

Nebraska Student and Staff Record System

<http://www.education.ne.gov/nssrs>

WHO REPORTS WHAT

2017-2018

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NEBRASKA
DEPARTMENT OF
EDUCATION

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PURPOSE

To provide information about Nebraska School District responsibilities related to data reporting.

- Who is responsible for reporting data about a student (and possible templates necessary to be submitted);
- What district does student performance data become attached to for purposes of accountability and public reporting.

The scenarios and different situations among Nebraska schools are unique and diverse, but the information provided within this publication intends to provide clarity on specific situations.

If there are additional situations not addressed in the document, please contact the NDE Helpdesk for additional assistance.

Definitions

Assessment Fact (NAI): Captures student National Assessment Instrument (standardized test) results for select grades.

District/System of Membership: The approved or accredited district/system where the student received the majority of their instruction – includes Public Districts, Non-Public Systems and Special Purpose Schools.

District of Residence: The Public School District where the student resides. Resident shall mean a person who has his or her residence in a place. It should be noted that the Legislature has specifically provided in Section 79-215 (1) R.R.S. that, except as otherwise provided in § 79-215 R.R.S., a student is a resident of the school district where he or she resides and shall be admitted to any such school district upon request without charge.

Nebraska Department of Education Student ID: An NDE Student ID is required for all students attending or provided services from a Nebraska District/System.

Post School Survey: For all 12th grade Career Education Concentrators identified as in the previous school year a completer with diploma.

Programs Fact:

Career Education: Collected to support the federal reporting of the Carl D. Perkins Career and Technical Education Act.

Early Childhood Education: A cumulative set of students; include all students served in the specified Early Childhood Education Program at any time during the school year.

Homeless Education: A cumulative set of students; include all students eligible for Homeless Education services at any time during the school year.

Rule 18 Interim-Program School: A cumulative set of students; include all students served by a Rule 18 Interim-Program School at any time during the school year.

School Enrollment: Collects information on student enrollment events, both enrollment and withdrawal, during the school year.

School of Membership - For most students, the School of Membership is the school where the student is enrolled for the majority of their instruction. For students attending a program (e.g. focus, Rule 18, ESU, alternative programs, or career academies), the School of Membership is the school where the student would be enrolled either due to residence in the district or due to assignment.

Special Education Snapshot: Collects data on students with verified disabilities on an Individualized Education Plan (IEP) or Individualized Family Service Plan (IFSP). This includes point in time count, October 1 each year and the year end, June 30 count. For additional instructions please refer to Page 51 on the NSSRS Student Template Instructions Manual.

Student: A cumulative set of all students enrolled in a district/system at any time during the school year and represents a student's most current information.

Student Grades: Used to collect information regarding courses students in grades prekindergarten through 12 completed during a particular school year.

Student Snapshot: Includes only those students enrolled on a particular day and represents the student's information as of that particular day, specifically:

- October Student Snapshot includes only those students enrolled on the last Friday of September.

Student Summary Attendance: Contains aggregate information on student attendance. (4 different collection periods).

School Year: June 30 is used throughout NSSRS as the logical representation of a school year. As with all dates in NSSRS, it must be in ISO format (YYYY-MM-DD).

Title I Programs: Collects information on a variety of Title I services a student may have received at any time during the school year.

PUBLIC DISTRICTS**Enrolled****Condition: Resident Student IN Membership**

District of Residence is responsible for Assessment

District of Residence is responsible to report ALL Student Data:

Template	Data (Field)
Student Template	District of Residence (117) same as County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Contracted In**Condition: Nonresident Student (full-time or part-time), Attending from Another Public District, or from Another State.**

District of Membership is responsible for Assessment

District of Membership is responsible to report as follows:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137), District of Residence (117) ≠ County District Number (1), School of Residence (165) <i>District of Residence for Contracting in from another state = 00-0000</i>
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 1 if contracted in from another Public School Residence Status (10) = 2 if contracted in from Non-public Residence Status (10) = 3 if contracted in from another state
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

For students with a verified disability, the Resident District code should be reported accurately and will be used for Federal reporting and District Determinations.

Contracted Out to a Public District

Condition: Student NOT in Membership at Resident District, Attends Another Public District.

District of Membership is responsible for Assessment
 District of Residence will report as follows:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137) = 0
School Enrollment	Enrollment Code (7) = 201 (Transfer Out) and Residence Status (10) = 5 (Contracted out to another Nebraska public school district)

DO NOT report any additional student data templates. The student will remain in the district's Student Information System as they must be reported as above each year they are Contracted Out. The Resident District will work with the receiving district on providing SPED services and development of the IEP/IFSP.

Contracted Out to an Entity that does not Report Student Data (Contracted Service Provider, ESU, etc.)

Condition: Student NOT in Membership at Resident District, is Contacted Out to an Entity that does not Report Data.

District Responsible for Assessment = Not Applicable
 District of Residence will report as follows:

Template	Data (Field)
	Student remains enrolled in the Public District because the entity the student is attending does NOT report student data.
Student Template	Student Template with appropriate Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Programs Fact	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Assessment Fact (NAI)	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Contracted Out to an Entity in Another State (Public District or Contracted Service Provider)

For Iowa School of Deaf (see Page 17)

Condition: Student NOT in Membership at Resident District, Attends Another Public District or Contracted Service in Another State.

District Responsible for Assessment = Not Applicable

District of Residence will report as follows:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137) = 0
School Enrollment	Enrollment Code (7) = 201 (Transfer Out) and Residence Status (10) = 7 (Contracted out to another state)

DO NOT report additional student data templates. Must report this student each year so they must stay in your Student Information System.

Optioned In

Condition: Nonresident Student Whose Parents have Submitted and Received Approved Enrollment Option Form in Order to Enroll in Another School District.

District of Membership is responsible for Assessment

District of Membership is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with Full Time Equivalency (137), District of Residence (117) ≠ County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 6
Student Grades	Grades K through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Optioned Out

Condition: Student NOT in Membership at Resident District Whose Parents have Submitted and Received Approved Enrollment Option Form in Order to Enroll in Another School District.

District of Membership is responsible for Assessment
 District of Residence (sending District):

Template	Data (Field)
Student Template	With Full Time Equivalency (137) = 0
School Enrollment	Enrollment Code (7) = 201 (Transfer Out) and Residence Status (10) = 0 (Not Applicable)

The Resident District will only need to report the above the first year the student becomes Option Out and **only IF** the student had previously been enrolled at the Resident District. If student has never been enrolled at the Resident District they will **not report ANY** student data. The data will be reported by the District of Membership (receiving district).

Open Enrollment Option Student (previously Learning Community Open Enrollment)

Condition: Student in the Learning Community that is Still Attending the School they Attended under Learning Community Open Enrollment in 2016-2017. No New Open Enrollment Option Students Should be Reported for 2017-2018 and Forward.

District of Membership is responsible for Assessment
 District of Membership is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 8
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Open Enrollment Option Student (previously Learning Community Open Enrollment)

Condition: Student who is in the Learning Community that is NOT Attending the School they Attended Under Learning Community Open Enrollment in 2016-2017.

If the student is attending a school within their district of residence, the district of residence will report all the student template(s).

Template	Data (Field)
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = will change FROM 8 to 0

If the student is attending a school that is **NOT** in their district of residence, the student's parents will have to apply under Enrollment Option for the student to remain in this school.

Template	Data (Field)
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = may change FROM 8 to 6 if the Enrollment Option paperwork is accepted.

Attends Rule 18 Interim-Program School

Condition: Student Attending a Rule 18 Interim-Program School

District of Residence is responsible for Assessment

District of Residence will report as follows:

Template	Data (Field)
	Student remains enrolled in the Public District because the entity the student is attending does NOT report student data.
Student Template	Student Template with appropriate Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Programs Fact	Rule 18 Interim – Program School
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Assessment Fact (NAI)	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Attends a Special Purpose School (State Operated System)**Condition: Student Enrolled at:**

- **Kearney West High School**
- **Geneva North School**
- **Pine Ridge Job Corps**
- **NE Correctional Youth Facility**

For the University of Nebraska High School (See Page 23)

District of Residence will report the student as Transferred Out:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137) = 0
School Enrollment	Enrollment Code (7) = 201 (Transfer Out) and Residence Status (10) = 0 (Not Applicable)

The Resident District will only need to report the above **once** when the student enters the Special Purpose School. If appropriate and the student is released from the Special Purpose School, the student may return to their previous district. The student would then be a Transfer In.

For students with a verified disability, the Resident Public School District will work with the Special Purpose School to develop and implement the IEP.

Ward of the Court or State – Placed in a Group Home With no Education Program – Not in the Resident District

Condition: Student is not Placed in a Foster Home or Foster Family Home Licensed or Approved by DHHS. The Group Home is not in the Resident District.

District of Membership (receiving district) is responsible for Assessment
District of Membership will report all appropriate student template(s) to NDE:

Students will be transferred out of the district they had attended previous to becoming a ward and/or their District of Residence where they became a ward. The Resident District where the student became a ward will work with the receiving district on providing SPED services and development of the IEP/IFSP.

Sending District will transfer the student out.

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137) = 0
School Enrollment	Enrollment Code (7) = 201 (Transfer Out)

Receiving District (District of Membership) will transfer the student in.

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137), District of Residence where the student became a Ward (117) ≠ County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0 – Not Applicable
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

An error will be flagged for this scenario. Please ignore this error. NDE will continue to review this error to find a solution.

Ward of the Court or the State – Placed in a Resident District

Condition: Student is Placed in a Foster Family Home Licensed or Approved by the Department of Health and Human Services or a Foster Home Maintained or Used Pursuant to Section 83-108.04 in the District of Residence Where they Resided When they Became a Ward of the Court or State.

The district where the student became a ward will work with the receiving district on providing SPED services and development of the IEP/IFSP.

District of Residence is responsible for the Assessment
District of Residence will report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Ward of the Court or State – NOT Placed in Their Resident District

Condition: Student is Placed in a Foster Family Home Licensed or Approved by the Department of Health and Human Services or a Foster Home Maintained or Used Pursuant to Section 83-108.04 and Under Section 43-1311 or 43-1312 is Not Placed in their District of Residence, Shall be Deemed a Resident of the District in Which the Foster Family Home or Foster Home is Located.

New District of Residence is responsible for Assessment
New District of Residence will report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Ward of the Court or State Placed in a Residential Institution in the Resident District, Which Maintains a SPED Program Approved by NDE and Not Owned by the District in Which the Student Resided at the Time they Became a Ward.

District of Residence is responsible for Assessment

District of Residence will report all appropriate student template(s) to NDE

Since the facility is not owned by a public district, the public district must report for the student as follows:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137), District of Residence (117) = County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0 – Not Applicable
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Enrolled Part-time in Resident District; FTE is Less than or Equal to 50%

District of Residence is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137) Less than or Equal to 50%, District of Residence (117) = County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods for the portion of time the student receives services
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Special Education Snapshot	If applicable (October, Monthly and Year-End)

Enrolled Part-time in Resident District; FTE is Greater than 50%

Student will be included in Membership
 District of Residence is responsible for Assessment
 District of Residence is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137) Greater than 50%, District of Residence (117) = County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods for the portion of time the student receives services
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Student Receiving Special Education Services at Home

Condition: Resident Student With a Verified Disability age 0-21

District of Residence is responsible for Assessment
 District of Resident is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods for the portion of time the student receives services <ul style="list-style-type: none"> ▪ <i>Students age 0-5 that are <u>not</u> included on the Programs Fact – Early Childhood template and receiving only home based services do not need to submit Student Summary Attendance.</i>
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Student receiving Special Education Services at Home should only be a short term placement and IEP must include a plan for a return to school.

Attends a Location Identified as a Program Within a Public District in Resident District

Example: Career Academy, Focus Programs, Alternative Programs and/or SPED Program

District of Membership is responsible for Assessment

District of Membership is responsible to report all student data at the School of Membership:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137), School Number (2) = School of Membership
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Attends a Career Academy at Another District

Condition: Student in Membership at Public District Other than Their Resident District, but Attends a Career Academy for Part of the Day.

Sending District is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in.
Student Summary Attendance	4 separate collection periods with FTE (11).
School Enrollment	Enrollment Code (7) = 1XX
Student Grades	Grades PK through 12
Programs Fact	Applicable Programs to include Career Ed Programs Fact.
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Title I Programs	If applicable
Post School Survey	If applicable

Enrolled in a District-operated Center-Based Early Childhood Program

Condition: Student IN Membership at a District-operated Early Childhood Program (Including Sixpence Early Childhood Programs)

District of Membership will report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137), District of Residence (117) =County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX
Student Grades	Grades PK through 12
Programs Fact	Early Childhood with appropriate Early Childhood Education Program (See Below)
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Title I Programs	If applicable

EC0001 – NDE Grant Funded Early Childhood Education Program

EC0002 – Qualified NDE Grant Funded Early Childhood Education Program

EC0003 – NDE Approved Early Childhood Education Program

EC0004 – Qualified NDE Approved Early Childhood Education Program

EC0005 – Early Childhood Birth to Age 3 Endowment Grant Program (Sixpence) – Center-based

EC0008 – Early Childhood Birth to Age 3 Endowment Grant Program (Sixpence) – Child Care Partnership*

*(Does not report attendance)

Enrolled in a District-operated Non-SPED Home-Based Early Childhood Program

Condition: Student IN Membership at a District-operated Early Childhood Program (Including Sixpence Early Childhood Programs)

District of Membership is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137), District of Residence (117) ≠County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Programs Fact	Early Childhood with appropriate Early Childhood Education Program (See Below)
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Title I Programs	If applicable

EC0006 – Early Childhood Home-based Programs (NOT Special Education & NOT Sixpence)

EC0007 – Early Childhood Birth to Age 3 Endowment Grant Program (Sixpence) – Home-based

Special Education – Infants and Toddlers, only Receiving Services Coordination Condition: Child Age Birth to Three With a Verified Disability Through IDEA, Part C, but is Not Receiving Services from the School District – Receives Only Services Coordination Through Resident District

District of Residence is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with Full Time Equivalency (137) = 0
October Student Snapshot	Same as Student Template – ONLY Required if eligible for Part C services on the last Friday in September
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Special Education Snapshot	October, Monthly and Year-End with Setting (44) = 1 Home

Attends Nonpublic System

Condition: Student Previously Enrolled in a Public School Now Attending a Nonpublic System – Not Receiving any Education or Services at the Public School District

District of Residence is responsible to report as follows:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137) = 0
School Enrollment	Enrollment Code (7) = 201 (Transfer Out) and Residence Status (10) = 0

Nonpublic System will report aggregate data.

Attends Nonpublic System

Condition: Student has Not Been Enrolled in a Public District Prior to Attending the Nonpublic System

Public School District will not report any student data.

Nonpublic System will report aggregate data.

Parentally placed, Attends Nonpublic System, but Receiving Services Such as Title I and/or Special Education

Condition: Student NOT in Membership at Resident District, Attends Nonpublic System and Receives Services from a Public District – Student is on an IEP.

IF the student is attending a Nonpublic System in their District of Residence OR **IF** the student is attending a Nonpublic System **not** located in their District of Residence **AND** they are receiving services from the District of Residence.

District Responsible for Assessment = Not Applicable

District of Residence will report as follows:

Template	Data (Field)
Student Template	Student Template with Full Time Equivalency (137) for service provided
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods for the portion of time student receives services
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Title I Programs	If applicable

Parentally placed, Attends Nonpublic System Receiving Equitable Services

Condition: Student NOT in Membership at Resident District, Attends Nonpublic System and Receives Equitable Services from a Public District.

IF the student is attending a Nonpublic System not located in their District of Residence **AND** they are receiving services from the district where the Nonpublic School is located **AND** the student opts for or receives **Equitable Services as defined in IDEA or Rule 51** then the Public District that is providing the service will report the student as follows:

Template	Data (Field)
Student Template	Student Template with Full Time Equivalency (137) for the services the Public District is providing <ul style="list-style-type: none"> ▪ <i>County District Number (1) will be the County District number of the Public District providing the service</i> ▪ <i>School Number (2) will be the nearest Public School location to the Non-public School with appropriate grade range for the student</i> ▪ <i>District of Residence (117) will be the County District number of the Public District in which the student resides</i>
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0, School Number (2) will be the nearest Public School location to the Non-Public School with appropriate grade range for the student
Student Grades	Grades PK through 12
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable

Attends Iowa School for the Deaf**Condition: Student NOT in Membership at Resident District, Attends Iowa School for the Deaf.**

District of Residence is responsible for Assessment

District of Residence will report as follows:

Template	Data (Field)
	Student remains enrolled in the Public District because the entity the student is attending does NOT report student data.
Student Template	Student Template with Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12 *
Special Education Snapshot	October, Monthly and Year-End with Primary Setting Code (44) = 5 indicating separate school
Assessment Fact (NAI)	If applicable
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

*The NDE Staff ID reported should be the Nebraska District IEP Case Manager/Counselor.

Attends an ESU-operated Early Childhood Program**Condition: Student IN Membership at a Rule 11 Approved ESU-operated Early Childhood Program**

District of Residence will report as follows:

Template	Data (Field)
	Student remains enrolled in the Public District because the Entity the student is attending does NOT report student data.
Student Template	Student Template with appropriate Full Time Equivalency (137)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Programs Fact	If applicable
Title I Programs	If applicable
Post School Survey	If applicable

Exempt School/Home School Student

Condition: Student Previously Enrolled in a Public School now Attending an Exempt School/Home School – Not Receiving any Education or Service at the Public School District

District of Residence is responsible to report as follows:

Template	Data (Field)
Student Template	With appropriate Full Time Equivalency (137) = 0
School Enrollment	*Enrollment Code (7) = 201 (Transfer Out) and Residence Status (10) = 0 *See Appendix

Parents (or legal guardians) who choose to “home school” must annually file for exempt status under Rule 13. Exempt school general information for a particular school year, can be viewed at <https://www.education.ne.gov/fos/exempt-schools>. The status of a child/family can be found in the Exempt Schools – School District Report located in the Portal under Data Collections Tab. The resident district will continue to monitor the resident student’s enrollment status for compliance with the 79-202 (mandatory attendance). Resident students in Exempt School/Home School are included in the public district’s census counts.

Exempt School/Home School Student

Condition: Student Previously Enrolled in a Public School now Attending an Exempt School/Home School AND Receiving Special Education Services at the Public School District

District of Residence is responsible to report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137) Less than or Equal to 50%, District of Residence (117) = County District Number (1)
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collection periods for the portion of time the student receives services
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grades PK through 12
Special Education Snapshot	October (if applicable), Monthly and Year-End

Exempt School/Home School Student**Condition: Student has Not Been Enrolled in a Public District Prior to Attending the Exempt School/Home School**

Public School District will not report any student data.

Exempt School/Home Schools do not report student data to NDE.

Parents (or legal guardians) who choose to “home school” must annually file for exempt status under Rule 13. Exempt school general information for a particular school year, can be viewed at <https://www.education.ne.gov/fos/exempt-schools>. The status of a child/family can be found in the Exempt Schools – School District Report located in the Portal under Data Collections Tab. The resident district will continue to monitor the resident student’s enrollment status for compliance with the 79-202 (mandatory attendance). Resident students in Exempt School/Home School are included in the public district’s census counts.

OTHER PROGRAMS

Student attends "Project Search"

Condition: Student participates in Project Search

Project Search "projects" have referring schools that share in the cost of the teacher and/or job coach. The student will remain enrolled in their district of membership and the district of membership will report all student data for the student.

SPECIAL PURPOSE SCHOOLS**Enrolled in a Special Purpose School (State Operated Systems)****Condition: Student Enrolled at:**

- **Kearney West High School**
- **Geneva North School**
- **Pine Ridge Job Corps**
- **NE Correctional Youth Facility**

For University of Nebraska High School – See Next Page

Special Purpose School is responsible for Assessment

Special Purpose School is responsible for reporting as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137), District of Residence (117) will be the student's resident district
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collections periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grade Levels Appropriate
Assessment Fact (NAI)	If applicable
Special Education Snapshot	If applicable (October, Monthly and Year-End)
Post School Survey	If applicable

District of Residence will report the student as Transferred Out: (See Page 8)

University of Nebraska High School: Required to only report NEBRASKA RESIDENT STUDENTS that are NOT enrolled in other Nebraska school districts/systems. University of Nebraska High School will not report any data on students that are NOT Nebraska residents.

University of Nebraska will report as follows:

Template	Data (Field)
Student Template	Student Template with appropriate Full Time Equivalency (137), District of Residence (117) will be the student's resident district
October Student Snapshot	Same as Student Template – ONLY Required if enrolled on the last Friday in September
Student Summary Attendance	4 separate collections periods
School Enrollment	Enrollment Code (7) = 1XX and Residence Status (10) = 0
Student Grades	Grade Level Appropriate
Programs Fact	Homeless if applicable
Assessment Fact (NAI)	If applicable
Post School Survey	If applicable

District of Residence will report the student as Transferred Out only if the student is no longer enrolled and taking classes in the District of Residence. Otherwise District of Residence will continue to report the student with the appropriate FTE.

RULE 18**Enrolled in a Rule 18 Interim Program School****Condition: Student Enrolled in a Rule 18 Interim Program School**

District of Residence is responsible for Assessment

District of Residence will report ALL student data (See Page 7)

ESU**Enrolled in an ESU School****Condition: Student Enrolled in an ESU School**

District of Residence is responsible for Assessment

District of Residence will report ALL student data (See Page 4)

PROGRAM**Enrolled in a Program (i.e. Focus, Career Academy, etc.)****Condition: Student Enrolled in a Program Within a Public District in Resident District**

District of Membership is responsible for Assessment

District of Membership will report ALL student data (See Page 13)

CONTRACTED SERVICE PROVIDER**Enrolled With a Contracted Service Provider that Does Not Report Student Data to NDE****Condition: Student Enrolled with a Contracted Service Provider**

District of Residence is responsible for Assessment

District of Residence will report ALL student data (See Page 4)

NONPUBLIC SYSTEM**Attends a Nonpublic System****Condition: Student Attends a Nonpublic System** (See Page 15)

Nonpublic System will report aggregate data.

Nonpublic System will assign and update Student Uniq-ID's annually

EXEMPT SCHOOL/HOME SCHOOL**Exempt School/Home School Student Attends a Public District on a Part-time Basis**

Condition: Parents Complete the Exempt School/Home School application and Submit to NDE and Student Takes Class(es) at Public District – Enrolled less than 50 FTE.

Public District will enroll the student with appropriate FTE for class/classes being taken and report the student's data to NDE.

Parents (or legal guardians) who choose to "home school" must annually file for exempt status under Rule 13. Exempt school general information for a particular school year, can be viewed at <https://www.education.ne.gov/fos/exempt-schools>. The status of a child/family can be found in the Exempt Schools – School District Report located in the Portal under Data Collections Tab. The resident district will continue to monitor the resident student's enrollment status for compliance with the 79-202 (mandatory attendance). Resident students in Exempt School/Home School are included in the public district's census counts.

Exempt School/Home School Student Not Taking any Classes or Receiving Any Services from the Public District

Condition: See Appendix

Parents (or legal guardians) who choose to "home school" must annually file for exempt status under Rule 13. Exempt school general information for a particular school year, can be viewed at <https://www.education.ne.gov/fos/exempt-schools>. The status of a child/family can be found in the Exempt Schools – School District Report located in the Portal under Data Collections Tab. The resident district will continue to monitor the resident student's enrollment status for compliance with the 79-202 (mandatory attendance). Resident students in Exempt School/Home School are included in the public district's census counts.

APPENDIX – Exempt School/Home School Process and Coding for Enrollment**Exempt School/Home School Process and Coding for Enrollment**

Parent notified the school district they are filing for Exempt/Home School.

School district should check the Exempt Schools – School District Report, in the Portal under the Data Collections tab, to review the application submitted by the parent.

IF Started/Working:

This status indicates the parents or legal guardians have created an account to file through the Nebraska Exempt School online system, but have not submitted to NDE. The student should remain enrolled and if the student is not attending school, the student should be reported as absent.

IF Submitted/Pending NDE Review:

The student should remain in enrollment until the Exempt Schools – School District Report shows the student with a status of Submitted. The student's enrollment code reported is 205 (not enrolled eligible to return), using the date the Exempt Schools – School District Report shows the student as having a "Submitted" filing. The district will not continue to report the student absent.

IF Submitted/Under NDE Review:

NDE is awaiting further information from the parents/legal guardians before the review can be completed. The student's enrollment code reported is 205 (not enrolled eligible to return), using the date the Exempt Schools – School District Report shows the student as having a "Submitted" filing. See Exempt Date or Filing is Incomplete below.

Exempt Date:

NDE Exempt School Staff will review and process the filing; once complete, the status of the submission will show an Exempt Date next to the student's date of birth. As of the Exempt Date, the student can be reported as a 201 (transfer out).

Filing was Incomplete. School has been notified:

IF a filing Submitted/Under NDE Review and subsequently the parents/legal guardians have not responded to NDE's requests for information, the resident district Superintendent will be notified of noncompliance (as per 92 NAC 13-005). On the Exempt Schools – School District Report, the student will show as deactivated with the notation "Filing is incomplete. School has been notified." Add the student back into the district's student information system for follow-up related to truancy as per the district policy. Showing the student with enrollment code 205 (Not Enrolled Eligible to Return).

Canceled:

Prior to NDE's processing, the submission has been canceled due to various reasons; e.g. duplicate submission (filed online and by paper), parents changed their mind, etc. Check the Exempt Schools – School District Report and if there isn't an active application, the student should remain enrolled and if the student is not attending school, the student should be reported as absent.