



Tehama County Department of Education

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August 5, 2026

TO: Superintendents/Chief Business Officials

FROM: Shannon Hayes, Assistant Superintendent of Business Services

SUBJECT: Assembly Bill 1200: Public Disclosure of Proposed Collective Bargaining Agreements

Assembly Bill 1200: Public Disclosure of Proposed Collective Bargaining Agreements
Assembly Bill (AB) 1200 (Chapter 1213/Statutes 1991) requires local educational agencies to publicly disclose the provisions of all collective bargaining agreements before entering into a written agreement. Government Code (GC) Section 3547.5 states:

"Before a public-school employer enters into a written agreement with an exclusive representative covering matters within the scope of representation, the major provisions of the agreement, including, but not limited to, the costs that would be incurred by the public-school employer under the agreement for the current and subsequent fiscal years, shall be disclosed at a public meeting of the public-school employer."

This provision is applicable to both single-year agreements and multi-year agreements where the contract has been reopened to determine compensation adjustments in the current and/or subsequent year. It is intended to ensure that the public is aware of the costs or savings associated with a proposed collective bargaining agreement before it becomes binding on the district. These documents must be made available to the public at least ten (10) working days prior to the date on which the governing board will take action on the proposed bargaining agreement.

Certification by Superintendent and Chief Business Official

Effective June 21, 2004, GC Section 3547.5 was amended by AB 2756 (Chapter 52/Statutes 2004), requiring that a district's superintendent and chief business official (CBO) certify in writing that the costs incurred under a collective bargaining agreement can be met by the district during the term of the agreement.

Serving Students, Schools, and the Community

Antelope | Corning Elementary | Corning High | Evergreen | Flournoy | Gerber | Kirkwood
Lassen View | Los Molinos | Red Bluff Elementary | Red Bluff High | Reeds Creek | Richfield

GC Section 3547.5 also specifies that if a district does not adopt all of the revisions to its budget needed in the current year to meet the costs of the agreement in each year of its term, the County Superintendent of Schools is required to issue a qualified or negative certification for the district on its next Interim Report. Pursuant to Education Code Section 42142, the district must send the County Office of Education the revisions to the district's current budget within 45 days of the settlement.

Public Disclosure Form

The public disclosure forms and instructions for use by districts, to comply with the collective bargaining agreement public disclosure requirements of GC Section 3547.5 and the California Code of Regulations (CCR) Title V, Section 15449, are available on shared google drive and on our website. Please do not use prior versions of the Public Disclosure form.

The Public Disclosure form includes:

- A certification page on which the district superintendent and CBO must: 1) certify that the district can meet the costs incurred under the agreement over its term, and 2) itemize any budget revisions necessary to meet the costs of the agreement in each year of its term.
- The unrestricted and restricted portions of the General Fund, the Adult Education Fund, the Cafeteria Fund, the Child Development Fund, and other funds, as necessary.
- A multi-year projection, with settlement included, for the current and two subsequent fiscal years, to verify that the district is able to maintain the required minimum Reserve for Economic Uncertainties in those years.

Zero Compensation, Freezes, Rollback and/or Furlough Day Settlements

A Public Disclosure form must be prepared for all agreements, including those for no increase or a decrease in compensation (i.e furloughs, reduction in salary, benefits, stipends).

Submission to the County Office

The Public Disclosure form, along with a copy of the tentative bargaining agreement, must be submitted to the County Office for review at least ten (10) working days prior to the date on which the governing board will take action on the proposed collective bargaining agreement. Please forward these documents to:

Tehama Department of Education, Business Services
Attention: Ms. Shannon Hayes

After the governing board has taken action on the proposed agreement, the form must be resubmitted to the County Office with the actual information and the Board President's and Superintendent's signature on Certificate No. 2, to meet the Salary Settlement Notification requirement of Senate Bill 1677 (Chapter 1462/1988) and Title V, Section 15449. Any revisions made to the agreement, which were not part of the original documents initially submitted to the County Office, must be clearly indicated.

This letter and its attachment are posted on the County Office website at:

<https://www.tehamaschools.org/Services/Administrative-Services/Business-Services/index.html>

If you have any questions regarding the Public Disclosure of Proposed Collective Bargaining Agreements, please feel free to contact Shannon Hayes at (530) 528-7376.

Attachment