



Colorado  
Legislative  
Council  
Staff

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**MEMORANDUM**

January 11, 2012

**TO:** Members of the Colorado General Assembly  
Interested Persons

**FROM:** Legislative Council Staff, 303-866-3521

**SUBJECT:** Changes to the Fiscal Note Process Pursuant to House Bill 11-1277

**Summary**

This memorandum describes two main provisions of House Bill 11-1277. The first provision allows for school districts and Boards of Cooperative Educational Services (BOCES) to submit fiscal impact summaries for any bill imposing a new mandate, or an increase in the level of services required under current law on kindergarten through twelfth grade (K-12) education. The fiscal impact summaries provided by districts will be made available, unedited and unrevised, on the Legislative Council Staff website.

The second provision allows the Colorado Department of Education (CDE) to solicit information from districts and BOCES on the fiscal impact of proposed K-12 bills when it responds to requests for fiscal impact analysis from Legislative Council Staff. The information solicited by the department will be considered by Legislative Council Staff fiscal analysts as they prepare the official fiscal note for a bill.

**Fiscal Impact Summaries Provided by Districts and BOCES**

HB 11-1277 states that if a K-12 education or related bill is introduced that imposes a new mandate, or increases the level of service for an existing mandate beyond the level of service required in current law, each school district, school board, or BOCES affected by the new mandate has seven days following the bill's introduction to submit a brief summary of the bill's fiscal impact.<sup>1</sup>

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<sup>1</sup>Section 22-32-143, C.R.S

The fiscal impact summaries must be submitted to Legislative Council Staff. Staff will make available on its website unrevised and unedited copies of these summaries. The fiscal note will indicate whether summaries have been submitted and where to access them on the website.

***Instructions for submitting fiscal impact summaries.*** School districts or BOCES submitting fiscal impact summaries pursuant to HB 11-1277 must conform to the following guidelines.

- Fiscal impact summaries must be prepared on official school district or BOCES letterhead and must include the full name, title, and contact information of the author.
- The summary must be converted into a portable document format (PDF).
- The PDF must be sent as an e-mail attachment to: [EdImpactSummaries@state.co.us](mailto:EdImpactSummaries@state.co.us)
- The e-mail with the PDF attachment must include the bill title and bill number in the subject line. For example: *At Risk Student Funding, House Bill 12-1253*;
- The PDF attachment must be named to include the school district and the bill number. For example: *DenverPublicSchools\_SB001.pdf* or *BoulderValleySchools\_HB1001.pdf*.
- The e-mail and attachment must be received no later than seven days following the bill's introduction.
- When the bill is introduced in the second house (the reengrossed bill), districts will have an additional seven days to provide fiscal impact summaries.

Members of the General Assembly and other interested parties will be able to review the comments here: <http://1.usa.gov/FiscalImpactSummaries>

### **Fiscal Impact Analysis Coordinated by the Colorado Department of Education**

HB 11-1277 allows the CDE to solicit input from local education providers which will be considered when staff prepares the official fiscal note for any K-12 related bill.<sup>2</sup> The CDE will designate participating districts prior to the session; presumably a cohort of six to eight districts representing different sizes, geographic locations, etc. Training will be provided by Legislative Council Staff and CDE for participating districts, and a template for consistent responses will be developed. When a bill is released to the CDE for fiscal note review, the department will determine if the bill has a potential school district impact, and if so, will distribute the bill with instructions to respond directly to Legislative Council Staff with estimates for staff to consider in preparing the School District Impact section of the associated fiscal note.

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<sup>2</sup>Section 29-1-304, C.R.S.