

To: Business Managers  
Date: August 6, 2025  
Re: Reporting Dates for FY2025-2026

The reports listed below are due to the Mississippi Department of Education for the FY2025-2026 school year by the dates specified:

Report Due Date	Description of Report
<b>Office of School Financial Services</b> August 15, 2025	FY2026 Original Budget Reports (Combined and Combining - Signed)
October 15, 2025	FY2025 Amended Budget (Combined and Combining - Signed) Financial Exchange Transaction System (FETS) Data Revenue Verification Form Fund Balance Report Cash Flow Report National Board Personnel Certification input into MSIS
February 15, 2026	National Board Personnel Certification input into MSIS
<b>Mississippi Student Information System (MSIS) 2.0</b> December 10, 2025 no later than 12:00noon	Personnel Data <b>All updates and corrections to personnel data should be input into MSIS</b>
See the link below for FY25-26 MSIS Annual Reporting Deadlines <a href="https://mdek12.org/wp-content/uploads/sites/56/2025/06/monthly-submission_25-26.pdf">https://mdek12.org/wp-content/uploads/sites/56/2025/06/monthly-submission_25-26.pdf</a>	Monthly Data Review, Certifications, and Personnel Data

Pursuant to House Bill 4130, MS Code Section 37-151-95 “The State Department of Education may withhold payment of MSFF funds to a school district which fails to submit any reports containing student, fiscal and personnel data necessary to meet state and/or federal requirements on or before the required due dates of the report.”

In addition to the above listed reports, the State Superintendent of Education may designate other reports that are subject to withholding of MSFF funds if the reports are not submitted within the requested time frame. Notice of other reports being subject to withholding of MSFF funds must be given at the time of the request of the reports.