| **2024-2025 Calendar**<br>Staff Reporting, Assessment, ADVISER Person ID & ADVISER (including 2023-2024 ADVISER Follow-Up Collection) | Nebraska Department of Education<br>https://www.education.ne.gov/adviser-resources<br>Updated September 29, 2024 Version 1.4 |
|---|---|

## STAFF REPORTING

| Dates | 2024-2025 Staff Templates | Data Uses |
|---|---|---|
| August 1 – September 15, 2024<br>STATUTORY DUE DATE | ❑ Staff Demographics [1, 2, 3]<br>❑ Staff Position Assignments [1, 2, 3] | [1] Approval and Accreditation Certificate Checks and Salary Reports (After Oct 31)<br>[2] State Aid Calculation (After Oct 31)<br>[3] Rule 11 Endorsement Check |
| September 16 – October 15, 2024<br>DUE DATE | ❑ Staff Demographics [1, 2, 3]<br>❑ Staff Position Assignments [1, 2, 3] | [1] Approval and Accreditation Certificate Checks and Salary Reports (After Oct 31)<br>[2] State Aid Calculation (After Oct 31)<br>[3] Rule 11 Endorsement Check |
| October 16 – October 31, 2024<br>AUDIT WINDOW | ❑ Staff Demographics [1, 2, 3]<br>❑ Staff Position Assignments [1, 2, 3] | [1] Approval and Accreditation Certificate Checks and Salary Reports (After Oct 31)<br>[2] State Aid Calculation (After Oct 31)<br>[3] Rule 11 Endorsement Check |
| November 1 – June 15, 2025<br>Open for Additions/Changes for All Districts/Systems | ❑ Staff Demographics [1, 2]<br>❑ Staff Position Assignments [1, 2] | [1] Nonpublic Curriculum Reporting (Dec 2)<br>[2] Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A) |
| June 16 – June 30, 2025<br>AUDIT WINDOW | ❑ Staff Demographics [1, 2, 3]<br>❑ Staff Position Assignments [1, 2, 3] | [1] Rule 11 Endorsement Check<br>[2] Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A)<br>[3] Nebraska Education Profile |

## ASSESSMENT ROSTER DATES

| Assessment | Grades | Roster Due Dates |
|---|---|---|
| ELPA 21 & ELPA Alt | K-12 | 1/2025 TBD |
| NSCAS Growth – English Language Arts (ELA), Math | 3-8 | Fall Test Manager Opens: 8/2024<br>Test Window: TBD to TBD |
| | | Winter Test Manager Opens: 11/2024<br>Test Window: TBD to TBD |
| | | Spring Test Manager Opens: 3/2024<br>Test Window: TBD to TBD |
| NSCAS Growth – Science | 5, 8 | See NSCAS Spring Test Window Above |
| NSCAS ACT Statewide Assessment | 2025 Cohort | 1/2025 TBD |
| NSCAS Alternate Assessment – ELA, Math | 3-8, 2025 Cohort | 1/2025 TBD |
| NSCAS Alternate Assessment – Science | 5, 8, 2025 Cohort | 1/2025 TBD |

## ADVISER PERSON ID

| Dates/Timeframe | 2024-2025 Files | Applies To |
|---|---|---|
| Prior to turning on your Ed-Fi submission in your Student Information System. | Upload file to ADVISER Person ID to obtain NDE Student IDs for new students and update information for existing students (for example, Grade Level, Location, and School Year). | Any district/system that reports membership<br>• Public Districts<br>• Nonpublic Systems<br>• Special Purpose Schools |
| Anytime during the School Year for new students or when student information changes, such as Grade Level or Location. | | |

**ADVISER**

| Dates | 2023-2024 Follow Up Collection | Data Uses |
|---|---|---|
| July 1 – September 15, 2024 | **2023-2024 Follow-up Collection (data as of 6/30/2024)**<br>❑ School Enrollment [1, 2, 3]<br>○ 2023-2024 Dropouts<br>○ Summer 2024 Completers<br>○ Summer 2024 Inter-District Transfers<br>❑ Student Demographics [1, 2, 3]<br>○ Race/Ethnicity<br>○ Immigrant Status<br>○ Expected Graduation Year<br>❑ Student Grades – Summer Semester only<br>○ Courses, teachers & final course grades for students reported in a Summer Semester term course section | [1] Cohort Graduation and Dropout Rate calculations<br>[2] Nebraska Education Profile<br>[3] AQuESTT and Statewide Assessment |
| September 16 – October 2, 2024 | **2023-2024 Follow-up Audit***<br>❑ School Enrollment [1, 2, 3]<br>○ 2023-2024 Dropouts<br>○ Summer 2024 Completers<br>○ Summer 2024 Inter-District Transfers<br>❑ Student Demographics [1, 2, 3]<br>○ Race/Ethnicity<br>○ Immigrant Status<br>○ Expected Graduation Year<br>❑ Student Grades – Summer Semester only<br>○ Courses, teachers & final course grades for students reported in a Summer Semester term course section<br><br>*** This submission window must be approved. See note at end of calendar.** | [1] Cohort Graduation and Dropout Rate calculations<br>[2] Nebraska Education Profile<br>[3] AQuESTT and Statewide Assessment |

| Dates | 2024-2025 Fall Collection | Data Uses |
|---|---|---|
| August 1 – October 15, 2024 | **2024-2025 Fall Collection (as of 10/1/2024)**<br>❑ Student Demographics [1, 6, 7]<br>❑ Special Education Program [3, 4]<br>❑ School Enrollment [1, 2, 7]<br>❑ Early Childhood Program [1]<br>❑ Food Program [2, 7]<br>❑ English Learner Program [5] | [1] State Aid Calculation<br>[2] Nutrition Services (Direct Certification), Free & Reduced Price Lunch Counts, E-Rate<br>[3] Medicaid in Public Schools (MIPS) the 24th day of each month<br>[4] Individuals with Disabilities Education Act (IDEA) Annual Child Count<br>[5] English Learner Participant / Eligibility Counts<br>[6] Digital Access<br>[7] Nebraska Education Profile |
| October 16 – 31, 2024 | **2024-2025 Fall Audit***<br>❑ Student Demographics [1, 6, 7]<br>❑ Special Education Program [3, 4]<br>❑ School Enrollment [1, 2, 7]<br>❑ Early Childhood Program [1]<br>❑ Food Program [2, 7]<br>❑ English Learner Program [5]<br>*** This submission window must be approved. See note at end of calendar.** | [1] State Aid Calculation<br>[2] Nutrition Services (Direct Certification), Free & Reduced Price Lunch Counts, E-Rate<br>[3] Medicaid in Public Schools (MIPS) the 24th day of each month<br>[4] Individuals with Disabilities Education Act (IDEA) Annual Child Count<br>[5] English Learner Participant / Eligibility Counts<br>[6] Digital Access<br>[7] Nebraska Education Profile |

| Dates | 2024-2025 Year End Collection | Data Uses |
|---|---|---|
| November 1, 2024 – June 15, 2025 | **2024-2025 Year End Collection**<br>❑ Student Demographics [2, 6, 8, 16]<br>❑ Courses and Sections [3, 13, 14, 15]<br>❑ Student Grades<br>❑ Student School Attendance [1, 6]<br>❑ School Enrollment [1, 6, 7]<br>❑ Special Education Program [4, 5]<br>❑ Title I Program<br>❑ Early Childhood Program<br>❑ Homeless Program [2, 7]<br>❑ Rule 18 Interim School Program<br>❑ Student Discipline [9, 10]<br>❑ Food Program [6, 7, 11]<br>❑ English Learner Program [6, 7, 12] | [1] State Aid Calculation<br>[2] Nebraska Education Profile<br>[3] Carl D. Perkins Career and Technical Education Act Accountability<br>[4] Medicaid in Public Schools (MIPS) the 24th day of each month<br>[5] Special Education Exiters<br>[6] AQuESTT and Statewide Assessment<br>[7] Cohort Graduation and Dropout Rate calculations<br>[8] High Ability Learner Eligible<br>[9] Federal/State Required Discipline<br>[10] Special Education Discipline<br>[11] Nutrition Services (Direct Certification) and Free & Reduced Price Lunch Counts<br>[12] English Learner Participant / Eligibility Counts<br>[13] CTE Concentrators, Participants and Programs of Study Counts<br>[14] Teacher Endorsement Checks<br>[15] Instructional Unit Verification<br>[16] Digital Access |
| June 16 – 30, 2025 | **2024-2025 Year End Audit***<br>❑ Student Demographics [2, 6, 8, 16]<br>❑ Courses and Sections [3, 13, 14, 15]<br>❑ Student Grades<br>❑ Student School Attendance [1, 6]<br>❑ School Enrollment [6, 7]<br>❑ Special Education Program [4, 5]<br>❑ Title I Program<br>❑ Early Childhood Program<br>❑ Homeless Program [2, 7]<br>❑ Rule 18 Interim School Program<br>❑ Student Discipline [9, 10]<br>❑ Food Program [6, 7, 11]<br>❑ English Learner Program [6, 7, 12]<br><br>*** This submission window must be approved. See note at end of calendar.** | [1] State Aid Calculation<br>[2] Nebraska Education Profile<br>[3] Carl D. Perkins Career and Technical Education Act Accountability<br>[4] Medicaid in Public Schools (MIPS) the 24th day of each month<br>[5] Special Education Exiters<br>[6] AQuESTT and Statewide Assessment<br>[7] Cohort Graduation and Dropout Rate calculations<br>[8] High Ability Learner Eligible<br>[9] Federal/State Required Discipline<br>[10] Special Education Discipline<br>[11] Nutrition Services (Direct Certification) and Free & Reduced Price Lunch Counts<br>[12] English Learner Participant / Eligibility Counts<br>[13] CTE Concentrators, Participants and Programs of Study Counts<br>[14] Teacher Endorsement Checks<br>[15] Instructional Unit Verification<br>[16] Digital Access |

| Dates | 2023-2024 Graduate Follow Up Collection | Data Uses |
|---|---|---|
| August 1, 2024 – June 30, 2025 | **2023-2024 Graduates Follow Up Data Collection**<br>❑ Post Graduate Activities [1]<br>❑ Parent/Student Demographics [2]<br>○ Contact data for SPED survey participants (due 4/1/2025) | [1] Carl D. Perkins Career and Technical Education Act Accountability<br>[2] SPED Post School Outcomes Survey |

*** Data submitted during this submission window must be approved by a district administrator.** Approval of ADVISER Data Submissions is a requirement of the Special Education and State Aid offices at the Nebraska Department of Education. Approvals will be documented through the ADVISER Validation application in the NDE Portal https://portal.education.ne.gov/.