

NDE Bulletin
August 30, 2012

2012-2013 NSSRS Calendar

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

A **new and improved** 2012-2013 NSSRS Calendar is now available and can be downloaded from the NSSRS Resources web page <http://www.education.ne.gov/nssrs/Resources.html>

2011-2012 NSSRS Follow-up 1 – Submission window – Open August 23 – October 15

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

School Enrollment, School Year = 2012-06-30

For 2011-2012 Dropouts and Summer 2012 Completers.

Year-end Special Education Snapshot, School Year 2012-06-30

For the purpose of providing Exit Reason values that match Enrollment Code values provided on School Enrollment.

2011-2012 Corrections will also be accepted for the following templates. *Please note this is the last year that corrections will be allowed during this window.* Student, Student Grades for courses completed during regular school year, Student Summary Attendance, Year-end Special Education Snapshot, Assessment Fact for NAI (Reading and Math), Title I Programs, Program Fact (Career Education, Early Childhood, Homeless, Interim), and Post School Survey.

2012-2013 NSSRS Fall - Submission Window – Open August 23 – Due October 15

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

Student, October Student Snapshot (Snapshot Date = 2012-10-01), School Enrollment, October Special Education Snapshot (Snapshot Date = 2012-10-01) and Program Fact: Early Childhood.

NSSRS Data Manager: Notice of Data Rediscovery

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

As last year, prior to submitting 2012-13 data, a district's NSSRS Data Manager **District Approve** user must indicate understanding of data rediscovery requirements, which require NDE to make data submitted available to Nebraska postsecondary institutions (Neb. Rev. Stat. Section 79-776), and to other districts where a student intends to enroll*. This **splash screen** is the notification required under the Family Educational Rights and Privacy Act (FERPA). FERPA requires advance notification and development of the new P-16 data system continues.

Prior to any district access/submissions, the district administrator must do the following:

The District Approve (district administrator) user indicates understanding by clicking the **I Understand** button prior to any submissions. Other users of NSSRS Data Manager will only be presented with the option to click the **Close this Window** button until the district administrator clicks on the **I Understand for the first time**. All users will be presented with a notice of data rediscovery the first time logging into

NSSRS Data Manager each day and must click the **I Understand** button in order to gain access to this system.

2012-2013 NCLB Consolidated Application – Open August 30

Contact: Diane Stuehmer; 402-471-1740 or diane.stuehmer@nebraska.gov

The NCLB Consolidated Application for the 2012-13 school year opened today, August 30th. The application includes Title I-A, Title I-D, Title II-A, Title III-LEP, and Title III-IE. The application is due to NDE by **October 12, 2012**. If you have questions regarding this application, please contact your ESEA/NCLB reviewer. This information can be found on the “Contact Us” link at the bottom of each GMS application page.

Title I Distinguished Schools

Contact: Beth Zillig; 402-471-2452 or beth.zillig@nebraska.gov

Nominations are open for the 2012 Title I Distinguished Schools Recognition Program. Nominations will be accepted in the following two categories.

Category 1: School that has exceeded Adequate Yearly Progress (AYP) for two or more years

Category 2: School that has significantly closed the achievement gap between student groups.

See NDE Title I website for nomination form and additional information

(<http://www.education.ne.gov/federalprograms/Title%20I%20Part%20A.html>).

Title I - 101

Contact: Beth Zillig; 402-471-2452 or beth.zillig@nebraska.gov

NDE Title I staff will be conducting Title I – 101 sessions at three locations. The sessions will be general in nature—covering everything from the inception of Title I to the kinds of services that can be provided, working with nonpublic schools, time and effort logs, and other topics pertinent to Title I.

Registration will be required, but there will be no registration fee. See the NDE Title I website for registration information. (<http://www.education.ne.gov/federalprograms/Title%20I%20Part%20A.html>)

Sessions will be held in the following locations.

Wednesday, October 3: Kearney – ESU 10

Thursday, October 4: Sidney - Western NE Community College

Wednesday, October 17: Omaha – ESU 3

Reminder: 2013-2014 LEP/Poverty Plans – Due October 15

Contact: Russ Inbody (402-471-4320 or russ.inbody@nebraska.gov)

Plans need to address the general requirements of Rule 15. Resources that may be of assistance in preparing your plans are:

LEP/Poverty Plan Resource Guides which can be found at

<http://www.education.ne.gov/povertyandlep/>

Rule 15 and the Rule 15: A Guide for Implementation located at

<http://www.education.ne.gov/natlorigin/>

Consolidated Data Collection (CDC) - Open September 5

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

Assessed Valuation and Levies – Due October 15

Public districts only

Assessed valuation and levies. Distance between high school attendance centers.

Elementary Site Allowance – Due October 15

Public districts only

Districts that are applying for the Elementary Site Allowance. This form to be completed by a school district with multiple elementary attendance sites. A qualifying elementary site shall be an elementary attendance site, in a district with multiple elementary attendance sites, which (a) does not have another elementary attendance site within 7 miles in the same school district, or (b) is the only public elementary attendance site located in an incorporated city or village.

Instructional Time – Due October 15

Public districts only

This report is designed to collect information about instructional time.

PK Instructional Program Hours/K Program – Due October 15

Public and State Operated districts only

Instructional program hours including kindergarten program type.

Student Growth Adjustment – Due October 15

Public districts only

Districts applying for the student growth adjustment. Districts must estimate their 2012/13 average daily membership and provide evidence supporting the estimate. Estimated student growth is the difference between the 2011/12 fall membership and the 2012/13 estimated average daily membership.

Substitute Teachers – Open all year - Final due June 30, 2013

Public, Nonpublic, State Operated, ESU and Interim all report

Reporting of substitute teachers.

Summer School Student Unit – Due October 15

Public only

Number of students by grade who attended summer school in 2011-12 school year.

- 1) attended remedial Math or Reading.
- 2) student eligible for free lunch or free milk.

Two-Year New School Adjustment Application

Public only

Districts applying for a Two-Year New School Adjustment. School districts apply for the two-year new school adjustment will need to provide estimated additional student capacity and provide supporting evidence.

2012-2013 Course Codes and Clearing Endorsements documents

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

The 2012-2013 Course Code & Clearing Endorsement Documents and Tables are now available on the NSSRS Resources page under Program-specific Information.

2012-2013 Course Code & Clearing Endorsements (formerly Appendix D) (PDF)

2012-2013 Course Codes (Excel)

2012-2013 Course Codes with Clearing Endorsements (Excel)

2012-2013 Course Code List (PDF).

2011-2012 Special Education Final Financial Reports

Contacts: Financial Questions, Greg Prochazka (402-471-4314 or greg.prochazka@nebraska.gov)

Financial Questions, Tim Baker (402-471-3571 or tim.baker@nebraska.gov)

Data Input Questions, Lori Adams (402-471-2637 or lori.adams@nebraska.gov)

The Special Education Final Financial Reports for 2011-2012 school year are due as follows:

- [Birth to Age Five \(BAF FFR\) \(NDE 06-025\)](#) – Due on or before October 1, 2012 - copies of contracted services billings are **NOT** required.
This form can be found on the NDE Portal under the Forms tab.
- [Transportation \(TRANS FFR\) \(NDE 06-016\)](#) - Due on or before September 30, 2012.
This form can be found on the NDE Portal under the Forms tab.
- [School Age \(SA FFR\) \(NDE PORTAL – CDC collection\)](#) - Due on or before October 31, 2012.
Copies of contracted services billings **ARE** required (Collection Opens – September 1).
This collection can be found on the NDE Portal under the Data Collections tab in the Consolidated Data Collection (CDC). Activation code user types of Financial, All or Approver will give access to this collection.

The Final Financial Reports for **both** Birth to Age Five and School Age will no longer be collecting staff data based on Social Security Number. All staff being claimed on the Final Financial Reports must have a NDE Staff ID. For assistance with the NDE Staff ID contact the NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

Please refer to [92 NAC 51](#) for information regarding late submission of required forms. Nebraska Department of Education is now required to give school districts an annual “determination rating” regarding compliance with IDEA Parts B & C, as a result of the reauthorization of IDEA 2004. Included within the federal criteria being considered by NDE are: (1) timely and accurate submission of special education fiscal data and, (2) special education fiscal audit findings.

Reminder: 2011-2012 Summer School Supplement – CDC Collection – Due August 31

Contact: Russ Inbody (402-471-4320 or russ.inbody@nebraska.gov) or NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

This collection is for Public Districts only and collects the total Prorated Days of Attendance of the District’s Summer School Programs or if no summer school was held. The collection is due to NDE August 31, 2012.

Reminder: High Ability Learners (HAL) – NDE Portal Collection – Due September 4

Contact: Mary Duffy (402-471-0737 or mary.duffy@nebraska.gov)

HAL reporting for 2011-12 and applications for Base Only and Base and Matching Funds are due no later than 11:59 PM, September 4, 2012. The collection will close at that time and only those reports entered will be considered for HAL grants.

NCLB Qualified and Student Grades

2011-2012 School Year - Make Corrections August 23 – October 15

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

Beginning in 2011-2012, data to determine a teacher’s NCLB status is being extracted from the Student Grades template. Please be sure ALL teachers have been included on a Student Grades template, as there are numerous staff members appearing as **No course or student grades data reported**. In doing some review of the Student Grades data, it appears that some Student Grades data was reported at the wrong location (i.e. all Student Grades Templates had location 001 rather than the appropriate location) and is therefore not matching up to the teacher’s assignment. Please review the **NCLB Non-Qualified Verification Report** located in NSSRS Validation-Verification Reports (Staff) and make the necessary corrections between August 23 and October 15. Not doing so will affect your district’s NCLB Qualified status percentages for 2011-2012, as well as the statewide data. This data will be displayed on the 2011-2012 State of the Schools Report

If HOUSSE forms are needed, submit by October 15. The HOUSSE form and instructions can be found at:

<http://www.education.ne.gov/federalprograms/Title%2011.html#NCLBTeacherForms>

Please contact Pat Madsen (402-471-4863 or pat.madsen@nebraska.gov) if you have questions.

Teachers Assigned Out of Endorsed Area or Level

2011-2012 School Year - Make Corrections August 23 – October 15

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

Beginning in 2011-2012, data to determine if a teacher is endorsed or not endorsed is being extracted from the Student Grades and the Student Templates. This data will not be used for meeting Rule 10 but is available for your review and for review by Approval and Accreditation staff. Please review and if necessary make appropriate changes to the Student Grades template. Remember, staff that are monitoring distance learning courses or web-based courses will show on this report, this will be resolved in 2012-2013 with an addition to the Student Grades template.

State of the Schools Report – Timeline

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

State of the Schools Report Timeline	
August 23	NSSRS opens for NSSRS 2012-13 SY
August 23 – October 15	2011-12 Follow-up 1 -School Enrollment , School Year = ‘2012-06-30’ including 2011-2012 - Dropouts and Summer 2012 Completers -Year-end Special Education Snapshot including 2011-2012, for the

	<p>purpose of providing Exit Reason values that match Enrollment Code values provided on School Enrollment, Snapshot Date = '2012-06-30'</p> <ul style="list-style-type: none"> -Student -Student Grades - Courses completed during regular school year -Student Summary Attendance -School Enrollment -Year-end Special Education Snapshot (Snapshot Date = '2012-06-30') -Assessment Fact for National Assessment Instrument student results (Reading and Math) -Title I Programs -Programs Fact: Career Education -Programs Fact: Early Childhood -Programs Fact: Homeless -Programs Fact: Interim -Post School Survey (School Year = '2011-06-30')
August 28	Due date for districts to submit corrections for NeSA Reading, Math, and Science.
October	<p>Preliminary release of the State of the Schools report for 2011-12 SY to districts.</p> <p>AYP decisions posted on the SOSR Review 2012</p> <p>Districts have 30 days to submit appeals of AYP decisions</p>
November	Public Release of the State of the Schools Report for the 2011-12 SY

Nebraska Withdrawal From Mandatory Attendance Form (NDE 10-005)

Contact: Brian Halstead (402-471-0732 or brian.halstead@nebraska.gov)

Beginning July 19, 2012, Section 79-202 provides that any person with legal or actual charge or control of a child who is at least sixteen (16) years of age but less than eighteen (18) years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance laws. Upon the written request of any person who has legal or actual charge or control of such a child, the superintendent of a school district or the superintendent's designee shall conduct an exit interview if the child is enrolled in a school operated by the school district or the child resides in the school district but is enrolled in a private, denominational or parochial school.

Section 79-202(8) provides that the Commissioner of Education shall prescribe the required form for withdrawals pursuant Section 79-202. The Nebraska Withdrawal from Attendance Form can be found in the NDE Portal under the Forms tab along with the Instructions for Completion of the Form, and can be accessed at the following

link: <https://portal.education.ne.gov/site/DesktopDefault.aspx?tabindex=1&tabid=7> Withdrawal from attendance under Section 79-202 shall be valid only if the person making the request signs the prescribed form, the child signs the prescribed form if the reason is required employment to support the child's family, and the Superintendent or designee signs the prescribed form acknowledging that all of the requirements of Section 79-202 have been met.

NDE Bulletin now available in RSS Feed

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

We have added an RSS feed that users can subscribe to. Don't forget that the current and past NDE Bulletins can always be found at <http://www.education.ne.gov/ndebulletins/index.html>. The RSS feature can be found at the above webpage in the upper right hand corner (orange icon). RSS feeds can be used with Outlook and a number of web-based feed readers. At this time we will also continue to send the bulletin out via e-mail.

How to contact the NDE Helpdesk

There are three ways to contact the NDE Helpdesk with questions. All three ways get to the same place, so **please only use one of these options.**

1. Submit a "Helpdesk Request" from your portal account. After logging into the NDE Portal, it is available in the upper right corner of the Collection Announcement page. This will be the fastest way to get your request to the NDE Helpdesk.
2. Email : nde.helpdesk@nebraska.gov
3. Call Toll Free: 888-285-0556 Please leave your full name, organization, call back number and a brief description of your question.

Ginny Carter, NDE Helpdesk

Nebraska Department of Education - Data, Research, Evaluation and IT

301 Centennial Mall South - Lincoln, NE 68509

Phone: Toll Free 888-285-0556

Email: nde.helpdesk@nebraska.gov