

Appendix I – EMIS Reporting Dates

TABLE I-1 REPORTING DATES BY ELEMENT

Student Demographics Record	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
Student Demographics Record	OCT	DEC		YEAREND		
GI040 Building IRN	OCT	DEC		YEAREND		
GI050 EMIS Student ID Number	OCT	DEC		YEAREND		
GI070 Date of Birth	OCT	DEC		YEAREND		
GI080 Gender	OCT	DEC		YEAREND		
GI090 Racial/Ethnic Category	OCT	DEC		YEAREND		
GI100 District of Residence	OCT	DEC		YEAREND		
GI120 Student Status	OCT	DEC		YEAREND		
GI130 Grade Level	OCT	DEC		YEAREND		
GI140 Grade Level, Next Year	OCT	DEC		YEAREND		
GI150 Student Percent of Time	OCT	DEC		YEAREND		
GI160 Disability Condition	OCT	DEC		YEAREND		
GI170 Disadvantage	OCT	DEC		YEAREND		
GI190 Homeless Status	OCT	DEC		YEAREND		
GI230 Limited English Proficiency Y/N	OCT	DEC		YEAREND		
GI240 Migrant Status Y/N	OCT	DEC		YEAREND		
GI250 Prior Disability Condition				YEAREND		
GI260 Kindergarten Experience	OCT	DEC		YEAREND		
GI270 Native Language	OCT	DEC		YEAREND		
GI280 Reclassification from LEP Y/N				YEAREND		
GI310 State Student ID (SSID)	OCT	DEC		YEAREND		
GI320 Special Education Exit Date	OCT	DEC		YEAREND		
GI330 Student Legal First Name (Optional)	OCT	DEC		YEAREND		
GI340 Student Legal Middle Name (Optional)	OCT	DEC		YEAREND		
GI350 Student Legal Last Name (Optional)	OCT	DEC		YEAREND		
GI360 Student Birth Place City (Optional)	OCT	DEC		YEAREND		
GI370 State Equivalent Grade Level	OCT	DEC		YEAREND		
GI380 ELA Speaking Level	OCT			YEAREND		
GI390 ELA Listening Level	OCT			YEAREND		
GI400 ELA Reading Level	OCT			YEAREND		
GI410 ELA Writing Level	OCT			YEAREND		
GI420 ELA Comprehension Level	OCT			YEAREND		
GI430 Section 504 Plan Y/N	OCT	DEC		YEAREND		

Student Demographics Record		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GI460	Did the 3-year-old preschool student with a disability condition receive Early Intervention (EI) services? (* - Not Applicable) /Y/N)	OCT	DEC		YEAREND		
GI470	Preschool Special Education IEP Development Date This is the date the IEP was signed by the IEP team – not the IEP effective date)	OCT	DEC		YEAREND		
GI480	Homeless Unaccompanied Youth */Y/N	OCT	DEC		YEAREND		

Student Attendance Record		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GK040	Building IRN	OCT	DEC		YEAREND		
GK050	EMIS Student ID Number	OCT	DEC		YEAREND		
GK080	Admission Date	OCT	DEC		YEAREND		
GK110	Attendance	OCT			YEAREND		
GK120	Excused Absence	OCT			YEAREND		
GK130	Unexcused Absence	OCT			YEAREND		
GK140	Corporal Punishment				YEAREND		
GK230	Date of District Withdrawal/ Dropout/Truancy Proceedings	OCT	DEC		YEAREND		
GK240	Withdrawal/ Dropout/Truancy Reason	OCT	DEC		YEAREND		
GK250	Graduation Credit Units (9-12)	OCT			YEAREND		
GK260	Diploma Date	OCT			YEAREND		
GK270	Diploma Type	OCT			YEAREND		
GK380	Completed college prep curriculum? Y/N	OCT			YEAREND		
GK300	Attending/Home District IRN	OCT	DEC		YEAREND		
GK305	Attending/Home District IRN Indicator	OCT	DEC		YEAREND		
GK310	Non-attending Reason	OCT					
GK320	Majority of Attendance IRN				YEAREND		
GK330	Retained Status	OCT					
GK340	Career Passport Y/N				YEAREND		
GK360	Accountability IRN				YEAREND		
GK390	(To be completed by community schools only) District IRN – previous School year	OCT					

Student Attendance Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GK400 Fiscal year student began 9th grade	OCT			YEAREND		

Student Course Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GN040 District IRN	OCT			YEAREND		
GN050 EMIS Student ID Number	OCT			YEAREND		
GN080 Local Classroom Code	OCT			YEAREND		
GN090 Course Status	OCT			YEAREND		
GN120 CBI – Work Based Learning Experience Status (NOTE: Applies ONLY to Subject Code 252525)	OCT			YEAREND		
GN130 CTAE Concentrator?	OCT			YEAREND		
GN140 Completed career-technical workforce development program?				YEAREND		

Student Program Record-1						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GQ040 Building IRN	OCT	DEC		YEAREND		
GQ050 EMIS Student ID Number	OCT	DEC		YEAREND		
GQ060 Program Code (Occurs 10 times)	OCT	DEC		YEAREND		

Student Program Record-2 (USE WITH Program Code = 305003, the 206XXX Gifted series of program codes, the 220100 Preschool Special Education Itinerant Services Program code, the 220200 Preschool Regular Itinerant Services Program code and the 226001 Title I Public School Choice program code)						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GQ040 Building IRN	OCT	DEC		YEAREND		
GQ050 EMIS Student ID Number	OCT	DEC		YEAREND		
GQ060 Program Code (See Appendix E)	OCT	DEC		YEAREND		
GQ070 Employee ID	OCT	DEC		YEAREND		

Title 1 Program Record	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	
GQ080 Building IRN of building that Student Transferred from as a result of Public School Choice within the district	OCT	DEC		YEAREND		

Student Testing Record – Proficiency	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
Student Testing Record - Proficiency				YEAREND		

Student Testing Record – Proficiency Only	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
Student Testing Record – Proficiency Only				YEAREND		

Student Achievement Testing	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
Student Achievement Testing Record				YEAREND		

Student Ohio Graduation Test (OGT)	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
Student Ohio Graduation Test Record				YEAREND		

CTAE Student Testing Record	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GY040 Building IRN				YEAREND		
GY050 EMIS Student ID Number				YEAREND		
GY760 CTAE Technical Assessment Test Code formerly OCTCA)				YEAREND		
GY770 CTAE Technical Assessment Score (Formerly OCTCA)				YEAREND		
GY890 Career Paths for Teaching Profession Portfolio Assessment				YEAREND		

Student-Gifted Education						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GG040 Building IRN				YEAREND		
GG050 EMIS Student ID Number				YEAREND		
GG060 Gifted Screening Superior Cognitive Ability Y/N				YEAREND		
GG070 Gifted Screening (SAA) Mathematics Y/N				YEAREND		
GG080 Gifted Screening (SAA) Science Y/N				YEAREND		
GG090 Gifted Screening (SAA) Reading, Writing Y/N				YEAREND		
GG100 Gifted Screening (SAA) Social Studies Y/N				YEAREND		
GG110 Gifted Screening –Creative Thinking Ability Y/N				YEAREND		
GG120 Gifted Screening-Visual/ Performing Arts Y/N				YEAREND		
GG130 Gifted Assessment-Superior Cognitive Ability Y/N				YEAREND		
GG140 Gifted Assessment (SAA) Mathematics Y/N				YEAREND		
GG150 Gifted Assessment (SAA) Science Y/N				YEAREND		
GG160 Gifted Assessment (SAA) Reading, Writing Y/N				YEAREND		
GG170 Gifted Assessment (SAA) Social Studies Y/N				YEAREND		
GG180 Gifted Assessment Creative Thinking Ability Y/N				YEAREND		
GG190 Gifted Assessment – Visual Performing Arts Y/N				YEAREND		
GG200 Gifted Identification-Superior Cognitive Ability Y/N				YEAREND		
GG210 Gifted Identification (SAA) Mathematics Y/N				YEAREND		
GG220 Gifted Identification (SAA) Science Y/N				YEAREND		
GG230 Gifted Identification (SAA) Reading, Writing Y/N				YEAREND		
GG240 Gifted Identification (SAA) Social Studies Y/N				YEAREND		
GG250 Gifted Identification Creative Thinking Ability Y/N				YEAREND		
GG260 Gifted Identification Visual- Performing Arts Y/N				YEAREND		
GG430 Gifted <u>Identification Date</u> – Superior Cognitive Ability (YYYYMM)				YEAREND		

Student-Gifted Education						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GG440 Gifted <u>Identification Date</u> – (SAA) – Mathematics (YYYYMM)				YEAREND		
GG450 Gifted <u>Identification Date</u> – (SAA) – Science (YYYYMM)				YEAREND		
GG460 Gifted <u>Identification Date</u> – (SAA) – Reading, Writing (YYYYMM)				YEAREND		
GG470 Gifted <u>Identification Date</u> – (SAA) – Social Studies (YYYYMM)				YEAREND		
GG480 Gifted <u>Identification Date</u> – Creative Thinking Ability (YYYYMM)				YEAREND		
GG490 Gifted <u>Identification Date</u> – Visual/Performing Arts (YYYYMM)				YEAREND		
GG510 Gifted Served – Superior Cognitive Ability Y/N				YEAREND		
GG520 Gifted Served (SAA) – Mathematics Y/N				YEAREND		
GG530 Gifted Served – (SAA) – Science Y/N				YEAREND		
GG540 Gifted Served – (SAA) – Reading, Writing Y/N				YEAREND		
GG550 Gifted Served – (SAA) – Social Studies Y/N				YEAREND		
GG560 Gifted Served – Creative Thinking Ability Y/N				YEAREND		
GG570 Gifted Served – Visual/Performing Arts Y/N				YEAREND		

Student – Discipline Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GD040 Building IRN				YEAREND		
GD050 EMIS Student ID Number				YEAREND		
GD060 Date of Discipline				YEAREND		
GD070 Type of Discipline				YEAREND		
GD080 Discipline Reason				YEAREND		
GD085 Discipline Sequence Number				YEAREND		
GD090 Total Discipline Days each occurrence				YEAREND		
GD100 Discipline modified on per exception basis Y/N				YEAREND		

Student – Discipline Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GD110 Referred for Alternative program Y/N				YEAREND		

CTAE WORKFORCE DEVELOPMENT COMPLETER FOLLOW-UP RECORD						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GV040 Building IRN			MAR			
GV050 EMIS Student ID Number			MAR			
GV105 Resident Dist IRN			MAR			
GV300 Attending/Home IRN			MAR			
GV305 Attending/Home IRN IND			MAR			
GV045 STUDENT STATUS			MAR			
GV055 STUDENT NAME (OPTIONAL)			MAR			
GV075 Date of Birth CCYYMMDD			MAR			
GV080 Gender			MAR			
GV090 Racial/Ethnic Category			MAR			
GV120 Diploma Date			MAR			
GV130 Diploma Type			MAR			
GV170 DISADVANTAGEMENT			MAR			
GV200 Disability Condition			MAR			
GV210 Limited English Proficiency (Y/N)			MAR			
GV230 WITHDRAWAL DATE			MAR			
GV240 WITHDRAWAL RSN			MAR			
GV420 Grade Level			MAR			
GV430 Grade Level, Next Year			MAR			
GV440 Student Percent of Time			MAR			
GV450 Homeless Status			MAR			
GV460 Migrant Status			MAR			
GV320 SUBJECT CODE 1			MAR			
GV330 LOCAL CLASSROOM CODE 1			MAR			
GV340 LCC Flag -1			MAR			
GV350 SUBJECT CODE – 2			MAR			
GV360 LOCAL CLASSROOM CODE - 2			MAR			
GV370 LCC Flag - 2			MAR			
GV380 SUBJECT CODE – 3			MAR			
GV390 LOCAL CLASSROOM CODE 3			MAR			
GV400 LCC Flag – 3			MAR			
GV410 SUBJECT CODE – 4			MAR			
GV520 LOCAL CLASSROOM CODE 4			MAR			
GV530 LCC Flag - 4			MAR			

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CTAE WORKFORCE DEVELOPMENT COMPLETER FOLLOW-UP RECORD						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GV540 SUBJECT CODE – 5			MAR			
GV550 LOCAL CLASSROOM CODE 5			MAR			
GV560 LCC Flag – 5			MAR			
GV060 CTAE Follow-Up Status			MAR			
GV310 Tech Prep			MAR			

Early Childhood Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
GH040 Building IRN		DEC		YEAREND		
GH050 EMIS Student ID Number		DEC		YEAREND		
GH060 Preschool Student Education Fund Source		DEC		YEAREND		
GH070 Preschool – Poverty Level		DEC		YEAREND		
GH080 Prior Month's Attendance		DEC		YEAREND		
GH090 Prior Month's Absence		DEC		YEAREND		
GH100 Student Attendance Pattern		DEC		YEAREND		
GH110 Weekly Length of Scheduled Instruction		DEC		YEAREND		

Staff Demographic Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
CI040 District IRN	OCT			YEAREND		
CI050 Employee ID	OCT			YEAREND		
CI060 Employee Name	OCT			YEAREND		
CI070 Date of Birth	OCT			YEAREND		
CI080 Racial/Ethnic Category	OCT			YEAREND		
CI090 Gender	OCT			YEAREND		
CI100 Education Level	OCT			YEAREND		
CI110 Semester Hours	OCT			YEAREND		
CI220 PS/ECE Degree Major	OCT			YEAREND		
CI230 Other Credential	OCT			YEAREND		
CI140 Attendance Days				YEAREND		
CI150 Absence Days-Total				YEAREND		
CI155 Absence Days - Long-term Illness				YEAREND		
CI200 Authorized Experience Years	OCT			YEAREND		
CI210 Total Experience Years	OCT			YEAREND		

Staff Employment Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
CK040 District IRN	OCT			YEAREND		
CK050 Employee ID	OCT			YEAREND		
CK060 Position Assignment Code	OCT			YEAREND		
CK070 Position Status	OCT			YEAREND		
CK080 Position Start Date	OCT			YEAREND		
CK090 Building IRN	OCT			YEAREND		
CK100 Position FTE	OCT			YEAREND		
CK120 Fund Source Percent	OCT			YEAREND		
CK130 Position Fund Source	OCT			YEAREND		
CK140 Position Type	OCT			YEAREND		
CK150 Type of Appointment	OCT			YEAREND		
CK160 Length of Work Day (in hours)	OCT			YEAREND		
CK170 Scheduled Work Days	OCT			YEAREND		
CK180 Contracted Pay Type	OCT			YEAREND		
CK190 Contracted Pay Amount/Rate	OCT			YEAREND		
CK210 Extended Service – ESC's Only	OCT			YEAREND		
CK220 Assignment Area (Occurs 3 times)	OCT			YEAREND		
CK230 Separation Reason	OCT			YEAREND		
CK240 Certificate Application	OCT			YEAREND		
CK250 Local Contract Code	OCT			YEAREND		
CK260 Grade Levels Assigned LOW	OCT			YEAREND		
CK270 Grade Levels Assigned HIGH	OCT			YEAREND		
CK280 High Quality Professional Development Question				YEAREND		
CK290 Qualified Paraprofessional	OCT					

Course Master Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
CN040 District IRN	OCT			YEAREND		
CN050 Course Code	OCT			YEAREND		
CN060 Local Classroom Code	OCT			YEAREND		
CN070 Employee ID	OCT			YEAREND		
CN080 Course Level	OCT			YEAREND		
CN090 Semester Code	OCT			YEAREND		
CN100 Length of Scheduled Instruction	OCT			YEAREND		
CN110 Location IRN Number	OCT			YEAREND		
CN130 Course Type	OCT			YEAREND		

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Course Master Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
CN180 Program Provider IRN	OCT			YEAREND		
CN190 Program Builder Code (Optional for Career Technical in FY2004)	OCT			YEAREND		
CN200 High School Credit Amount	OCT			YEAREND		
CN210 Subject Area for Credit	OCT			YEAREND		
CN220 Language Used in Teaching Course	OCT			YEAREND		
CN230 Intent to Become Properly Certificated	OCT			YEAREND		
CN240 Special Population	OCT			YEAREND		
CN260 How does the teacher of this course meet the highly qualified definition?	OCT					

Career-Technical Education Correlated Class Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
CV040 District IRN	OCT			YEAREND		
CV060 Primary Local Classroom Code	OCT			YEAREND		
CV070 First Correlated Local Classroom Code	OCT			YEAREND		
CV080 Second Correlated Local Classroom Code	OCT			YEAREND		

District General Information – Previous Summer						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DP040 District IRN	OCT					
DP080 In how many sites other than school buildings does this district house a Summer School Extended Learning Time Program funded by a 21 st Century Community Learning Grant?	OCT					
DP090 In how many sites other than school buildings does this district house a Summer School Extended Learning Time Program funded by Title I?	OCT					

Building General Information – Previous Summer						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DG040 District IRN	OCT					
DG050 Building IRN	OCT					
DG240 Did this building house a Summer School Extended Learning Time Program funded by Title I? (Y/N)	OCT					
DG230 Did this building house a Summer School Extended Learning Time Program funded by a 21 st Century Community Learning Grant? (Y/N)	OCT					
DG250 Did this building house a Summer School Extended Learning Time Program funded by other than a 21 st Century Community Learning Grant or Title I? (Y/N)	OCT					

District General Information – Fall/October						S
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)		P (5 yr)
DQ040 District IRN	OCT					
DQ080 Participation Eligibility	OCT					
DQ120 Kindergarten Entrance Date	OCT					
DQ210 Number of eligible nonpublic students with disabilities who are not being served	OCT					

Building General Information – Fall/October						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DF040 District IRN	OCT					
DF050 Building IRN	OCT					
Fields DF060-DF100 should be completed by City, Exempted Village and Local School Districts, Community Schools, ESCs and JVSDs ONLY. Should NOT be completed by DYS.						
DF060 School open on Monday of Count Week? Y/N	OCT					
DF070 School open on Tuesday of Count Week? Y/N	OCT					
DF080 School open on Wednesday of Count week. Y/N	OCT					
DF090 School open on Thursday of Count Week? Y/N	OCT					
DF100 School open on Friday of Count Week? Y/N	OCT					

Building General Information – Fall/October		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
Fields DF110-DF210 should be completed by all entities							
DF110	First day of school scheduled for students in grades 1-12	OCT					
DF120	First day of school scheduled for kindergarten students	OCT					
DF130	Last day of school scheduled for students (K-12)	OCT					
DF140	Hours Per Day Scheduled – Grades 1-8	OCT					
DF150	Hours Per Day Scheduled Grades 9-12	OCT					
DF160	Hours Per Day Scheduled – Half Day Kindergarten	OCT					
DF170	Hours Per Day Scheduled – Alternate Day Full Day Kindergarten	OCT					
DF180	Hours Per day Scheduled – Every Day Full Day Kindergarten	OCT					
Fields DF200-DF270 should be completed by community schools whose contract for the school year requires hours. Community schools whose contract for the school year requires days should complete DF280 through DF350.							
DF200	Parent Teacher conference Hours Scheduled	OCT					
DF210	Professional Meeting (Teachers) Hours Scheduled	OCT					
DF220	Annual Hours in Session Scheduled – Grades 1-8	OCT					
DF230	Annual Hours in Session Scheduled – Grades 9-11	OCT					
DF240	Annual Hours in Session Scheduled Grade - 12	OCT					
DF250	Annual Hours in Session Scheduled – Half Day Kindergarten	OCT					
DF260	Annual Hours in Session Scheduled – Alternate Full Day Kindergarten	OCT					
DF270	Annual Hours in Session Scheduled – Every Day Full Day Kindergarten	OCT					
Fields DF280-DF350 should be completed by City, Exempted village, Local School Districts, ESCs, JVSDs, DYS and any community school whose contract for the school year requires days instead of hours. Community schools whose contract for the school year requires hours should complete DF200 through DF270.							
DF280	Parent Teacher Conference FTE Scheduled	OCT					
DF290	Professional Meeting (Teachers) FTE Scheduled	OCT					

Building General Information – Fall/October		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DF300	Annual Days in Session Scheduled – Grades 1-8	OCT					
DF310	Annual Days in Session Scheduled – Grades 9-11	OCT					
DF320	Annual Days in Session Scheduled – Grade 12	OCT					
DF330	Annual Days in Session Scheduled – Half Day Kindergarten	OCT					
DF340	Annual Days in Session Scheduled – Alternate Full Day Kindergarten	OCT					
DF350	Annual Days in Session Scheduled – Every Day Full Day Kindergarten	OCT					

District General Information Record - Yearend		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DR040	District IRN				YEAREND		
DR690	Does your district provide Title I (Part A) Family Literacy Services? Y/N				YEAREND		
DR700	In how many sites other than school buildings does this district house funded by a 21 st Century Community Learning Grant?				YEAREND		
DR710	In how many sites other than school buildings does this district house an ELTP funded by Title I?				YEAREND		
DR720	Central Office Square Feet				YEAREND		

Building General Information for Yearend Record		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DB040	District IRN				YEAREND		
DB050	Building IRN				YEAREND		
DB060	Percent Transportation				YEAREND		
DB070	Percent Lunchroom				YEAREND		
DB080	Building Square Feet				YEAREND		
DB230	Does this building house Extended Learning Time Instruction Program funded by 21 st Century Community Learning Grant? Y/N				YEAREND		

Building General Information for Yearend Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DB250 Does this building house an Extended Learning Time Instruction Program funded by funds other than a 21 st Century Community Learning Grant or Title I? Y/N				YEAREND		
DB260 Actual first day of school for students in grades 1-12				YEAREND		
DB270 Actual first day of school for kindergarten students				YEAREND		
DB280 Actual last day of school for students (K-12)				YEAREND		
DB290 Feeder School IRN				YEAREND		
Fields DB300-DB370 should be completed by Community Schools whose contract for the school year requires hours. Community Schools whose contract for the school year requires days should complete DB380 through DB490.						
DB300 Actual Parent Teacher Conference Hours				YEAREND		
DB310 Actual Professional Meetings (Teachers) Hours				YEAREND		
DB320 Actual Hours in Session – Grades 1-8				YEAREND		
DB330 Actual Hours in Session – Grades 9-11				YEAREND		
DB340 Actual Hours in Session – Grade 12				YEAREND		
DB350 Actual Hours in Session – Half Day Kindergarten				YEAREND		
DB360 Actual Hours in Session – Alternate Full Day Kindergarten				YEAREND		
DB370 Actual Hours in Session – Every Day Full Day Kindergarten				YEAREND		
Fields DB380 – DB490 should be completed by City, Exempted Village and Local School Districts, ESCs, JVSs, DYS and any Community School whose contract for the school year requires days instead of hours. Community schools whose contract for the school year requires hours should complete DB300 through DB370.						
DB380 Actual Parent Teacher conference FTE				YEAREND		
DB390 Actual Professional Meetings (Teachers) FTE				YEAREND		
DB400 Actual Days In Session – Grades 1-8				YEAREND		
DB410 Actual Days In Session – Grades 9-11				YEAREND		
DB420 Actual Days In Session – Grade 12				YEAREND		

Building General Information for Yearend Record						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
DB430 Actual Days in Session – Half Day Kindergarten				YEAREND		
DB440 Actual Days in Session – Alternate Full Day Kindergarten				YEAREND		
DB450 Actual Days in Session – Every Day Full Day Kindergarten				YEAREND		
DB460 Calamity Days				YEAREND		
DB470 Calamity Days Made Up				YEAREND		
DB480 Shortened Days – Due to Weather				YEAREND		
DB490 Shortened Days – Due to Other Reasons				YEAREND		
DB500 through DB550 should be reported by all entities.						
DB500 Does your building house an Extended Learning Time Instruction Program funded by Title I funds? (* - Not Applicable)/Y/N				YEAREND		
DB510 Hours Per Day Scheduled – Grades 1-8 (Default = 0.00)				YEAREND		
DB520 Hours per Day Scheduled – Grades 9-12 (Default = 0.00)				YEAREND		
DB530 Hours per Day Scheduled – Half Day Kindergarten (Default = 0.00)				YEAREND		
DB540 Hours Per Day Scheduled – Alternate Day Full Day Kindergarten (Default = 0.00)				YEAREND		
DB550 Hours Per Day Scheduled – Every Day Full Day Kindergarten (Default = 0.00)				YEAREND		
DB560 must be reported by all entities, except for the Department of Youth Services						
DB560 Total Number of Students Arrested for Committing a Violent Criminal Offense on School Grounds				YEAREND		

FINANCIAL FILE DESCRIPTIONS						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC040 District IRN					JUL	
QC050 Schedule Sequence					JUL	
QC060 Schedule Frequency					JUL	

FINANCIAL FILE DESCRIPTIONS						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC070 Line Number					JUL	
QC080 Schedule Number					JUL	

CASH RECORD						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC110 Fund					JUL	
QC120 Special Cost Center					JUL	
QC185 ODE Brief Description (Choose from list provided by ODE)					JUL	
QC190 District Account Description					JUL	
QC200 Fund Class					JUL	
QC210 July 1 Cash Balance					JUL	
QC220 Fiscal Year Receipts					JUL	
QC230 Fiscal year Expenditures					JUL	
QC240 Current Cash Encumbered					JUL	
QC250 Current Fund Balance					JUL	
QC260 Current Payables (optional)					JUL	

EXPENDITURE RECORD						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC110 Fund					JUL	
QC120 Special Cost Center					JUL	
QC130 Function					JUL	
QC140 Object					JUL	
QC150 Subject					JUL	
QC160 Operational Unit					JUL	
QC170 Instructional Level					JUL	
QC180 Job					JUL	
QC270 Prior Fiscal Year Encumbered (also known as Previous Year Carry-over Appropriation)					JUL	
QC280 Fiscal Year Total Appropriation					JUL	
QC290 Fiscal year Actual Expenditures					JUL	
QC300 Current Encumbered					JUL	
QC305 General Fund Debt-Bond Retire Fund (Y IF Bond Retirement Fund (002) and expenditures are applicable to the servicing of the General Fund Debt)					JUL	

RECEIPT RECORD						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC110 Fund					JUL	
QC120 Special Cost Center					JUL	
QC310 Receipt					JUL	
QC150 Subject (optional)					JUL	
QC160 Operational Unit (optional)					JUL	
QC320 Fiscal year Estimated Revenue					JUL	
QC330 Fiscal Year Actual Receipts					JUL	
QC340 Fiscal Year Receivables (Optional)					JUL	
QC345 Debt Retirement/General Fund (Y IF Bond Retirement Fund(002) and expenditures are applicable to the servicing of the General Fund Debt)					JUL	

OPERATIONAL UNIT (OPU) DESCRIPTION RECORD						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC160 OPU					JUL	
QC350 Entity IRN					JUL	
QC360 Entity Name					JUL	
QC365 Entity Type (optional) "C"					JUL	

Cash and Fund Balance Reconciliation – End of Fiscal Year						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC370 Depository name for Line 1-99, 200-298					JUL	
QC380 Amount					JUL	

STATEMENT J Schedule of Indebtedness Bonds						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC390 Description/Purpose of Issue					JUL	
QC400 Interest Rate					JUL	
QC410 Interest Dates (OCCURS 4 TIMES A YEAR)					JUL	
QC420 Issue Date					JUL	
QC430 Maturity Date					JUL	
QC435 Amount Outstanding Beginning of Period					JUL	

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STATEMENT J Schedule of Indebtedness Bonds						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC440 New Issues During Period					JUL	
QC450 Principal Redemptions During Period					JUL	
QC460 Amount Outstanding End of Period					JUL	

STATEMENT K Schedule of Indebtedness – Short-Term Notes						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
STATEMENT L Schedule of Indebtedness – Long-Term Notes						
QC390 Description/Purpose of Issue					JUL	
QC470 Receiving Fund					JUL	
QC480 Receiving Special Cost Center					JUL	
QC490 Statutory Authority (Include decimal point)					JUL	
QC500 Source					JUL	
QC400 Interest Rate					JUL	
QC410 Interest Dates (OCCURS 4 TIMES)					JUL	
QC420 Issue Date					JUL	
QC430 Maturity Date					JUL	
QC435 Amount Outstanding Beginning of Period					JUL	
QC440 New Issues During Period					JUL	
QC450 Principal Redemptions During Period					JUL	
QC460 Amount Outstanding End of Period					JUL	

STATEMENT M Schedule of Debt Service Requirements to Maturity						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC510 Year – Fiscal Year					JUL	
QC520 Principal					JUL	
QC530 Interest					JUL	
QC540 Total					JUL	

STATEMENT N							
Memorandum Data Tax Valuation – Tax Receipts		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC550	Tax Valuation – Real – Commercial/Industrial					JUL	
QC560	Tax Valuation – Real – Residential/Agricultural					JUL	
QC570	Tax Valuation – Real - Public Utilities					JUL	
QC580	Tax Valuation – Real - Minerals					JUL	
QC590	Tax Valuation – Personal General					JUL	
QC600	Tax Valuation – Personal Public Utilities					JUL	
QC610	Tax Valuation – Total Assessed Valuation					JUL	
QC620	Tax Valuation – Tax Exempt					JUL	
QC630	Tax Receipts – Real – Commercial/Industrial					JUL	
QC640	Tax Receipts – Real – Residential/Agricultural					JUL	
QC650	Tax Receipts – Real Public Utilities					JUL	
QC660	Tax Receipts – Real –Minerals					JUL	
QC670	Tax Receipts – Personal – General					JUL	
QC680	Tax Receipts – Personal _ Public Utilities					JUL	
QC690	Tax Receipts Total Tax Receipts					JUL	

STATEMENT N Millage							
		K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC700	Millage Line Number (Values 16 to 32)					JUL	
QC710	Full Assessed Rate					JUL	
QC720	Adjusted Residential/Agricultural Rate					JUL	
QC730	Adjusted Commercial/Industrial Rate					JUL	

SCHEDULE OF FEDERAL ASSISTANCE PROGRAMS - SUMMARY						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC360 Entity Name					JUL	
QC740 County Name					JUL	
QC750 Fiscal year Ending					JUL	
QC760 Total Federal Receipt Group					JUL	
QC770 Comments					JUL	

SCHEDULE OF FEDERAL ASSISTANCE PROGRAMS – DETAIL						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC780 CFDA Number					JUL	
QC790 Grant Title					JUL	
QC110 Fund					JUL	
QC120 Special Cost Center					JUL	
QC810 Federal Contribution Received in Current Fiscal Year					JUL	
QC820 Federal Expenditure during Current Fiscal Year					JUL	

STATEMENT R Civil Procedures						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC830 Case Number					JUL	
QC840 Court Name					JUL	
QC850 Plaintiff/Defendant Type					JUL	
QC860 Plaintiff/Defendant Name					JUL	
QC870 Capacity of Board (Either "P" or "D")					JUL	
QC880 Total Expense for Proceedings (through current fiscal year)					JUL	
QC890 Expense for Proceedings (for current fiscal year)					JUL	

STATEMENT R Civil Proceedings						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC830 Case Number					JUL	
QC900 Description of Proceedings					JUL	

STATEMENT S Combined Financial Report of the Board of Education						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QC910 Total Assessed Valuation					JUL	
QC920 Inside Millage					JUL	
QC930 Outside Millage					JUL	
QC940 Total Average Daily Membership					JUL	
QC950 Total Number of Noncertificated Employees					JUL	
QC960 Total Number of Certificated Employees					JUL	

Five Year Forecast						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QF040 District IRN						5-YR
QF050 Category/ Line Number						5-YR
QF060 Prior Years Actual (occurs 3 times)						5-YR
QF070 Average Annual Change						5-YR
QF080 Forecasted Years Amounts (Occurs 5 times)						5-YR

Five Year Forecast Notes						
	K (Oct)	M (Dec)	D (Mar)	N (Yearend)	H (Jul)	P (5 yr)
QN040 District IRN			OCT			5-YR
QN050 Line Number			OCT			5-YR
QN060 Note Text Line			OCT			5-YR