### STAFF REPORTING

<table>
<thead>
<tr>
<th>Dates</th>
<th>2021-2022 Templates</th>
<th>Data Uses</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 1 – September 15, 2021 STATUTORY DUE DATE</td>
<td>❑ Staff Demographics 1, 2, 3  ❑ Staff Position Assignments 1, 2, 3</td>
<td>1 Approval and Accreditation Certificate Checks and Salary Reports (After Oct 31)  2 State Aid Calculation (After Oct 31)  3 Rule 11 Endorsement Check</td>
</tr>
<tr>
<td>September 16 – October 15, 2021 DUE DATE</td>
<td>❑ Staff Demographics 1, 2, 3  ❑ Staff Position Assignments 1, 2, 3</td>
<td>1 Approval and Accreditation Certificate Checks and Salary Reports (After Oct 31)  2 State Aid Calculation (After Oct 31)  3 Rule 11 Endorsement Check</td>
</tr>
<tr>
<td>October 16 – October 31, 2021 AUDIT WINDOW</td>
<td>❑ Staff Demographics 1, 2, 3  ❑ Staff Position Assignments 1, 2, 3</td>
<td>1 Approval and Accreditation Certificate Checks and Salary Reports (After Oct 31)  2 State Aid Calculation (After Oct 31)  3 Rule 11 Endorsement Check</td>
</tr>
<tr>
<td>November 1 – December 2, 2021 Open for Additions/Changes for All Districts/Systems</td>
<td>❑ Staff Demographics 1, 2  ❑ Staff Position Assignments 1, 2</td>
<td>1 Nonpublic Curriculum Reporting (Dec 2)  2 Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A)</td>
</tr>
<tr>
<td>December 3, 2021 – June 15, 2022 Open for Additions/Changes for All Districts/Systems</td>
<td>❑ Staff Demographics 1  ❑ Staff Position Assignments 1</td>
<td>1 Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A)</td>
</tr>
<tr>
<td>June 16 – June 30, 2022 AUDIT WINDOW</td>
<td>❑ Staff Demographics 1, 2  ❑ Staff Position Assignments 1, 2</td>
<td>1 Rule 11 Endorsement Check  2 Rule 10 requirement to report additions of certificated staff to NDE at the time of contracting (92 NAC 10-003.08A)</td>
</tr>
</tbody>
</table>

### ASSESSMENT ROSTER DATES

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Assessment</th>
<th>Grades</th>
<th>Roster Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 29, 2021 (Winter Pilot) and January 10, 2022 (All Others)</td>
<td>ELPA 21</td>
<td>K-12</td>
<td>NSCAS Growth Winter Pilot: 11/1/2021  ELPA21: 1/11/2022</td>
</tr>
<tr>
<td></td>
<td>NSCAS Statewide Assessment – English Language Arts (ELA), Math</td>
<td>3-8</td>
<td>NSCAS Growth for Spring: 1/13/2022</td>
</tr>
<tr>
<td></td>
<td>NSCAS Statewide Assessment – Science</td>
<td>5, 8</td>
<td>NSCAS ACT: 1/14/2022</td>
</tr>
<tr>
<td></td>
<td>NSCAS ACT Statewide Assessment</td>
<td>2023 Cohort</td>
<td>NSCAS Alternate: 1/20/2022</td>
</tr>
<tr>
<td></td>
<td>NSCAS Alternate Assessment – ELA, Math</td>
<td>3-8, 2023 Cohort</td>
<td></td>
</tr>
<tr>
<td></td>
<td>NSCAS Alternate Assessment – Science</td>
<td>5, 8, 2023 Cohort</td>
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### ADVISER PERSON ID

<table>
<thead>
<tr>
<th>Dates/Timeframe</th>
<th>2021-2022 Files</th>
<th>Applies To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to turning on your Ed-Fi submission in your Student Information System. Anytime during the School Year for new students or when student information changes, such as Grade Level or Location.</td>
<td>Upload file to ADVISER Person ID to obtain NDE Student IDs for new students and update information for existing students (for example, Grade Level, Location, and School Year).</td>
<td>Any district/system that reports membership  • Public Districts  • Nonpublic Systems  • Special Purpose Schools</td>
</tr>
</tbody>
</table>
## Adviser Dates 2020-2021

### 2020-2021 Follow-up Collection (as of 6/30/2021)
- School Enrollment 1
  - 2020-2021 Dropouts
  - Summer 2021 Completers
  - Summer 2021 Inter-District Transfers
- Special Education Program 2
  - 2020-2021, for the purpose of providing Exit Reason values that match Enrollment Code values provided in School Enrollment
- Title I Program
  - 2020-2021, for students served by Title I during summer 2021 who were not already reported during the regular school year
- Courses/Sections and Student Grades 3, 4, 5
  - For courses that count toward the 2020-2021 school year

### 2020-2021 Follow-up Audit*
- School Enrollment 1
  - 2020-2021 Dropouts
  - Summer 2021 Completers
  - Summer 2021 Inter-District Transfers
- Special Education Program 2
  - 2020-2021, for the purpose of providing Exit Reason values that match Enrollment Code values provided in School Enrollment
- Title I Program
  - 2020-2021, for students served by Title I during summer 2021 who were not already reported during the regular school year
- Courses/Sections and Student Grades 3, 4, 5
  - For courses that count toward the 2020-2021 school year

### 2021-2022 Fall Collection (as of 10/1/2021)
- Student Demographics 1, 7
- Special Education Program 3, 4
- School Enrollment 1, 2, 5
- Early Childhood Program 1
- Food Program 2
- English Learner Program 6

### 2021-2022 Fall Audit*
- Student Demographics 1, 7
- Special Education Program 3, 4
- School Enrollment 1, 2, 5
- Early Childhood Program 1
- Food Program 2
- English Learner Program 6

* This submission window must be approved. See note at end of calendar.

## Data Uses

### 2020-2021 Follow-up Data Uses
1. Cohort Graduation and Dropout Rate calculations
2. Special Education Exiters
3. To determine CTE Concentrators, Participants and Programs of Study
4. Teacher Endorsement Checks
5. Instructional Unit Verification

### 2021-2022 Fall Data Uses
1. State Aid Calculation
2. Nutrition Services (Direct Certification) and Free & Reduced Price Lunch Counts
3. Medicaid in Public Schools (MIPS) the 24th day of each month
4. Individuals with Disabilities Education Act (IDEA) Annual Child Count
5. Cohort Graduation and Dropout Rate calculations
6. English Learner Participant / Eligibility Counts
7. Digital Equity

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<tr>
<th>Dates</th>
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<tr>
<td>November 1, 2021 – June 15, 2022</td>
<td><strong>2021-2022 Year End Collection</strong>&lt;br&gt;❑ Student Demographics 2, 6, 8, 16&lt;br&gt;❑ Courses and Sections 13, 14, 15&lt;br&gt;❑ Student Grades&lt;br&gt;❑ Student School Attendance 1, 6&lt;br&gt;❑ School Enrollment (2020-2021 Completers) 6, 7&lt;br&gt;❑ Special Education Program 4, 5&lt;br&gt;❑ Title I Program&lt;br&gt;❑ Early Childhood Program&lt;br&gt;❑ Homeless Program 2, 7&lt;br&gt;❑ Rule 18 Interim School Program&lt;br&gt;❑ 2020-2021 Post School Survey 3&lt;br&gt;❑ Student Discipline 9, 10&lt;br&gt;❑ Food Program 6, 7, 11&lt;br&gt;❑ English Learner Program 6, 7, 12</td>
<td>1 State Aid Calculation&lt;br&gt;2 Nebraska Education Profile&lt;br&gt;3 Carl D. Perkins Career and Technical Education Act Report&lt;br&gt;4 Medicaid in Public Schools (MIPS) the 24th day of each month&lt;br&gt;5 Special Education Exiters&lt;br&gt;6 AQuESTT and/or Assessment&lt;br&gt;7 Cohort Graduation and Dropout Rate calculations&lt;br&gt;8 High Ability Learner Eligible&lt;br&gt;9 Suspensions, Expulsions, &amp; GFSA&lt;br&gt;10 Special Education Discipline&lt;br&gt;11 Nutrition Services (Direct Certification) and Free &amp; Reduced Price Lunch Counts&lt;br&gt;12 English Learner Participant / Eligibility Counts&lt;br&gt;13 To determine CTE Concentrators, Participants and Programs of Study&lt;br&gt;14 Teacher Endorsement Checks&lt;br&gt;15 Instructional Unit Verification&lt;br&gt;16 Digital Equity</td>
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<td>June 16 – 30, 2021</td>
<td><strong>2021-2022 Year End Audit</strong>*&lt;br&gt;❑ Student Demographics 2, 6, 8, 16&lt;br&gt;❑ Courses and Sections 13, 14, 15&lt;br&gt;❑ Student Grades&lt;br&gt;❑ Student School Attendance 1, 6&lt;br&gt;❑ School Enrollment (2020-2021 Completers) 6, 7&lt;br&gt;❑ Special Education Program 4, 5&lt;br&gt;❑ Title I Program&lt;br&gt;❑ Early Childhood Program&lt;br&gt;❑ Homeless Program 2, 7&lt;br&gt;❑ Rule 18 Interim School Program&lt;br&gt;❑ 2019-2020 Post School Survey 3&lt;br&gt;❑ Student Discipline 9, 10&lt;br&gt;❑ Food Program 6, 7, 11&lt;br&gt;❑ English Learner Program 6, 7, 12</td>
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* 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 [https://portal.education.ne.gov/](https://portal.education.ne.gov/).