

Data Acquisition Plan 2018-19

Category	Form	Collection Name	Collection Purpose	Deadline	Funding	Legislative Compliance	Primary Contact	Phone (860)	Email
Other	ED203B	State Agency Application Entitlement Grant Neglected, Delinquent Youth at Risk of Drop Out	ED203B application is used to provide prevention and intervention programs for youth who are neglected, delinquent or at risk.	Oct 5	Federal	P.L. 107-110	Dargati, James	713-6562	james.dargati@ct.gov
Other	ED229	Bilingual Education Program Grant Application	The purpose of the ED229 is to collect student/school native language data which is necessary to identify schools that must have state mandated bilingual education program.	Sep 13	State	C.G.S. 10-17a-j	Flick Alubicki, Megan	713-6786	Megan.Alubicki@ct.gov
Other	ED501	Preliminary Application for Approval, Regional Ag. Science and Tech. 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
Other	ED503	Agricultural Science and Technology Five-Year Graduate Follow-	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
Finance	EFS	Education Finance System	The EFS is used to collect expenditure data from school districts, Charters and RESCs 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
Finance	ED012	Minimum Budget Requirement (MBR) Compliance	The ED012 collects what the Board of Education is appropriated from the district. These figures are used to verify that a minimum amount is being appropriated for education.	Aug 1 (est)	N/A	C.G.S. 10-262i	Chambers, Kevin	713-6455	kevin.chambers@ct.gov
Finance	ED017	Grant Application-Nonpublic Health Services	The ED017 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
Finance	ED021	Out-of-Town Magnet School Transportation	The ED021 is used to collect data for the Magnet School Transportation grant.	Sep 15 Mar 15	State	C.G.S. 10-264i (a)	Twedt, David	713-6492	david.twedt@ct.gov
Finance	ED111	Cash Mgmt. Report-Prepayment Grant Programs	The ED111 is used to collect information from school districts to attain access to the Prepayment Cash Management System.	The tenth (10th) day of each month	Federal and State	34 CFR 74.22, 80.21	Lindgren, Jeff	713-6624	jeff.lindgren@ct.gov
Finance	ED114	Prepayment Grant Budget Request	The ED114 is used to collect information on budgets for grants typically administered through the Cash Management System. Also included are selected non-cash management grants such as Adult Education and components of Open Choice and Magnets.	As Requested	Federal and State	34 CFR 76.722	Lindgren, Jeff	713-6624	jeff.lindgren@ct.gov
Finance	ED141	Statement of Expenditure Fed/State Prepayment Projects	The ED141 is an expenditure report for grants administered through the Cash Management System. Also included are selected non-cash management grants such as Adult Education and components of Open Choice and Magnets.	Sep 3	Federal and State	34 CFR 76.730, 80.41	Lindgren, Jeff	713-6624	jeff.lindgren@ct.gov
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 School(s).	Feb 13 (est)	N/A	C.G.S. 10-262i	Twedt, David	713-6492	david.twedt@ct.gov
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
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	713-6898	laura.guerrera@ct.gov
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.	May 20	N/A	C.G.S. 10-220(c), 10-4p	Martin, Raymond	713-6876	raymond.martin@ct.gov
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 16	Federal	P.L. 107-110	Apaloo, Francis	713-6874	francis.apaloo@ct.gov

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Other	ED205	Title 1 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
Other	PPR Narratives	PPR Narratives	The application collects narrative responses to specific questions regarding district policies and activities for inclusion in the Profile and Performance Reports (PPR).	Aug 1	N/A	C.G.S. 10-220(c)	Felder, Keryn	713-6833	keryn.felder@ct.gov
Staff	Non-Certified Staff	Non-Certified Staff	Non-Certified Staff	Jan 31	N/A	C.G.S. 10-4, 10-10a	Zhou, Y.H. Alison	713-6893	alison.zhou@ct.gov
Staff	EDS	Educator Data System	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.	Ongoing/ during year deadlines	N/A	C.G.S. 10-226, 10-145, 10-16b, P.L. 107-110	Martin, Raymond	713-6876	raymond.martin@ct.gov
Staff	EEDC	Educator Evaluation Data Collection	The EEDC collects final summative educator ratings for certified educators in Connecticut public schools.	Sep 15	N/A	C.G.S. 10-151b, 17a-101i(f)	Martin, Raymond	713-6876	raymond.martin@ct.gov
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
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	Cristi Alberino	713-6860	cristi.alberino@ct.gov
Students	AIR Connecticut Comprehensive Portal - Test Information Delivery Engine	Assessment Accommodations - Accommodations/Designated Supports Collections - Smarter	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
Students	Completed via phone	Test Participation Exceptions - 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.	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
Students	ECO	Early Childhood Outcomes (ECO)	The purpose of ECO is to collect and report on performance of students with disabilities in preschool.	Nov 1	Federal and State	20 U.S.C. 1416(a)(3)(A)	Middleton, Marquelle	713-6877	marquelle.middleton@ct.gov
Students	ED166	Disciplinary Offense Record Collection	The ED166 is used to collect discipline data from school districts.	Jul 15	N/A	20 U.S.C. 1418(a), 7117, 8921; P.A. 15-168	Felder, Keryn	713-6833	keryn.felder@ct.gov
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)	Middleton, Marquelle	713-6877	marquelle.middleton@ct.gov
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	Andrada, Gilbert	713-6883	gilbert.andrada@ct.gov
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.	Annually in Dec	State	C.G.S. 10-10a	Shakir, Kendra	713-6896	kendra.shakir@ct.gov
Students	Medical Exemption Form	Test Participation Exceptions - 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

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Students	PSIS June	Public School Information System	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, 10-264l, 10-	Middleton, Marquelle	713-6877	marquelle.middleton@ct.gov
Students	PSIS Oct	Public School Information System	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, 10-264l, 10-266aa, 10-10a	Shakir, Kendra	713-6896	kendra.shakir@ct.gov
Students	PSIS REG	Public School Information System	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, 10-264l, 10-	Shakir, Kendra	713-6896	kendra.shakir@ct.gov
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
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
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 10-76h	Guerrera, Laura	713-6898	laura.guerrera@ct.gov
Students	Services for Students with Disabilities (SSD) Web site	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
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
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
Students	TCS	Teacher-Course-Students Data Collection	TCS data will connect students to their teachers with courses completed and outcomes earned.	Aug 15	Federal	C.G.S. 10-10a	Felder, Keryn	713-6833	Keryn.felder@ct.gov
Adult Ed	ED244	Grant Application-Adult Education	The ED244 is a proposal for adult education program funds in accordance with the C.G.S.	Apr 14	State	C.G.S. 10-67 to 73c	Reed, Marcy	807-2130	marcy.reed@ct.gov
Adult Ed	ED244A	Supplemental Grant Application-Adult Education Cooperating Eligible Entity (CEE)	The ED244A is an application for adult education state grant funds which must be submitted through an LEA, RESC or Regional Board of Education.	Apr 14	State	C.G.S. 10-67 to 73c	Reed, Marcy	807-2130	marcy.reed@ct.gov
Adult Ed	ED245	Grant Application Revision-Adult Education	The ED245 provides a final budget and budget revision data for adult education eligible expenditures.	Mar 15	State	C.G.S. 10-67 to 73c	Reed, Marcy	807-2130	marcy.reed@ct.gov
Adult Ed	ED245A	Supplemental Grant Application Revision-Adult Education CEE	The ED245A provides final budget revisions and evidence of private source funds for eligible adult education expenditures by a CEE.	Mar 15	State	C.G.S. 10-67 to 73c	Reed, Marcy	807-2130	marcy.reed@ct.gov
Adult Ed	GED	General Educational Development Registrations	Individuals seeking to take the Official GED Tests are registered for their tests at local adult education providers.	Ongoing	State	C.G.S. 10-5	Mancini, Sabrina	807-2110	sabrina.mancini@ct.gov

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Adult Ed	PIP End of Year	Program Improvement Project	This report collects project successes and barriers to implementation.	Sep 16	Federal	P.L. 105-220	Pierson, Susan	807-2121	susan.pierson@ct.gov
Adult Ed	PIP Mid-Year Report	Program Improvement Project	This collects the mid-year progress on the grant objectives and any requests for revisions to the original budget.	Feb 17	Federal	P.L. 105-220	Pierson, Susan	807-2121	susan.pierson@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	ED099	Agreement for Child Nutrition Programs	The ED099 is used to provide the necessary data to participate in the USDA child nutrition program.	As Requested	Federal	7 CFR 210, 215, 220, 225, 226, 245	Frassinelli, John	807-2050	john.frassinelli@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	ED103 Schedule E	Reimbursement Claim Summer Food Service Program	The ED103 Schedule E is used to provide data for payments under the Summer Food Service Program (SFSP). Public schools/districts submit only if participating in the Program.	As Requested	Federal	7 CFR 225.9 (d)	Cooke, Caroline	807-2129	Caroline.Cooke@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	ED513	Health Service Plan	The ED513 is used to collect data on health services provided in both public and nonpublic, nonprofit schools.	Jun 30	State	C.G.S. 10-217a	Knutson, Stephanie	807-2108	Stephanie.Knutson@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	ED617	School Selection Application for Participation in the USDA Fresh Fruit and Vegetable Program	This collects data for the Selection/Award of Fresh Fruit and Vegetable Grant.	Apr/May	Federal	Section 19 of NSLP	Paul, Andrew	807-2048	andrew.paul@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	ED997	Addendum to Agreement for Child Nutrition Programs (ED099) for Participation in Fresh Fruit and Vegetable	This provides data for agreement to participate in the Fresh Fruit and Vegetable Program.	As Requested	Federal	Section 19 of NSLP	Paul, Andrew	807-2048	andrew.paul@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	FNS AA Report	Ameliorative Action Report	FNS Ameliorative Action Report which requires that each State agency monitor the high levels of applications changed due to verification. This information is compiled and shared with FNS including a plan of action on targeting those LEAs with a high change rate.	Mar	Federal	7 CFR 245.11(i)	Dandeneau, Teri	807-2079	teri.dandeneau@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	FNS742	Verification Collection Report	Monitor verification activities of sponsors who process free and reduced-price applications. This report is required of all sponsors	Mar	Federal	7CFR 245a	Dandeneau, Teri	807-2079	teri.dandeneau@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	FNS834	Direct Certification Data Element Report	Direct Certification Data Element Report which requires State agencies (both the CSDE and DSS) to report direct certification data so that FNS can compare to benchmarks and develop a direct certification performance rate.	Dec	Federal	The Food, Conservation, and Energy Act of 2008 (Public Law 110-246) and the Richard B. Russell National School Lunch Act	Dandeneau, Teri	807-2079	teri.dandeneau@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	FNS838	Paid Lunch Pricing Report	Paid Lunch Pricing Report which collects paid lunch prices for all sponsors of the National School Lunch Program	Jan	Federal	7 CFR 210.14e	Dandeneau, Teri	807-2079	teri.dandeneau@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	FNS874	Second Review of Applications Report	LEA Second Review of Applications Report which report the results of the second review of free and reduced price applications in the National School Lunch Program (NSLP) and School Breakfast Program (SBP).	Mar	Federal	7 CFR 245.11(b)(1)(i-iv)	Dandeneau, Teri	807-2079	teri.dandeneau@ct.gov

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Bureau of Health/Nutrition, Family Services and Adult Education	Health Inspection Data	No ED number (Child Nutrition Unit)	Compile data for reporting of Food Safety inspections for all NSLP and SBP sponsors. All Sponsors participating in the NSLP must submit health inspection data.	Nov 15	Federal	7 CFR 210.13	Alston, Susan	807-2081	susan.alston@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	Monitor compliance with non-profit School Food Service (Income and Expenditure Report)	No Ed number (Child Nutrition Unit)	Monitor compliance with non-profit School Food Service (Income and Expenditure Report).	Oct	Federal	7 CFR 210.14	Brown, Fionnuala	807-2129	fionnuala.brown@ct.gov
Bureau of Health/Nutrition, Family Services and Adult Education	Non-profit School Food Service (Income and Expenditure Report)	Non-profit School Food Service (Income and Expenditure Report)	All sponsors participating in the NSLP regardless of their status (e.g., public, nonpublic, Residential Child Care Institution, etc.) are required to complete an annual revenue and expenditure report and submit for state agency approval. The state agency monitors the sponsor to determine if they exceed their three months operating expense.	Jan	Federal	7 CFR 210.14	Brown, Fionnuala	807-2129	fionnuala.brown@ct.gov
Standards & Certification Educator	ED172	Request-Temporary 90 Day Certification-Alternate Route	District form to request that a Temporary 90-day certificate be issued to an Alternate Route completer that the district wishes to employ.	As Requested	N/A	C.G.S. 10-145d	Harwin, Wendy	713-6969	wendy.harwin@ct.gov
Standards & Certification Educator	ED173	Request-Temporary Authorization for Minor Assignment	District form to request that a person be issued a Temporary Authorization for a Minor Assignment (teaching out-of-field for no more than 2 class periods per day)	As Requested	N/A	C.G.S. 10-145d	Harwin, Wendy	713-6969	wendy.harwin@ct.gov