

Virginia Department of Education
Calendar of Data Collections for 2018 - 2019
Rev Sept 2018

Due Date	Report Name	Contact Office	Contact Name	Contact Phone No.	Report Status	Web Site Link & Notes	Funding Type	Submission Type	Frequency
August 15, 2019	Adult Education and Family Literacy Act (Federal) and General Adult Education (State) Programs	Office of Career, Technical, and Adult Education	Thomas Suh	804-786-8367	Same	http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml	Both	Electronic	Annually
August 15, 2019	Integrated English Literacy/Civics Education Program Report	Office of Career, Technical, and Adult Education	Thomas Suh	804-786-8367	Same	http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml	Federal	Electronic	Annually
January 15, 2019 & June 10, 2019	Race to GED Program Report	Office of Career, Technical, and Adult Education	Sue Mansfield	804-225-3999	Same	http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml	State	Form	2 Times a Year
July 30, 2019	PluggedIn Virginia Program Report	Office of Career, Technical, and Adult Education	Jenna Kelly	804-371-7852	Same	http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml	State	Form	Annually
July 31, 2019	Foster Care Enrollment Report	Budget	Budget Staff	804-225-2025	Same	http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml	State	Electronic	Annually
September 1, 2018	Enrollment Reports for Remedial Summer School	Budget	Budget Staff	804-225-2025	Same	http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml	State	Electronic	Annually
September 15, 2018 (September 30, 2018 with approved extension)	Annual School Report -Financial Section	Budget	Budget Staff	804-225-2025	Revised	http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml	Both	Electronic	Annually
June 15, 2019	Budgeted to Meet Required Local Effort for the Standards of Quality and Local Match Requirements for Certain State Funds	Budget	Budget Staff	804-225-2025	Revised	http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml	State	Electronic	Annually
August 1, 2019	Uses of At-Risk Add-on Funding	Budget	Budget Staff	804-225-2025	New	Documentation can be found in Chapter 2 in Item 136.C.9.e.3b.	State	Electronic	Annually
October 31, 2018	K-3 Primary Class Size Reduction Program	Budget	Budget Staff	804-225-2025	Revised	http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml	State	Electronic	Annually
April 30, 2019	Career and Technical Education Financial Report (CTEFR) for SY 2017-2018	Office of Career, Technical, and Adult Education	George Willcox	804-225-2052	Revised	http://www.doe.virginia.gov/info_management/data_collection/instruction/career_tech/	State	Electronic	Annually
January 31, 2019 & September 28, 2019	Secondary Enrollment Demographic Form (SEDF) Fall & EOY Reports (via Master Schedule Collection - MSC)	Office of Career, Technical, and Adult Education	George Willcox	804-225-2052	Revised	http://www.doe.virginia.gov/info_management/data_collection/instruction/career_tech/	State	Electronic	2 Times a Year
July 31, 2019	CTE Credentialing Collection (CTECC) (via SSWS)	Office of Career, Technical, and Adult Education	George Willcox	804-225-2051	Revised	http://www.doe.virginia.gov/info_management/data_collection/instruction/career_tech/	Both	Electronic	Annually
August	Substitute Tests	Information Management - Education Applications	Carol Wells Bazzichi	804-225-4847	Revised	http://www.doe.virginia.gov/testing/substitute_tests/index.shtml	Both	Electronic	Annually

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Fall SRC - Mid-October; Spring SRC - Mid-April; EOY SRC - Mid-July & Summer SRC -August 30th	Student Record Collections also includes elements of the December 1 Child Count Collection	Educational Information Management - Education Applications	Melanie Lore Allison May	804-225-3918 804-225-3909	Revised	http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml	Both	Electronic	4 Times a Year
EOY - September & Fall - January	EOY Master Schedule Data Collection & Fall Master Schedule Data Collection/ Instructional Personnel (MSC - IPAL)	Information Management - Education Applications	Lisa Comfort	804-225-2827	Same	http://www.doe.virginia.gov/info_management/data_collection/master_schedule_collection/index.shtml	Both	Electronic	2 Times a Year
August	Educational Registry Application (ERA)	Information Management - Education Applications	Allison May	804-225-3909	Same	http://www.doe.virginia.gov/info_management/data_collection/educational_registry/index.shtml	Both	Electronic	Annually
May 15 (projected) November 15 (actual)	Virginia Preschool Initiative (Required in Appropriation Act)	Instruction - Early Childhood Development	Cheryl Strobel	804-371-7578	Revised	http://www.doe.virginia.gov/instruction/early_childhood/	State	Electronic	Annually
September 28, 2018	Annual Report - Programs for the Gifted	Office of Standards, Curriculum & Instruction	Donna Poland	804-225-2884	Same	http://www.doe.virginia.gov/statistics_reports/gifted/	State	Electronic	Annually
October 15, 2018	Driver Education Program Approval	Office of Science, Technology, Engineering & Mathematics	Vanessa Wigand	804-225-3300	Same	http://www.doe.virginia.gov/info_management/data_collection/instruction/driver_ed/index.shtml	State	Electronic	Annually
October 15, 2018	Laboratory FEE approval	Office of Science, Technology, Engineering & Mathematics	Vanessa Wigand	804-225-3300	Same	http://www.doe.virginia.gov/info_management/data_collection/instruction/driver_ed/index.shtml	State	Electronic	Annually
June 30	Driver Education Status Questionnaire	Office of Science, Technology, Engineering & Mathematics	Vanessa Wigand	804-225-3300	Same	http://www.doe.virginia.gov/info_management/data_collection/instruction/driver_ed/index.shtml	State	Electronic	Annually
June 30	Wellness Related Fitness Report	Office of Science, Technology, Engineering & Mathematics	Vanessa Wigand	804-225-3300	Same	http://www.doe.virginia.gov/instruction/physed/	State	Electronic	Annually
Mid-August	Compliance with the Standards of Quality (SOQ) and Other Miscellaneous Reporting Requirements	Policy Office	Elizabeth Morris	804-225-2117	Same	http://www.doe.virginia.gov/info_management/data_collection/soq_compliance/index.shtml	State	Electronic	Annually
January-Annually	Title I, Part A, Comparability Report	Program Administration and Accountability	Latonia Anderson	804-225-2907	Same	http://www.doe.virginia.gov/info_management/data_collection/federal_programs/index.shtml	Federal	Electronic	Annually
November/Annually	Title I, Part D, <u>Subpart 1</u> and Subpart 2, Count of Children Who Are Neglected or Delinquent (N or D)	Program Administration and Accountability	Tiffany Frierson	804-371-2682	Same	http://www.doe.virginia.gov/info_management/data_collection/federal_programs/index.shtml	Federal	Electronic	Annually

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Report Monthly/ Certification in August	Crash/Incident Report & Certification of School Bus Insurance	Support Services	Vijay Ramnarain	804-225-2037	Same	http://www.doe.virginia.gov/info_management/data_collection/support/transportation/index.shtml	State	Electronic	Annually
October	Pupil Transportation Report	Support Services	Vijay Ramnarain	804-225-2037	Same	http://www.doe.virginia.gov/info_management/data_collection/support/transportation/index.shtml	State	Electronic	Annually
August 1	School Security Equipment Grant	Support Services	Vijay Ramnarain	804-225-2037	Same	http://www.doe.virginia.gov/support/facility_construction/security_equipment_grants/index.shtml	State	Electronic	Annually
November 15	Report of Free/Reduced Meal Applications	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	http://www.doe.virginia.gov/info_management/data_collection/support/nutrition/index.shtml	Federal	Electronic	Annually
January 31	School Nutrition Programs Semi- Annual Financial Report for July- December	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	http://www.doe.virginia.gov/info_management/data_collection/support/nutrition/index.shtml	Federal	Electronic	Annually
July 1	School Nutrition Programs Annual Agreement	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	http://www.doe.virginia.gov/info_management/data_collection/support/nutrition/index.shtml	Federal	Electronic	Annually
July 31	School Nutrition Programs Annual Financial Report for July -June	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	http://www.doe.virginia.gov/info_management/data_collection/support/nutrition/index.shtml	Federal	Electronic	Annually
Reporting Period: July 1 through June 30 Due: August 15, 2019	Special Education State Performance Report Indicator Data	Special Education and Student Services	Jeff Phenicie	804-786-0308	Same	http://www.doe.virginia.gov/info_management/data_collection/special_education/index.shtml	Federal	Electronic	Annually
July 12, 2018 - Regional Ctrs July 26, 2018 - School Divisions	Annual Report for Discipline, Crime and Violence	Special Education and Student Services	Tara McDaniel	804-225-2715	Revised	http://www.doe.virginia.gov/info_management/data_collection/support/school_safety/index.shtml	Both	Electronic	Optional Monthly Submission/Re quired Annually
Mid-September	Homebound Student Services	Special Education and Student Services	Susan Trulove	807-786-0721	Revised	http://www.doe.virginia.gov/info_management/data_collection/instruction/homebound/index.shtml	State	Electronic	Annually
Reporting Period: December 3 through December 21	December 1 Child Count	Special Education and Student Services	Tara McDaniel	804-225-2715	Revised	http://www.doe.virginia.gov/info_management/data_collection/special_education/index.shtml	Both	Electronic	Annually
January 29, 2019	Supply and Demand Report for School Personnel	Teacher Education & Licensure	Vacant - Director of Teacher Education (Patty Pitts)	804-371-2475	Same	http://www.doe.virginia.gov/info_management/data_collection/instructional_personnel/index.shtml - Will be updated in coming weeks	State	Electronic	Annually
June 2, 2019	Mentor Teacher Program Evaluation & Program Reports	Teacher Education & Licensure	Vacant - Director of Teacher Education (Patty Pitts)	804-371-2475	Same	http://www.doe.virginia.gov/info_management/data_collection/instructional_personnel/index.shtml - Will be updated in coming weeks	State	Electronic	Annually

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Fall 2018	New Teachers Program Report	Teacher Education & Licensure	Kendra Crump Eleanor Joyce	804-786-3925	Revised	http://www.doe.virginia.gov/teaching/career_resources/mentor/	State	Electronic	Annually
Fall 2018	National Board Certification Incentive Award Report	Teacher Education & Licensure	Kendra Crump Eleanor Joyce	804-786-3925	Revised	http://www.doe.virginia.gov/teaching/career_resources/national_board_cert/index.shtml	Both	Electronic	Annually
October 1, 2018	Student Data Collection for Homeless Children & Youth For Subgrantees	Project Hope	Patricia Popp	757-221-4002	Same	http://wm.edu/hope	Federal	Electronic	Annually

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