

Virginia Department of Education
Calendar of Data Collections for 2016 - 2017
Rev Sept 2016

Due Date	Report Name	Contact Office	Contact Name	Contact Phone No.	Report Status	Web Site Link & Notes	Funding Type	Submission Type	Frequency
August 15	Adult Basic Education, English Literacy, & Adult Secondary Programs Accountability Report & Adult Education and Family Literacy Act (Federal) and General Adult Education (State) Programs	Adult Education & Literacy	Thomas Suh	804-786-8367	Revised	http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml	Both	Electronic	Annually
August 15	English Literacy/Civics Education Program Report	Adult Education & Literacy	Thomas Suh	804-786-8367	Revised	http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml	Federal	Electronic	Annually
January 1 & June 1	Race to GED Program Report	Adult Education & Literacy	Sue Mansfield	804-225-3999	Revised	http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml	State	Form	2 Times a Year
	Individual Student Alternative Education Plan Report				Revised	This data collection has been discontinued			
September 30, 2016	Enrollment Reports for Remedial Summer School & Foster Care	Budget	Budget Staff	804-225-2025	Revised	http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml	State	Electronic	Annually
September 15, 2016 (September 30, 2016 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, 2016	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
October 31, 2016	K-3 Primary Class Size Reduction Program	Budget	Ed Lanza	804-225-2025	Revised	http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml	State	Electronic	Annually
April 29, 2016	Career and Technical Education Financial Report (CTEFR) for SY 2014-2015	Career & Technical Ed.	George Wilcox	804-225-2052	Revised	http://www.doe.virginia.gov/info_management/data_collection/instruction/career_tech/	State	Electronic	Annually
January 29, 2016 & September 30, 2016	Secondary Enrollment Demographic Form (SEDF) Fall & EOY Reports (via Master Schedule Collection - MSC)	Career & Technical Ed.	George Wilcox	804-225-2052	Revised	http://www.doe.virginia.gov/info_management/data_collection/instruction/career_tech/	State	Electronic	2 Times a Year
July 31, 2016	CTE Credentialing Collection (CTECC) (via SSWS)	Career & Technical Ed.	Lolita Hall	804-225-2051	Revised	http://www.doe.virginia.gov/info_management/data_collection/instruction/career_tech/	Both	Electronic	Annually
August 26, 2016	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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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	Information Management - Education Applications	Lisa Comfort	804-225-2827	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	Allison Young	804-225-3909	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	Melanie Lore	804-225-3918	Same	http://www.doe.virginia.gov/info_management/data_collection/educational_registry/index.shtml	Both	Electronic	Annually
	ARRA Jobs Reporting				Revised	This data collection has been discontinued			
May 15	Virginia Preschool Initiative (Required in Appropriation Act)	Instruction - Early Childhood Development	Cheryl Strobel	804-371-7578	Same	http://www.doe.virginia.gov/instruction/early_childhood/	State	Electronic	Annually
May 6th, 2016 (projected) June 10th, 2016 (actual)	Advanced Placement and International Baccalaureate Test Fee Payment Program	Instruction - Early Childhood Development	Cheryl Strobel	804-371-7578	New		Federal	Electronic	Annually
August 30	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
September 30	for Driver Education & Driver Education Status Questionnaire & Notification Process Concerning Driver Education Teachers Who	Office of Standards, Curriculum & Instruction	Vanessa Wigand	804-225-3300	Same	http://www.doe.virginia.gov/info_management/data_collection/instruction/driver_ed/index.shtml	State	Electronic	Annually
June	Wellness Related Fitness Report	Office of Standards, Curriculum & Instruction	Vanessa Wigand	804-225-3300	Same	http://www.doe.virginia.gov/instruction/physed/	State	Electronic	Annually
July 25, 2014	Compliance with the Standards of Quality (SOQ) and Other Miscellaneous Reporting Requirements	Policy Office	Susan B. Williams	804-225-2092	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	Gabie Frazier	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	Diane Jay	804-225-2905	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	Pupil Transportation	Vijay Ramnarain	804-225-2037	Revised	http://www.doe.virginia.gov/info_management/data_collection/support/transportation/index.shtml	State	Electronic	Annually
October	Pupil Transportation Report	Pupil Transportation	Vijay Ramnarain	804-225-2037	Revised	http://www.doe.virginia.gov/info_management/data_collection/support/transportation/index.shtml	State	Electronic	Annually
November 15	Report of Free/Reduced Meal Applications	School Nutrition	School Nutrition Programs Staff	804-225-2074	Revised	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	Revised	http://www.doe.virginia.gov/info_management/data_collection/support/nutrition/index.shtml	Federal	Electronic	Annually
	Local Wellness Policy Status Report				Revised	This data collection has been discontinued			
July 1	School Nutrition Programs Annual Agreement	School Nutrition	School Nutrition Programs Staff	804-225-2074	Revised	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	Revised	http://www.doe.virginia.gov/info_management/data_collection/support/nutrition/index.shtml	Federal	Electronic	Annually
Reporting Period: July 1 through June 30	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 15 Regional Ctrs July 31 School Divisions	Annual Report for Discipline, Crime and Violence	Special Education and Student Services	Karen Puckett	804-786-6765	Revised	http://www.doe.virginia.gov/info_management/data_collection/support/school_safety/index.shtml	Both	Electronic	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
Collection Window Opens on December 1	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
March 4, 2016	Exceptions to One Percent Cap on the VAAP Survey (VAAP CAP)	Special Education and Student Services	Deborah Johnson	804-371-2725	Revised	http://www.doe.virginia.gov/testing/alternative_assessments/vaap_va_alt_assessment_prog/index.shtml	Federal	Electronic	Annually

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Fall 2016	Teacher and Principal Evaluation Collection Report	Teacher Education & Licensure	Kendra Crump	804-786-3925	Revised	http://www.doe.virginia.gov/info_management/data_collection/instructional_personnel/index.shtml	Federal	Electronic	Annually
January 29, 2016	Supply and Demand Report for School Personnel	Teacher Education & Licensure	Dr. Joan Johnson	804-371-2475	Same	http://www.doe.virginia.gov/info_management/data_collection/instructional_personnel/index.shtml	State	Electronic	Annually
June 2016	Mentor Teacher Program Evaluation & Program Reports	Teacher Education & Licensure	Dr. Joan Johnson	804-371-2475	Same	http://www.doe.virginia.gov/info_management/data_collection/instructional_personnel/index.shtml	State	Electronic	Annually
Fall 2016	New Teachers Program Report	Teacher Education & Licensure	Kendra Crump	804-786-3925	Revised	http://www.doe.virginia.gov/teaching/career_resources/mentor/	State	Electronic	Annually
Fall 2016	National Board Certification Incentive Award Report	Teacher Education & Licensure	Kendra Crump	804-786-3925	Revised	http://www.doe.virginia.gov/teaching/career_resources/national_board_cert/index.shtml	Both	Electronic	Annually
October 1	Student Data Collection for Homeless Children & Youth For Subgrantees	Project Hope	Patricia Popp	757-221-4002	Same	http://wm.edu/hope	Both	Electronic	Annually