|  |  |  |
| --- | --- | --- |
| **Type of Reporting** | **Description** | **Due Date** |
| **Staff Reporting** |  |  |
| * [NEO Staff](https://neo.maine.gov/doe/neo/staff)
 | Current Year Staff Information - Certification | **October 30** |
| Staff Information System | * All staff including CTE, but ***especially*** those that impact the calculation of EPS Subsidy
 |  |
| **Student Enrollment Reports as of October 1st** |  |
| * [Synergy Student Data](https://me-mdoe.edupoint.com/Login.aspx)
 | EPS October 1st Enrollment/Special Education (EF-S-05) including: | **Uploaded by October 15** |
|  | * *Attending Students*
 | * *Resident/Subsidizable Students*
 |
| * [NEO Student Reports](https://neo.maine.gov/DOE/NEO/studentdata)
 | * *Economic Disadvantaged Status*
 | * *English Learner Status*
 | **Certified****October 16-30** |
|  | * *Equivalent Instruction (Home School)*
 | * *Special Education Status*
 |
|  | * *Superintendent Agreements*
 | * *CTE Enrollment*
 |  |
| * [EFM-39A](https://neo.maine.gov/DOE/NEO/studentdata)
 | Adult Education report for 16 to 20 Year old’s – January thru June | **July 15** |
| * [EFM-39B](https://neo.maine.gov/DOE/NEO/studentdata)
 | Adult Education report for 16 to 20 Year old’s – July thru December | **December 15** |
| **Financial Reporting** |  |
| * [Prior Year Actuals](https://neo.maine.gov/DOE/NEO/Dashboard/Home/Index/)
 | Prior Year – Year End Q4 Actual Expenditures, Revenues, Balance Sheet | **August 30** |
| * [Current Year Budgets](https://neo.maine.gov/DOE/NEO/Dashboard/Home/Index/)
 | Current Year – Revenues and Expenditures | **August 15** |
| * [EF-M-46/EF-M-46V](https://neo.maine.gov/DOE/NEO/Dashboard/Home/Index/)
 | Current Year Budget & Reporting of Appropriations for RSU/SAD/CSD/CTE | **August 15** |
| * [EF-S-07](https://neo.maine.gov/DOE/NEO/Dashboard/Home/Index/)
 | Prior Year Special Education Tuition & Board Report | **October 15** |
| * [EF-S-214](https://neo.maine.gov/DOE/NEO/Dashboard/Home/Index/)
 | Current High Cost Out-of-District Placement Adjustment Report | **April 15** |
| * [EF-M-43](https://neo.maine.gov/doe/neo/transportation)
 | Prior Year Transportation Costs for Out-of-District Special Education, Homeless, CTE | **October 15** |
| * [Annual Audit](https://neo.maine.gov/DOE/NEO/Dashboard/Home/Index/)
 | Prior Year Annual Audit Report | **December 31** |
| **Other Reports** |  |  |
| * [MaineCare Seed](https://www.maine.gov/doe/funding/reports/mainecareseed)
 | Quarterly MaineCare Seed Recovery Report Verification for Public & Private Placements | **July 15****October 15****January 15****April 15** |