

**NDE Bulletin**  
**March 27, 2014**

**2014 NEBRASKA DATA CONFERENCE**

**April 14 – April 15, 2014**

**Younes Conference Center - Kearney, Nebraska**

Contact: Debe Dockhorn (402-471-2748 or [debe.dockhorn@nebraska.gov](mailto:debe.dockhorn@nebraska.gov) )

The 2014 Nebraska Data Conference, ***“Connecting More Dots...”*** is scheduled for April 14-15, 2014 in Kearney, Nebraska at the Younes Conference Center.

Registration and emerging details are available at  
[http://ndeconference.education.ne.gov/cf\\_Conference.aspx?CID=7](http://ndeconference.education.ne.gov/cf_Conference.aspx?CID=7).

The sessions will include 2014-15 technical updates, data use strategies and tools, best practice approaches and a partnership with Learning Forward. Targeted audiences include data stewards, school administrators, special education directors, professional developers, teachers, curriculum directors and others involved with collecting, reporting, and using data in Nebraska schools and ESU’s.

**The following collection in the Consolidated Data Collection (CDC) will open April 1**

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

**STATE OF THE SCHOOLS REPORT**

District Information and Improvement Goals

Graduation Requirements

School Information and Improvement Goals

***Collection completed by Public - Due June 16***

For more information, contact John Moon – [john.moon@nebraska.gov](mailto:john.moon@nebraska.gov) (402) 471-1685

**High School Feedback Reports Available Online**

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

***Public districts only***

The SLDS P-20 group has worked to develop High School Feedback Reports that are intended to provide information back to schools about the progress and outcomes of the graduates related to postsecondary education. The reports are available online through the DRS Secure site. To find the reports log in to the NDE Portal, under Data Collections, select the Data Reporting System (DRS) Secured Site. The reports and methodology are available under the SLDS P-20 button. Please contact your District Administrator for activation code to the DRS.

Currently, the reports are only available through the Secure DRS, but efforts are under way to provide as a resource to others on the public site as well. To provide comments or suggestions about the reports, please contact Matt Hastings, [matt.hastings@nebraska.gov](mailto:matt.hastings@nebraska.gov).

**Federal Funds Expenditures**

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

With the school year winding down, we want to provide some reminders regarding allowable expenditures with the Federal program funds.

### **Title II-A**

Contact Mike Kissler (402-471-2741 or [mike.kissler@nebraska.gov](mailto:mike.kissler@nebraska.gov)) or Diane Stuehmer

Last summer the Office of Elementary and Secondary Education (OESE) Office at USDE issued revised guidance concerning the use of Title II-A project funds. At that time, it was made very clear that purchase of items such as computers, iPads, SMART Boards, cameras, and projectors should NOT be purchased with Title II-A funds.

The OESE also issued a directive that clarified who may receive stipends for attending Title II-A project related training activities. An issue was raised because the legislation notes that Title II-A funds can be used to provide teachers and principals with training activities, but does not mention some other types of personnel such as curriculum directors. Therefore, unless curriculum directors or other personnel are teaching in the core academic subject areas, they would not be allowed to receive stipends, or funds for other training costs, through the Title II-A program.

### **Title I-A**

A number of items are not allowable Title I expenditures. These would include the following items. This is not a complete list, but rather a sampling of items occasionally being submitted. More detailed information is available in the *NDE State and Federal Grant Management Requirements and Guidance*, which is available at

[http://www.education.ne.gov/gms2/pdf/NDE\\_Grant\\_Mgt\\_Guidance\\_8.2013%20FINAL.pdf](http://www.education.ne.gov/gms2/pdf/NDE_Grant_Mgt_Guidance_8.2013%20FINAL.pdf)

- Cost of entertainment (such as tickets to shows or plays)
- Trinkets (i.e. bracelets, t-shirts, whistles, etc.)
- Cake, ice cream, pop (as classroom treats)
- Conference attendance that does not support the Title I program/plan
- Parent involvement activities that don't actually involve the parents
- Door prizes
- Food for parent/teacher conferences

The following expenditure items always require supporting documentation:

- Credit card purchases
- Travel expenditures related to conference attendance requires adequate documentation
- Petty-cash purchases
- Reimbursement to individuals

And a final reminder, per USDE Guidance regarding Appropriate Use of Federal funds to pay for food (See Appendix D of the *NDE State and Federal Grant Management Requirements and Guidance*).

Generally, there is a very high burden of proof to show that paying for food and beverages with Federal funds is necessary to meet the goals and objectives of a Federal grant. When a grantee is hosting a meeting, the grantee should structure the agenda for the meeting so that there is time for participants to purchase their own food, beverages, and snacks. In addition, when planning a meeting, grantees may want to consider a location in which participants have easy access to food and beverages.

While these determinations will be made on a case-by-case basis, and there may be some circumstances where the cost would be permissible, it is likely that those circumstances will be rare. Grantees, therefore, will have to make a compelling case that the unique circumstances they have identified would justify these costs as reasonable and necessary.

**\*\*Submission Window Reminder\*\*** **Due Date: April 1**

**Title III LEP and Immigrant Counts**

Contact: Terri Schuster (402-471-4694 or [terri.schuster@nebraska.gov](mailto:terri.schuster@nebraska.gov))

On April 2, we will be pulling data from NSSRS to ensure that we have the most current numbers of limited English proficient (LEP) and immigrant students. This data will serve as the basis for district allocations for the 2014-2015 school year for both the Title III LEP and Title III immigrant programs. The following fields in the Student Template are used in determining the Title III allocations: Field 95, LEP eligibility and Field 89, Immigrant indicator. Please check your data to ensure that it is updated.

**Student Summary Attendance (Collection period 3: 2014-01-01 to 2014-03-15)**

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

*Public districts and Special Purpose systems only*

Data used for Excessive Absenteeism Quarterly Count and Extract for State Aid Calculation.

**Audit Window: April 2-15**

**Consultation with Nonpublic Schools for 2014-15 School Year**

Contact: Diane Stuehmer (402-471-1740 or [diane.stuehmer@nebraska.gov](mailto:diane.stuehmer@nebraska.gov)) or Edy Clark (402-471-2481 or [edy.clark@nebraska.gov](mailto:edy.clark@nebraska.gov))

Nonpublic consultation information was sent to Public School Superintendents and Title I listserv on March 10, 2014. **Forms are due to NDE Federal Programs Office on or before May 1, 2014.** The nonpublic consultation lists and forms NDE 34-014 & NDE 04-012 are available at [http://www.education.ne.gov/federalprograms/ESEA\\_NCLB\\_Programs.html](http://www.education.ne.gov/federalprograms/ESEA_NCLB_Programs.html), or <http://www.education.ne.gov/federalprograms/Title%20IX.html> beneath the header "Nonpublic Consultation Information."

The Uniform Provisions Section 9501 of the Elementary and Secondary Education Act (ESEA), reauthorized as the No Child Left Behind Act of 2001 (NCLB), requires that every district receiving grants for federal program(s) provide equitable services and meet the needs of eligible Nonpublic School students and/or teachers and other education personnel. Every public school district in Nebraska having one or more nonpublic school(s) located within the district's geographic boundaries must submit a signed Nonpublic School Participation Form (NDE 34-014) on an annual basis for *each* nonpublic school located within its boundaries.

Districts with Title I programs must contact all nonpublic schools where any low-income children from their district attend to determine if the low-income nonpublic students reside in an eligible attendance area. Districts must conduct a consultation and complete a copy of Form NDE 04-012 for each nonpublic school reporting low-income students. The consultation should include use of remaining school year 2013-14 Title I funds as well as the 2014-15 allocations. The Free and Reduced Lunch data was submitted by nonpublic schools in the fall of 2013 on the "Nonpublic Membership Report," which is in the NDE Consolidated Data Collection (CDC).

If you have questions, please contact Edy Clark at [edy.clark@nebraska.gov](mailto:edy.clark@nebraska.gov) or 402-471-2481. You may also contact the NDE staff person responsible for reviewing the ESEA/NCLB application for your district.

**Substitute Teachers in the Consolidated Data Collection (CDC)**

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

This data collection will permit you to upload/enter data regarding substitute teachers that have already been employed during the 2013-14 school year and receive feedback on any data errors or potential violations by your school if the individual does not currently hold a valid Nebraska certificate. By uploading/entering data now, your school will have sufficient time to correct any errors or potential violations to ensure that any substitute teachers hold a valid Nebraska certificate before the data collection closes.

The Substitute Teacher data collection is due on June 16, 2014.

*Needs to be completed by ESUs, Public, Nonpublic, State Operated and Interim Programs.*

### **NeSA-RMS Key Dates**

Contact: Valorie Foy (402-471-2495 or [valorie.foy@nebraska.gov](mailto:valorie.foy@nebraska.gov))

Key dates for NeSA-RMS are presented in the following table

INSIGHT/eDirect Test Setup for NeSA-RMS available to districts	March 3
NeSA RMS and NeSA AA Paper/Pencil materials delivered to districts	March 3
Districts Train School Personnel and Distribute Materials	One week prior to test window
Distribute Materials to Test Administrators	Same Day as Testing
NeSA-Reading, Math, and Science Testing Window	March 24-May 9
Last Day for UPS to Pick Up Test Materials From Districts	May 7
NeSA WebEX on Reporting	July 7-9
Provide District Access to NeSA RMS reports and Data File on eDirect	July 9
Deliver printed NeSA and NeSA-AA ISRs	TBA

Additional information on NeSA testing is available at the Statewide Assessment

Website: <http://www.education.ne.gov/Assessment/Index.html>

### **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 the following options.**

**If you send more than one request this may delay our response as we coordinate all requests.**

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.

**OR**

2. Email: [nde.helpdesk@nebraska.gov](mailto:nde.helpdesk@nebraska.gov)

**OR**

3. Call Toll Free: 888-285+0556

**Please leave your full name, organization, call back number and a brief description of your question.**

ALSO: If you have contacted your area's NDE Trainer, please do not also contact the Helpdesk. Multiple contacts will delay the response.

**THANK YOU!**

**NDE Bulletin now available in RSS Feed**

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

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