



2022-23 Reporting Deadlines for OUSD-Authorized Charter Schools

DEADLINE	REPORT/INFORMATION REQUESTED	CONTACT / SUBMIT TO
7/1/22	LCAP 22/23: All charters must adopt / update the LCAP by July 1 of each year E.C. Title 5, Chapter 14.5. (Email a pdf copy and please post a copy on your school website)	Minh
Mid July TBD	PENSEC: Pupil Estimates for New or Significantly Expanding Charters (PENSEC) includes estimated average daily attendance (ADA) and other pupil counts for fiscal year 22/23 (online submission to CDE).	Online
8/4/22	Attendance Report: Month 1A for attendance period from 7/4/22 to 7/29/22 if school starts earlier than August 1st.	Minh
9/1/22	Fiscal: Unaudited Actual 21/22 FY – Board Approved	Minh
9/1/22	Reporting Center Updates: <ol style="list-style-type: none"> 1. General Board/Organization Information* 2. Board Members* 3. General School Information 4. User Accounts <i>* Only one submission required for each governing organization; may not be accessible to some school-level users if operated by a CMO. Board Member information should be updated on an ongoing basis.</i>	Reporting Center Pavel
9/1/22	Attendance Report: Month 1B for attendance period from 8/1/22 to 8/26/22; include Student Exit report for any losses.	Minh
9/29/22	Attendance Report: Month 2 for attendance period from 8/29/22 to 9/23/22; include Student Exit report for any losses.	Minh
Early October Date TBD	20 DAYS Report: Complete online report for CDE, and submit signed report & supporting documentation to Minh (ONLY if the PENSEC report is filed in July)	Minh
10/21/22	CalSAAS: Final determinations due in CalSAAS.	Madison
10/27/22	CBEDS Information Day Enrollment Spreadsheet (submit via email)	Pavel
10/27/22	Attendance Report: Month 3 for attendance period from 9/26/22 to 10/21/22; include Student Exit report for any losses.	Minh
11/11/22	CORE Data File Submission (<i>only applicable to schools participating in CORE Data Collaborative</i>): Upload/submit all data files required by CORE per its 2022-23 CORE data collection guide	Online via ShareFile
12/1/22	First Interim: Budget/Actual To-Date (July 1 thru October 31) – Board Approved	Minh



OFFICE OF CHARTER SCHOOLS

DEADLINE	REPORT/INFORMATION REQUESTED	CONTACT / SUBMIT TO
12/1/22	Attendance Report: Month 4 for attendance period from 10/24/22 to 11/18/22; include Student Exit report for any losses.	Minh
12/15/22	Audit for 21/22: Email a pdf and send in one hard copy (post on school website)	Minh
1/4/23 M9 1/4/23 P1	Attendance Report: Month 5 for attendance period from 11/21/22 to 12/16/22; Include Student Exit report for any losses. Review and print a cumulative summary report from Day 1 through 12/16/22 and pick up the cumulative ADA to report onto the P1 module and then validate and certify the report; send Minh a copy of this summary report (complete P1 by 1/4/23).	Minh
1/13/23	Reporting Center Board Members Update #2 <i>Only required for each governing organization; may not be accessible to some school-level users if operated by a CMO. Despite this additional update deadline, Board Member information should be updated on an ongoing basis.</i>	Reporting Center Pavel
1/19/23	Attendance Report: Month 6 for attendance period from 12/19/22 to 1/13/23; include Student Exit report for any losses	Minh
2/16/23	Attendance Report: Month 7 for attendance period from 1/16/23 2/10/23; include Student Exit report for any losses	Minh
3/1/23	Second Interim: Budget/Actual To-Date: (July 1 thru January 31) – Board Approved	Minh
Mid-March Date TBD	21/22 Independent Auditor Selection Form	Minh
3/16/23	Attendance Report: Month 8 for attendance period from 2/13/23 to 3/10/23; include Student Exit report for any losses.	Minh
4/14/23 M9 4/19/23 P2	Attendance Report: Month 9 for attendance period from 3/13/23 to 4/07/23; include Student Exit report for any losses. Review and print a cumulative summary report from Day 1 through 4/7/23 and pick up the cumulative ADA to report onto the P2 module and then validate and certify the report; and send Minh a copy of this summary report (complete P2 by 4/19/23)	Minh
Mid May 2023 Date TBD	22/23 Charter Schools Annual Information Survey (online submission to CDE)	Online
5/11/23	Attendance Report: Month 10 for attendance period from 4/10/23 to 5/05/23; include Student Exit report for any losses.	Minh
6/8/23 M11 6/16/23 PA	Attendance Report: Month 11 for attendance period from 5/08/23 to 6/02/23; include Student Exit report for any losses. <i>If this is your last month, please review and print a cumulative summary report from Day 1 through 6/2/23 and pick up the cumulative ADA to</i>	Minh



OFFICE OF CHARTER SCHOOLS

DEADLINE	REPORT/INFORMATION REQUESTED	CONTACT / SUBMIT TO
	<i>report onto the PA module and then validate and certify the report; and send Minh a copy of this summary report (complete PA by 6/16/23).</i>	
6/15/23	Multi-Year Budget Projection – Board Approved (Post on school website)	Minh
6/30/23 M12 and PA <i>Submit as soon as school year ends</i>	Attendance Report: Month 12 (P-Annual) for attendance period from 6/05/23 to 6/30/23; include Student Exit report for any losses. <i>Please review and print a cumulative summary report from Day 1 through 6/30/23 and pick up the cumulative ADA to report onto the PA module and then validate and certify the report; and send Minh a copy of this summary report (complete PA by 6/30/23)</i>	Minh

For questions, please contact the corresponding OUSD contact:

- Minh Co (510-879-8605; minh.co@ousd.org)
- Madison Thomas (madison.thomas@ousd.org)
- Pavel Vanegas (pavel.vanegas@ousd.org)