

NDE Bulletin
October 12, 2012

SAVE THE DATE – 2013 State Data Conference

April 29-30, 2013 – Kearney Nebraska

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.

2011-2012 NSSRS Follow-up 2 – Submission window – Open October 16 – November 7

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

Title I Programs, School Year = 2012-06-30

For student served by Title I during summer 2012 who were not already reported during the regular school year.

Student Grades, School Year – 2012-06-30

For courses completed during Summer 2012

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.

2012-2013 NSSRS Fall Review - Submission Window – Open October 16 – Due October 26

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

Data submitted during this submission window must be approved by the District Administrator.

Audit AYP Data

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

The 2011-12 State of the Schools Report Preview Site includes AYP data. Districts may audit their AYP data by selecting the "Preview Window," and then selecting "Audit AYP Data." It is crucial that districts

take a look at their AYP data between now and November 8, 2012. This is the time to check for data accuracy. If the data is incorrect, please work with the NDE Assessment Office. To appeal an AYP decision:

- Print the screen that contains the inaccurate or incomplete information
- Make the corrections on the printed copy. Include an explanation for the proposed changes.
- Sign and date the printed copy with the proposed changes.
- Mail or fax to
Nebraska Dept. of Education
Federal Programs Office
Attention: Diane Stuehmer
Box 94987
Lincoln, NE 68509
- Phone: 402-471-1740
- FAX: 402-471-0117

All appeals must be received by November 8, 2012.

NCLB Consolidated Application

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

The revised Title I-A and Title I-D allocations are now available on the NDE Federal Programs and Title I webpages (<http://www.education.ne.gov/federalprograms/index.html> and <http://www.education.ne.gov/federalprograms/Title%20I%20Part%20A.html>). As mentioned in a previous email and NDE bulletins, NDE was notified on 9/18/2012 that the state's Title I-A allocation for 2012-13 was reduced by approximately \$740,000. A number of districts were already at their hold-harmless rate so their allocations did not change from the original 2012-13 Title I-A allocations. NDE was also notified of a change in the Title I-D allocation for Nebraska. These revisions are also included in the Revised Allocations documents.

The 2012-13 NCLB Consolidated application is once again available. The application due date is now **November 30, 2012.**

GMS Final Reimbursement Requests

Contact: Shane Rhian (402-471-4313 or shane.rhian@nebraska.gov)

Final reimbursement requests for federally funded grants paid through GMS are due to NDE Financial Services, in approvable format, by November 15, 2012. When submitting reimbursement requests, keep the following in mind:

- Supporting documentation needs to be supplied for journal entries and credit card procurement charges
- When making payments to individuals, be specific as to what the payment is for
- For parent activities, be specific as to what was purchased and who participated in the activity
- Whenever computers are purchased with Title I Funds, they must be listed on the consolidated application on the Capital Outlay/Equipment – Operational Equipment page. Computer purchases cannot be approved if they are not listed. This includes electronic items such as ipads, ipods, Kindles, or anything considered small and attractive.
- Service Provider tab must be completed for all non-school district service providers for IDEA grants.

2011-2012 Special Education School Age Final Financial Report

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)

This Data Collection can be found on the NDE Portal under the Data Collections tab, within the Consolidated Data Collection (CDC).

- [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 Report for 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.

Early Childhood Program Report & Results Matter Fidelity Plan – Due October 15

Contact: Tammi Hicken (402-471-3184 or tammi.hicken@nebraska.gov)

Forms can be found under Reports at the following link <http://www.education.ne.gov/oec/forms.html>

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%20II.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	
October 9	Preliminary release of the State of the Schools report for 2011-12 SY to districts. AYP decisions posted on the SOSR Review 2012 Districts have 30 days to submit appeals of AYP decisions
November	Public Release of the State of the Schools Report for the 2011-12 SY

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