Milwaukee Public Schools

DPI Reports Filing Requirements

| Mandatory | | | | | | As Appropriate | | | | |
|-----------|--|---|-----------------------------|------------|----|--|--|--------------------------------------|------------------------------------|--|
| No | Report Title | Purpose/Data Collected | Completed By | Due Date | No | Report Title | Purpose/Data Collected | Completed By | Due Date | |
| 1 | PI-1547 | Ridership data for the regular school-year (number of pupils transported by mileage category) | Transportation Department * | 6/28/2024 | 1 | Energy Efficiency Reporting | To update utility savings for districts that issued debt under an energy efficiency resolution | Financial Reporting | 9/3/2024 | |
| 2 | PI-1505 Calendar | Days and hours of instruction | Student Services * | 8/19/2024 | 2 | PI-5000A | Formal request for a Transfer of Service Exemption to the Revenue Limit (including narrative requests) | Financial Reporting | 09/13/2024 | |
| 3 | PI-1505 Census | Data on the number of district residents ages 4 through 20 as of June 30, 2024 $$ | Research & Assessment * | 8/19/2024 | 3 | PI 5000 Transfer of Services Part B | Confirmation of student information by other Wisconsin school districts | Financial Reporting | 9/20/2024 | |
| 4 | 1505 AC | District revenue/expenditure data; "preliminary" Annual Report to meet statutory deadline of September 1st | Financial Reporting | 8/30/2024 | 4 | PI-1524 ST State Tuition Claim | District expenditures eligible for State Tuition and pupils served | Grant Accouting | 09/27/2024 | |
| 5 | PI-1506AC | Auditor reported revenue/expenditure data; The District's PI-1505 Annual must match the PI-1506-AC Report | External auditor | 9/13/2024 | 5 | PI 5000 Transfer of Services Part C | Submission of Transfer of Service total requests | Financial Reporting | 9/27/2024 | |
| 6 | Auditor Aid Calculation PI 1506FB | - District Fund Balance data, is an auditor report, but the district's Annual Report must match the PI-1506 FB report | External auditor | 9/13/2024 | 6 | PI-1804/1805 | MEMBERSHIP: summer and interim session classes, completed prior to September 1st minutes and fee data | Summer School Office * | 9/27/2024 | |
| 7 | PI-1505 Annual Report | All district revenue/expenditure data; "complete" Annual Report | Financial Reporting | 9/20/2024 | 7 | PI-1547SS | Ridership data for the summer/interim session (number of pupils transported by mileage category) | Transportation Department * | 9/27/2024 | |
| 8 | WISEgrants | Final federal grant claims for 2023-24 (including ESSER programs) | Grant Accounting | 9/30/2024 | 8 | PI-1563 Challenge Academy September | MEMBERSHIP: District residents enrolled in Youth Challenge Academy | Student Services * | 10/02/2024 | |
| 9 | PI-1563 Pupil Count September | MEMBERSHIP: 3rd Friday in September pupil count for Revenue Limit and General / Equalization Aid | Student Services * | 10/02/2024 | 9 | PI-1588 Supplement Aid | Enrollment, tax-exempt property & district area | Financial Reporting | 10/15/2024 | |
| 10 | PI-1505SE | District detailed special education (Fund 27) expenditure data | Financial Reporting | 10/18/2024 | 10 | PI-1541 Inter | Expenditure data pertaining to Inter-district Aid (certain districts only) | Financial Reporting | 10/15/2024 | |
| 11 | Tax Levy Report | District's current year tax levies by fund | Financial Reporting | 11/04/2024 | 11 | PI-1542 Intra | Expenditure data pertaining to Intra-district Aid (certain districts only) | Financial Reporting | 10/15/2024 | |
| 12 | WISEgrants | Quarterly grant claims & reporting for federal programs (7/1/2024 through 9/30/2024) | Grant Accounting | 11/15/2024 | 12 | Charter Authorizer Report (PEO) | Charter school contract info, performance, authorizer costs and services provided to charter schools | Budget/Contracted School Services | 12/13/2024 | |
| 13 | Budget Report (WiSFIP) | District's planned revenues & expenditures for the current year | Budget | 11/29/2024 | 13 | PI-1563 Challenge Academy January | MEMBERSHIP: District residents enrolled in Youth Challenge Academy in either 1st or second semester | Student Services * | 2/28/2025 | |
| 14 | PI-1505SLR School Level Annual Report | Financial Transparency Report of Per pupil expenditures by Location (ESSA) | Financial Reporting | 12/15/2024 | 14 | High Cost Special Education Aid Claim | To claim reimbursement of costs for high-need students with disabilities | Grant Accouting | 3/10/2025 | |
| 15 | Financial Statements ACFR | Audited Financial Statements | Financial Reporting | 12/19/2024 | 15 | WISEgrants | Quarterly grant claims & reporting for federal programs (10/1/2024 through 12/31/2024) | Grant Accouting | 3/28/2025 | |
| 16 | PI-1563 Pupil Count January | MEMBERSHIP: 2nd Friday in January pupil count for General / Equalization Aid | Student Services * | 1/24/2025 | 16 | Pupil Membership Audit | MEMBERSHIP: Current Year Pupil Audit. DPI selects the districts required to complete a 2024-2025 Pupil Membership Audit | Student Services * | 5/1/2025 | |
| 17 | WISEdata Finance Budget Snapshot | District's planned revenues & expenditures for the current year | Budget | 6/2/2025 | 17 | PI-1161 Indirect Cost Rate | To make an adjustment to the preliminary federal indirect cost reimbursement rate for LEA | Grant Accouting | 6/30/2025 | |
| 18 | WISEgrants | Quarterly grant claims & reporting for federal programs (1/1/2025 through 3/31/2025) | Grant Accounting | 6/27/2025 | 18 | PI-1589 Group and Foster Home | Membership for pupils placed in foster or group homes, served by the district. | Budget | 6/30/2025 | |
| 19 | Indirect Cost | To make an adjustment to the preliminary federal indirect cost reimbursement rate for LEA | Grant Accounting | 6/27/2025 | 19 | Debt Schedules | District is responsible to enter or update actual long term debt repayment schedules within 10 days of a change in district debt schedules | Financial Reporting | Anytime | |
| 20 | PI-1563 Pupil Count May | MPS MEMBERSHIP: 1st Friday in May pupil count for General / Equalization Aid | Student Services * | 5/16/2025 | 20 | PI-9999 | Process to report fraud | | Anytime | |
| | | | | | 21 | Referenda Intial PI-1572 | Tracking upcoming referenda items | Financial Reporting | Within 10 Days of Board Passage | |
| | | | | | 22 | PI-Election Resutls 1572 | To determine allowable exemptions to revenue limit related to referendum (to exceed the revenue limit) | Financial Reporting | Within 10 Days of Election | |
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| | * | These reports are filed by other departments. | | | | 1 | | | | |
| | | Completed. | | | | | | | | |