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!!

Revised 2017-18 Title II-A Allocations
Contact: Diane Stuehmer (402-471-1740 or diane.stuehmer@nebraska.gov)

Updated Title II-A allocations are now available on the NDE Federal Programs website (https://www.education.ne.gov/federalprograms/Index.html). A link to the document is located in the right-hand column under the header “Allocations 2017-18.” The reduction is due to the FY2018 continuing resolution that is in effect from October 1, 2017 through December 8, 2017. The document includes allocation information for both public and participating nonpublic schools (based on spring 2017 consultation).

We are anticipating the 2017-18 ESSA Consolidated application will open mid-October. When the application becomes available, notification will be posted in the NDE Bulletin, on the NDE Grants Management System (GMS) website, and information will be emailed to District Superintendents and ESU Administrators.

NDE Website Coming Soon!
Contact: Katie Bieber (402-471-5025 or katie.bieber@nebraska.gov)

The Nebraska Department of Education website is about to get a new look! Not only will the site look and feel more modern, it will be filled with improved features aimed at making your experience the best it can be. The new design will help you find information quicker and easier than ever before. And, you can access the new website on any device. Check out the new features and functions on October 16!
https://www.education.ne.gov/

Teacher Vacancy Survey – 2017-2018 – NDE Portal Collection
DUE DATE: November 10
Contact: Karen Buller (402-471-4837 or karen.buller@nebraska.gov)

The Nebraska Teacher Vacancy Survey (TVS) has been re-opened on the NDE Portal. We apologize for any inconvenience to those who accessed the system last week.

The annual Teacher Vacancy Survey collects statewide teacher vacancy information which is used to determine teacher shortage areas. This information is used to qualify content areas eligible for a number of state and federal teacher loan forgiveness opportunities and to inform research regarding teacher supply and shortage initiatives. Public districts, Nonpublic systems and Educational Service Units will find the Teacher Vacancy
Survey - 2017-2018 in the ONLINE list in the NDE Portal under the Data Collections Tab. An activation code is required. Check with your District Administrator to acquire the code.

For those who accessed (or attempted to access) the Teacher Vacancy Survey system prior to October 2:

- If you entered data into the TVS collection on or prior to Oct 2, please take a moment to verify that your data is indeed correct.
- If you are an ESU or Nonpublic system you should now be able to activate the survey. If you previously received the message "No codes exist for this Collection for your District(s). It might be that your district is not served by this Collection.", please try again to access the activation code.

Collection completed by Public, Nonpublic, ESUs

**Nebraska PowerSchool User Group Conference**

Contact: Ellie Schroeder: eschroeder@esu10.org or Andie Maupin: andrea.maupin@bpsne.net

Friday November 17 at ESU 17 in Kearney
Register here: https://nepsug.revtrak.net/Conference-Registration/

A Block of Rooms reserved under NEPSUG at LaQuinta for $89 per night until October 16

**TENTATIVE LIST OF SESSIONS:**
PowerTeacher Pro
PowerSchool 101 - for new schools coming onto PowerSchool
GPA Trouble-shooting
NSSRS-Validation Reports
NSSRS-How do you handle????
NSSRS-Help Session
Schoology and integration with PowerSchool
Day in the Life of a Secretary
Visual PST
Secretary Session - Drops and Adds and what they affect
Grad Planner Instructions/Work Session to follow
What is YOUR question???

Networking/Social Hour on Thursday night November 16 at 5:30 p.m. at LaQuinta Inn & Suites

**LAST CALL!** **Hispanic/Latino Summit – October 16**
Contact: Beth Wooster (402-471-2452 or beth.wooster@nebraska.gov)

The 14th Annual Hispanic/Latino Summit will be at the Younes Conference Center in Kearney on Monday, October 16. This conference is for Middle to High School age students and their school sponsors. The purpose of the Summit is to increase youth leadership opportunities, showcases Hispanic/Latino students’ achievement, highlight resources available to support student success, and inspire positive futures! For more information about the summit, the Gallery of Stars or the Hispanic/Latino Summit Leadership Scholarship or to register go to http://www.latinosummit.org - Registration is now open and due by Friday, October 6!
October Special Education Snapshot—**DUE DATE: October 15**

**AUDIT WINDOW CLOSE DATE: October 31**

Contact: Robyn Gonzales (402-471-4341 or robyn.gonzales@nebraska.gov)

This point in time collection includes only students with verified disabilities on an Individualized Education Plan (IEP) or Individualized Family Service Plan (IFSP) as of **October 1, 2017** and any student who exited special education between July 1, 2017 and October 1, 2017. The value of Snapshot Date [Special Education Snapshot: Snapshot Date (35)] is to be “2017-10-1”. The October Special Education Snapshot is accepted during the NSSRS Fall Collection and Fall Audit windows.

This will be the source for the Individuals with Disabilities Education Act (IDEA) Annual Child Count.

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**Rule 11: Prekindergarten Program Report — DUE DATE: October 15**

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

All public school district and educational service units are required to complete a Rule 11 Prekindergarten Report. Districts or ESUs operating prekindergarten programs are required to indicate on the Prekindergarten Report if they are in compliance or indicate areas of noncompliance for the 2017-2018 school year.

The Prekindergarten report was mailed out September 11. It is also available on the early childhood website under reports the following web address: [https://www.education.ne.gov/oec/forms.html](https://www.education.ne.gov/oec/forms.html).

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**Special Education Indicator 12 Data—DUE DATE: October 31**

Contact: Robyn Gonzales (402-471-4341 or robyn.gonzales@nebraska.gov)

The number of children transitioning from Part C Early Intervention, for whom parent refusal to provide consent caused delays in evaluation or initial services for Part B Early Childhood Special Education. Time period is July 1, 2016-June 30, 2017.

**Data Submission:**

Each district will receive an email with a link to submit district data to the Office of Special Education. This email will be coming next week from Nicole Leafy but please direct any questions to Robyn Gonzales.

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**2017-18 Title I-A Accountability Allocations — DUE DATE: November 30**

**NOW OPEN**

Contact: Randy McIntyre (402-471-1749 or randy.mcintyre@nebraska.gov) or Karen Hardin (402-471-2968 or karen.hardin@nebraska.gov)

The **2017-18 Title I-A Accountability Application is now open.** Due Date is November 30. For the 2017-18 school year Needs Improvement ratings are frozen for a second year (based on data from the 2014-15 school year). Requirements from NCLB remain in effect for this grant only. Only schools identified as being in improvement in Year 2 or more will receive funding for the 2017-18 school year. When completing the application, keep in mind that these funds must be used to go above and beyond what was previously being done to address the area(s) of need.
Nebraska Infinite Campus Usergroup Conference

Contact: Cheryl Rabstejnek (402-223-1588)

November 1 - ESU 10 Kearney, NE
Link to Registration:
Infinite Campus - Nebraska Usergroup Conference Registration

ADVISER District Meeting Minutes

Contact: Ginny Carter (402-471-2369 or ginny.carter@nebraska.gov)

The September 20 ADVISER District meeting minutes have been posted to the ADVISER google site under the meetings tab. Future meetings with connections information can be found in the calendar tab and are listed in the minutes as well. The ADVISER google site can be found at ADVISER Google Site

2017-18 Every Student Succeeds Act (ESSA) Consolidated Application

Contact Diane Stuehmer (diane.stuehmer@nebraska.gov or 402-471-1740) or Beth Wooster (beth.wooster@nebraska.gov or 402-471-2452)

NDE had been notified that allocations for Title I and Title II-A for 2017-18 have been reduced. The reduction applies to the funds normally received on October 1. The reduction is due to the FY2018 continuing resolution that is in effect from October 1, 2017 through December 8, 2017. The U.S. Department of Education is revising FY2017 allocations to reflect the reduction. Because of this, NDE will delay the opening of the 2017-18 ESSA Consolidated Application until mid-October.

When the application becomes available, notification will be posted in the NDE Bulletin, on the NDE Grants Management System (GMS) website, and information will be emailed to District Superintendents and ESU Administrators.

Activities that are a continuation from the previous school year (e.g. paying the salary of a Title I teacher), will continue to be allowed prior to the approval of the 2017-18 ESSA Consolidated Application. New activities encumbered prior to the approval of the application will not be reimbursed without prior approval from NDE.

New Validation Error (Warning) #583 – Added to the NSSRS Validation

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

The NSSRS Validation website is available through the NDE Portal under the Student & Staff (NSSRS) tab.

Error #583: Title: Residence Status Open Enrollment Code Error.
Description: These students can no longer be coded as Open Enrollment Option students (previously Learning Community Open Enrollment) because they changed schools since 2016-2017. If the student is now a resident of this district, their residence status code should be 0 (Not applicable). If the student is not a resident of this district their parents must complete the enrollment option application and follow those procedures. If approved, the student’s residence status code should be 6 (Optioning In from another Nebraska public school district).
Rule 10 Assurance Statement

DUE DATE: November 1
Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

All accredited school systems (public and non-public) are required to complete a Rule 10 Assurance Statement annually. The Assurance Statement must be completed to reflect compliance or indicate areas of noncompliance as your school system starts the 2017-2018 school year.

The Assurance Statement for public school districts is web-based and has been made available on the NDE Portal under the “Data Collections” tab beginning September 5. An activation code is required to add the collection to the NDE Portal account. The Assurance Statement for non-public schools will continue to be included in the Fall Mailing and has already been sent out. Please review these FAQ and instruction documents regarding completion of the web-based Rule 10 Assurance Statement through the Portal.

The following collections are currently open in the Consolidated Data Collection (CDC)
Contact: NDE Helpdesk (888-285-0556 or nde.helpdesk@nebraska.gov)

Please refer to the CDC Calendar which is located on the NSSRS Resources page at https://www.education.ne.gov/nssrs/Resources.html#Calendar and also review the instructions available in each of the CDC collections for further details about each collection.

Assessed Valuation and Levies – OPEN September 1
Assessed Valuation and levies. Distance between high school attendance centers.
Due Date: October 15 (Audit Window Close Date: October 31)
Collection completed by Public
For more information, contact Jen Utemark – jen.utemark@nebraska.gov (402) 471-3323

Elementary Site Allowance - OPEN September 1
Districts that are applying for the Elementary Site Allowance. This form to be completed by a school district with multiple elementary attendance sites. A qualifying elementary site shall be an elementary attendance site, in a district with multiple elementary attendance sites, which (a) does not have another elementary attendance site within 7 miles in the same school district, or (b) is the only public elementary attendance site located in an incorporated city or village.
Due Date: October 15 (Audit Window Close Date: October 31)
Collection completed by Public
For more information, contact Jen Utemark – jen.utemark@nebraska.gov (402) 471-3323

Human Resources Director Contacts - OPENED August 1
The Department of Education developed the HR Director Contact(s) to collect name and email address for correspondence. The data is gathered with the purpose of using the email address for notices regarding teacher and administrative certificates, evaluation systems, surveys, and data. The contact listed may have a similar role to an HR Director.
Open All Year – (Audit Window Close Date: June 30, 2018)
Collection completed by Public
For more information, contact NDE Helpdesk – nde.helpdesk@nebraska.gov (888)285-0556

Non-Certificated Staff - OPEN September 1
Report of Non-Certificated Staff.
Due Date: October 15 (Audit Window Close Date: October 31)
**Nonpublic Dropouts** - **OPEN September 1**
Collects Nonpublic dropout data.
**Due Date**: October 15 (Audit Window Close Date: October 31)
**Collection completed by Nonpublic**
For more information, contact NDE Helpdesk – nde.helpdesk@nebraska.gov (888)285-0556

**Nonpublic Membership Report** - **OPEN September 1**
Collects membership data from Nonpublic Systems.
**Due Date**: October 15 (Audit Window Close Date: October 31)
**Collection completed by Nonpublic**
For more information, contact NDE Helpdesk – nde.helpdesk@nebraska.gov (888)285-0556

**PK Instructional Program Hours/K Program** - **OPEN September 1**
Instructional program hours including kindergarten program type.
**Due Date**: October 15 (Audit Window Close Date: October 31)
**Collection completed by Public**
For more information, contact Tammi Hicken – tammi.hicken@nebraska.gov (402) 471-3184

**School Age Final Financial Report (FFR)** - **OPEN September 1**
School District’s/ESU’s claim reimbursement for SPED School age expenditures.
**Due Date**: October 31
**Collection completed by Public and ESU’s**

**NEW DUE DATE** – All forms are due October 31
The Special Education Final Financial Reports for 2016-2017 school year are due as follows:
- **Birth to Age Five (BAFFFR) (NDE 06-025)** - Due on or before October 31 - copies of contracted services billings are NOT required
- **Transportation (TRANSFFR) (NDE 06-016)** - Due on or before October 31
- **School Age (SAFFR) (NDE PORTAL)** - Due on or before October 31 (Opens September 1) – copies of accounting records for “Flex” Support Services Expenditures – AFR Function Code #1125 and SPED School Age - AFR 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](http://www.education.ne.gov/FOS/SPED/index.html).
For more information, contact Lori Adams – lori.adams@nebraska.gov (402) 471-2637

**Student Growth Adjustment** - **OPEN September 1**
Districts applying for the student growth adjustment. Districts must estimate their 2017/18 average daily membership and provide evidence supporting the estimate. Estimated student growth is the difference between the 2016/17 fall membership and 2017/18 estimated average daily membership.
**Due Date**: October 15 (Audit Window Close Date: October 31)
**Collection completed by Public**
For more information, contact Jen Utemark – jen.utemark@nebraska.gov (402) 471-3323

**Substitute Teachers** - **OPEN September 1**
Report all substitute teachers.  Open all year – (Audit Window Close Date: June 30, 2018)
**Collection completed by Public, Nonpublic, State Operated, ESU’s and Interim**
For more information, contact Kevin Peters – kevin.peters@nebraska.gov (402) 471-0739

**Summer School Student Unit** – **OPEN September 1**
Number of students by grade who attend summer school: 1) attending remedial Math or Reading, 2) students eligible for free lunch or free milk qualified for free lunches or free milk and attended a school that uses information collected from parents and guardians to determine such qualifications or attended (or is registered
to attend for early childhood) at a school that provides free meals to all students pursuant to the community eligibility provision.

**Due Date:** October 15 (Audit Window Close Date: October 31)

*Collection completed by Public*

For more information, contact Jen Utemark – jen.utemark@nebraska.gov (402) 471-3323

**Title I Annual Caseload Count of Children In Local Institutions For Neglected or Delinquent**

**OPEN September 1**

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.

**Due Date:** December 5 (Audit Window Close Date: January 5, 2018)

*Collection completed by Public*

For more information, contact Pat Frost – pat.frost@nebraska.gov (402) 471-2478

**Title III Professional Development** - OPEN September 1

**Title III subgrantees only**

**Due Date:** October 1 (Audit Window Close Date: October 15)

Districts or Educational Service Unit consortia that receive funds under Title III English Learner and Immigrant Education grants should complete this information. It is designed to collect information on the types of professional development funded under Title III for the previous school year (SY 2016-17).

*Collection completed by Public and ESU’s*

For more information, contact Terri Schuster terri.schuster@nebraska.gov (402) 471-4694

**Two-Year New School Adjustment Application** - OPEN September 1

Districts applying for a Two-Year New School Adjustment. School districts applying for the two-year new school adjustment will need to provide estimated additional student capacity and provide supporting evidence.

**Due Date:** October 15 (Audit Window Close Date: October 31)

*Collection completed by Public*

For more information, contact Jen Utemark – jen.utemark@nebraska.gov (402) 471-3323

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**2017-2018 Parallel Year for Reporting Data to NSSRS and ADVISER**

With the new school year 2017-2018 beginning and this year being a parallel year for reporting data to NSSRS and ADVISER, we would like to remind our districts of the appropriate Helpdesk to contact for each system to ensure your questions are answered in a timely matter.

For questions regarding NSSRS data, please send in a Helpdesk Request from the NDE Portal or an email to: nde.helpdesk@nebraska.gov.

For questions regarding ADVISER data, please send an email to: adviserhelp@nebraskacloud.org.

**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!**

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

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

*Helpdesk: 888-285-0556 – nde.helpdesk@nebraska.gov*

*Email: denise.schuyler@nebraska.gov*