



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Superintendents of Schools
Charter School Directors
Regional Educational Service Center Directors
School Business Officials

FROM: Kathy Demsey, Chief Financial Officer

A handwritten signature in blue ink that reads "Kathy Demsey".

DATE: July 19, 2019

SUBJECT: 2018-19 Education Financial System

The Education Financial System (EFS) is now open for filing 2018-19 data with the Connecticut State Department of Education.

The EFS is accessible via our data collection portal at <https://csde.ct.gov>. The EFS User Guide and additional information are available on the EFS Web site at <http://portal.ct.gov/SDE-EFS>. Several updates to EFS have been made for this filing. Please see the attached description of the significant changes.

User logins and roles for EFS are assigned in Directory Manager (DM) by your district's Security Manager. (A list of local education agency (LEA) Security Managers is available on the [DM Help Site](#).) Please note the following role assignments:

- EFS LEA Writer is required to enter data in the system.
- EFS LEA Reader is optional and allows the user to review data but not make entries.
- EFS LEA Certifier must be assigned to the Superintendent/Director.

The statutory deadline for filing is September 1. However, since it falls on a holiday weekend this year, the deadline to submit data is the next business day, Tuesday, September 3, 2019. Be reminded that data is not final until certified by the Superintendent/Director. Pursuant to Section 10-227 of the Connecticut General Statutes, **a penalty of not less than \$1,000 nor more than \$10,000 may be assessed if your district fails to comply with this deadline.**

Please e-mail all questions to the general EFS mailbox at SDE.efs@ct.gov.

KD:dt

Attachment

cc: Roger Persson, Chief of Fiscal/Administrative Services