



Office of the



State Superintendent of Education

# OSSE

## Data and Report Collection Calendar

November 2010-October 2011

*(As of January 5, 2011)*

*The OSSE Data Collection Calendar is intended to provide an overview of due dates for major LEA data submissions as well as other important data collection dates. Some dates may be subject to change. The calendar will be updated monthly, and updates will be noted in red. LEAs will be notified of updates via email. More detailed guidance will be distributed with each data collection. Please send any questions and/or concerns to [OSSE.LEADData@dc.gov](mailto:OSSE.LEADData@dc.gov).*

## November 2010

### Collections Due

Interim Data Collection Tool (IDCT) I closes  
November 14 – FFY2008 End of Tidings due  
Meal reimbursement forms for National School Lunch Program

### Events/Important Dates

Prepare data on 2010 Child Count data  
November 8 – Blackman Jones Timeliness Reports provided to Courts (DSE)  
November 12 – LEA Performance and Planning Reports issued  
November 14 – Last day to submit reimbursement request FFY 08 grant

## December 2010

### Collections Due

Meal reimbursement forms for National School Lunch Program  
December 3 – FFY Phase 2 application due  
December 17 – Finalize DC CAS Alt eligible students in SEDS  
December 22 – Last day to submit Q6 ARRA Reports  
December 15 – Audited Financials for Direct Loan/Credit Enhancement Program

### Events/Important Dates

Prepare data on 2010 Child Count data  
December 1 – fifth period for Special Education memorandum of Agreement ends  
December 2 – sixth period for Special Education memorandum of agreement begins  
December 13 – Blackman Jones Timeliness Reports provided to Courts  
Interim Data Collection Tool II (Winter IDCT) opens

## January 2011

### Collections Due

Interim Data Collection Tool (IDCT) II closes  
Meal reimbursement forms for National School Lunch Program  
January 4 – 2010 Child Count data and certification due  
January 7 – COSF entry forms due  
January 18 – DC CAS ALT student eligibility data submission

### Events/Important Dates

January 7 – LEA Performance and Planning Report issued  
January 10 – Blackman Jones Timeliness Reports provided to Courts

## February 2011

### Collections Due

Meal reimbursement forms for National School Lunch Program  
February 15 – Q2 Quarterly Financials for Direct Loan/ Credit Enhancement Program  
February 28 – FY10 QSI Semi-Annual Grant Report

### Events/Important Dates

Fiscal data collection begins  
Enrollment lists for DC CAS  
February 1 – sixth period for Special Education memorandum of agreement ends  
February 11 – LEA Performance and Planning Report issued  
February 14 – Blackman Jones Timeliness Reports provided to Courts

## March 2011

### Collections Due

Meal reimbursement forms for National School Lunch Program  
March 21 – Last day to submit Q7 ARRA Reporting

### Events/Important Dates

March 14 – Blackman Jones Timeliness Reports provided to Courts

## April 2011

### Collections Due

Meal reimbursement forms for National School Lunch Program  
Fiscal data collection closes  
April 30 – Quarterly Performance & Financial Reports for FY 11 Charter Teacher Compensation  
April 30 – Quarterly Performance & Financial Reports for FY 11 Charter Replication & Growth

### Events/Important Dates

April 11 – Blackman Jones Timeliness Reports provided to Courts  
Employed Educator Report data collection opens  
Spring IDCT – Fiscal data collection opens

## May 2011

### Collections Due

Meal reimbursement forms for National School Lunch Program  
May 15 – Q3 Quarterly Financials for Direct Loan/ Credit Enhancement Program  
Spring IDCT data due

### Events/Important Dates

DC CAS data review  
May 9 – Blackman Jones Timeliness Reports provided to Courts  
Employed Educator Report webinars

## June 2011

### Collections Due

Meal reimbursement forms for National School Lunch Program  
June 22 – Last day to submit Q8 ARRA Reporting  
Employed Educator Report data collection due June 3  
June 30 – Semi-Annual Performance & Financial Reports for CSP Planning & Implementation- Cohort #1

### Events/Important Dates

DC CAS data review  
Exit students/Year end process  
June 13 – Blackman Jones Timeliness Reports provided to Courts  
Prepare Exiting COSF Forms due in July  
Validating Employed Educator Report  
Summer IDCT opens

July 2011
<p><u>Collections Due</u></p> <p>AYP data review</p> <p>Data for closing Charters due (if any)</p> <p>July 1– Attendance Data</p> <p>July 1 – COSF forms due to OSSE</p> <p>July 30 – Quarterly Performance &amp; Financial Reports for FY 11 Charter Teacher Compensation</p> <p>July 30 – Quarterly Performance &amp; Financial Reports for FY 11 Charter Replication &amp; Growth</p>
<p><u>Events/Important Dates</u></p> <p>Validating Employed Educator Report</p>

August 2011
<p><u>Collections Due</u></p> <p>National Public Education Finance Survey</p> <p>August 1 – Updates to School and LEA directory</p> <p>Summer IDCT data collection closes</p> <p>August 1 – First OLAMS file for SY 2011-2012 due</p> <p>August 1 – Data Manager, SEDS Trainer, and Grants Manager due to OSSE</p> <p>August 15 – Q4 Quarterly Financials for Direct Loan/ Credit Enhancement Program</p> <p>August 31 – FY10 QSI Annual Grant Report</p>
<p><u>Events/Important Dates</u></p> <p>Interim Data Collection Tool (IDCT) I Opens for LEA data submission</p> <p>Updated enrollment data needs to be in OLAMS and STARS</p> <p>Validating Employed Educator Report</p>

## September 2011

### Collections Due

Reports from closing charter schools  
Meal reimbursement forms for National School Lunch Program  
ELL data clarifications  
Quarterly ARRA reporting

### Events/Important Dates

Data for enrollment audit need to be ready for pull  
Enrollment reports begin  
September 12 – Blackman Jones Timeliness Reports provided to Courts  
Begin working on IDEA COSF forms for IDEA students ages 3-5

## October 2011

### Collections Due

Fall IDCT closes  
Meal reimbursement forms for National School Lunch Program  
School and LEA data form  
Graduation and dropout data  
Truancy data

### Events/Important Dates

Enrollment audit occurs  
October 10 – Blackman Jones Timeliness Reports provided to Courts

**TENTATIVE** IDCT releases (December forward)

**Winter release (December 2010, due January 2011)**

Discipline (GFSA - Aggregate)

Staffing

Aggregate *current* year Staff FTE data

Aggregate *prior* year Federally-funded staff (TAS)

Financial (Federal Programs Financial data for 2008-2009)

**Spring release (April 2011, due May 2011)**

Fiscal data

NPEFS: National Public Education Finance Survey data

F-33: School District Finance Survey data

**Summer Release (June 2011, due August 2011)**

Special Education Exiting

Discipline (Non-GFSA – incident/student-level and aggregate GFSA reporting)

Homeless student data

Public School Choice and Supplemental Educational Services

**Fall Release (Late August/early September 2011, due October 2011)**

Student-level data including

- Demographics
- Data on federal program participation and student characteristics (for example, Title I, ELL/Title III, Immigrant, etc.)
- Graduation/dropout
- ELL language and assessment data

LEA and School aggregate data, including

- Corrective and restructuring data for schools and LEAs
- Data for schools and districts in need of improvement
- School improvement status and school improvement grant data
- Supplemental Education Services funds
- Title III Language Instructional programs

Personnel

- *Prior* year individual-level IDEA staff FTE data (with HQT/certified status for teachers/staff)
- *Prior* year individual-level ELL/Title III staff FTE data (with HQT/certified status for teachers/staff)