

Meet the School Finance & Compliance Team

Paula Gravelle

Director of Public School Finance

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Paula has worked at the Maine Department of Education on the School Finance & Compliance Team since 2010 and has been in her current position since 2022. Prior to that, she worked at the University of Southern Maine for 15 years, the last 8 at the Center for Education Policy, Applied Research, and Evaluation.

You can contact Paula for:

- Budget Preparation - State General Fund
- Contracts
- Fiscal Estimates
- Legislative Support
- Report Approvals
- Training
- All Other Inquiries

Ida Batista

School Finance Manager

ida.batista@maine.gov



Ida is the School Finance Manager for School Finance and has been in the Department since 2016. She works on several components of the EPS funding formula and assists internal and external stakeholders with school finance operations information and understanding the statutes & policies that comprise public school finance in Maine. Prior to coming to the Department, Ida spent 20 years as a researcher: 10 years focused on Maine public education policy research at the Center for Education Policy, Applied Research and Evaluation (CEPARE) and 10 years in public health and health outcomes research.

You can contact Ida for:

- Essential Programs & Services (EPS) Career & Technical Education (CTE) Calculation
- Essential Programs & Services (EPS) Special Education Calculation
- Every Student Succeeds Act (ESSA) Report Card Data
- Federal Reporting Data
- General Purpose Aid (GPA) Payment Approvals
- High Cost Out-Of-District Special Education Tuition & Board (EF-S-07/EF-S-214) Allocations
- Request for Proposals (RFP)/Request for Information (RFI)
- Superintendent Agreements
- Training Materials

Meet the School Finance & Compliance Team

Michelle Alexander

Audit Compliance Coordinator

michelle.l.alexander@maine.gov



Michelle has recently joined the Maine Department of Education on the School Finance & Compliance Team. Michelle has worked for the State of Maine for over 22 years. Sixteen years with the Bureau of Motor Vehicles, Accounting Office. Prior to that she worked for Staff Education and Training in DHHS.

She specializes in School Finance Compliance and Reporting.

You can contact Michelle for:

- Annual Audit Tracking
- MaineCare Seed Claims Review
- P-100 Report
- School Construction Project Audit Review
- Update Audit Tab in Risk Assessment Tool

Terri Beal

School Finance Consultant

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Terri has been with the Department of Education for 5 years and just recently joined the School Finance Team after working with the Federal Emergency Relief Team. Prior to coming to the Department, Terri worked in the healthcare industry for 20 years and then the public school sector in Special Education for 12 years.

You can contact Terri for:

- Account Coding Handbook
 - DOE Funding Code Determination
 - Financial Reporting Technical Assistance
 - High Cost Out-Of-District Special Education Tuition & Board (EF-S-07/EF-S-214) Submission
 - Indirect Cost Rates
 - Maine Education Financial System (MEFS) Q4 Audit Adjustments
 - Maine Education Financial System (MEFS) Upload Reviews
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Meet the School Finance & Compliance Team

Charlotte Ellis

School Finance Helpdesk

charlotte.ellis@maine.gov



Charlotte has recently joined the School Finance and Compliance team after spending some time as a contractor with the US Department of Education and with MaineIT. Charlotte has been an employee of the State of Maine for over 30 years, much of that time working with education data in the Department of Education and at the Office of Information Technology (MaineIT).

You can contact Charlotte for:

- Aspirations and Early College Funding
- Data collection questions
- JMG, MSSM, MECDHH Quarterly Payments
- Private School Approval EF-M-240 Reports
- Public School EFT/Direct Deposit
- Public School Tuition Calculation
- Public School Vendor Codes
- School Board Reapportionment
- School Closures
- School Finance Listserv
- School Finance & Compliance Invoices and Contracts
- Town Withdrawals from Combined District
- Website Updates - Drupal

Donna Tiner

School Finance Coordinator

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Donna has an M.S. in Technology in Education, with an undergraduate degree in Computer Science. She has worked with public education funding for over 25 years joining SOM DOE in June 2013. Prior to that, she worked at the Maine Community College System as a Grant Manager.

You can contact Donna for:

- Bus Purchase Allocations - State Funded
- Career & Technical Education (CTE) Payments
- Construction Aid Payments - State Funded
- ED 279 Reports
- Essential Programs & Services (EPS) Data Collection Review and Validation
- Essential Programs & Services (EPS) Subsidy Calculation and Adjustments
- Essential Programs & Services (EPS) Subsidy Monthly Payments
- Expenditure by Budget Category Report
- MaineCare Seed LEA Recovery
- Over/Under Essential Programs & Services (EPS) Report
- Superintendent Agreements
- Website Updates - Drupal

Meet the School Finance & Compliance Team

Denise Towers

Fiscal Review & Compliance Manager

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Denise has been with the department for 16 years; 10 years on the School Finance & Compliance Team.

Areas of expertise are Education Service Centers, SAU Budgets and the Maine Education Financial System (MEFS).

Oversee: Audit Collection & MaineCare

You can contact Denise for:

- Account Coding Handbook
- Education Service Center Formation
- Education Service Center Funding
- Education Service Center Technical Assistance
- Financial Technical Assistance
- National Board Payments
- School Administrative Unit (SAU) Annual Budget Uploads