



Monterey County Office of Education

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

*Dr. Nancy Kotowski
County Superintendent of Schools*

District Advisory and Financial Services
Finance and Business Services

Bulletin No. 13-040

TO: Chief Business Officials

FROM: *KH* Karen Hennessy, Director of District Advisory and Escape Project Manager

DATE: Friday, May 03, 2013

RE: PUBLICATION OF SINGLE BUDGET ADOPTION HEARINGS, 2013-14

Attached is the "Notice of Budget Adoption Public Hearing" form requesting the information necessary for our office to publish, in the newspaper of your choice, the required notice of your District's single budget adoption hearing.

All notices will be published between May 16 and June 20, 2013, so that public hearings can be held before July 1, 2013 (Education Code 42103 and 42127 (I)). Your proposed budget must be made available to the public at least three working days (72 hours) prior to your public hearing, and the newspaper notice must be published at least 10 days prior to the hearing.

Please remember to submit your information as early as possible, especially if your district requests that the ad be published in a small newspaper. Small newspapers normally need ad copy from us at least two weeks in advance, and they do not publish their newspapers every day.

Please complete and return the attached electronic form to khennessy@monterey.k12.ca.us or rarreola@monterey.k12.ca.us, no later than May 10, 2013.

If you have any questions, please feel free to contact me at 831-755-0376.

Instructions: Add the necessary information (red) to the text below and email your completed electronic document to us. Please be sure the information is complete. If you cannot return the document electronically, you may print the completed form and fax it to us. Please submit your completed form by May 10, 2013.

Email electronic document to: khennesy@monterey.k12.ca.us and rarreola@monterey.k12.ca.us

Inquiries, call Karen Hennessy at (831) 755-0376 fax (831)-751-3247

NOTICE OF BUDGET ADOPTION PUBLIC HEARING 2013-2014

As required by Education Code section 42103, the governing board of(District Name) School District will hold a public hearing on the adoption of the 2013-2014 proposed budget of the district, prior to final adoption.

The public hearing will be held on ((Month & day) 2013,
at (Hour) (AM) or (PM).

The public hearing will be held at:

Location: (Where?)
Address: (Street address)
City, CA (ZIP).

The budget can be inspected by the public beginning
(Date) 2013, during the hours of (Hour) (AM) and
(Hour) PM, at:

Location: (Where?)
Address: (Street address)
City, CA (ZIP).

Our district would like this notice published in the following newspaper(s):

- (1)
- (2)
- (3)

I certify the above information is correct and can be published as such.

Authorized District Signature: (Chief Business Official)

Date: (Month, Day, Year)

Please distribute this information within your district, as appropriate.