

**FY 2009 EMIS Manual**  
**Chapter 4**  
**R & R (Rectifications & Refinements) Log**

Version 1 (August - Final Release) of the EMIS Manual



Last updated

November 24, 2008

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**Office of Information Policy & Management**

FY 2009 EMIS Manual-Chapter 6  
R&R- Updated November 24, 2008

## **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 (August) release. This document reflects revisions communicated through the EMIS Newsflash. If revisions contained in this document are still applicable in FY 2010, they will be incorporated into the FY 2010 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.

Stated in EMIS Newsflashes starting 11-24-2008

EMIS Newsflash Date	Chapter/ Appendix	Page(s)	Record	Item/Element	Description
11/24/08	4	5		4.1 Introduction	<p><b>Modified reporting instructions to Introduction.</b></p> <p><b>Reporting Responsibility</b>            The following entities are required to report district records during the October (K) and Yearend (N) reporting periods.</p> <ul style="list-style-type: none"> <li>• City, local, and exempted village districts</li> <li>• Community schools</li> <li>• <del>Educational service centers (ESCs)</del></li> <li>• Ohio Department of Youth Services (ODYS)</li> <li>• Ohio State Schools for the Deaf and Blind (OSD, OSB)</li> <li>• Joint vocational school districts (JVSDs)</li> </ul> <p>In general, building records are required to be reported during the October (K), February (C), and Yearend (N) reporting periods for each building within the entities identified above.</p> <p>Educational service centers (ESCs) are not required to submit building or district level data. They do not submit:</p> <ul style="list-style-type: none"> <li>• Building General Information Record (DF) Fall/October</li> <li>• Building General Information Record (DH) February</li> <li>• Building General Information Record (DB) Yearend</li> <li>• District General Information Record (DQ) Fall/October</li> <li>• District General Information Record (DR) Yearend</li> </ul>