CDE website at <http://www.cde.ca.gov/fq/sf/rl> using Internet Explorer, Google Chrome or Mozilla Firefox.

The following items are due to MCOE no later than Tuesday, January 8:

- Signed and certified P-1 attendance documents sent Attn: Karen Hennessy
- Certified files for uploading to the California Department of Education emailed to [khennessy@monterey.k12.ca.us](mailto:khennessy@monterey.k12.ca.us).

Detailed directions for emailing your certified files are available. Please contact me at 831-755-0376 or [khennessy@monterey.k12.ca.us](mailto:khennessy@monterey.k12.ca.us) if I may be of further assistance.