### 1st Quarter At-A-Glance 2014-2015

**University-Required**

**State/Federal-Required or General Reminder**

#### University-Required

- **July 23:** 2014-2015 Board-Approved Annual Calendar of Regularly Scheduled Meetings
- **2014-2015 Board-Approved School Calendar/School Day Schedule**

#### State/Federal-Required or General Reminder

- **July 31:** 2013-2014 4th Quarter Financial Statements
- **August 19:** Deadline for the 2013-2014 Annual Education Report Posting
- **August 20:** Academy Roles Verification Application (“ARVA”)
- **September 1:** 2014-2015 School Improvement Plan
- **September 3:** MAP and PS Schedule – Fall
- **September 8-October 9:** MAP and PS – Fall Testing Window
- **September 10:** Board Member Nomination Materials
- **September 18:** University Board of Trustees Meeting

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To view the full 2014-2015 Master Calendar of Reporting Requirements please [CLICK HERE](#) or visit the Center's website at www.TheCenterForCharters.org and click on the “Administrators” tab.
October 2014:
- October 1: Financial Account Signatory Card
- October 3: 2014-2015 Preliminary Head Count Form – Fall
- October 15: MAP or PS Assessment Coordinator Verification – Fall
- October 31: 2014-2015 1st Quarter Financial Statements

November 2014:
- November 1: Immunization Records Report
- November 15: 2013-2014 Board-Approved Response to Audited Financial Statement Findings and Recommendations
- November 21: Board Member Nomination Materials

December 2014:
- December 9: University Board of Trustees Meeting
- December 10: EXPLORE® and PLAN® Test Materials Order Form
- December 31: Online Qualifying Statement

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### January 2015

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**January 5 - February 5:**
- MAP and PS – Winter Testing Window (Optional)
- Transparency Reporting Certification Form
- 2015-2016 Application and Enrollment Information Form
- 2015-2016 Board-Approved Contract Amendment Request Resolution
- Board Member Nomination Materials
- 2014-2015 2nd Quarter Financial Statements

### February 2015

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**February 1:** Immunization Records Report

**February 11:** Supplemental Student Count Day

**February 13:**
- 2014-2015 Preliminary Head Count Form – Supplemental Count (schools in first or second year ONLY)
- ARWA

**February 18:**
- EXPLORE and PLAN Schedule and Enrollment Form

**February 19:** University Board of Trustees Meeting

### March 2015

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**March 9 - March 20:**
- 2015 EXPLORE and PLAN Tests – Testing Window (Grades 9 and 10)
- 2015 MME – Testing Window (Grade 11 - all students; Grade 12 - make-up as needed)
- Board Memer Nomination Materials
- MAP and PS Schedule – Spring

**March 25:**
- Board Memer Nomination Materials
- MAP and PS Schedule – Spring

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**4th Quarter at-a-Glance | 2014-2015**

**Master Calendar of Reporting Requirements**

- **University-Required**
- **State/Federal-Required or General Reminder**

### April 2015
- **April 13- June 5:**
  - 2014 MEAP — Testing Window (Grades 3 through 9)
- **April 20- May 28:**
  - MAP and PS — Spring Testing Window
- **April 29:**
  - 2014-2015 ACT® Score Submission Form
- **April 30:**
  - 2014-2015 3rd Quarter Financial Statements
  - University Board of Trustees Meeting

### May 2015
- **May 27:**
  - 2014-2015 Board-Approved Letter of Engagement for the Annual Independent Financial Audit (including A-133 Single Audit, if applicable)
  - MAP or PS Assessment Coordinator Verification — Spring
- **May 28:**
  - MAP or PS Assessment Coordinator Verification — Spring

### June 2015
- **June 3:**
  - MAP or PS Student Assessment Form (if applicable)
- **June 19:**
  - Board Member Nomination Materials
- **June 23:**
  - University Board of Trustees Meeting
- **June 30:**
  - 2015-2016 Board-Approved Annual Operating Budget - General Fund and Special Revenue Fund(s)
  - 2015-2016 Notice of Public Hearing

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