

Virginia Department of Education  
Calendar of Data Collections for 2022 - 2023  
Rev Sept 2022

Due Date	Report Name	Contact Office	Collection Contact	Contact Phone No.	Report Status	Web Site Link & Notes	Funding Type	Submission Type	Frequency
July 31, 2023	CTE Credentialing Collection (CTECC)	Career, Technical, and Adult Education	<a href="#">Career, Technical, and Adult Education</a>	804-225-2052	Revised	<a href="#">Career &amp; Technical Education</a>	Same	Electronic	Annually
January 2023	Title I, Part A, Comparability Report	ESEA Programs	<a href="#">Latoria Anderson</a>	804-225-2907	Same	<a href="#">Federal Programs</a>	Federal	Electronic	Annually
Nov-23	Count of Children Who Are Neglected or Delinquent (Title I, Part D, Subpart 1 and Subpart 2)	ESEA Programs	<a href="#">Gueringe' Richardson</a>	804-371-0770	Revised	<a href="#">Federal Programs</a>	Federal	Electronic	Annually
November 2022	21st Century Community Learning Centers	ESEA Programs	<a href="#">Michael Courtney</a>	804-371-2934	New		Federal	Electronic	Annually
October 15, 2022	Driver Education Program Approval	STEM & Innovation	<a href="#">Vanessa Wigand</a>	804-225-3300	Same	<a href="#">Driver Education Data Collection</a>	State	Electronic	Annually
October 15, 2022	Laboratory FEE approval	STEM & Innovation	<a href="#">Vanessa Wigand</a>	804-225-3300	Same	<a href="#">Driver Education Data Collection</a>	State	Electronic	Annually
June 30, 2023	Driver Education Status Questionnaire	STEM & Innovation	<a href="#">Vanessa Wigand</a>	804-225-3300	Same	<a href="#">Driver Education Data Collection</a>	State	Electronic	Annually
June 30, 2023	Wellness Related Fitness Report	STEM & Innovation	<a href="#">Vanessa Wigand</a>	804-225-3300	Same	<a href="#">Physical Education</a>	State	Electronic	Annually
September 30, 2022	Programs for the Gifted, Annual Report	STEM & Innovation	<a href="#">Donna Poland</a>	804-225-2884	Same	<a href="#">Gifted Programs</a>	State	Electronic	Annually
July 31, 2023	Foster Care Enrollment Report	Budgeting	<a href="#">Budget Staff</a>	804-225-2025	Same	<a href="#">Finance Data Collection</a>	State	Electronic	Annually
September 15, 2023	Annual School Report -Financial Section	Budgeting	<a href="#">Budget Staff</a>	804-225-2025	Same	<a href="#">Finance Data Collection</a>	Both	Electronic	Annually
July 22, 2023	Certification of Adequate Funds Budgeted to Meet Required Local Effort for the Standards of Quality and Local Match Requirements for Certain State Funds	Budgeting	<a href="#">Budget Staff</a>	804-225-2025	Same	<a href="#">Finance Data Collection</a>	State	Electronic	Annually
October 31, 2022	K-3 Primary Class Size Reduction Program	Budgeting	<a href="#">Budget Staff</a>	804-225-2025	Same	<a href="#">Student Record Collection</a>	State	Electronic	Annually
July 29, 2023	Adult Education and Family Literacy Act (Federal) and General Adult Education (State) Programs	Career, Technical, and Adult Education	<a href="#">Thomas Suh</a>	804-786-8367	Same	<a href="#">Adult Education Grants &amp; Funding</a>	Both	Electronic	Annually
July 29, 2023	Integrated English Literacy/Civics Education Program Report	Career, Technical, and Adult Education	<a href="#">Thomas Suh</a>	804-786-8367	Same	<a href="#">Adult Education Grants and Funding</a>	Federal	Electronic	Annually
July 31, 2023	Race to GED Program Report	Career, Technical, and Adult Education	<a href="#">Sue Mansfield</a>	804-225-9999	Same	<a href="#">Adult Education Grants &amp; Funding</a>	State	Form	2 Times a Year
April 28, 2023	Career and Technical Education Financial Report	Career, Technical, and Adult Education	<a href="#">Career, Technical, and Adult Education</a>	804-225-2052	Revised	<a href="#">Career and Technical Education</a>	State	Electronic	Annually
Fall- January 30, 2023 EOY - August 14, 2023	Secondary Enrollment Demographic Form (SEDF)	Career, Technical, and Adult Education	<a href="#">Career, Technical, and Adult Education</a>	804-225-2052	Revised	<a href="#">Career and Technical Education</a>	State	Electronic	2 Times a Year
August 25, 2023	Substitute Tests	Data Services	<a href="#">Carol Wells Bazsichi</a>	804-225-4847	Revised	<a href="#">SDL Substitute Test Collection</a>	Both	Electronic	Annually
Fall SRC - October 28, 2022 Spring SRC - April 28, 2023 EOY SRC - July 21, 2023 Summer SRC -August 18, 2023	Student Record Collection	Data Services	<a href="#">Brittney Kanard</a>	804-225-3909	Revised	<a href="#">Student Record Collection</a>	Both	Electronic	4 Times a Year
Fall - November 4, 2022 End-of-Year - August 11, 2023	Positions and Exits Collection	Data Services	<a href="#">Aleta Fonville</a>	804-225-4112	New	<a href="#">Positions and Exits Collection</a>			
Fall - January 22, 2023 EOY - August 14, 2023	Master Schedule Data Collection also includes IPAL and SEDF	Data Services	<a href="#">Dana Ratcliffe</a>	804-225-2827	Same	<a href="#">Master Schedule Collection</a>	Both	Electronic	2 Times a Year

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August 18, 2023	Educational Registry Application (ERA)	Data Services	<a href="#">Danielle Dooley</a>	804-786-0558	Same	<a href="#">Educational Registry Application</a>	Both	Electronic	Annually
Preliminary - March 3, 2023 EOY - July 28, 2023	Student Behavior and Administrative Response Collection	Data Services	<a href="#">Patricia Mealy</a>	804-225-3918	New	<a href="#">Student Behavior and Administrative Response Collection</a>	Both	Electronic	Optional Monthly Submission/Required Annually
Mid-August 2023	Standards of Quality Compliance and Other Certifications Data Collection	Policy	<a href="#">Elizabeth Morris</a>	804-225-2117	Same	<a href="#">SOQ Compliance Data Collection</a>	State	Electronic	Annually
October 1, 2022	Student Data Collection for Homeless Children & Youth For Subgrantees	Student Services - Project Hope	<a href="#">Patricia Popp</a>	757-221-4002	Same	<a href="#">William &amp; Mary - Project Hope</a>	Federal	Electronic	Annually
November 15, 2022	Report of Free/Reduced Meal Applications	School Nutrition Programs	<a href="#">School Nutrition Programs Staff</a>	804-225-2074	Same	<a href="#">School Nutrition</a>	Federal	Electronic	Annually
January 31, 2023	School Nutrition Programs Semi-Annual Financial Report for July-December	School Nutrition Programs	<a href="#">School Nutrition Programs Staff</a>	804-225-2074	Same	<a href="#">School Nutrition</a>	Federal	Electronic	Annually
July 1, 2023	School Nutrition Programs Annual Application	School Nutrition Programs	<a href="#">School Nutrition Programs Staff</a>	804-225-2074	Same	<a href="#">School Nutrition</a>	Federal	Electronic	Annually
July 31, 2023	School Nutrition Programs Annual Financial Report for July -June	School Nutrition Programs	<a href="#">School Nutrition Programs Staff</a>	804-225-2074	Same	<a href="#">School Nutrition</a>	Federal	Electronic	Annually
July 2023	Coordinated Early Intervening Services Survey	Special Education Data	<a href="#">Lisa Comfort</a>	804-786-1909	Revised		Federal	Electronic	Annually
December 14, 2023	December 1 Child Count	Special Education Data	<a href="#">Karen Puckett</a>	804-371-4725	Revised	<a href="#">Special Education Data</a>	Federal	Electronic	Annually
December 14, 2023	Parentally Placed Private School and Homeschooled Students Survey	Special Education Data	<a href="#">Karen Puckett</a>	804-371-4725	NEW	Survey is part of the December 1 Child Count	Federal	Electronic	Annually
August 15, 2023	Special Education State Performance Report Indicator Data	Special Education Program Improvement	<a href="#">Jeff Phenicie</a>	804-786-0308	Revised	<a href="#">Special Education Data</a>	Federal	Electronic	Annually
Late January 2023	Individuals with Disabilities Education Act Maintenance of Effort	Special Education Finance and Budget	<a href="#">Shalonda Lewis</a>	804-225-2701	Same	<a href="#">Special Education Grants and Funding</a>	State/Local	Electronic	Annually
Mid-May 2023	Special Education Excess Cost	Special Education Finance and Budget	<a href="#">Shalonda Lewis</a>	804-225-2701	Same	<a href="#">Special Education Grants and Funding</a>	Federal	Electronic	Annually
Mid-November 2022	Special Education Proportionate Set Aside	Special Education Finance and Budget	<a href="#">Shalonda Lewis</a>	804-225-2701	Same	<a href="#">Special Education Grants and Funding</a>	Federal	Electronic	Annually
September 23, 2023	Homebound Student Services	Student Services	<a href="#">Amy Edwards</a>	804-692-0150	Same	<a href="#">Homebound Instruction Services</a>	State	Electronic	Annually
September 30, 2023	Students with Intensive Support Needs Application	Student Services	<a href="#">Cynthia Reid</a>	804-225-2043	New	<a href="#">Superintendent's Memo #147-22</a>	State	Electronic	Annually
Enrollment- Mid-October 2022 Late Enrollment-January 2023 Projected- Mid-May 2023	Virginia Preschool Initiative	Early Childhood Quality and Workforce	<a href="#">Tiffanie Meehling</a>	804-371-7578	Revised	<a href="#">Virginia Preschool Initiative</a>	State	Electronic	Annually
Report- Monthly Certification- August 2023	Crash/Incident Report & Certification of School Bus Insurance	Support Services	<a href="#">Vijay Ramnarain</a>	804-225-2037	Same	<a href="#">Pupil Transportation</a>	State	Electronic	Annually
October 2022	Pupil Transportation Report	Support Services	<a href="#">Vijay Ramnarain</a>	804-225-2037	Same	<a href="#">Pupil Transportation</a>	State	Electronic	Annually
August 1, 2023	School Security Equipment Grant	Support Services	<a href="#">Vijay Ramnarain</a>	804-225-2037	Revised	<a href="#">Security Equipment Grants</a>	State	Electronic	Annually
August 30, 2023	Driver Critical Shortage Survey	Support Services	<a href="#">Vijay Ramnarain</a>	804-225-2037	New	<a href="#">Pupil Transportation Data Collection</a>	State	Electronic	Annually
June 2023	Mentor Teacher Program Evaluation & Program Reports	Licensure and School Leadership	<a href="#">Shawna LeBlond</a>	804-692-0172	Same	<a href="#">Instructional Personnel Data Collection</a>	State	Electronic	Annually

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Fall 2022	New Teachers Program Report	Licensure and School Leadership	<a href="#">Shawna LeBlond</a>	804-692-0172	Same	<a href="#">Memo hasn't posted. Last Year's Memo. https://www.doe.virginia.gov/administrators/superintendents_memos/2021/257-21.pdf</a>	State	Electronic	Annually
Fall 2022	National Board Certification Incentive Award Report	Licensure and School Leadership	<a href="#">Shawna LeBlond</a>	804-692-0172	Same	<a href="#">National Board Certification</a>	Both	Electronic	Annually
Teacher - April 2023 Vacancy - August 2023	STEM Teacher Recruitment and Retention Initiatives	Licensure and School Leadership	Shawna LeBlond	804-692-0172	Revised		State	Electronic	Annually
Teacher - November 2022 Vacancy - August 31, 2023	Recruitment Incentive for Public Education	Licensure and School Leadership	Shawna LeBlond	804-692-0172	Same	<a href="https://www.doe.virginia.gov/administrators/superintendents_memos/2022/176-22.pdf">https://www.doe.virginia.gov/administrators/superintendents_memos/2022/176-22.pdf</a>	State	Electronic	Currently, a one time incentive
June 30, 2023	School Health Services Survey	Student Services	Tracy White	804-786-8671			State		
Spring 2023	ESSER and GEER Annual Report	Federal Pandemic Relief Programs	Lynn Sodat	804-225-2870	Same	<a href="#">Federal Pandemic Relief Programs</a>	Federal	Form	Annually