



2015 Grant Management Guidance

Contact: Diane Stuehmer (402-471-1740 or diane.stuehmer@nebraska.gov) or Shane Rhian (402-471-4313 or shane.rhian@nebraska.gov)

The 2015 version of the *NDE State and Federal Grant Management Requirements and Guidance*, is available on the NDE Federal Programs website (<http://www.education.ne.gov/federalprograms/Index.html>) beneath the header “Grants Management (GMS) and Finance.” The purpose of the guidance is to provide information on the policies governing all grants awarded by NDE (excluding those issued by Vocational Rehabilitation Services, Disability Determination Services, and the Assistive Technology Partnership), communicate procedures and guidelines; ensure sound accounting practices, and provide consistency throughout the Department in the administration of all State and Federal grants.



2015 Title I Annual Reminders

Contact: Diane Stuehmer (402-471-1740 or diane.stuehmer@nebraska.gov), Beth Zillig (402-471-2452 or beth.zillig@nebraska.gov) or the Title I consultant for your District/ESU.

The Title I Annual Reminders is available on the NDE Title I website beneath the header “Title I-A Information.” Included in the reminders are items that are sometimes forgotten or easily overlooked. Topics include:

- Time and Effort Logs
- Parent Notification
- Parent Compacts
- Parent Involvement Policies
- Highly Qualified Teachers and Paras
- Schoolwide Eligibility
- Title I Fiscal Issues Non-Regulatory Guidance
- Requests for Reimbursement



2015-16 Title I Allocations

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

Updated Title I-A allocations (9/2/15) are available on the Federal Programs website: <http://www.education.ne.gov/federalprograms/Index.html>) beneath the header “Financial Files and Allocations.” These replace the allocations that were posted on 8/25/15.



Recent Rule 24 Endorsement Changes

There have been some changes to endorsements over the course of the last couple of years. This may result in different endorsement names in the Clearing Manual as compared to the endorsement names appearing on actual certificates. Below is a chart which will allow you to cross-reference endorsement name changes. In

most cases, when endorsement changes are made, the changes/adjustments are reflected on the individual's online certification information. Changes are generally made to not negatively impact individual or employing systems. You can check the current endorsements held by an individual at:

https://dc2.education.ne.gov/tc_lookup/.

CURRENT ENDORSEMENT	PREVIOUS ENDORSEMENT
SPECIAL EDUCATION SUPERVISOR	SPECIAL EDUCATION: CURRICULUM SUPERVISOR DIRECTOR SPED SUPERVISOR – SPECIAL EDUCATION
EARLY CHILDHOOD EDUCATION, PK-GRADE 3 (SUPPLEMENTAL)	EARLY CHILDHOOD EDUCATION (SUBJECT ENDORSEMENT) B-GR 3
EARLY CHILDHOOD INCLUSIVE, BIRTH-GRADE 3	EARLY CHILDHOOD EDUCATION UNIFIED, B-GR 3 PRESCHOOL DISABILITIES (NOW ELIMINATED FROM RULE 24)
ENGLISH LANGUAGE ARTS, 7-12 (FIELD)	LANGUAGE ARTS 7-12
SECONDARY ENGLISH, 7-12 (SUBJECT)	ENGLISH 7-12
JOURNALISM AND MEDIA EDUCATION, 7-12 (SUPPLEMENTAL)	JOURNALISM AND MASS COMMUNICATIONS (SUBJECT)
READING AND WRITING, PK-6 OR 7-12 (SUPPLEMENTAL)	READING AND WRITING (SUBJECT), 7-12
READING SPECIALIST, PK-12	GRADE LEVEL IS NOW PK-12 ONLY
SPEECH, 7-12 (SUPPLEMENTAL)	SPEECH (SUBJECT)
THEATRE, 7-12 (SUPPLEMENTAL)	THEATRE (SUBJECT)
SPECIAL EDUCATION (FIELD) K-6, 7-12, OR K-12	SPECIAL EDUCATION: MILD/MODERATE DISABILITIES (FIELD)
SPECIAL EDUCATION INCLUSION AND COLLABORATION SPECIALIST, PK-12 (SUPPLEMENTAL)	SPECIAL EDUCATION: LEARNING DISABLED
SPECIAL EDUCATION FUNCTIONAL ACADEMIC SKILLS AND INDEPENDENT LIVING SPECIALIST, B-12 (SUPPLEMENTAL)	SPECIAL EDUCATION: SEVERE/MULTIPLE DISABILITIES (SUPPLEMENTAL)
SPECIAL EDUCATION BEHAVIOR INTERVENTION SPECIALIST, B-12 (SUPPLEMENTAL)	SPECIAL EDUCATION: BEHAVIORALLY DISORDERED (SUBJECT)
SPECIAL EDUCATION EARLY INTERVENTION SPECIALIST, BIRTH THROUGH PREKINDERGARTEN (SUPPLEMENTAL)	NEW ENDORSEMENT
SPECIAL EDUCATION EARLY CHILDHOOD	GRADE LEVELS ARE NOW BIRTH THROUGH KINDERGARTEN (PREVIOUSLY B-GR 3)
SECONDARY TRANSITION SPECIALIST, 7-12 (SUPPLEMENTAL)	SCHOOL TRANSITION SPECIALIST (SPECIAL SERVICES)
SPECIAL EDUCATION DEAF OR HARD OF HEARING	GRADE LEVELS ARE NOW BIRTH-GRADE 12, PK-6, OR 7-12
SPECIAL EDUCATION VISUAL IMPAIRMENT	GRADE LEVELS ARE NOW BIRTH-GRADE 12
MATHEMATICS 6-12 (FIELD)	MATHEMATICS 7-12 (FIELD)

SCIENCE 7-12 (FIELD)	NATURAL SCIENCE 7-12 (FIELD)
PHYSICAL SCIENCE 7-12 (HAS BEEN ELIMINATED FROM RULE 24)	WHEN TEACHER RENEWS CERTIFICATE, THEIR ENDORSEMENTS WILL BE CHEMISTRY, EARTH AND SPACE SCIENCE, AND PHYSICS



2014-2015 Special Education Final Financial Reports

Contact: Lori Adams (402-471-2637 or lori.adams@nebraska.gov)

The Special Education Final Financial Reports for 2014-2015 school year are due as follows:

[Birth to Age Five \(BAF FFR\) \(NDE 06-025\)](#) - Due on or before October 1 - copies of contracted services billings are **NOT** required

[Transportation \(TRANS FFR\) \(NDE 06-016\)](#) - Due on or before September 30

[School Age \(SA FFR\) \(NDE PORTAL\)](#) - Due on or before October 31 – copies of accounting records for “Flex” Support Services Expenditures - Function Code 1125 and SPED School Age - Function Code 1200 and copies of contracted services billings **ARE** required and can be uploaded

For additional information go to: <http://www.education.ne.gov/FOS/SPED/index.html>.



Teacher and Principal Evaluation Survey – Open: September 1 – Due: October 15

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

NDE Principal Performance Survey and NDE Teacher Performance Survey (State Fiscal Stabilization Fund Assurances). Survey became available on September 1 and is found in the CDC (Consolidated Data Collection).

AUDIT WINDOW CLOSURES: October 31

Collection to be completed by Public Districts only



Nebraska Statewide Needs Assessment in Mathematics and Science

Open: September 8 – Closes: September 30

Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov) or (John Sutton, RMC Research 800-922-3636 or sutton@rmcres.com)

RMC Research Corporation, in cooperation with the Nebraska Department of Education and in support of the Mathematics and Science Partnership (NE MSP) projects, is conducting a statewide mathematics and science needs assessment. The purpose of this needs assessment is to document and prioritize professional development needs for both content and instructional approaches to support high quality teaching and learning in mathematics and science.

The survey can be accessed by entering the url:

https://www.surveymonkey.com/r/NE_MSP_Needs_Assessment_2015. Please share this information with any of your educators who teach mathematics and/or science.



Title I Annual Caseload Count of Children In Local Institutions For Neglected or Delinquent – Open: September 1 – Due: December 4

Contact: Pat Frost (402- 471-2478 or – pat.frost@nebraska.gov)

The purpose of this annual caseload count is to provide the State Educational Agency with current information on the location and number of children living in institutions for neglected or delinquent children, or in local correctional institutions. The information collected will be used in the Title I formula for computing allocations for local educational agencies.

Collection completed by Public Districts Only



NeSA Enrollments 2015-2016

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

The recording for NeSA Enrollments training will be provided through eDIRECT on September 28 and posted to the assessment website. The enrollment window will be open October 5-20. Districts will be able to order large print, Braille, Spanish translation paper, and paper/pencil for the NeSA-RMS and NeSA-W assessments. Please work with other district staff members to get accurate count for all special use forms.

REMINDER!

ESEA/NCLB 2015-16 Allocations for 2015-16

Contact: Diane Stuehmer (402-471-1740 or diane.stuehmer@nebraska.gov) OR the NDE ESEA/NCLB Consultant for your District

ESEA/NCLB 2015-16 Allocations are available on the Federal Programs web page (<http://www.education.ne.gov/federalprograms/Index.html>) beneath the header “Financial Files and Allocations.” There are two files. One includes Title I allocations and the other contains allocation information for Titles I-D, II-A, and III.

Please use this information for budgeting purposes. We hope to have the application available by mid-late September.

REMINDER!

Special Education ILCD 2.0 Improving Learning for Children with Disabilities is OPEN.

Contact: Adria Bace or Pam Kasl (402-471-2471 adria.bace@nebraska.gov or pam.kasl@nebraska.gov)

The Special Education - “ILCD 2.0” found under the Data Collections tab has reopened. District Impact Area and Target Improvement Plan data has been successfully migrated to the website. The old/original ILCD website will no longer be available to districts/PRTs. Please check your data and contact your NDE regional representative with any questions.

REMINDER!

“Who Reports What” document updated for 2015-2016

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

The “Who Reports What” has been updated for the 2015-2016 school year. It is now available on the NSSRS Resources page.

This document has valuable information to refer to as you submit data for students in your district.



State of the Schools Report (SOSR) Calendar for 2015

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

The following provides the dates when data and decisions will be available for review in the 2014-2015 SOSR Preview prior to public release. Once the Report Card is released to the public, the data will not be changed so it is important for Districts to review their data. The 2014-2015 SOSR Preview will be available through the NDE Portal.

Date	Activity	Public/District
Aug. 26, 2015	2014-2015 SOSR District Preview opens with the following data: Data from End-of-Year NSSRS Reports Preliminary AYP results for the 30 day review NeSA Reading, Math and Science results (disaggregated)	District only
Sept., 25, 2015	Last day AYP Appeals will be accepted	District Only
Oct. 16, 2015	SOSR 2014-2015 Report Card released to the public	Public
Nov. 13, 2015	Graduation, Drop-out, Highly Mobile, and School Mobility data added to the 2014-2015 SOSR District Preview	District Only
Nov. 20, 2015	Graduation, Drop-out, Highly Mobile, and School Mobility data added to the Public SOSR 2014-2015 Report Card	Public



2015-2016 SPED Collaborative Grant – Open: June 15 – Due: October 15

Contact Pete Biaggio (402-471-4308 or e-mail pete.biaggio@nebraska.gov)

The 2015-2016 SPED Collaborative Grant application became available in the GMS Monday, June 15.. This application is due to NDE October 15.



2016-2017 LEP/Poverty Plans – Open: July 27 – Due: OCTOBER 15

Contact Tom Goeschel (402-471-3570 or e-mail tom.goeschel@nebraska.gov)

The 2016-2017 LEP/Poverty Plans and Learning Community LEP/Poverty Plans became available in the GMS Monday, July 27.. This application is due to NDE October 15.



Title III Professional Development – Open: September 1 – Due: October 1

Audit window closes on October 15

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

Title III subgrantees only

Districts or Educational Service Unit consortia that receive funds under Title III Limited English Proficient grants should complete this information. It is designed to collect information on the types of professional development provided under Title III for the previous school year.



REMINDER!

NDE Student Unique Identifier – It’s That Time Again to Update

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

PLEASE NOTE: The Student Unique Identifier has been upgraded. Click on the 3 horizontal white bars to the left of “STATE ID” on the upper left to open the menu.

All students in Pre-Kindergarten – Grade 12 (Public, NonPublic and State Operated Systems) and Postsecondary students (Nebraska Community Colleges, State Colleges and University of Nebraska students) need to be updated each year with current school information. Step-by-Step instructions can be found on our website at the following web address: http://www.education.ne.gov/nssrs/docs/NSSRS_Steps_Uniqid_v7.pdf.

Prior to submitting the Student template for the first time for 2015-2016 school year, **ALL new and returning students** should have their Unique Identifier (State ID’s) assigned/updated. On all returning students, any information that has changed (grade level, school building and school year) needs to be updated in the Student Unique Identifier Collection.



REMINDER!

The “2015-2016 Course Codes and Clearing Endorsements” document is now available

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

The “2015-2016 Course Codes and Clearing Endorsements” document is now available. It can be found on the NSSRS Resources page at <http://www.education.ne.gov/nssrs> under “Program-specific Information.



REMINDER!

2015-2016 Staff Reporting – **Open: August 4 – Due: September 15**

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

The 2015-2016 Staff Reporting collection opened Tuesday, August 4. State statute requires Public Districts and NonPublic Systems to submit a Fall Personnel Report by September 15. The NSSRS Staff Reporting data collection is located under the “Student & Staff (NSSRS)” tab in the portal. Special Purpose Schools (State Operated), Education Service Units and Interim Programs (Rule 18) should report during this timeframe as well. Options for submission are online entry and upload. Staff Reporting Instructions are available http://www.education.ne.gov/nssrs/docs/STAFF_INSTRUCTION_MANUAL_20152016.pdf. Appendix A in the Staff Reporting Instructions details the changes that were made for the 2015-2016 year.

When completing the Staff Reporting 2015-2016, double check to make sure the email addresses are correct for each staff member that is required to have one. If a correction is made to the email address that NDE had in Staff Reporting, have the staff member log into their portal account under the “My Profile” tab and verify if their email address is correct, or have them update it. NDE uses the email addresses from Staff Reporting and the Portal for communications so keeping them current is very important.



REMINDER!

High Ability Learners (HAL) – NDE Portal Collection – Open: July 31 – Due: August 31

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

High Ability Learners (HAL) 15-16 Applications for Base Only and Base and Matching Funds AND 14-15 Budget and Year-End Reports; due no later than 11:59 PM, August 31 with an audit window close date of September 15, 2015. HAL is an online submission under the Data Collection tab in the NDE Portal. The collection will close at that time and only those reports entered will be considered for HAL grants. **Audit Window Close Date September 15**



REMINDER!

2015-2016 NSSRS Calendar Version 6.1

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

The 2015-2016 NSSRS Calendar has been updated and a new version is now available on the NSSRS Resources web page at <http://www.education.ne.gov/nssrs/Resources.html>. The due date originally scheduled for February 1 has been moved to January 20.



REMINDER!

New Superintendents – 2015-2016 School Year

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

If your district/system has a new Superintendent for the 2015-2016 school year, please have them contact the NDE Helpdesk to get set up on the NDE Portal as the new District Administrator for your district. We will provide them with the district administrator activation code specific to their district. The previous District Admin will also need to be removed. The Helpdesk can also provide them with information on where instructions are located for the District Administrator Responsibilities and assigning activation codes.

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

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 the NDE Program Staff person, 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)

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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