



Data Acquisition Plan

2021-22

Updated 3/3/2022

Foreword

The Connecticut State Department of Education (CSDE) collects data about students, staff, schools, programs, districts, and fiscal resources from local educational agencies and other service providers. These data help the CSDE to meet federal and state compliance and other reporting requirements, distribute funding, guide policy, inform accountability, facilitate research, and report information to the public with the ultimate goal of improving educational outcomes for all students.

This *Data Acquisition Plan* summarizes the data system and forms used to collect these data. It is designed largely to help local school districts prepare for state data collections during the school year. To that end, this year's plan is available as a spreadsheet on the next tab.

We welcome your feedback on additional ways the CSDE can streamline its work and increase efficiencies. Please do not hesitate to contact Ajit Gopalakrishnan, Chief Performance Officer at ajit.gopalakrishnan@ct.gov.

Thank you for your continued commitment to this important endeavor.

Charlene M. Russell-Tucker
Acting Commissioner of Education

Data Acquisition Plan 2021-2022

Office	Category	Form (a link to more information is provided from each)	Collection Name	Collection Purpose	Deadline	Funding	Legislative Compliance	Primary Contact	Phone (860)	Email	Public School Districts	CTCS	Regional Education Service Centers	Public Charter Schools	Endowed and Incorporated Academies	Approved Private Special Education Programs	Private Schools	State Agencies (USD#1, USD#2, DMHAS)	Standard Nonpublic	
Academic Office	Other	ED501	Preliminary Application for Approval, Regional Agriculture and Technology Center	The ED501 is an application that provides information to establish a new regional Agricultural Science and Technology center.	As Requested	State	C.G.S. 10-284	Mackin, Harold	713-6779	harold.mackin@ct.gov	Yes	No	No	No	No	No	No	No	No	
Academic Office	Other	ED503	Agricultural Science and Technology Five-Year Graduate Follow-up Report	The purpose of the ED503 is to collect follow-up information on graduates of Connecticut's Agricultural Science and Technology Program.	Apr 1	State	C.G.S. 10-65	Mackin, Harold	713-6779	harold.mackin@ct.gov	Yes	No	No	No	No	No	No	No	No	
Finance and Internal Operations	Finance	EDD12	Minimum Budget Requirement (MBR) Compliance	The EDD12 collects what the Board of Education is appropriated from the town. These figures are used to verify that a minimum amount is being appropriated for education.	Oct 1 (est)	N/A	C.G.S. 10-262i	Chambers, Kevin	713-6455	kevin.chambers@ct.gov	Yes	No	No	No	No	No	No	No	No	
Finance and Internal Operations	Finance	SEECG	Special Ed Excess Cost Grant	The SEECG is used to collect expenditure data for use in LEA Excess Cost and State Agency Placement Grants.	Dec 1 Mar 1	State	C.G.S. 10-76a-g, 10-253	Chambers, Kevin	713-6455	kevin.chambers@ct.gov	Yes	No	No	No	No	No	No	No	No	
Finance and Internal Operations	Finance	eGMS	Electronic Grant Management System	This collection combines the now retired ED111, ED134 and ED141.	The tenth (20th) day of each month	Federal and State	34 CFR 74.22, 80.21	Lindgren, Jeff	713-6424	jeff.lindgren@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Finance and Internal Operations	Finance	EF5	Education Finance System	The EF5 is used to collect expenditure data from school districts, Charter schools and RESCA for use in State grants, as well as State and Federal reporting.	Sep 1	Federal and State	C.G.S. 10-227	Stange, Mark	713-6462	mark.stange@ct.gov	Yes	No	Yes	Yes	No	No	No	No	No	
Finance and Internal Operations	Finance	EDD17	Grant Application-Nonpublic Health Services	The EDD17 is used to collect data for the Health Services grant.	Sep 15	State	C.G.S. 10-217a	Stange, Mark	713-6462	mark.stange@ct.gov	Yes	No	No	No	No	No	No	No	No	
Finance and Internal Operations	Finance	EDD21	Out-of-Town Magnet School Transportation	The EDD21 is used to collect data for the Magnet School Transportation grant.	Sep 15 Mar 15	State	C.G.S. 10-264(a)	Tweedt, David	713-6492	david.tweedt@ct.gov	Yes	No	Yes	No	No	No	No	No	No	
Finance and Internal Operations	Finance	MBR Supplemental Data Collection	Minimum Budget Requirement (MBR) Supplemental Data Collection	The MBR Supplemental Data Collection is used to collect Designated High School data needed to calculate the MBR. This applies only to districts with no high school, that send students to Designated High Schools(s).	Mar 15 (est)	N/A	C.G.S. 10-262i	Tweedt, David	713-6492	david.tweedt@ct.gov	Yes	No	No	No	No	No	No	No	No	
Performance Office	Students	AIR Connecticut Comprehensive Portal - Test Information Delivery Engine (TIDE)	Appeals Entry - Smarter Balanced, Science and Alternate Assessments	Districts enter appeals for any tests submitted on the AIR Test Delivery System.	As Requested	Federal and State	C.G.S. 10-14n	Alberino, Cristi	713-6860	cristi.alberino@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	K-3 Reading Initiative	K-3 Reading Initiative	Collection of K-3 Reading Assessment Scores from Priority School Districts	Fall: 10/25 Winter: 3/1 Spring: 6/10 Summer: 9/30	State	C.G.S. 10-265g(b), PA 12-116	Kovaci-Kume, Ada	713-6855	ada.kovaci-kume@ct.gov	Yes	No	No	No	No	No	No	No	No	
Performance Office	Other	ED204	Title I Part D Neglected and Delinquent Eval. Report	The ED204 is used to report data on student participation and academic outcomes.	Oct 15	Federal	P.L. 107-110	Apaloo, Francis	713-6874	francis.apaloo@ct.gov	No	No	No	No	No	No	No	Yes	No	
Performance Office	Other	ED205	Title I Evaluation Report	The ED205 collects information from the Title I Part A Recipients on student and staff participation.	Oct 15	Federal	P.L. 107-110	Apaloo, Francis	713-6874	francis.apaloo@ct.gov	Yes	Yes	Yes	Yes	Yes	No	No	No	No	
Performance Office	Students	AIR Connecticut Comprehensive Portal - Data Entry Interface (DEI)	Learner Characteristics Inventory (LCI) - Alternate Assessments	Document eligibility and registration for student participation in Alternate Assessments.	Prior to the testing window	Federal and State	C.G.S. 10-14n	Ducharme, Deirdre and Stuck, Janet	713-6860	deirdre.ducharme@ct.gov janet.stuck@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	
Performance Office	Students	AIR Connecticut Comprehensive Portal - Test Information Delivery Engine (TIDE)	Assessment Accommodations - Designated Supports Collections - Smarter Balanced, NGSS Science	Districts and Approved Private Special Education Programs enter designated supports and accommodations for eligible students participating in the Smarter Balanced Assessment, and the NGSS Science Test.	Prior to testing the student during the testing window	Federal and State	C.G.S. 10-14n	Ducharme, Deirdre and Stuck, Janet	713-6860	deirdre.ducharme@ct.gov janet.stuck@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	Medical Exemption Form	Test Participation Exemptions - Test Medical Exemptions	Districts can apply for a Medical Exemption from testing for Smarter Balanced, CT SAT School Day, NGSS Science (including Connecticut Alternate Science), and the Connecticut Alternate Assessment (CTAA). Medical Exemptions are permitted ONLY if a student is medically unavailable for homebound or hospitalized instruction during the entire testing window.	As Requested until 2 weeks after the testing window closes	Federal and State	C.G.S. 10-14n	Ducharme, Deirdre and Stuck, Janet	713-6860	deirdre.ducharme@ct.gov janet.stuck@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	Smarter Balanced Text-to-Speech and Read Aloud Decision Guidelines for Reading Passages	Assessment Accommodations - Smarter Balanced Text-to-Speech and Read Aloud Decision Guidelines for Reading Passages	This form guides the PPT/504 Team if a student qualifies for Text-to-Speech or Read Aloud for the Smarter Balanced ELA Reading test.	Prior to the testing window	Federal and State	C.G.S. 10-14n	Ducharme, Deirdre and Stuck, Janet	713-6860	deirdre.ducharme@ct.gov janet.stuck@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	Special Accommodations Form	Assessment Accommodations - Special Documented Accommodations	Districts may apply for Specific Documented Accommodations to support the access needs of student's participating in the Smarter Balanced assessments, CT SAT School Day, and NGSS Science. These petitions are granted based on the students documented needs.	Prior to the testing window	Federal and State	C.G.S. 10-14n	Ducharme, Deirdre and Stuck, Janet	713-6860	deirdre.ducharme@ct.gov janet.stuck@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	College Board Web Site - Services for Students with Disabilities (SSD)	Assessment Accommodations - SAT Accommodations Entry	Districts enter necessary accommodations for high school students taking the Connecticut SAT School Day.	Prior to testing window	Federal and State	C.G.S. 10-14n	Ducharme, Deirdre	713-6860	deirdre.ducharme@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Other	PPR Narratives	Profile and Performance Report Narratives	The application collects narrative responses to specific questions regarding district policies and activities for inclusion in the Profile and Performance Reports (PPR).	May 31	N/A	C.G.S. 10-220(c)	Felder, Keryn	713-6833	keryn.felder@ct.gov	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	
Performance Office	Students	ED166	Disciplinary Offense Collection	The ED166 is used to collect discipline data from school districts.	Jun 29	N/A	20 U.S.C. 1418(a), 7117, 8021; P.A. 15-168	Felder, Keryn	713-6833	keryn.felder@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes-Report To Sending District	No	Yes	No	
Performance Office	Students	TCS	Teacher Course-Students Data Collection	TCS data will connect students to their teachers with courses completed and outcomes earned.	July 20	Federal	C.G.S. 10-10a	Felder, Keryn	713-6833	keryn.felder@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	R/S	Restraint and Seclusion	This application collects data on the use of physical restraint or seclusion on children in special education.	Jul 20	Federal and State	C.G.S. 46a-153, P.A. 12-88	Guerrera, Laura	713-6898	laura.guerrera@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	SEDAC	Due Process Hearing Requests - Resolution Meetings	Housed within SEDAC, this collects resolution meeting outcome data associated with parent initiated due process hearing requests.	Jul 15	Federal	IDEA 300.510(a)(1)	Guerrera, Laura	713-6898	laura.guerrera@ct.gov	Yes	Yes	No	No	No	No	No	Yes	No	
Performance Office	Students	SEDAC	Special Education Data Application and Collection	The purpose of SEDAC is to collect data on students with disabilities for use in required State and Federal reporting.	Dec 5	Federal	20 U.S.C. 1400 et seq (IDEA), C.G.S. 10-76a to 10-76n	Guerrera, Laura	713-6898	laura.guerrera@ct.gov	Yes	Yes	No	No	No	No	No	Yes	No	
Performance Office	Facilities	DM	Directory Manager	The Directory Manager (DM) is the official listing of all districts, schools and other educational organizations. DM also serves as the single-sign-on portal and role assignment for CSDE data collection systems.	Jun 1	N/A	C.G.S. 10-4	Guerrera, Laura and Martin, Raymond	713-6898 713-6876	laura.guerrera@ct.gov raymond.martin@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Performance Office	Staff	CM	Contacts Manager	The Contacts Manager application is a directory of contact information for a number of purposes – COVID Contact, School Climate Coordinator, PPR Narratives Contact, etc.	Ongoing	N/A	Varies by Subject	Felder, Keryn	713-6833	keryn.felder@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Facilities	ED165	Connecticut School Data Report	The ED165 is used to collect a variety of data elements on the school level for state and federal reporting.	June 30	N/A	C.G.S. 10-220(c), 10-4p	Martin, Raymond	713-6876	raymond.martin@ct.gov	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	
Performance Office	Staff	Noncertified Staff	Noncertified Staff Data Collection	This application is used to collect full-time equivalent (FTE) counts for noncertified staff in nine instructional and eleven non-instructional categories.	Nov 10	N/A	C.G.S. 10-4, 10-10a	Martin, Raymond	713-6876	raymond.martin@ct.gov	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	
Performance Office	Staff	ED5	Educator Data System (EDS)	The Educator Data System is used to collect data on all educators (whether certified or not) who fill a role for which certification is required.	Sep 15 June 30	N/A	C.G.S. 10-226, 10-145, 10-16b, P.L. 107-110	Martin, Raymond	713-6876	raymond.martin@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Staff	EDC	Educator Evaluation Data Collection	The Educator Evaluation Data Collection (EEDC) collects final summative educator ratings for certified educators in Connecticut public schools.	Sep 15	N/A	C.G.S. 10-151b, 17a-101(f)	Martin, Raymond	713-6876	raymond.martin@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	
Performance Office	Students	ECQ	Early Childhood Outcomes	The purpose of ECO is to collect and report on performance of students with disabilities in preschool.	June 30	Federal and State	20 U.S.C. 1416(a)(3)(A)	Kovaci-Kume, Ada	713-6855	ada.kovaci-kume@ct.gov	Yes	No	No	Yes-Report To Sending District	Yes-Report To Sending District	No	No	Yes-Report To Sending District	No	
Performance Office	Students	ET	Evaluation Timelines	The purpose of Evaluation Timelines is to determine compliance with federal law regarding timely eligibility determinations.	June 30	Federal	20 U.S.C. 1416(a)(3)(B)	Kovaci-Kume, Ada	713-6855	ada.kovaci-kume@ct.gov	Yes	Yes	No	No	No	No	No	No	No	
Performance Office	Students and Staff	ED159	Nonpublic School Enrollment Report	The ED159 is used to collect enrollment and staffing data from nonpublic schools. All state-approved nonpublic schools are required to report the ED159.	Nov 1	N/A	C.G.S. 10-188	Rosado, Michelle	713-6860	michelle.rosado@ct.gov	No	No	No	No	No	No	No	No	Yes	
Performance Office	Students	KIN INV	Kindergarten Fall Entrance Inventory	The Kindergarten Inventories provide statewide snapshots of the skills and behaviors that students can demonstrate at the beginning of the kindergarten year.	Dec	State	C.G.S. 10-10a	Shakir, Kendra	713-6896	kendra.shakir@ct.gov	Yes	Yes	Yes	Yes	Yes	No	No	No	No	
Performance Office	Students	PSIS	Registration	The purpose of PSIS Register Module is to collect data regarding student enrollment in Connecticut. The module is open 24/7 and used to report the entry and exits of all students. These data will drive the reporting for the annual summative assessment results.	Ongoing	Federal and State	C.G.S. 10-16p, 10-66ee, 10-184, 10-226a, 10-249, 10-250, 10-261(a)(2), 10-262f, 10-264i, 10-266aa, 10-10a	Shakir, Kendra	713-6896	kendra.shakir@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No
Performance Office	Students	PSIS	October Collection	The purpose of PSIS October collection is to gather data regarding student enrollment in Connecticut as of October 1. Data are used for a variety of reporting and grant calculation purposes including enrollment and the ECS grant calculation.	Oct 15	Federal and State	C.G.S. 10-16p, 10-66ee, 10-184, 10-226a, 10-249, 10-250, 10-261(a)(2), 10-262f, 10-264i, 10-266aa, 10-10a	Shakir, Kendra	713-6896	kendra.shakir@ct.gov	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	
Performance Office	Students	PSIS	June Collection	The purpose of PSIS June collection is to gather data regarding student enrollment in Connecticut as of the last day of the district's school year. Data are used for a variety of reporting and analysis purposes, including Chronic Absenteeism.	Jul 14	Federal and State	C.G.S. 10-16p, 10-66ee, 10-184, 10-226a, 10-249, 10-250, 10-261(a)(2), 10-262f, 10-264i, 10-266aa, 10-10a	Shakir, Kendra	713-6896	kendra.shakir@ct.gov	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	
Performance Office	Students	Test Participation Exemptions	Test Participation Exemptions - English Language Proficiency Assessment Non-Participant Collection	District provides student information regarding English Learner Participation in the English Language Proficiency Assessment Non-participant status including: would have been a participant if an Alternate ELP assessment was available, medical exemption, did not participate in Listening test because student is deaf or hearing impaired, did not participate in Speaking assessment because student is non-verbal. This collection is completed via phone.	As requested (until 2 weeks after testing window closes)	Federal and State	C.G.S. 10-14n	Stuck, Janet	713-6860	janet.stuck@ct.gov	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	

