

MEDMS Update

Maine ECOS

April 27, 2007

MEDMS-FS Project Status

- Production system deployed on April 9, 2007
- Accepting FY 2007-2008 budgets
- Test System
 - Pilot testing began in August 2006
 - 163 test site users
 - 119 school units

Financial System Timelines

- **August 1, 2006** – Pilot site testing
- **January 2, 2007** - Test system available for entry of unique codes for approval
- **April 9, 2007** – Production system ready for budget data as soon as FY 2007-2008 budget is approved
- **August 15, 2007** – FY 2007 – 2008 budget data due
- **October 15, 2007** – Quarter 1 actual data due
- **January 15, 2008** – Quarter 2 actual data due
- **April 15, 2008** – Quarter 3 actual data due
- **August 15, 2008** – Quarter 4 actual data due
- **December 15, 2008** - FY 2007-08 audited data due

Access Through MEDMS Menu



Maine Education Data Management System

Application: Action:

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[Change Password](#)

Please select an

- Staff
- Student
- Safe/Drug-Free
- LEP Assessment
- Truancy
- Special Education
- Financial**
- Forms
- Reports
- Download Data
- Transportation

an Action from the menu above.

Access Through MEDMS Menu

- Requires MEDMS Username/Password
- Local MEDMS administrator assigns user access to Financial application
- Local MEDMS-FS administrator assigns user roles for Financial application
 - **SAU Superuser** – Administrator rights to all functionality
 - **SAU View** – View only access to data
 - **Sign Off** – Financial submission verification

Homepage



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Home Page

Home Page

Latest Submissions							
1 2 3							
	Status	Upload Period	Num. Records	Errors	Warnings	File Type	Date Submitted
Details	Failed	Q2 2007	59	49	0	Actual - Balance Sheet	10/30/2006 7:49:22 PM
Details	Failed	Q1 2006	59	49	0	Actual - Balance Sheet	10/31/2006 9:58:06 AM
Details	Failed	Q1 2006	345	337	49	Actual - Expenditure	10/31/2006 10:13:12 AM
Details	Failed	Q1 2006	33	20	0	Actual - Revenue	10/31/2006 10:29:37 AM
Details	Failed	Q1 2006	27	44	0	Budget - Balance Sheet	10/31/2006 10:29:38 AM
Details	Failed	Q1 2006	345	355	51	Budget - Expenditure	10/31/2006 10:29:39 AM
Details	Failed	Q1 2006	33	20	0	Budget - Revenue	10/31/2006 10:29:50 AM
Details	Completed	Q2 2006	4	0	0	Actual - Expenditure	11/2/2006 4:57:39 PM
Details	Approved	Q1 2006	5	0	0	Actual - Balance Sheet	11/6/2006 3:39:27 PM
Details	Draft	Q1 2006				Actual - Balance Sheet	11/6/2006 4:35:02 PM
1 2 3							

Latest Code Extensions Submitted			
New Code	Code Type	Status	Description
101	Fund	Code Approved	Test fund 101 rolled up to fund 100

Maintenance



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Handbook Code

- Code Combination Exceptions
- Code Combination Validation
- General Settings
- Handbook Code Combinations
- Handbook Codes**
- Role Management
- Salary Benefit Matrix
- User Management
- Warning Rejection Reasons

[Home Page](#) > Handbook Codes List

Code Level: SAU:
Code Type: Code From: To:
Title:

Search Results:

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Manual Data Entry



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File Submission List

File Submission List

Submission Type:

Status:

Upload Period: Quarter: Fiscal Year:

Submitted From: To:

Search Results: 0 record(s) found.

Submissions

Search Results: 0 records found.

Supplementary Documents

* Indicates a Required Field

Manual Data Entry



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File Submission Detail

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* Indicates a required field.

* Submission Type: * Upload Period: Quarter:
* Status: Draft Fiscal Year:

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Manual Data Entry



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File Submission Record

[File Submission List](#) > [File Submission Detail](#) > File Submission Record

Submission Type: Actual - Expenditure Upload Period: Quarter: 1
Status: Draft Fiscal Year: 2007

* Indicates a required field.

* Fund:

* Program:

* Function:

* Object:

Cost Center:

* Amount:

* Title:

[File Submission List](#) > [File Submission Detail](#) > File Submission Record

MEDMS-FS File Upload

- Schools Interoperability Framework (SIF)
 - SIF Agent servers deployed in four pilot sites
- Secure HTTP (Web Interface)
 - Will be used by most districts
 - Attach and submit files
- Email Notification
 - Upload status
 - Confirmation
 - Requires email address in Staff data

File Upload



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File Upload

File Upload

SAU: Falmouth School Department

Budget-Revenue:	<input type="text"/>	<input type="button" value="Browse..."/>	{BudgetRevenue.txt}
Budget-Expenditure:	<input type="text"/>	<input type="button" value="Browse..."/>	{BudgetExpenditure.txt}
Budget-Balance Sheet:	<input type="text"/>	<input type="button" value="Browse..."/>	{BudgetBalance Sheet.txt}
Actual-Revenue:	<input type="text"/>	<input type="button" value="Browse..."/>	{ActualRevenue.txt}
Actual-Expenditure:	<input type="text"/>	<input type="button" value="Browse..."/>	{ActualExpenditure.txt}
Actual-Balance Sheet:	<input type="text"/>	<input type="button" value="Browse..."/>	{ActualBalance Sheet.txt}

File Upload

File and Folder Names

Text File Format

- c:\MEDMSFinancials\BudgetRevenue.txt
- c:\MEDMSFinancials\BudgetExpenditure.txt
- c:\MEDMSFinancials\BudgetBalanceSheet.txt
- c:\MEDMSFinancials\ActualRevenue.txt
- c:\MEDMSFinancials\ActualExpenditure.txt
- c:\MEDMSFinancials\ActualBalanceSheet.txt

Submission Status

- **Draft** – File is created but not finalized nor submitted.
- **Submitted** – The file has successfully reached the State authority.
- **Pending** – The file needs review by the State Authority.
- **Blocked** – File is submitted after the scheduled file accepting period and needs action by the State authority.
- **Approved** – The file contents have been verified and accepted by the State authority.
- **Rejected** – The file has been rejected by the State authority.
- **Failed** - The submission contained errors and must be corrected and resubmitted.
- **Completed** - The file has been signed off by the SAU.
- **Migrated** - The file is available for reporting.

Supplementary Documents

- Attachments in form of supplementary documents can be submitted from the File Submission List screen in support of the financial submissions.
- Examples:
 - Budget articles
 - Vote declarations
 - Meeting minutes
- Formats include Word, PDF and Excel.



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File Submission List

File Submission List

Submission Type:

Status:

Upload Period: Quarter: Fiscal Year:

Submitted From: To:

Search Results: 0 record(s) found.

Submissions

Search Results: 0 records found.

Supplementary Documents

* Indicates a Required Field

Document to Attach:

* Submission Type:

* Fiscal Year:

Description:

Sign-Off



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File Submission Detail

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SAU:	Falmouth School Department	Num. Records:	5
Submission Type	Actual - Balance Sheet	Errors:	
Status:	Approved	Warnings:	
Upload Period:	Quarter: 1	Date Submitted:	
	Fiscal Year: 2006	Submitted By:	SAU

I certify that the information contained herein is accurate to the best of my knowledge and belief.

I agree to the above statement.

[File Submission List](#) > File Submission Detail

Sign-Off Confirmation



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File Submission Detail

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SAU:	Falmouth School Department	Num. Records:	5
Submission Type	Actual - Balance Sheet	Errors:	
Status:	Approved	Warnings:	
Upload Period:	Quarter: 1	Date Submitted:	
	Fiscal Year: 2006	Submitted By:	SAU

I certify that the information contained herein is accurate to the best of my knowledge and belief.

I agree to the above statement.

This submission has been completed.

[File Submission List](#) > File Submission Detail

Financial Reports

- 12 standard reports available
- Generated from completed (signed-off) financial data submissions
- Available formats:
 - HTML
 - PDF
 - Excel

Financial Reports



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Reports

- Tuition Computation
- Federal Common Core Data ED281
- Other Subsidized Costs by SAU
- Debt Service Expenditures
- Gifted and Talented Expenditure
- Expenditures by SAU
- Revenues by SAU**
- Revenues from All Sources Reported to Adjusted Submission
- Budget to Actual Report

[Home Page](#) > Reports

Revenues by SAU

Please select all required reports

* Indicates a required field.

* Report Style:

* Fiscal Year:

* SAU:

* Budget/Actual:

* Report Format:

[Home Page](#) > Reports

MEDMS-FS Support

- MEDMS-FS Information
 - <http://www.maine.gov/education/medms/financialinfolist.html>
- Online Getting Started User Guide
 - <http://www.maine.gov/education/medms/medmsfinancial/medmsfsguide.pdf>
- Questions about financial reporting
 - joanne.allen@maine.gov
- MEDMS login help
 - medms.helpdesk@maine.gov, 624-6896
- Technical questions
 - bill.hurwitch@maine.gov, 624-6816
- Context sensitive help

Handbook Website

Maine.gov

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EDUCATION INFORMATION

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- ◆ Reporting Forms
- ◆ School Finance
- ◆ School Food Service Reimbursement System
- ◆ Special Education Data
- ◆ Student Data

● Grants Information

● Higher Education

● Partnerships

● Professional Training & Development

● Programs

● Initiatives

● Rules & Legislation

● School Contact Information

● Standards & Assessment

[Home](#) > [Data Center](#) > [School Finance Data](#) > Accounting Handbook and Model Chart of Accounts

updated 2/5/07 ... scm

Accounting Handbook and Model Chart of Accounts

The files listed below are in PDF format and require Adobe Acrobat Reader to access them. Adobe Reader is free and can be downloaded by clicking on the following link [Get Acrobat Reader](#).

- [Changes Made to Posted Materials May 1, 2006](#)

Revised Accounting Handbook, 2005 Edition:

- [Detailed Code Reports](#)
- [Required Code Reports](#)

Model Chart of Accounts:

1. Adult Education
 - [Adult Education Administration](#)
 - [Adult Education Instructional Programs](#)
 - [Adult Education Operations and Maintenance](#)

MEDMS 2006-2007 Update

- Staff Data
 - 45,824 staff records updated
 - 18,749 Teachers
- Student Data
 - 202,000 student enrollments
 - Includes 8300 private school enrollments
- Reports to Verify Data

Download Data Reports

- Staff
 - All Staff
 - Staff for MLTI
 - Certification Information
- Student Enrollments
 - All Attending
 - Out of District Placement/Tuitioned Students
 - 7th and 8th Grade Students for MLTI
 - EPS Report October
 - **EPS Report April (verification due April 30th)**
 - 11th Grade Students for PrepME
 - Students for SAT

MEDMS Redesign Project

- Replace the current Staff and Student system with a comprehensive off-the-shelf information management system
- RFP planned for June 2007
- Deployment planned for school year 2008-2009
- Capable of meeting State and school unit student information system needs

Redesign Goals

- Provide the school units with the capability to collect, analyze and report all student and staff data
- Eliminate redundant student data reporting forms and State data systems
- Enable data-driven decision making
- Provide role based access to all stakeholders including administrators, teachers, students and parents

MEDMS Update

Q & A