2019-2020 Staff Reporting, Student Uniq-ID, ADVISER Calendar		
with 2018-2019 ADVISER Follow-Up Collection		
Nebraska Department of Education		

http://www.education.ne.gov/adviser Updated November 20, 2019 Version 2.1

## **STAFF REPORTING**

DATES	2019-2020 TEMPLATES	DATA USES	
August 1 – September 15, 2019 STATUTORY DUE DATE	<ul> <li>Staff Demographics <sup>1, 2, 3</sup></li> <li>Staff Position Assignments <sup>1, 2, 3</sup></li> </ul>	<ul> <li>Extract for Approval and Accreditation Certificate Checks and Salary Reports (After October 31)</li> <li>Extract for State Aid Calculation (After October 31)</li> <li>Rule 11 Endorsement Check</li> </ul>	
September 16 – October 15, 2019 DUE DATE	<ul> <li>□ Staff Demographics <sup>1, 2, 3</sup></li> <li>□ Staff Position Assignments <sup>1, 2, 3</sup></li> </ul>	<ul> <li>Extract for Approval and Accreditation Certificate Checks and Salary Reports (After October 31)</li> <li>Extract for State Aid Calculation (After October 31)</li> <li>Rule 11 Endorsement Check</li> </ul>	
October 16 – October 31, 2019 AUDIT WINDOW	<ul> <li>Staff Demographics <sup>1, 2, 3</sup></li> <li>Staff Position Assignments <sup>1, 2, 3</sup></li> </ul>	<ul> <li>Extract for Approval and Accreditation Certificate Checks and Salary Reports (After October 31)</li> <li>Extract for State Aid Calculation (After October 31)</li> <li>Rule 11 Endorsement Check</li> </ul>	
November 1 – December 2, 2019 Open for Additions/Changes for All Districts/Systems	<ul> <li>Staff Demographics <sup>1, 2</sup></li> <li>Staff Position Assignments <sup>1, 2</sup></li> </ul>	<ul> <li>Extract for Nonpublic Curriculum Reporting (December 2)</li> <li>Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A)</li> </ul>	
December 3, 2019 – June 15, 2020 Open for Additions/Changes for All Districts/Systems	<ul> <li>Staff Demographics <sup>1</sup></li> <li>Staff Position Assignments <sup>1</sup></li> </ul>	Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A)	
June 16 – June 30, 2020 AUDIT WINDOW	<ul> <li>Staff Demographics <sup>1, 2</sup></li> <li>Staff Position Assignments <sup>1, 2</sup></li> </ul>	<ul> <li>Extract for Rule 11 Endorsement Check</li> <li>Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A)</li> </ul>	

## STUDENT UNIQUE ID (new program ADVISER PERSON ID – November 1)

NDE will import Student Uniq-ID data into ADVISER PERSON ID when it opens, so it is essential all data in Student Uniq-ID is up-to-date and correct on 10/31/19.

DATES/TIMEFRAME	2019-2020 FILES	APPLIES TO
Prior to turning on your Ed-Fi submission in your Student Information System.	Upload file to Student Uniq-ID system to obtain NDE Student IDs for new students and update information for existing students (for example,	Any district/system that reports membership  • Public Districts
Anytime during the School Year for new students or when student information changes, such as Grade Level or Location.		<ul> <li>Nonpublic Systems</li> <li>Special Purpose (State Operated) Schools</li> </ul>

## **STUDENT REPORTING**

	2019-2020 ADVISER DATA		
DATES September TBD – October 15, 2019		July 1 – October 15, 2019	
	2019-2020 Fall Collection (as of 10/1/2019)  Student Demographics  Special Education Program  School Enrollment  School Enrollment  School Enrollment  School Enrollment  School Enrollment  School Enrollment  Early Childhood Program  English Learner Program  School Program  English Learner Program  Data used for State Aid Calculation Data used for Nutrition Services (Direct Certification) and for Free & Reduced Price Lunch Counts Extract for Medicaid in Public Schools (MIPS) 24th day of each month Data used for Individuals with Disabilities Education Act (IDEA) Annual Child Count Cohort Graduation Rate and Dropout Rate calculations English Learner Participant / Eligibility Counts	2018-2019 Follow-up Collection (as of 6/30/2019)  □ School Enrollment ¹  ○ 2018-2019 Dropouts  ○ Summer 2019 Completers  ○ Summer 2019 Inter-District Transfers  □ Special Education Program²  ○ 2018-2019, for the purpose of providing Exit Reason values that match Enrollment Code values provided in School Enrollment  □ Title I Program  ○ 2018-2019, for students served by Title I during summer 2019 who were not already reported during the regular school year  □ Student Grades  ○ For courses completed during summer 2019 that count toward the 2018-2019 school year  □ Courses and Sections  ○ 2018-2019 Course and Section Data, including Teachers  □ Student Discipline  ○ 2018-2019 Discipline Data, including Suspensions, Expulsions, Gun-Free Schools Act, and Special Education Discipline  □ Homeless Program  ○ 2018-2019 Homeless Data including Primary Nighttime Residence and Unaccompanied Youth  DATA USES  ¹ Cohort Graduation Rate and Dropout Rate calculations  □ Data used for Special Education Exiters	
October 16 – 31, 2019	2019-2020 Fall Audit*  Student Demographics 1  Special Education Program 3, 4  School Enrollment 1, 2, 5  Early Childhood Program 1  Food Program 2  English Learner Program 6  DATA USES  Extract for State Aid Calculation  Extract for Nutrition Services (Direct Certification) and for Free & Reduced Price Lunch Counts  Extract for Medicaid in Public Schools (MIPS) 24th day of each month  Extract for Individuals with Disabilities Education Act (IDEA) Annual Child Count  Cohort Graduation Rate and Dropout Rate calculations  English Learner Participant / Eligibility Counts  * These submission windows must be approved. See note at end of calendar.	2018-2019 Follow-up Audit*  □ School Enrollment¹  ○ 2018-2019 Dropouts  ○ Summer 2019 Completers  ○ Summer 2019 Inter-District Transfers  □ Special Education Program²  ○ 2018-2019, for the purpose of providing Exit Reason values that match Enrollment Code values provided in School Enrollment  □ Title I Program  ○ 2018-2019, for students served by Title I during summer 2019 who were not already reported during the regular school year  □ Student Grades  ○ For courses completed during summer 2019 that count toward the 2018-2019 school year  □ Courses and Sections  ○ 2018-2019 Course and Section Data, including Teachers  □ Student Discipline  ○ 2018-2019 Discipline Data, including Suspensions, Expulsions, Gun-Free Schools Act, and Special Education Discipline  □ Homeless Program  ○ 2018-2019 Homeless Data including Primary Nighttime Residence and Unaccompanied Youth  DATA USES  ¹ Cohort Graduation Rate and Dropout Rate calculations  Extract for Special Education Exiters	

DATES	2019-2020 ADVISER DATA	DATA USES
November 1, 2019 – June 15, 2020	2019-2020 Year End Collection  Student Demographics <sup>2, 6, 8</sup> Courses and Sections Student Grades Student School Attendance <sup>1, 6</sup> School Enrollment (2019-2020 Completers) <sup>6, 7</sup> Special Education Program <sup>4, 5</sup> Title I Program Career Education Program (Concentrators) <sup>3</sup> Early Childhood Program Homeless Program <sup>2, 7</sup> Rule 18 Interim School Program 2018-2019 Post School Survey <sup>3</sup> Student Discipline <sup>9, 10</sup> Food Program <sup>6, 7, 11</sup> English Learner Program <sup>6, 7, 12</sup>	<ul> <li>Data used for State Aid Calculation</li> <li>Nebraska Education Profile</li> <li>Carl D. Perkins Career and Technical Education Act Report</li> <li>Extract for Medicaid in Public Schools (MIPS) 24th day of each month</li> <li>Data used for Special Education Exiters</li> <li>Data used for AQUESTT and/or Assessment</li> <li>Cohort Graduation Rate and Dropout Rate calculations</li> <li>Extract for High Ability Learner Eligible</li> <li>Extract for Suspensions, Expulsions, &amp; GFSA</li> <li>Extract for Special Education Discipline</li> <li>Extract for Nutrition Services (Direct Certification) and for Free &amp; Reduced Price Lunch Counts</li> <li>English Learner Participant / Eligibility Counts</li> </ul>
June 16 – 30, 2020	2019-2020 Year End Audit*  Student Demographics <sup>2, 6, 8</sup> Courses and Sections Student Grades Student School Attendance <sup>1, 6</sup> School Enrollment (2019-2020 Completers) <sup>6, 7</sup> Special Education Program <sup>4, 5</sup> Title I Program Career Education Program (Concentrators) <sup>3</sup> Early Childhood Program Homeless Program <sup>2, 7</sup> Rule 18 Interim School Program 2018-2019 Post School Survey <sup>3</sup> Student Discipline <sup>9, 10</sup> Food Program <sup>6, 7, 11</sup> English Learner Program <sup>6, 7, 12</sup> * This submission window must be approved. See note at end of calendar.	<ul> <li>Extract for State Aid Calculation</li> <li>Nebraska Education Profile</li> <li>Carl D. Perkins Career and Technical Education Act Report</li> <li>Extract for Medicaid in Public Schools (MIPS) 24th day of each month</li> <li>Extract for Special Education Exiters</li> <li>Data used for AQUESTT and/or Assessment</li> <li>Cohort Graduation Rate and Dropout Rate calculations</li> <li>Extract for High Ability Learner Eligible</li> <li>Extract for Suspensions, Expulsions, &amp; GFSA</li> <li>Extract for Special Education Discipline</li> <li>Extract for Nutrition Services (Direct Certification) and for Free &amp; Reduced Price Lunch Counts</li> <li>English Learner Participant / Eligibility Counts</li> </ul>
Accepted anytime during the school year	<ul> <li>□ Student Demographics <sup>1</sup></li> <li>□ School Enrollment <sup>1,3</sup></li> <li>□ Special Education Program (after October 31, As Of Date = 6/30/2019)<sup>2</sup></li> </ul>	<ul> <li>Extract for Nutrition Services (Direct Certification)</li> <li>Extract for Medicaid in Public Schools (MIPS) 24<sup>th</sup> day of each month</li> <li>Cohort Graduation Rate and Dropout Rate calculations</li> </ul>

<sup>\*</sup> Data submitted during this submission window must be approved. Approval of ADVISER Data Submissions is a requirement of the Special Education and/or State Aid offices at the Nebraska Department of Education. Approvals will be documented through the ADVISER Validation application in the NDE Portal <a href="https://portal.education.ne.gov/">https://portal.education.ne.gov/</a>.

## **ASSESSMENT ROSTER DATES**

<b>Due Date</b>	Assessment	Grades	Roster Submission Date
January 8,	ELPA 21	K-12	January 9, 2020
2020	NSCAS Statewide Assessment – English Language Arts (ELA), Math	3-8	January 10, 2020
	NSCAS Statewide Assessment – Science	5, 8	January 10, 2020
	NSCAS ACT Statewide Assessment	2021 Cohort	January 17, 2020
	NSCAS Alternate Assessment – ELA, Math	3-8, 2021 Cohort	January 15, 2020
	NSCAS Alternate Assessment – Science	5, 8, 2021 Cohort	January 15, 2020