ATTENTION ALL NDE PORTAL USERS:
Please log onto your portal accounts and go to the “My Profile” tab and check to make sure your contact information (especially the email address) is up to date. It is very important to keep this information updated as the Department of Education uses the email address that is in the users’ Portal account to send vital information. Thank you!!

2017 School District Census Report – DUE DATE: July 10
Contact Janice Eret at (402-471-2248 or janice.eret@nebraska.gov)

The School District Census Report will be available June 26 as an online submission (Data Collections) through the NDE Portal (http://portal.education.ne.gov/). The census report collects the number of children ages 5-18 living within your district boundaries as of June 30. Instructions can be accessed at http://www.education.ne.gov/FOS/SchoolFinance/Census.html. Audit window close date: July 20

Title IV-A, Student Support and Academic Enrichment (SSAE) Grant Application 2017-18
Contact: Diane Stuehmer (diane.stuehmer@nebraska.gov or 402-471-1740)

When NDE first learned that the Title IV-A grant would be funded for 2017-18, it was slated to be a formula grant. However, because the budget for this grant was significantly decreased, USDE has allowed states to implement a competitive process. NDE decided to go this route. A number of factors played into our decision, including the $10,000 minimum grant requirement, and the possibility that this grant may only be funded for the 2017-18 school year. NDE staff is currently in the process of developing the application and rubric for reviewing applications.

The grant has three main areas in which districts/consortia may focus. Applicants are not required to include all three areas in their applications; but rather should use their needs assessment results to determine which of the following areas to focus on. An applicant may choose more than one, but that is not a requirement at the district/consortia level.
1. Well-rounded Educational Opportunities
2. Safe and Healthy Students
3. Effective Use of Technology

When states are awarding Title IV-A, SSAE grant funds, we must ensure that awards are distributed among the three areas, as well as geographically throughout the state.

We hope to open the grant application by mid-July. Notification will be sent to public school superintendents when more specific information is available. The NDE Bulletin will also provide an announcement regarding the Title IV-A, SSAE grant application process.

Early Childhood Continuation Grants are now available in GMS – DUE DATE: JULY 22
Contact: Kristine Luebbe (402-471-1860 or kristine.luebbe@nebraska.gov)

Only districts that are eligible for continuation grants that have been notified via email are eligible to apply for continuation funding within GMS. Applications will be available for completion on June 8 and will be due on July 22. Please refer to the email from June 1 and contact the Education Specialist assigned to your area for assistance.

**NDE SEEKING INPUT ON NEBRASKA ESSA PLAN**
Contact: Ryan Foor (402-471-2494 or nde.essa@nebraska.gov)

The Nebraska Department of Education (NDE) is requesting input from the public on the Every Student Succeeds Act (ESSA) State Plan.

ESSA is the federal law signed on December 10, 2015, replacing the No Child Left Behind Act. ESSA requires every state to develop a plan to improve educational outcomes for children and hold schools accountable for success.

Overall, Nebraska’s ESSA State Plan incorporates much of the work that is currently underway in schools across the state and pivotal in NDE’s Strategic Vision and Direction and Nebraska’s Accountability for Quality Education System, Today and Tomorrow or AQuESTT.

To create an ESSA State Plan with the best interests of Nebraska students in mind, the school districts and the public are invited to provide their feedback online by completing the ESSA Stakeholder Feedback Survey found [here](#). The survey will be open through July 5.

**2017-2018 McKinney-Vento Homeless Education Competitive Grant**
**DUE DATE: June 30**
Contact: Cathy Mohnike (402-471-1419 or cathy.mohnike@nebraska.gov)

The 2017-2018 McKinney-Vento Homeless Education Competitive grant application became available in the new GMS system on Wednesday, May 17 and will be due by **midnight on Friday, June 30**.

**IDEA Maintenance of Fiscal Effort (MOE) Eligibility Standard for Special Education**
**OPENED: June 1 – DUE DATE: July 1**
Contact: Pete Biaggio (402-471-4308 or pete.biaggio@nebraska.gov)

School district eligibility for receipt of Individuals with Disabilities Education Act (IDEA Part B) funds are contingent upon maintaining fiscal effort from year to year. Districts are to report within this application estimated special education expenditures, receipts, and resident child counts to establish **eligibility** for the receipt IDEA Part B funds through the Grant Management system (GMS) during the 2017-2018 year.

**Key Considerations When Gathering and Reporting Career Education Data**
Contact: Katie Graham (402-471-3104 or katie.graham@nebraska.gov)
The Programs Fact template includes data for grades 7-12 in schools that offer Career Education courses.

Career Education “Participants” are determined during the current program year (July 1, 2016-June 30, 2017).

Concentrators are determined by evaluating the number of courses in which the student has earned credit throughout the 9-12 high school experience within a specific career cluster (program code).

No student can concentrate in the CEFOUND program code.

Students may have multiple Programs Fact records if participating in and/or concentrating in more than one program code.

Additional Information:

1. Who is considered a CTE Concentrator?
   A CTE Concentrator is a student in grades 9-12 who has completed three (3) or more one semester-long courses within a single career cluster.
   **NOTE:** The three or more one semester-long courses do not need to follow a Program of Study course sequence, but rather fall under the same career cluster umbrella of courses.

2. When do I report a student as a CTE Concentrator?
   Concentrators should be reported when they are in 12th grade. Each student’s high school course history (transcript) should be examined to see if, at any point in his or her high school career, he or she met the criteria for becoming a Concentrator as defined above.
   **NOTE:** If you report a student as a concentrator before he or she is in the 12th grade, NSSRS will send you an alert letting you know that NDE will be counting that student as a CTE Participant. You should report this student as a Concentrator again once they reach the 12th grade.

NDE has found in looking back that not all 12th graders reported as Concentrators before grade 12 were reported again their senior year. To resolve this issue, NDE is devising a protocol to explore 4 years of reported student participation identification to ensure any students not re-reported as a Concentrator in 12th grade is identified and included in year-end reporting.

3. What do I do if a student Concentrates in multiple areas?
   If a student has more than one area of concentration, the schools have two options: (1) the school can report all areas of concentration for each student. NDE will then utilize an internal strategy to determine in which area he or she will be counted (as we only report one area of concentration per student to the federal government), or (2) the school can select one area of concentration to report.
   **NOTE:** If a school decides to make the decision as to which area of concentration (of multiple) to report for a single student, we suggest you select the area for which the student has earned the most course credits or completed the most courses.

Additional information related to Concentrator identification and reporting can be found here:
https://www.education.ne.gov/nce/Accountability/Secondary/index.html

**Consolidated Data Collection (CDC) collections – AUDIT WINDOW CLOSES: June 30**

**Annual Participation Report**
Title I Part A School-wide Projects and/or Targeted Assistance Schools; Title I Part A Funded Staff; Neglected/Delinquent; Homeless – Unaccompanied.
Collection completed by Public – AUDIT WINDOW CLOSES June 30
For more information, contact Beth Wooster – beth.wooster@nebraska.gov (402) 471-2452 or Diane Stuehmer – diane.stuehmer@nebraska.gov (402) 471-1740.

**Days In Session/Instructional Program Hours**
Days in session by grade.
Instructional program Hours –KG, Elem & Sec. Also included in this collection are Pre-K instructional hours for public district/system operated early childhood education programs by attendance site.
Collection completed by Public, Nonpublic, State Operated – AUDIT WINDOW CLOSES June 30
For more information on Days In Session, contact Bryce Wilson – bryce.wilson@nebraska.gov (402) 471-3570.
For information on Pre-Kindergarten, Tammi Hicken – tammi.hicken@nebraska.gov (402) 471-3184.
For information on Instructional Program Hours, Freida Lange – freida.lange@nebraska.gov (402) 471-2444.

**UPDATED** – ESU/District/System/School Information Report
Collects demographic data for ESUs, Districts, Systems and Schools for the next school year.
*New for 2017-2018 school year – Under the district page – “Website URL” is requested.*
Collection completed by Public, Nonpublic, State Operated, ESU and Interim – AUDIT WINDOW CLOSES June 30
For more information, contact Ginny Carter – ginny.carter@nebraska.gov (402) 471-2369.

**Nebraska Education Profile (NEP) Information – previously State of Schools Report**
Collects district and school information and Graduation Requirements.
Collection completed by Public – AUDIT WINDOW CLOSES June 30
Please review carefully as this collection has had some changes this year
For more information, NDE Helpdesk - nde.helpdesk@nebraska.gov 888-285-0556.

**Nonpublic High School Completer Report**
The Nonpublic Completer Report is for each nonpublic system that has the potential of serving students in grade 12.
Collection completed by Nonpublic – AUDIT WINDOW CLOSES June 30
For more information, contact NDE Helpdesk - nde.helpdesk@nebraska.gov 888-285-0556.

**Pupil Transportation Report**
Transportation/Bus Information.
Collection completed by Public, Nonpublic, State Operated, ESU – AUDIT WINDOW CLOSES June 30
For more information, contact Janice Eret – Janice.eret@nebraska.gov (402) 471-2248.

**Report of Suspensions/Expulsions**
Suspension/Expulsions (Including Firearm Expulsions).
Collection completed by Public, Nonpublic, State Operated – AUDIT WINDOW CLOSES June 30
For more information, contact NDE Helpdesk - nde.helpdesk@nebraska.gov 888-285-0556.

**Substitute Teachers**
Collects all substitute teachers by name, their NDE Staff ID, and the number of days taught.
Collection completed by Public, Nonpublic, State Operated, ESU and Interim – AUDIT WINDOW CLOSES June 30
For more information, contact NDE Helpdesk - nde.helpdesk@nebraska.gov 888-285-0556.

**Consolidated Data Collection (CDC) – Summary of Changes for 2017-2018 School Year**
Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

**Nebraska Education Profile (NEP) –** (previously was the State of the Schools Report)
New name and lots of changes – please review.

**Report of Suspension/Expulsions**
Section 3 will be removed.

**ESU/District/System/Schools Information Report**
On district page – “Website URL” is being collected.

**Teacher and Principal Survey** – Removed

**Teacher Vacancy Survey** – Will be moved from CDC to a separate collection under Data Collections.
2016-2017 AQuESTT Evidence-Based Analysis (EBA) – **DUE DATE: June 30**

Contact: [nde.aquestt@nebraska.gov](mailto:nde.aquestt@nebraska.gov)

All public school systems are required to complete the 2016-2017 AQuESTT Evidence-Based Analysis (EBA). The EBA for both public districts and schools will be web-based, as it was in the 2015-2016 school year, and is currently available on the NDE Portal. The EBA is designed to provide information in support of AQuESTT classification processes, which will inform continuous improvement efforts. School administrators should work with school staff to complete and submit the EBA by **June 30**. Please review these [instructions](mailto:nde.aquestt@nebraska.gov) and [FAQs](mailto:nde.aquestt@nebraska.gov) regarding completion of the EBA through the Portal collection.

**Completers 2016-2017 – AUDIT WINDOW CLOSES: June 30**

Reminder to report regular school year completers on or before June 15. Summer School completers for 2016-2017 school year can be reported in the Fall in the 2016-2017 Follow-up Collection #1.

**2017-2018 NSSRS Calendar Version 8**

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

The 2017-2018 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](http://www.education.ne.gov/nssrs/Resources.html). The dates for NeSA and ELPA have not yet been finalized, when they are available we’ll put out a bulletin item and update the NSSRS Resources web page.

**New Superintendents - 2017-2018 School Year**

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

If your district/system has a new Superintendent for the 2017-2018 School Year, please have them:

1. Register for an NDE Portal account **if they do not already have an account**. If they already have an account with another district, this account can follow them to their new position.
2. If they are needing to create an NDE Portal account, they will use the blue “Register” link on the left-hand side of the Home Page of the Portal and select their own Login ID & Password.
3. Once the account has been created or to modify their current account, they will need to contact the NDE Helpdesk to get set up on the Portal as the new District Administrator for your district/system.

The exiting Superintendent/District Administrator will need to:

1. Remove their access to the collections for the district they are leaving. This is done under the “Edit/Remove” link to the left of each collection they have access to in their Portal account.
2. They will also need to remove the District Administrator activation code from their account under the “My Profile” tab. Please contact the NDE Helpdesk if assistance is required for any of these steps.

**District McKinney-Vento Homeless Policy**

Contact: Cathy Mohnike ([cathy.mohnike@nebraska.gov](mailto:cathy.mohnike@nebraska.gov))
Due to changes in the wording of the McKinney-Vento Homeless Assistance Act, Subtitle VII-B as reauthorized by Title IX, Part A of the Every Student Succeeds Act (ESSA) district policies must be revised for the 2017-18 school year to ensure compliance with federal law. A sample policy has been posted on the Homeless page of the NDE website and may be used as guidance when reviewing current district policy or drafting new policy to ensure compliance: https://www.education.ne.gov/federalprograms/Title%20X.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

   **OR**

3. Call Toll Free: 888-285-0556 – This is a Voicemail line ONLY.

   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 Bulletins: Past and Present:

Current and past NDE Bulletins can be found at http://www.education.ne.gov/ndebulletins/index.html. We will also continue to send the bulletin out via e-mail.

Denise Schuyler  
Data, Research, and Evaluation - NDE IT Helpdesk Specialist

Helpdesk: 888-285-0556 – nde.helpdesk@nebraska.gov
Email: denise.schuyler@nebraska.gov