November 6, 2018

TO: Accounting Officers
Los Angeles County School & Community College Districts

FROM: Tracy Minor, Assistant Director
Accounting and Financial Services
Division of School Financial Services

SUBJECT: Quarterly Interest Distribution

1st Quarter 2018-19 (July/August/September)

School Rate 1.92%
County Rate 1.87%

Distributed via:
JV No. INTA201901  Dated: 11/5/18

Cash will continue to be distributed as made available by the Los Angeles County Auditor-Controller.

2nd Quarter 2018-19 (October/November/December)

Anticipated accrual distribution date for the 2nd quarter of 2018-19 is the week of February 4, 2019. This will be posted as:

- Debit to Accounts Receivable account number 9200
- Credit to Interest Income account number 8660 (8860 for community colleges)

Based on discussions with the Los Angeles County Treasurer and Tax Collector, we recommend using a 1.95% rate for fiscal year 2018-19 projections.

Questions regarding this memorandum should be directed to Nimfa Andres at (562) 922-6451 or Andres_Nimfa@laco.edu.

TM:It
<table>
<thead>
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<th>Fiscal Year</th>
<th>Quarter</th>
<th>County % Rate</th>
<th>School % Rate</th>
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Questions regarding interest rates may be addressed to Ms. Nimfa Andres at (562) 922-6451 or Andres_Nimfa@lacoe.edu.
November 6, 2018

TO: Los Angeles County School Districts
Participating in the Lease-Purchase Plan

FROM: Tracy Minor, Assistant Director
Accounting and Financial Services
Division of School Financial Services

SUBJECT: State School Building Lease-Purchase Interest Reporting

All county offices of education are required by the state to report in a timely manner the interest earned in Fund 30, *State School Building Lease-Purchase* for all county school districts. Failure to do so may result in the withholding of project fund releases.

Attached is a blank form of the Interest Earned Report (SAB 180) to report interest earned in Fund 30 (1st quarter 2018-19).

Please return the completed form on or before **November 20, 2018**, to:

School Financial Services, Accounting Section
Education Center, 2nd Floor
Attention: Nimfa Andres

**Districts without Fund 30.0 are not required to submit this form.**

Please make sure to return the form by **November 20, 2018**. Reports received by LACOE after **November 20, 2018**, will not be included in the consolidated report to the Office of Public Construction.

If you have questions regarding the above, or need additional forms, please contact Ms. Nimfa Andres at (562) 922-6451 or [Andres_Nimfa@lacoe.edu](mailto:Andres_Nimfa@lacoe.edu).

TM:It
attachment
Form Completion Instructions

1) Complete the information requested on the top right-hand side of the form. The requested information is Page __ of __. If you are only submitting one page you should complete this as page 1 of 1. If you have more than one page each page should reflect in the first blank the numerical sequence and the second blank should reflect the total number of pages in the package (e.g. Page 2 of 6, Page 12 of 12).

2) Complete the County name in this section.

3) The report date should reflect the date the report was completed by the authorized signatory.

4) Check the appropriate box for the quarter and fill in the calendar year in the section titled "Interest Earned For Quarter Ended". Also indicate whether the report is an original or an amended report.

5) In the section titled District Name fill in the complete name of the district inclusive of Union, Unified, Elementary, High, etc.

6) In the section titled "CDS Number" list the 5 digit number assigned to the district by the Department of Education. If you are reporting interest on a project specific basis, please indicate the project number.

7) Please read this section carefully. This section titled "Allocation of Lease-Purchase Interest Earnings" must be properly completed to ensure proper interest processing. There are 4 subsections in this section. Interest must be separated based on the percentage of district contribution per project. You must report totals for each type of project (100% state funded, 50/50 projects, etc.). If it is easier to report totals by project please do so, however, interest allocation will be assigned by the OPSC Interest Unit. Districts will be apprised of actual interest application by an administrative journal.

8) Section 8 is the signature and total section. In this section the authorized signatory will sign the form certifying that the information is correct. Additionally, the OPSC is requiring that the authorized signatory print his/her name and phone number (inclusive of area code). Also indicate the page total here. If you are only submitting one page please enter the page total in the box labeled "Report Total".

Additional Reporting Information

Under no circumstances should negative interest amounts be reflected on this report. A negative interest amount indicates an interest expense. Interest expense incurred because a district advances the project prior to receiving a state apportionment is not an eligible expense per the provisions of the Lease-Purchase Program. The provisions of the policy adopted July 26, 1995 state that districts that advance fund projects should make expenditures out of another fund. If a district has advanced a project with district funds and deposited them in the Lease-Purchase Fund there will never be any negative interest, but only positive interest based on the 100% reporting requirement. Negative interest cannot be netted against positive interest within a quarter.

The completed form should be mailed to the Office of Public School Construction at the address listed below.

Office of Public School Construction
1130 K Street, Suite 400
Sacramento, CA 95814-7243
Attention: Interest Unit