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Debra Duardo, M.S.W., Ed.D., *Superintendent*

March 10, 2021

TO: Business Administrators
Selected Los Angeles County School and Community College Districts

FROM: Alyssa Martinez, Manager
Business Advisory Services

SUBJECT: Data Collection for Apportionment of Forest Reserve Funds, Fiscal Year 2020-21

Education Code Section 2300 requires county offices of education to apportion Forest Reserve funds received under any act of Congress from the United States Government to school districts within or adjacent to United States Forest Reserves located in each county. Your district is eligible to receive Forest Reserve funds if it has territory within or adjacent to the Los Angeles National Forest Reserve in the Los Angeles County, and is educating students who reside within it.

Funds received are apportioned based on enrollment of pupils residing within the Los Angeles National Forest Reserve in the Los Angeles County on the last day of the sixth school month, and who are attending school in your district.

Please return the attached Enrollment Report and a listing (in Excel) of the names and addresses of all pupils enrolled in your district on the last day of the sixth school month of 2020-21, who reside within the Los Angeles National Forest Reserve. **The completed report and listing are due no later than April 15, 2021, and must be submitted via email to Martinez_Alyssa@lacoed.edu.**

This bulletin and its attachment are posted on the LACOE website at:

<https://www.lacoed.edu/Bulletins.aspx>

Use the “Search” box in the Bulletins section to locate a specific bulletin by number or keyword.

Please contact me by e-mail at Martinez_Alyssa@lacoed.edu.

Approved:
Octavio Castelo, Director
Business Advisory Services

AM:vb

LOS ANGELES COUNTY OFFICE OF EDUCATION
Business Advisory Services

ENROLLMENT REPORT
2020-21

(For Pupils Who Reside within the Los Angeles National Forest Reserve)

Please complete this form and return it via email no later than April 15, 2021, to [Martinez Alyssa@lacoedu](mailto:Martinez_Alyssa@lacoedu).

Enter the number of enrolled pupils in the Local Educational Agency (LEA), who resided within the Los Angeles National Forest Reserve, on the last day of the sixth school month of the 2020-21 school year.

NUMBER OF PUPILS

Elementary Schools: _____

High School: _____

Community Colleges: _____

Total: _____

Please email a listing (in Excel) of the names and addresses of the pupils identified above to Martinez_Alyssa@lacoedu.

Local Educational Agency Name: _____

Signature: _____ Date: _____

Print Name: _____ Title: _____

Telephone: _____ Email: _____

Attachment to:
Informational Bulletin No. 5342