

## DPA Calendar of Reporting Deadlines - SY 2010-2011

**Note:** This calendar is intended to assist school and Bureau personnel in planning activities for School Year 2010-11. The calendar lists major reports and timelines of the Division of Performance and Accountability (DPA). Additional reporting activities may be scheduled as needed. The calendar does not list reports for other divisions of BIE (i.e., School Operations; Administration; Policy, Evaluation & Post Secondary; Human Resources). Reporting activities of those divisions will be announced separately by the respective division.

Description/Name of Report	Due Date	Format of Report	Who Reports	Notes
<b>July 2010</b>				
Annual Report	1	AR Website	Schools	Depending on assessments received
ARRA REPORTING Quarter 2	1-10	ARRA	Contract/Grant Schools	Report includes reporting for April 1-June 30
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month- If school is in session
<b>August 2010</b>				
Table 4 (Exits from Special Education) - SpEd	1	NASIS	Schools	1st Pull from NASIS Year long; For SY 09-10
Table 5 (Discipline for Special Education) - SpEd	1	NASIS	Schools	1st Pull from NASIS Year long; For SY 09-10
Data Clean-up - SpEd	1	NASIS	Schools	Based on initial data pull results for Tables 4 and 5 - work with schools on data clean-up.
Table 6 Assessment (Indicator 3) - SpEd	1	Annual Report	School Adm.	For SY 09-10
Graduation Rates (Indicator 1) - SpEd	1	Annual Report	School Adm.	For SY 09-10
Drop-Out Rates (Indicator 2) - SpEd	1	Annual Report	School Adm.	For SY 09-10
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
FACE to FACE Newsletter Submission due	16	Newsletter	Nancy Sledd, NCFL	Newsletter Submission due: August 16th
DPA sends Parent Survey Results to schools	30	Report	DPA, Supv. Sp. Ed.	
<b>September 2010</b>				
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
School Part B Unmet Needs Application - SpEd	7	UN Application	School Adm.	
FINAL Pull for Table 4 (Exits from Special Education)	15	NASIS	Schools	FINAL Pull from NASIS Year long; For SY 09-10
FINAL Pull for Table 5 (Discipline for Special Education)	15	NASIS	Schools	FINAL Pull from NASIS Year long; For SY 09-10
SEIMP Revised/Amended LSPP	30	LSPP	School Admin.	Submit to DPA Special Education
Amend Local School Performance Plans for SY 2010-2011	30	BIE/DPA	Schools	
Post Secondary Data Collection	30	On-line Survey	High Schools	Indicator 14
School Improvement & Corrective Action Supplemental Plan Report	30	Native Star	Principal	Reporting Period 1 for Schools using Native Star for their SIP
Title I School Plan Report	30	Native Star	Principal	Reporting Period 1 for Schools using Native Star for their SIP
AYP/SMART Goals Report	30	Native Star	Principal	Reporting Period 1 for Schools using Native Star for their SIP
Restructuring Plan Report	30	Native Star	Principal	Reporting Period 1 for Schools using Native Star for their SIP
PIAP C & V Forms	30	C & V Forms	National, ELOs, Schools	First Quarter report
<b>October 2010</b>				
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
Expressive One Word Picture Vocabulary Test Forms	15	MS Word/email or fax	FACE Coordinator	Due by 15th of October
Corrective Action Plans for SY 2009-2010	13	Monitoring	Schools	
Expressive One Word Picture Vocabulary Test Forms	15	MS Word/Test Forms	Donna Bell, NCFL	Send originals to D.Bell, NCFL

Description/Name of Report	Due Date	Format of Report	Who Reports	Notes
Table 1-Child Count - SpEd	29	NASIS	School Adm.	For SY 09-10
Table 3-Environment (Indicator 5) - SpEd	29	NASIS	School Adm.	For SY 09-10
Special Education Final Spending Plan	29	Form	Sped Committee	SY 2010-2011
Coordinated Early Intervening Services (CEIS) Plan	29	Plan	School Adm.	SY 2010-2011
Corrective of Noncompliance Findings for SY 2009-2010	30	Monitoring	Schools	
Native Star SIP School Report	31	Native Star	Principal	Reporting Period 1 for Schools using Native Star for their SIP
<b>November 2010</b>	<b>Nov.</b>			
Monthly Participation Report FACE Program Evaluation	5	MS Word; email or fax	FACE Coordinator	Due by the 5th of each month
FACE to FACE Newsletter Submission due:	2	Newsletter	Nancy Sledd, NCFL	Newsletter Submission due: November 2nd
FACE Parent Essays (email submission preferred)	19	E-mail	Deenie Espinoza, NCFL	Parent Essays due November 19th
Table 1 (Child Count Roster) - SpEd	15	NASIS/Paper Document	Schools	Roster pulled from NASIS; for SY 10-11
Table 2 (Special Education Personnel) - SpEd	15	Excel/NASIS	School Adm.	Web posted for Schools access; SY 10-11
School Improvement Plans (only those not participating in NATIVE Star)	15	Key Milestone A.2.7.2	Schools/ELOs	Data call for the PIAP
Special Education ISEP Audit due	23	MS Word/Fax	ELO	ELO sends ISEP SpEd Certification (SY 2010-2011) and signed Correction of NC identified during the 2010-2011 ISEP SpEd Audit
Table 6 (Assessments form from Special Education)	30	Web Access	Schools	1st Pull from NASIS/Annual Report
SEIMP: LSPP Progress Check (1st) - SpEd	30	LSPP	School Adm.	Maintain in school body of evidence
Native Star SIP School Report	30	Native Star	Principal	Additional date (RP 1) for Schools using Native Star for their SIP
School Improvement & Corrective Action Supplemental Plan Report	30	Native Star	Principal	Additional date (RP 1) for Schools using Native Star for their SIP
Title I School Plan Plan Report	30	Native Star	Principal	Additional date (RP 1) for Schools using Native Star for their SIP
AYP/SMART Goals Report	30	Native Star	Principal	Additional date (RP 1) for Schools using Native Star for their SIP
Restructuring Plan Report	30	Native Star	Principal	Additional date (RP 1) for Schools using Native Star for their SIP
<b>December 2010</b>	<b>Dec.</b>			
McKinney-Vento Homeless Ed. Grant Applications	1	Application	Schools	Schools must have documentation for 20 or more students
Report of Indian Infant and Toddlers with Disabilities	1	MS Word/email or fax	Tribal Early Intervention	Submitted by 60 Tribes
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
Fiscal Accountability Self Assessment (FASA) - SpEd	15	Online Survey	Bus. Adm/Sped Coord.	DPA will verify which schools have completed survey
Child Count Rosters Due Back	15	NASIS/Paper Document	Schools	Roster due back from the schools
Table 2 Due Back - SpEd	15	MS Excel	Schools	Table due back from the school
PIAP C & V Forms	30	C & V Forms	National, ELOs, Schools	Second Quarter report
<b>January 2011</b>	<b>Jan.</b>			
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
FACE to FACE Newsletter Submission due:	10	Newsletter	Nancy Sledd, NCFL	Newsletter Submission due: January 10th
FINAL Pull from NASIS and/or the Annual Report for Special Education Annual Performance Report (APR) to OSEP	15	NASIS	DPA, Schools	Includes Discipline, Exits, Dropouts, Assessments, Special Education codes
ARRA REPORTING Quarter 4	1-14	ARRA	Contract/Grant Schools	Report includes reporting for October 1-December 31
School Part B Application Available	17	MS Word/email or fax	School Adm.	Due by April 1st, 2011
Report of Indian Infant and Toddlers with Disabilities	28	MS Word/email or fax	Tribal Early Intervention	Submitted by 60 Tribes

Description/Name of Report	Due Date	Format of Report	Who Reports	Notes
SEIMP: LSPP Progress Check (2nd)	30	LSPP	School Adm.	Maintain in school body of evidence
Native Star SIP School Report	30	Native Star	Principal	Reporting Period 2 for Schools using Native Star for their SIP
<b>February 2011</b>	<b>Feb.</b>			
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
Pull from NASIS/Annual Report for CSPR Part II	10	NASIS/Annual Report	DPA, Schools	Based on school entered data
Expressive One Word Picture Vocabulary Test Forms	18	MS Word/Test Form	Donna Bell, NCFL	Due February 18th- Send originals to D.Bell
<b>March 2011</b>	<b>Mar.</b>			
FINAL Pull from NASIS/Annual Report for CSPR Part I and Part II	1	NASIS	DPA, Schools	Pull assessments, LEP data, homeless data, discipline data, High Quality Teacher data
Coordinated Early Intervening Services (CEIS)	1	NASIS	DPA, Schools	1st Pull
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
Parent Surveys shipped to schools	14-18	Parent Surveys	Schools	School notify Don Griffin (DPA) if parent surveys not received
FACE to FACE Newsletter Submission due:	18	Newsletter	Nancy Sledd, NCFL	Newsletter Submission due: March 18th
SEIMP: LSPP Progress Check (3rd)	30	LSPP	School Adm.	Maintain in school body of evidence
PIAP C & V Forms	30	C & V Forms	National, ELOs, Schools	Third Quarter report
<b>April 2011</b>	<b>April</b>			
School Part B Application Due	1	MS Word/email or fax	School	Due date for school Part B application
Coordinated Early Intervening Services (CEIS)	1	NASIS	DPA, Schools	FINAL Pull
ARRA REPORTING Quarter 1	1-14	ARRA	Contract/Grant Schools	Report includes reporting for January 1-March 31
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
Parents return completed surveys to schools	22	Parent Surveys	Schools	Parents return completed survey to school
<b>May 2011</b>	<b>May</b>			
STAR Tool - Due July 1, but need to begin now	1	Online Survey	Schools	STAR Tool for Continuous School Improvement
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month
Completed surveys sent to Piedra Data Services	6	Parent Surveys	Schools	
Special Education Parent Surveys	6	Scantron Sheet	Schools	Return for Scoring by Due Date (TBD)
Expressive One Word Picture Vocabulary Test Forms	20	MS Word/Test Form	Donna Bell, NCFL	Due May 20th- Send originals to D.Bell
Native Star SIP School Report	31	Native Star	Principal	Reporting Period 3 for Schools using Native Star for their SIP
<b>June 2011</b>	<b>June</b>			
Monthly Participation Report FACE Program Evaluation	5	MS Word/email or fax	FACE Coordinator	Due by the 5th of each month- If school is in session
SIG - 1003(g) Year One Report	30	MS Word/email or fax	Tier I schools	Measuring Progress Section of school application
PIAP C & V Forms	30	C & V Forms	National, ELOs, Schools	Fourth Quarter report