

**Board Reporting Deadline Table
December 2, 2021**

Report	Deadline
Adult Education – Final Report – Prior Year	July 15
Adult Education – Final Audit Report – Prior Year	September 15
Annual Assurance Letter – R277-108	October 1
Annual Financial Report – Prior Year as per 53G-4-404(3)(a)(i)	October 1
Annual Program Report – Prior Year	October 1
Bus Driver Credentials Report – Current Year	December 15
Bus Inventory Report	July 15
CACTUS/EdUCate – Final Update – Current Year	June 29
CACTUS/EdUCate – Midyear Update – Current Year	October 15
Charter School Projects	September 15
Classified Personnel Report – Prior Year	September 30
Community Development and Renewal Agency Representative List Deadline	February 28
Designated Individual Contact Information	August 15 or within 30 days of change
Driver Education Report – Prior Year	July 15
Emergency Preparedness Compliance Statement – Prior Year	July 1
Emergency Response Plan – Prior Year	July 1
ESEA Choice and Supplemental Services Report – Prior Year	July 15
Financial Statement Audit Report – Prior Year as per 53G-4-404(4)	November 30
Free and Reduced Price Lunch October 21 Enrollment Survey – Current Year	November 15
Immunization Status Report to UDOH – Final	June 15
Immunization Status Report – Current Year	November 1
LEA Budget – Next Fiscal Year	July 15
LEA Budget – Next Fiscal Year – Planned Truth in Taxation Process	August 15
LEA demographic information changes	One year prior school year when changes take effect
Negotiations Report – Current Year	November 1
Notice of LEA Closure	June 30 or within 45 days of closure
Notice of LEA Opening	July 1 – One year prior to opening
Notice of School Closure	August 15 or within 45 days of closure

Notice of School Opening	January 1 prior to school opening to students
Other Emergency (Earthquake and School Violence) Drills Compliance Statement – Prior Year	July 1
Pupil Transportation – Schedule A1 (Miles, Minutes, Students Report) – Current Year Projected	November 1
Pupil Transportation Schedule B (Miscellaneous Expenditure Report) – Prior Year	November 1
Pupil Transportation Statistics Year End Report – Prior Year	July 15
Redevelopment Agency Taxing Entity Committee Representative List	February 28
School demographic information changes	August 15 or within 30 days of change
School Fees Certificate of Compliance	October 31
School Fees Statistical Data Report	October 31
Single Audit Report – Prior Year (Sometimes submitted with the Financial Statement Audit Report, but also subject to federal audit requirements)	As required by the Office of the State Auditor
State Compliance Audit Report – Prior Year (Generally submitted with the Financial Statement Audit Report)	November 30
UTREx – Current Year Complete December 1 Update	December 7
UTREx – Current Year Complete October 1 Update	October 7
UTREx – Student fee waiver status	Daily upload (Beginning SFY 2023)
UTREx – Final Prior School/Fiscal Year Comprehensive Update	July 7