

**NDE Bulletin**  
**October 27, 2010**

**Nebraska Student and Staff Record System (NSSRS)**

**NSSRS Fall 2010-2011 Collection Closes Friday, October 29**

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

The NSSRS Fall 2010-2011 collection closes **Friday, October 29**. Please ensure submission of the following NSSRS templates is complete and the district administrator has approved this collection via the "Collections Approval" menu item within NSSRS Data Manager.

- Student
- October Student Snapshot (Snapshot Date = '2010-10-01')
- School Enrollment
- October Special Education Snapshot (Snapshot Date = '2010-10-01')
- Programs Fact: Early Childhood

Revisions to Staff Snapshot and Staff Assignment are also accepted through October 29. Please refer to the 2010-2011 NSSRS Template Calendar (<http://www.education.ne.gov/nssrs/Calendar.htm>) for additional information.

**Check for students missing from the 2010-11 Fall Membership with NSSRS Validation #442**

Contact: NDE Helpdesk (888-285-2556 or [nde.helpdesk@nebraska.gov](mailto:nde.helpdesk@nebraska.gov))

NSSRS Validation #442 points out students who enter the district before the last Friday in September but were not found in the October Student Snapshot (Fall Membership). These students may have been reported in error on the school enrollment template or the students may need to be added to the October Student Snapshot. To fix this error, districts need to upload an October Student Snapshot record; or upload a school enrollment template with an exit code and date before or on the last Friday in September; or contact the NDE Helpdesk to delete the Student and School Enrollment record for the student.

**Consolidated Data Collection**

**CDC: Instructions for Excessive Absenteeism Monthly Collection**

Contact: Jill Aurand (402-471-3321 or [jill.aurand@nebraska.gov](mailto:jill.aurand@nebraska.gov))

The instructions for the "Excessive Absenteeism Monthly Collection" have been updated to include new FAQs. **Districts are encouraged to download the updated instruction manual** from <http://www.education.ne.gov/nssrs/Documents.htm> in the "Consolidated Data Collection (CDC) Instructions" section. The collection will open November 1 and is due November 10.

**NCLB Consolidated Applications**

The NCLB Final Reimbursement Request deadline for 2009-10 is November 15<sup>th</sup>. All districts/ESU's with a 2009-10 NCLB Application must submit a Final Reimbursement Request. Unexpended 2009-10 funds will be identified as carryover and will be carried over to the 2010-11 program application. Payments for 2010-11 NCLB programs will not be processed until a final has been submitted and approved.

When submitting a final reimbursement request be sure to mark the box "This is the final reimbursement request". Enter the Year-to-date expenditures in the "Actual Expenditures YTD"

column. Select the (RE) Calculate Closeout Amounts button, save page and submit. Either attach or send by mail the supporting documentation for the year-to-date expenditures.