ADMINISTRATIVE CIRCULAR NO. 10

Office of the Chief Business Officer

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: September 25, 2020

To: All School Principals

Subject: FEDERAL IMPACT AID SURVEY

TO BE CONDUCTED ON OCTOBER 7, 2020

Department and/or

Persons Concerned: Site Administrators, Teachers and School Secretaries

Due Date: November 13, 2020

Reference: Administrative Procedure 6060

Action Requested: Return completed survey forms if received to the Impact Aid Office, Room

3244, Eugene Brucker Education Center

Brief Explanation:

The 2020-2021 Federal Impact Aid Survey will be conducted on October 7, 2020. This school year the survey will be distributed via the United States Postal Service (USPS). Principals, please place a notice on your school site webpage notifying parents that the survey will be sent through the mail along with a postage paid envelope in order for them to return the survey directly to the Impact Aid Office at the district.

Each year the district earns a significant amount of income which can be used for any general fund purpose such as instructional materials, salaries, transportation, technology, or capital needs, and we thank you for your continued effort and support.

Special attention should be given to the following dates:

- October 7 Survey will be mailed via USPS to student's residence.
- November 13 Survey forms should be returned in the postage paid envelope via USPS to the Impact Aid Office, Room 3244, Eugene Brucker Education Center, 4100 Normal Street, San Diego, CA 92103.

For additional assistance, please contact Sarah Kidder, Financial Accounting Manager, (619) 725-7588, or Pat McCoy in the Impact Aid Office at (619) 725-7593.

Jodie Macalos Controller

APPROVED:

Debbie Foster

Executive Director, Finance Division

JM:tt