

FY 2011 EMIS Manual
Chapter 4
R & R (Rectifications & Refinements) Log

Version 1 of the EMIS Manual



Last updated

April 14, 2011

Prepared by
Office of Information Policy & Management

FY 2011 EMIS Manual-Chapter 4
R&R- Updated April 14, 2011

Purpose

The purpose of this document is to keep a history of revisions (including: clarifications, changes, and/or updates) made to the EMIS Manual after version 1 release. This document reflects revisions communicated through the EMIS Newsflash. If revisions contained in this document are still applicable in FY 2012, they will be incorporated into the FY 2012 EMIS Manual.

Explanation of Document

Date	The date the change was communicated to the field (either through the EMIS Newsflash, Help Desk, or other means).
Chapter/Appendix	Chapter or Appendix impacted by the clarification
Record	If applicable, the record impacted by the clarification
Page	The PDF page number in version 1 of the EMIS Manual that the clarification impacts
Item	May include a change to the any of the following: General Guidelines for the Record, the Reporting Instructions for a data element, new options etc...
Description	A description of the clarification, change, revision and/or update.

EMIS Newsflash Date	Chapter/ Appendix	Page(s)	Record	Item/Element	Description																														
9/23/10	4	64	(QF) Cash Record	Revenue Table 28	In line 1.045, deleted SFSF from Description column and added code 504 to Revenue Codes column.																														
					Table 28. Revenue																														
					<table><tr><th>Line #</th><th>Description</th><th>Revenue Codes</th></tr><tr><td>1.010</td><td>General Property Tax (Real Estate)</td><td>1110 through 1119</td></tr><tr><td>1.020</td><td>Tangible Personal Property Tax</td><td>1120</td></tr><tr><td>1.030</td><td>Income Tax</td><td>1130</td></tr><tr><td>1.035</td><td>Unrestricted Grants-in-Aid</td><td>All 3100's except 3130</td></tr><tr><td>1.040</td><td>Restricted Grants-in-Aid</td><td>All 3200's</td></tr><tr><td>1.045</td><td>Restricted Federal Grants-in-Aid SFSF</td><td>Captured as receipts to funds 532 and 504</td></tr><tr><td>1.050</td><td>Property Tax Allocation</td><td>3130</td></tr><tr><td>1.060</td><td>All Other Operating Revenue</td><td>All other receipt codes except 1931, 1933, 1940, 1950, 5100 and 5200</td></tr><tr><td>1.070</td><td>Total Revenue</td><td>Total lines 1.010 Through 1.060</td></tr></table>	Line #	Description	Revenue Codes	1.010	General Property Tax (Real Estate)	1110 through 1119	1.020	Tangible Personal Property Tax	1120	1.030	Income Tax	1130	1.035	Unrestricted Grants-in-Aid	All 3100's except 3130	1.040	Restricted Grants-in-Aid	All 3200's	1.045	Restricted Federal Grants-in-Aid SFSF	Captured as receipts to funds 532 and 504	1.050	Property Tax Allocation	3130	1.060	All Other Operating Revenue	All other receipt codes except 1931, 1933, 1940, 1950, 5100 and 5200	1.070	Total Revenue	Total lines 1.010 Through 1.060
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4/14/11	4	19	(DB) Building General Information – Yearend	Actual Days in Session Element (DB400)	<p>Deleted language in the reporting instructions.</p> <p><i>Reporting Instructions.</i> These elements are annual amounts expressed in number of days. All entities are required to report these elements, except for community schools whose contract specifies annual instruction as number of hours. Community schools, whose contract specifies instruction as number of hours, report <i>Actual Hours in Session Elements</i> instead.</p> <p>Do not count days the schools were closed for school holidays, teachers meetings, disease epidemics, public calamities, or other similar reasons. Do not include parent-teacher conference days. Do not add days for the additional time added to the end of the school days that was used to make up for calamity days used in excess of the contingency days on the school calendar.</p> <p>Note. The <i>Actual Days in Session Elements</i> reported are not used to determine a district's adherence to minimum state standards. They are used only to calculate an accurate average daily membership figure.</p>
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