

DATE: November 12, 2020

TO: San Joaquin County School Districts, Chief Business Officials (via e-mail)

FROM: Peter Foggiato, Director, District Business Services  
San Joaquin County Office of Education

SUBJECT: **Assembly Bill (AB) 1200: Public Disclosure of Collective Bargaining Agreement**

Attached is the updated public disclosure form required by this office for compliance with AB 1200 and the collective bargaining agreement public disclosure requirements.

Public school employers (school districts, county offices of education, and certain charter schools) must disclose in a public meeting the major provisions and costs of a written agreement with its represented employees before entering into the agreement (Government Code [GC] 3547.5). If a school district is qualified or negative, the disclosures must be provided to the county office of education at least 10 working days before the governing board will take action (GC 3540.2). These laws are intended to ensure that the public is aware of the known costs associated with a proposed agreement before it becomes binding on the district.

The public disclosure must be in a format approved by the State Superintendent of Public Instruction. This document represents a comprehensive format for meeting the public disclosure requirements, including those recommended by the California Department of Education in Management Advisory 92-01, and provides information this office has determined necessary to satisfy its mandated AB 1200 fiscal monitoring responsibilities. The form is applicable to both single- and multi-year agreements as well as multi-year agreements where the contract has been reopened to determine compensation adjustments in a subsequent year.

#### **Submission to County Office**

We request that districts submit a complete set of these forms, including a copy of the proposed agreement, not less than 10 working days prior to the date on which the Governing Board will take action on the proposed agreement.

#### **Please forward these forms to:**

San Joaquin County Office of Education  
Attn: Rosa Reyes, Coordinator, District Business Services

The forms should be made available to the public three days prior to the public meeting and prior to the date the Governing Board will take action on the proposed bargaining agreement.

After the Governing Board has acted on the proposed agreement, the forms must be submitted to the County Office of Education with the Board President's or Clerk's signature.

Within 45 days of adopting the agreement, or with the next budget or interim report, whichever is first, the district must submit budget revisions necessary to fulfill the terms of the agreement to the county superintendent of schools (Education Code Section 42142).

General Instructions for completing the documents for "Public Disclosure of Collective Bargaining Agreement" can be found in the Excel workbook.

Please note that these requirements do not replace the initial proposal public meeting "sunshine" requirements specified by GC Section 3547, which have been in existence since the mid-1970's.

If you have any questions or concerns, please contact me or Rosa Reyes.

PF/

Attachment