

ACBO Institute II

Individual Writing Assignment

Due October 5, 2025

BACKGROUND

The Governor and the legislature are committed to the role of education in shaping the future of the state of California. Through the Road Map for Community Colleges, the Vision for Success, the Blueprint for Career Education, and the Vision 2030, there is a shared commitment toward community colleges and their important role as engines of economic growth and preparing the state's future workforce in career education fields. The state budget reflects the important role of community colleges and thus established a “funding floor” or a “minimum funding guarantee” that starts in FY 2025-26.

However, insufficient revenues at the state level may result in a deficit factor that will impact access, equity, and success by not fully funding the Student Center Funding Formula (SCFF) including the growth experienced by community college districts in certain areas of the state.

ASSIGNMENT

Your Chief Executive Officer (CEO) asked you to prepare a report (no longer than 2 pages) to assist the CEO in providing the Governing Board with an analysis of realistic and possible actions the district must take to adopt a FY 2025-26 balanced budget assuming that the district is in “minimum funding guarantee” status.

For this assignment, choose one of the 73 districts (non-community supported districts also known as “basic aid”) that is in minimum funding guarantee status using the FY 2025-26 Advance Apportionment Report ([Exhibit R](#)) published on the CCCCCO website as a reference. You may also want to look at your chosen district’s website to download their FY 2025-26 Tentative Budget to have more information on how you will address the request from your CEO.

In your report, include your role in shaping this plan and who you collaborated with to devise these action plans.

Audience: CEO / Chancellor or Superintendent/President

SUBMISSION

Email your assignment to **Dr. Chris Dela Rosa** (delarosachristopher@fhda.edu) and **Dr. Bonnie Ann Dowd** (drbadowd@gmail.com) by **October 5th, 11:59 pm**. Be sure your assignment is in Microsoft Word format (.docx). On the **subject line** of your email, please list **ACBO Institute II Written Assignment with your last name**.