
2017-2018 STATE REPORTING END OF YEAR CHECKLIST

Thurs. 8/16- 2:30 pm – EOY
SIRS Data due to L1

1. GENERAL DATA CLEAN UP TIPS

- Resolve/Review all **Level 0 Warn/Fatal** and **Informational** and errors
- Resolve all NYSSIS Near Matches and errors
- Review L1 Verification Discrepancy Reports – make corrections where necessary
- Review UIAS Reports: SIRS -701 UIAS Summary Report
- Any changes you make to Level 0 must also be made in your SMS or source system

2. HIGH SCHOOL GRADUATES / COMPLETING STUDENTS INFORMATION

- All HS Graduates and Completers need the following:
 - **IN DEMOGRAPHICS:**
 - Enter Diploma Type Code
 - Enter Post Grad Plan
 - Career Path Code- **All Students**
 - **IN ENROLLMENT:**
 - A Reason for Ending Enrollment Code:**
 - 799-Regents or local Diploma
 - 0065 – (for P-Tech students only) Fulfilled HS Grad Req for Extended Integrated HS Pgm
 - 085-Earned commencement credential
 - 629-Previously earned commencement credential or IEP
 - 817-GED
 - An Enrollment Exit Date in either August, January or June of this academic year

Please note the following:

Students receiving a CDOS credential: Report program service code “8271 – CDOS credential Eligible Coursework” with an ending code of “700- Received a CDOS credential” for all students receiving this credential either as a stand-alone or as a supplement to a Regents/Local diploma.

The “4+CDOS” graduation pathway option is available to all students who pass the 4 Req’d Regents exams and meet all the requirements of CDOS credential. Report these students with the diploma type of the **Regents/Local diploma** with Career Path code of **‘CDOS’**.

For more information on CDOS:

<http://www.p12.nysed.gov/ciai/multiple-pathways/memos/cdos-graduation-pathway-option.html>

For more info on the Skills and Achievement Credential:

<http://www.p12.nysed.gov/specialed/publications/SACCMemo.htm>

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Career Path Coding Guidance: Students must *always* be reported with **Career Path Code "HUM"** if they passed at least **two Regents exams in Social Studies**, one Regents exam or Department-approved alternative in English, Math, and Science, regardless of whether the student passed additional Regents examinations, Department-approved alternatives, or pathway assessments in the Arts, Career and Technical Education, and/or Biliiteracy (LOTE), and/or met the requirement of a CDOS pathway. (See SIRS manual for more info)

Review L2RPT Report:

[SIRS-335 Career Pathways Verification Summary Report](#)

For specific districts only- **NYSSB- NYS Seal of Biliiteracy-** Report program service code **8312-** for students who received the Seal of Biliiteracy **in the year the student earns a Regents diploma (even if the criteria for the NYSSB were met in a prior year).**

3. P-TECH STUDENTS

- **Only for Districts participating in the P-Tech Program in Rockland BOCES**
 - Students are reported with a **4026** Program code
 - Report the number of years the student has been in P-Tech- 'Program Duration' field in Program facts-**max this year would be 4**
 - **Report Reason for Ending Enrollment Codes**
 - ***0065 (Fulfilled HS Grad Req for Extended Integrated HS Program)** – student fulfilled the requirements for a Regents diploma **and are remaining in the program**
 - **Re-enroll** these students in **18-19** with Reason for Beginning Enrollment Code 0011 the following school year.
 - ***799 (local or Regents diploma)** -Student fulfilled the requirements for a Regents diploma but are **exiting the P-Tech program**

*Report Diploma Type, Credential Type Code, Career Pathway Code, and Post-Graduation Plan when students fulfill the requirements for the Regents diploma.

4. OTHER CLOSING ENROLLMENTS

- Make sure **all other ending enrollments** are entered prior to your final extract of data:
 - For students leaving the district such as **Transfers /Dropouts/ Declassified Pre-school Students etc.**
 - Those students entering a different building in the fall should have a **153** Ending Enrollment code with a date of 6/30/2018 (i.e. 8th moving to HS, 5th moving to MS).

Please note: The enrollment start date in the **18-19 school year** for students who were with you in the prior year should be **7/1/18**. Students who are coming to you from another school district should have the start date of the beginning of school (Sept) to avoid simultaneous enrollment / false transfer issues.

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- CSE Responsibility Only Students**
 - have a **5905** Beginning Enrollment code
 - must have an **8305** Ending Enrollment code if they are not going to be “CSE ONLY” in the following school year. This code is used for students, who were declassified during the school year or were referred for special education evaluation but were found to be ineligible for services, if no other exit code applies.

- Instructional Responsibility Only Students**
 - have a **0055** Beginning Enrollment code
 - must have a **0066** Ending Enrollment code if they will not be continuing in your district next year.

- GED Students (graduating from Approved GED programs)**
 - Must have a 5654 Beginning Enrollment code
 - Should have a **code 817** (Earned HS Equivalency Diploma – GED) Ending Enrollment Code with GED location code and a grade of ‘GD’, and Career Path Code of - ‘None’

5. PROGRAM SERVICE TEMPLATE

- ELL/MLL STUDENTS**
 - Must have a **0231** ELL Eligible program code and an ELL program record for the program they are receiving.
 - For exiting ELL Students:
 - Make sure there is an **End Date of 2018-06-30** on the **ELL Eligible Records** for students who scored at the Commanding Level of the 2018 NYSESLAT exam (Exit **Code 3011**).
 - Make sure there is an **End Date of 2018-06-30** on the **ELL Eligible Records** for students who scored at the Expanding Level of the 2018 NYSESLAT exam **AND** either Proficient (Level 3 or 4) on the 2017–18 NYSTP grades 3-8 ELA assessment OR 65 or higher on a 2017-18 Regents examination in English. (Exit **Code 3022**).
 - For students exiting LEP services based on Assessment Outcome in 17-18 please review the following **Level1 Discrepancy Report:**
[3. Program Services Reports 3.2.3 Program Services: ELL’s Qualified to Exit Services by Assessment Outcome](#)
 - All grades 3-8 students attending US Schools for < 1 year who took the **NYSESLAT** and did NOT take the ELA exam should have a **0242** NYSESLAT program code.

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Review L1 Summary Report :

[3.8.0 Program Services: Potential 0242 Program Service Record Candidates](#)

Review L2RPT Report after NYSESLAT scores are returned:

[SIRS-103 NYSESLAT Participation for Recently Arrived ELL Students Report](#)

NYSAA STUDENTS

- Must have a **0220** program code.
- Be reported as ungraded (13,14)

All SWD must have a Type of Disability Program Service Record. An *Exit Date* is only needed when the CSE/CPSE changes a student's disability status (declassified or new disability type)

- **Code 912** – disability has changed.
- **Code 901-** if the student is declassified.

Note: Students with disabilities and Gen-Ed students who earn the CDOS credential (code 119) – either as a stand-alone or as a supplement to a diploma – must be reported with program service code “**8271 – CDOS credential eligible coursework**” with an ending code of “**700- Received a CDOS credential**”.

Economically Disadvantaged students must have a **0198** Poverty Program Record (and a Free or Reduced program record as of BEDS Day). Poverty **0198** code is used to determine subgroup membership for accountability. FREE/Red lunch Programs used for determining funding allocations.

Immigrant Students

- Must have an 8282 program service code including the following data points – *Home language, Place of Birth*

New for 17-18: **Country of Origin** and **Date of Entry into US** are no longer collected. **Immunization Date of first Polio Vaccine** and **Years in US Schools** can still be collected but are no longer reported.

CEIS-Coordinated Early Intervening Services – Program Code 5753-check link below to see if your District needs to report. All districts on this list need to report data in the year(s) listed and certify the VR16 in the PD Data system:

<http://www.p12.nysed.gov/sedcar/forms/vr/1718/html/verif16list.htm>

Note: CEIS program service are reported for Gen-Ed students therefore this data will need to be reported via your SMS.

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- CTE:** Confirm that all CTE candidates have been identified with the proper CTE Program Code.
 - CTE data is typically provided by the BOCES in late July. This file gets imported into Program Fact domain in L0.
 - Import any local high school CTE data into L0.
 - **Code 646** for completion.
 - **Code 663** for left without completing program

- Summer School** - All students (K-12) participating in **summer school**(August 2017) must be reported with a Program Service code for summer school participation

- Once you have loaded your **CTE and Summer school program services** from L0 to L1 review the following report in L1:

Level 1 Verification Summary Reports >

3. Program Services Reports> 3.0.0 Program Services: Summary/Drill Down Details

***Select CTE from the drop down menu**

Review L2RPT CTE Report:

[SIRS-306 Career and Technical Education Report](#)

- Safety Net (504 Accommodations)**
 - Students must have a **Code 0264** to indicate they have a Section 504 Plan and **Code 5775** - 504 Safety Net program code if eligible (written in the Plan)
 - Students **CANNOT** be classified as disabled at the same time as Section 504.
 - *Exit Date* when 504 revoked. *Reason for Ending Code* – not used

- NCLB Funded Program Services:** If your district receives Federal Title I, III or X (Part C- Homeless Education) verify the students you have identified. Under-reporting or misreporting these data could affect future funding.
 - Check student status in Title I & Title III in the following L1 Reports:

Level 1 Verification Summary Reports

3. Program Services Reports> 3.0.0 Program Services: Summary/Drill Down Details

***Select NCLB from the drop down menu**

Review L2RPT Reasonableness reports for Programs to show year to year discrepancies:

[SIRS-401 Reasonableness Report](#)

- Other Program Services:**
 - **Child in Foster Care-** report code **8300**
 - **Student w/Parent in Armed Forces-** report code **8292**
 - **Students in a NYS P-Tech Program (specific Districts)-** report code **4026**
 - **NYS Seal of Biliteracy (specific Districts)-** Report program service code **8312**

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Check student status in the following L1 Reports:

Level 1 Verification Summary Reports

[3. Program Services Reports](#) > [3.0.0 Program Services: Summary/Drill Down Details](#)

Review L2RPT Reasonableness reports for Programs to show year to year discrepancies:

[SIRS-401 Reasonableness Report](#)

6. ASSESSMENTS AND ACCOMMODATIONS TEMPLATES

- Make sure all **Secondary Level Regents scores** are entered into Level 0 / Level 1
Aug 2017 / Jan 2018 / June 2018 – **due July 5th -2:30pm for inclusion in principal growth scores**
- Import **remaining Assessments** into Level 0/Level 1 for Test Groups below
 - Regents/ ALTREG including those used to achieve “+1” graduation credential
 - RCT’s/ALTRCT
 - CCR- IB assessments, AP assessments used for ESSA accountability.
 - CTE Assessments: CTE/Tech Prep Technical Skills assessment data: “P” or “F”. The student must pass all three components for a “P”. CTE assessments used to achieve “+1” graduation credentials i.e., NOCTI, Skills USA, etc. CTE data is typically provided by the BOCES in July
 - NYSITELL tests taken **before February 1, 2018**

New for 17-18- ALL AP and IB assessments must be reported this year.

- Add in any **historical regents data** for students who transferred into your district from another NYS school. Especially English and Math Assessments for AYP.

Please note: Your SMS may not extract these because they didn’t occur in the current year – so plan to add these manually through LO. Remember to report Regents/RCT scores for your students placed OOD. There is no harm in reporting these even if the prior district reported. Don’t assume they were reported to L2 if student came from a private school.

- COSF Assessments (Indicator 7 – VR-15):**

Data due when Accountability data due – 8/16 2:30pm. -Certification of VR15 report on PD system 8/27/2018.

- If your district is required to submit the VR-15, make sure you receive a COSF Assessment file from your Special Ed Department and import it into Assessment Fact domain in Level
- Assessment Accommodation Mod Fact:**
 - Import an Assessment Accommodations Mod template file for students who used Accommodations for Jan/June 2018 RCT’s
 - Accommodations are reported as one record per accommodation per exam

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Please note: Jan/ June 2018 Regents accommodations will be taken directly from scan sheets and imported into L1

Review the following L1 Verification Reports:

Level 1 Verification Discrepancy Reports > [4. Assessments](#)>

4.4.0 Assessments: Assessments with no Valid Enrollment

4.11.0 Assessments: Students without Regent or RCT Assessments- Cross district

4.13.2 Assessments: Assessment Accommodation (June 2012 and after

4.14.1 Assessments: Students missing Assessment Fact records (Scores)

NYSITELL:

4.20.1 Assessments: NYSITELL Summary and Discrepancy

In L2RPT review

SIRS-309 Annual Regents Report

SIRS-310 Annual Regents Competency Report/

SIRS-202 Total Cohort - Assessment Summary

SIRS-104 NYSITELL Summary

7. STUDENT CLASS GRADE DETAIL

- Report **final alpha/numeric course grades** for all secondary courses – (courses grades 7-12)
- Report **P/F/N** Class Detail Outcome Indicator for **all** elementary/middle/high school courses
- Credit Recovery Indicator**- report a Student Class Grade Detail record with a 'Y' in the Credit Recovery field for all courses taken by students during the regular school year to make up incomplete or failed course credit- this includes courses taken in summer school **August 2017**.
- Report **all courses** that lead to **graduation credit taken in summer school August 2017**.
- New for 17-18 Post Secondary Credit Units- Optional reporting for 17-18**- Report the credits for each course awarded to the student during the school year by a higher education institution. **The dual credit indicator must be provided for students reported in the course in the Student Class Entry Exit template.**

Please note: BOCES do not report final grades for credit recovery courses taken during the summer. These need to be reported by the Home District.

Review L2RPT report:

SIRS 321- Student Class Grade Detail Verification Report

Data due when Accountability data due – 8/16-2:30pm.

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8. DAY CALENDAR

- Day Calendar is **mandatory for 17-18 for all districts / BOCES**
 - Instructional Day -School is in session and student attendance is taken
 - **New code:**
 - **Rgnts Attendance(Attendance taken)**- All students are expected to be in attendance whether participating in the exam or not
 - Non-Instructional Day- A day where students are not expected to be in attendance
 - New Codes:
 - **Rgnts No Attendance(Regents-Attendance not taken)**- Only students who are taking the exam are expected to be in attendance
 - **Superintendent Conf Full Day**- Superintendent Conference full-day
- New for 17-18:** A Day Calendar must be submitted for each BOCES Program type/location where attendance is being taken.

Review L2RPT report:

[SIRS 370- Day Calendar Summary Report](#)

9. STUDENT DAILY ATTENDANCE

- Student Daily Attendance is **mandatory for 17-18 for all districts / BOCES**
 - Attendance must be reported by any reporting entity that is required to take attendance
 - Suspensions and Attendance Information is collected through SIRS
 - Report data for In-District Buildings only- no OOD
- New for 17-18:** BOCES Student Daily Attendance is **required**
 - Report student attendance by each unique BOCES Virtual Program location

Review L2RPT report:

[SIRS 360- Attendance Absence Summary Report](#)

[SIRS 361- Year to Date Attendance/Absenteeism Summary Report](#)

10. SPECIAL ED SNAPSHOT TEMPLATE (EOY SNAPSHOT FOR PRESCHOOL/PREK STUDENTS ONLY)

- The EOY Snapshot file includes all preschool/pre-k students who received services at any time during the school year **(7/1/17-6/30/18)**.
 - All students included in the EOY snapshot must also have a demographic and enrollment record.
 - All students included in the EOY snapshot have a **5786** –Preschooler w/a Disability Program Service record
 - All students included in your EOY snapshot are reported as enrolled with a grade level PS, PKF or PKH when they were receiving preschool special education services.

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Data due when Accountability data due – 8/16-2:30pm. Certification of VR13 report on PD system 8/27.

Review the following L1 Verification Report:

5. Special Education Snapshot 5.1.2 Special Education Snapshot: Potential End of the Year Snapshot Discrepancy

Review VR 13 in PD System

11. SPECIAL ED EVENTS

- Check SEDCAR's Schedule for which Federal Indicator your district must report-**2017-18**
<http://www.p12.nysed.gov/sedcar/sppschedule2011-2019.htm>
- Indicators 11 (VR11) & 12 (VR12) are Special Ed Events extracts from IEP Direct. All other Indicators (except COSF Assessments Ind. 7) are submitted via PD Data System
- All districts must also report their Parentally Placed Students in Non-Public schools- (VR-14) – also a Special Ed Events extract
- SPED Events extracts load into LO in the Special Ed Events Domain
- Make sure you have reported the appropriate demographic / enrollment / program service records for all students included in your SPED Events file- by August 16th – 2:30pm.**
- Special Ed Events data due by Thursday 9/20/18- 2:30pm** -Certification on PD Data system- Monday **9/24/18**

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12. STAFF DATA TEMPLATES

- Schedule of submission- due August 16th -2:30pm**
- Required Templates:**
 - **Staff Snapshot**- should contain all Teaching and non-Teaching Staff PMF data elements
 - **Staff Assignment**- should contain NON-Teaching Staff and their appropriate assignment codes- focus on principals for APPR
 - **Staff Tenure**- should be reported for those subject to APPR – Teachers and Principals only- who are pursuing or have received tenure
 - **Staff Attendance**- should be reported for **teachers only** – report **full day absences only**
 - **Course Instructor / Student Class Entry Exit** – parallel reporting with ePMF/ used for reporting AP/IB courses for ESSA in 17-18

Review **Level 1 Verification Secure Staff Data Reports**

- 20. Staff Snapshot
- 21. Staff Assignment
- 23. Staff Tenure
- 24. Staff Attendance
- 9. Teacher Course Verification

In L2RPT Review:

- SIRS-320 Staff Snapshot Verification Report
- SIRS-318 Staff Assignment Verification Report
- SIRS-322 Staff Tenure Verification Report
- SIRS-324 Staff Attendance Summary Report
- SIRS-330 Student Class/ Course Instructor Summary Report

13. STAFF EVALUATION RATING TEMPLATE

- Schedule of submission- August 6th- October 18th-2:30pm**
- Reported by ALL public school districts, applicable charter schools and BOCES

During the 4-year transition period, teachers/principals who receive a State-provided growth score (i.e., grades 4-8 ELA and math teachers and principals of buildings that include grades 4-8 or all of grades 9-12), will have 2 sets of scores/records calculated;

- an original set of scores (to comply with the law)
- a transitional set of scores with the State-provided growth scores removed
- This also includes teachers/principals who do not receive State-provided growth scores but used the results of the grades 3-8 ELA/Math State assessments and any State-provided growth scores in their evaluation
 - (e.g., grade 3 ELA/Math teachers, 6-8 science and social studies teachers, principals of K-2 buildings)

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For 3012-d -Each TEACHER/PRINCIPAL should have at least 3 original records:

- ***REQSP- (Required student performance)- report score**
- ***REQOB -(Required Teacher observation)- report score**
- **OCRXX – Overall rating (XX=01-04)- no score reported**
- OPTOB (only specific districts)
- OPTSP (only specific districts)

Additionally, for Teachers/Principal’s whose evaluations are based on the 3-8 assessments or growth scores as described above should have a transition set of records:

- ***TREQSP (Transition Required Student Performance)- report score**
- ***TREQOB (Transition required Teacher Observation)- report score**
- **TOCRXX - Overall rating (XX=01-04)- no score reported**
- TOPTOB - (Transition Optional Teacher Observation subcomponent)- (only specific districts)
- TOPTSP (Transition Optional Student Performance subcomponent)- (only specific districts)

Load to L0 in the **17-18** school year

***Please note:** Rating points for the Required and Optional Student Performance (original & transition) must be a whole number. Rating points for the Required and Optional Teacher Observation can be submitted with up to 2 decimal places.

Review L1 Verification reports:

[1 Secure Staff Data Reports](#) > [22. Staff Evaluation](#)

In L2RPT review

[SIRS-325 Staff Evaluation Rating Verification Report](#)

14. GENERAL PRESCHOOL ENROLLMENT REMINDERS

- It is recommended to keep a list of all students who will be transitioning from CPSE to Kindergarten in the new year to assist with reporting CSPE summer enrollment records properly. Often, CSPE summer enrollment records need to be adjusted manually in the SIS in the new year.
- For Pre-School Referrals that were determined this school year, 17-18:**
 - **4034 Reason for Beginning Enrollment** code starting the date of the initial referral and must be exited with a **140 Ending Enrollment** code on the date of the determination
 - if they are classified and received services during the current year, report with a **0011** enrollment record, location they are receiving services and
 - Enter a **Program Service code of 5786** (Preschooler w/a Disability)
- If the determination has not been made by 6/30/18**, open a new 4034 enrollment record in the 18-19 school year and end with 140 when determination is made.

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- For Pre-School students who were declassified effective date prior to 7/1/18 you must end **BOTH Enrollment and Program Services**:
 - **425** Ending Enrollment Code
 - **5786** Program Service Code
 - Needs an End Date also prior to 7/1/18
 - Needs an Exit Reason Code (901 – Declassified)

- For CPSE students receiving summer services in 2018 and remaining in CPSE throughout next year:
 - **0011** Beginning Enrollment Code beginning 7/1/18
 - **5786 Program Service** Code beginning 7/1/18

- For CPSE students **receiving** summer services in 2018 and advancing to Kindergarten (CSE) in September:
 - **On July 1st**
 - **0011** Enrollment Code
 - **5786** Program Service Code
 - **On August 31st**
 - **153** Ending Enrollment Code if changing location OR
 - **782** Ending Enrollment Code if staying in the same building, then
 - Program Service – End **5786** disability code with Reason Code **912** (change in Disability)
 - **On Sept 1st or first day of school**
 - **0011** Entry Enrollment code with a grade level of KH or KF
 - School-age disability program service record

- CPSE students **NOT** receiving summer services in 2018 but advancing to Kindergarten as a Gen-Ed student (**NOT CSE**) in September:
 - **On July 1st**
 - **0011** Enrollment Code
 - **5786** Program Service Code
 - **On August 31st**
 - **153** Ending Enrollment Code if changing location OR
 - **782** Ending Enrollment Code if staying in the same building, then
 - Program Service – End **5786** disability code with Reason Code **901** (declassified)
 - **On Sept 1st or first day of school**
 - **0011** Entry Enrollment code with a grade level of KH or KF

- For CPSE students **NOT** receiving summer services in 2018 but advancing to Kindergarten as a classified student (**CSE**) in September:
 - **On July 1st**
 - **0011** Enrollment Code
 - **5786** Program Service Code

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- **On August 31st**
 - **153** Ending Enrollment Code if changing location OR
 - **782** Ending Enrollment Code if staying in the same building, then
 - Program Service – End **5786** disability code with Reason Code **912-** (Change in disability)
- **On Sept 1st or first day of school**
 - **0011** Entry Enrollment code with a grade level of KH or KF
 - School-age disability program service record
- **All PreK students regardless of (CPSE status)**
 - **0011** Entry Enrollment code with a grade level of PKH or PKF
 - Location of the Pre-K Program
 - PreK Program Service record (902- UPK or 990- Other PreK)
 - If CPSE and receiving services, then also report **5786**- Pre-school student with disability

Note: do not report PreK students with a 4034/140 enrollment code even if they are being referred to and evaluated by CPSE.

15. ADDITIONAL EOY REMINDERS

- **Backmapping Districts-** Schools with grades 1 and/or 2 are accountable for the performance of their former students when these students take the **grade 3 assessments** in another school within the district. The students' grade 3 demographic record must identify BEDS code of the feeder school attended by the student in the 'Service Provider' field.
 - **To ensure all of your 3rd graders have the Beds Code of their feeder school in the service provider field, review the following report in L1:**

Level 1 Verification Summary Reports >

1. Demographics Reports 1.1.0 Demographics: 'Backmapping' Report

SED has also placed a report on the IRS Portal named

'2017-18 Backmapping Report' for district review

- **The following indicators** need to be completed (if applicable):
 - *Homeless* – including *Homeless Night Time Indicator*
 - *Migrant Status*
- **Historical Updates**
 - Historical changes for the years prior to 17-18 and for assessments in any year other than current must be made using the L0 Historical application

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16. END OF YEAR EXTRACTS

- Student Lite (SIS)
- Entry/Exit (SIS)
- Programs Fact (SIS)
- Assessment Fact (SIS)
- Assessment Accommodation Mod Fact (SIS)
- Student Class Grade Detail (SIS)
- Programs Fact (IEP Direct)
- End of Year Snapshot (IEP Direct)
- Events Extract (IEP Direct) if applicable
- *Note-** remember all districts are responsible for submitting the Events extract for Parentally Placed Students in non-Public schools (CSENP)
- COSF Assessment Fact (IEP Direct) if applicable
- Attendance Codes- Student (SIS)- **Req'd 17-18**
- Day Calendar (SIS)-**Req'd 17-18**
- Student Daily Attendance (SIS)- **Req'd17-18**
- Attendance Codes -Staff (HR)
- Staff Snapshot (HR)
- Staff Assignment (HR)
- Staff Tenure (HR)
- Staff Attendance (HR)
- Course Instructor
- Student Class Entry Exit
- Staff Evaluation Rating (HR system/Teach Eval System or entered directly into L0)

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17. DUE DATES

- Thursday 7/5- 2:30pm**- Final submission of all 2017-18 Regents Assessment fact data to Level 1. These data will be used in calculating growth scores for principal evaluations. Includes all August 2017/Jan 2018/ June 2018 Regents and ALT Regents
- Thursday 8/16- 2:30pm**- Final submission of all 2017-18 SIRS data to Level 1. These data will be used to make accountability status determinations for the 2017-18 school year, for State and federal reporting purposes, and State Aid allocations. Including End of Year Snapshot-Special Ed and COSF assessments (if applicable)
- Monday 8/27**- PD Data system certification due date for the 2017-18 end of year VR13, VR15 and VR16
- Friday 9/7** SIRS Data Statement of Certification Form due certifying the accuracy of data submitted as of the August 24 deadline.
- Thursday 9/20- 2:30pm**- deadline for submission of 2017-18 Special Ed Events data to L1 for VR11, VR12 and VR14
- Monday 9/24**- PD Data system certification due date for 2017-18 Special Ed Events data VR11, VR12 and VR14
- Thursday 10/18- 2:30pm** - 2017-18 Staff Evaluation Rating data due
- Friday 10/26**- - 2017-18 Statement of Confirmation of Staff Evaluation Rating Verification Report due

18. IMPORTANT LINKS

- Link to 2017-18 L2RPT Reports to be reviewed and Certified at the end of the year:
<http://www.p12.nysed.gov/irs/IRSVerificationandCertification.html>
- Link to L2RPT Report Guides:**
<http://www.p12.nysed.gov/irs/level2reports/reportguides.html#rptList>
- Link to SED's Timeline of due dates:**
<http://www.p12.nysed.gov/irs/documents/2017-18DataReportingTimeline4-26-18.pdf>