

Deadlines for Verification and Certification of 2018-19 School Year Data in SIRS

(Level 1 Repositories may establish earlier deadlines for submitting data to them.)

Date/ Estimated Date:	Data Extract or Certification:	Purpose of Collection:	Applicable To:
October 12, 2018	August Graduates, Total Cohort Graduation Rate Reporting	Deadline for districts to submit graduates as of August 31, 2018 for Total Cohort Graduation Rate reporting.	Public School Districts, Charter Schools
October 2018	Staff Snapshot	Staff Snapshot data should be loaded for the earlier submission of teacher BEDS forms in TAA and ability to load data into other staff and course templates. Additionally, districts must load guidance counselors in Staff Snapshot if they wish to report these staff in the Student template for use with the Graduation Tracker.	Public School Districts, Charter Schools, State Operated Schools
December 14, 2018	2018-19 /ePMF Data Due	Deadline for <i>teachers</i> to submit data (complete ePMF forms). Administrators with entitlements can review and correct forms until the certification date.	Public School Districts, BOCES, Charter Schools, State Operated Schools
January 4, 2019	2018-19 BEDS Day Enrollment Data Extract	Counts of UPK students are collected for calculating UPK grant funding. Enrollment by grade, district of residence, district Pre-K, and supplemental enrollment counts are collected for calculating preliminary State Aid allocations. Enrollment counts are also used to create the USED Directory, which is the official directory of all schools and districts for federal reporting which serves as a sampling frame for federal statistical studies, defines the universe for the CRDC, and populates the list of schools used on the FAFSA.	Public Schools, Districts, Charter Schools
January 4, 2019	2018-19 FRPL Data Extract	FRPL, Enrollment by grade, district of residence, district Pre-K, and supplemental enrollment counts are collected for calculating preliminary State Aid allocations.	Public Schools, Districts, Charter Schools

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January 7, 2019	2018-19 Data Certification of Special Education Data Elements VR 1-9 through PD Data System	Districts and nonpublic schools are required to certify data as Accurate or Not Accurate. Status will be defaulted to Not Accurate in the PD system for entities that do not certify.	Public School Districts, Nonpublic Schools, Special Acts, Article 81, State Agencies, State Operated Schools
February 1, 2019	2018-19 Staff Snapshot and Staff Assignment Data Due CEO Certification of ePMF forms	Staff and course counts used for federal reporting. PMF Teacher data will be certified in the TAA System .	Public School Districts, BOCES, Charter Schools, State Operated Schools
February 1, 2019	2018-19 Course Instructor Assignment and Student Class Entry Exit Data Due	All courses, students and teachers should be current to date. Data can be updated until SIRS closes in August.	Public School Districts, BOCES, Charter Schools
March 22, 2019	2018-19 BEDS Day Enrollment Data Extract	Enrollment by grade, district of residence, district Pre-K, and supplemental enrollment counts are collected for calculating preliminary State Aid allocations.	Public School Districts, Charter Schools
March 22, 2019	2018-19 BEDS Day FRPL Data Extract	Used for calculating preliminary State Aid allocations. Also reported to USED via ED <i>Facts</i> . All entities need to show FRPL counts in the March snapshot to be included in the FRPL data submitted to USED.	Public School Districts, Charter Schools

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March/April 2019	2018-19 BEDS Day ELL Counts Data Extract	Reported to USED via ED <i>Facts</i> . Supplies part of the Title III Biennial Evaluation Report. All entities with ELL enrollment must report these students in SIRS with the appropriate ELL Eligible program service code in the March/April BEDS Day Enrollment snapshot to be included in the ELL data file submitted to USED.	Public School Districts, Charter Schools
June 14, 2019	2018-19 Staff Assignment (Principals data) Data Due	Used for 2018-19 Principal State- provided growth score calculation purposes.	Public School Districts, BOCES, Charter Schools
June 14, 2019	2018-19 Staff Student Course (TSDL records) Data Due	Submit final TSDL (Staff Student Course) and Staff Assignment data, including linkage and duration, for all teachers and principals to be used for 2018-19 teacher and principal State- provided growth score calculation purposes. Staff Student Course records should be verified using the L2RPT SIRS-315 Teacher Student Data Linkage (TSDL) Verification Report.	Public School Districts, BOCES, Charter Schools
June 21, 2019	2018-19 Staff Student Course (TSDL) & Staff Assignment Data Statement of Certification	Certify the accuracy of the data submitted as of the reporting deadline (Certification of Principals only in Staff Assignment) in the NYSED Business Portal. Staff Assignment records should be verified using the Level 2 SIRS-318 Staff Assignment Verification Report.	Public School Districts, BOCES, Charter Schools
July 12, 2019	2018-19 Regents Exam Scores Data Extract	2018-19 scores for Regents exams (including June 2019 records) and approved alternatives to Regents exams to be used in principal evaluation growth score calculations.	Public School Districts, Charter Schools
August 23, 2019 Data Due	2018-19 Special Education Data	2018-19 Special Education Data Elements: VR13, VR15, and VR16 through the PD Data System .	Public School Districts
August 26, 2019 Certification	2018-19 Special Education Data	2018-19 Special Education Data Elements: VR13, VR15, and VR16 through the PD Data System .	Public School Districts

Date/ Estimated Date:	Data Extract or Certification:	Purpose of Collection:	Applicable To:
August 25, 2019 (Data Due: October 18, 2019)	Start of collection for 2018-19 Staff Evaluation Overall Ratings & Subcomponent scores	Overall Ratings & Subcomponent scores for districts implementing an APPR plan under Education Law 3012-d. Staff Evaluation data submission is one factor in a school district's eligibility for 2019-20 State Aid.	Public School Districts, BOCES
September 6, 2019	2018-19 SIRS EOY Statement of Certification * Form (except for Special Education Events, Staff Evaluation)	Certify the accuracy of data submitted as of the end of year (EOY) reporting deadline as applicable per institution.	Public School Districts, Charter Schools, BOCES, Nonpublic Schools
September 20, 2019 Data Due	2018-19 Data and Certification of Special Education Data Elements: VR11-12 and VR14 though PD Data System	Information relating to each VR	Public School Districts
September 23, 2019 Certification	2018-19 Data and Certification of Special Education Data Elements: VR 11-12 and VR14 through PD Data System	Information relating to each VR	Public School Districts
October 11, 2019	August Graduates, Total Cohort Graduation Rate Reporting	Submission of August 2019 diplomas for students in the 2013 and 2014 cohorts.	Public School Districts, Charter Schools
October 18, 2019	2018-19 Staff Evaluation Overall Ratings & Subcomponent scores due	2018-19 Staff Evaluation scores and ratings to fulfill data reporting requirements under Education Law 3012-d. Staff Evaluation data submission is one factor in a school district's eligibility for 2019-20 State Aid. Further information regarding Staff Evaluation data submission will be available in the fall of 2019.	Public School Districts, BOCES

Date/ Estimated Date:	Data Extract or Certification:	Purpose of Collection:	Applicable To:
October 25, 2019	2018-19 Statement of Certification of Staff Evaluation Rating Verification Report	<p>Certify the accuracy of the Staff Evaluation data submitted as of the October 18 deadline.</p> <p>This form can be accessed and must be submitted via SED Monitoring in NYSED's Application Business Portal.</p>	Public School Districts, BOCES

Note: The [2018-19 data reporting timeline](#) is also available online.

* SIRS 2018-19 End of Year Certification statement:

School districts, charter schools and BOCES must certify the accuracy of the data in their 2018-19 End of Year (EOY) Verification Reports in the Level 2 Reporting (L2RPT) environment as of the August 23, 2019 data refresh and submit a completed 2018-19 EOY Statement of Certification of Verification Reports form.

*This certification form must be completed by the chief school officer via the Information and Reporting Services Data Exchange (IDEx) **no later than September 6, 2019**. Public school districts must certify all the reports listed below. Charter schools must certify all reports except the SIRS 312 - BEDS Day Enrollment Verification Report for State Aid, SIRS 316 - BEDS Day Enrollment Verification Report for District, PreK, and SIRS 323 - Free and Reduced-Price Lunch Eligible Students Enrolled on BEDS Day. Additional information is available on the [IRS Verification and Certification](#) web page.*

Some data contained in these reports are also considered public information and may be provided to requestors on demand as required under the New York State Freedom of Information Laws.

*I have reviewed the L2RPT verification reports indicated below, which were generated for my entity as of the August 23, 2019 data refresh. I understand that the reports were generated from data in Level 2 of the Student Information Repository System. I also understand that **data submitted by my Level 1 to Level 2 of the SIRS as of August 23, 2019** will be the final submission and the data in the repository as of this date will be used for accountability determinations, State Aid calculations, to populate the New York State Report Cards and may be used for additional reports to the Board of Regents or for other policy purposes. I understand that the submission of incomplete or inaccurate data may result in corrective actions or other consequences.*

I confirm that we have documented procedures and controls in place to ensure that data submitted to SIRS are complete and accurate and that these procedures and controls are working as intended. I understand that any know data issues must be disclosed to the New York State Education Department (NYSED).

Special Education Certification and Due Dates for the 2018–19 School Year

These forms are entered directly into the PD Data System^[1]	Due By
PD 6: Personnel Form	February 1, 2019
PD 8: Suspension Data	August 2, 2019
These forms are sent directly to your Local Education Agency^[1]	Due By
SEDCAR 1: Request for IDEA Sub Allocation	November 29, 2018
SEDCAR 2: Request for IDEA Sub Allocation for Students Receiving Services Pursuant to Article 81 Only (This form is also sent to SEDCAR in NYSED)	November 29, 2018
These data are populated from SIRS and are certified in the PD Data System^[1]	Date Data Must Be Certified By
VR 1: Preschool Child Count Report by Race/Ethnicity	January 7, 2019
VR 2: School Age Child Count by Age and Disability	January 7, 2019
VR 3: School Age Students by Disability and Race/Ethnicity	January 7, 2019
VR 4: Preschool LRE Setting Report	January 7, 2019
VR 5: School Age LRE Setting Report	January 7, 2019
VR 6: District Report of Preschool Students by Primary Service Provider	January 7, 2019
VR 7: Provider Report of Preschool Students ^[2]	[2]
VR 8: District Report of School Age Students by Building Where Enrolled	January 7, 2019
VR 9: Provider Report of School Age Students ^[2]	[2]
VR 11: Notification to School District of Compliance Rate on SPP #11 ^[3]	September 23, 2019^[5]
VR 12: Notification to School District of Compliance Rate on SPP #12 ^[3]	September 23, 2019^[5]
VR 13: Preschool Children Provided Programs and Services during 2014-15 School Year	August 26, 2019^[5]
VR 14: District Report of Parentally Placed Students in Nonpublic School Who Were Evaluated	September 23, 2019^[5]
VR 15: Preschool Outcomes Report ^[3]	August 26, 2019^[5]
VR 16: Students Receiving Coordinated Early Intervening Services	August 26, 2019^[5]
These data are entered directly into the PD Data System under Self Review Checklists^[4]	Date Checklist Must Be Completed By
SR 4: Suspension Rate for Students with Disabilities (significant discrepancy)	May 31, 2019
SRS: Suspension Rate for Students with Disabilities (significant disproportionality)	May 31, 2019
SR9: Disproportionate Identification of Racial and Ethnic Groups for Special Education and Related Services	October 15, 2019
SR 10A: Disproportionate Representation of Students with Disabilities by Classification	October 15, 2019
SR 10B: Disproportionate Representation of Students with Disabilities by Placement	October 15, 2019
SR 13: Secondary Transition IEP Review for Students with Disabilities	August 30, 2019