



Monterey County Office of Education

Dr. Nancy Kotowski
County Superintendent of Schools

District Advisory and Financial Services
Finance and Business Services

Bulletin No. 13-046

TO: Chief Business Officials, Business Managers

FROM: Karen Hennessy, Director
District Advisory and Financial Services

DATE: June 6, 2013

RE: **2012-13 Fiscal Year Annual Attendance Data**

The certified files as well as the signed Annual Attendance documents are due to the Monterey County Office of Education at 901 Blanco Circle, Salinas, CA 93901, Attention: Karen Hennessy no later than Tuesday, July 9, 2013

Please use the Revenue Software version 12.00 as you used for P-2 to enter and certify your annual attendance information. Please contact me if you need the steps for uploading your certified files or you have any questions. I am available to assist you with attendance questions as well as reporting questions, please do not hesitate to contact me at 831-755-0376 or khennessy@monterey.k12.ca.us