

## *Virginia Department of Education*

### *Calendar of Reports for 2011 - 2012*

Listed By Contact Office & Ordered by Due Date

*Rev Feb 2012*

Due Date	Report Name	Contact Office	Contact Name	Contact Phone No.	Report Status	Web Site Link & Notes
August	Adult Basic Education, English Literacy, & Adult Secondary Programs Accountability Report & Virginia GAE Diploma Programs Reports	Adult Education & Literacy	James Andre	804-371-7852	Same	<a href="http://p1pe.doe.virginia.gov/ssws/login.page.do">http://p1pe.doe.virginia.gov/ssws/login.page.do</a>
August 1	English Literacy/Civics Education Program Report	Adult Education & Literacy	Thomas Suh	804-225-2053	Same	<a href="http://www.vdoe.vi.virginia.gov/instruction/adulted/index.shtml">http://www.vdoe.vi.virginia.gov/instruction/adulted/index.shtml</a>
August 1	Race to GED Program Report	Adult Education & Literacy	Debbie Bergtholdt	804-225-2053	Same	<a href="http://www.vdoe.vi.virginia.gov/instruction/adulted/index.shtml">http://www.vdoe.vi.virginia.gov/instruction/adulted/index.shtml</a>
August 1	Individual Student Alternative Education Plan Reprt	Adult Education & Literacy	Michael Nusbaum	804-225-2053	Same	<a href="http://www.vdoe.vi.virginia.gov/instruction/adulted/index.shtml">http://www.vdoe.vi.virginia.gov/instruction/adulted/index.shtml</a>
September 23, 2011	Enrollment Reports for Remedial Summer School & Foster Care	Budget	Budget Staff	804-225-2025	Same	<a href="http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml">http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml</a>
September 15, 2011	Annual School Report -Financial Section	Budget	Budget Staff	804-225-2025	Same	<a href="http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml">http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml</a>
October 1, 2011	Certification of Adequate Funds Budgeted to Meet Required Local Effort for the Standards of Quality and Local Match Requirements for Certain State Funds	Budget	Budget Staff	804-225-2025	Same	<a href="http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml">http://www.doe.virginia.gov/info_management/data_collection/finance/index.shtml</a>
December 15, 2011	Career and Technical Education Financial Report (CTEFR) for SY 2010-2011	Career & Technical Ed.	Terry Dougherty	804-225-3349	Same	<a href="http://www.doe.virginia.gov/instruction/career_technical/administration/index.shtml">http://www.doe.virginia.gov/instruction/career_technical/administration/index.shtml</a>
July 20, 2012 (via SSWS)	CTE CredentialingCollection (CTECC)	Career & Technical Ed.	Joseph Wharff	804-225-3370	Same	<a href="http://www.doe.virginia.gov/instruction/career_technical/administration/index.shtml">http://www.doe.virginia.gov/instruction/career_technical/administration/index.shtml</a>

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November 4, 2011 & April 20, 2012	Secondary Enrollment Demographic Form (SEDF) Fall & Spring Reports	Career & Technical Ed.	Lolita Hall	804-225-2051	Same	<a href="http://www.doe.virginia.gov/instruction/career_technical/administration/index.shtml">http://www.doe.virginia.gov/instruction/career_technical/administration/index.shtml</a>
August 31, 2012	Educational Registry Application (School ID, Div. Supt., Designated Contacts, and Central Office Staff Updates) & Other Academic Indicator	Educational Information Management - Education Applications	Susan Williams	804-786-3112 Option 4	Revised	<a href="http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml">http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml</a> & <a href="https://p1pe.doe.virginia.gov/era/oai.do">https://p1pe.doe.virginia.gov/era/oai.do</a>
August 31, 2012	Substitute Tests	Educational Information Management - Education Applications	Susan Williams	804-786-3112 Option 4	Same	<a href="https://p1pe.doe.virginia.gov/ssws/division.selection.do">https://p1pe.doe.virginia.gov/ssws/division.selection.do</a>
Fall SRC - Mid-October Spring SRC - Mid-April EOY SRC - Mid-July & Summer SRC -August 31st	Student Record Collections & December 1 Child Count	Educational Information Management - Education Applications	Carol Wells Bazzichi for SRC & Paul Raskopfi for Dec 1 Child Count	804-225-4847 804-225-2080	Same	<a href="http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml">http://www.doe.virginia.gov/info_management/data_collection/student_record_collection/index.shtml</a>
EOY - September & Fall - January	EOY Master Schedule Data Collection & Fall Master Schedule Data Collection/ Instructional Personnel (MSC - IPAL)	Educational Information Management - Education Applications	Allison May	804-225-3909	Same	<a href="http://www.doe.virginia.gov/info_management/data_collection/master_schedule_collection/index.shtml">http://www.doe.virginia.gov/info_management/data_collection/master_schedule_collection/index.shtml</a>
Quarterly	ARRA Jobs Reporting	Grants Accounting & Reporting	Karen Lux & Patrice Cosely	804-371-6877	Revised	<u>To be Announced</u>
May 15	Virginia Preschool Initiative (Required in Appropriation Act)	Instruction - Early Childhood Development	Cheryl Strobel	804-371-7578	Same	<a href="http://www.doe.virginia.gov/VDOE/Instruction/Elem_M/early/preschoolinitiative.html">http://www.doe.virginia.gov/VDOE/Instruction/Elem_M/early/preschoolinitiative.html</a>
August 31	Annual Report - Programs for the Gifted	Office of Standards, Curriculum & Instruction	Donna Poland	804-225-2884	Same	<a href="https://p1pe.doe.virginia.gov/ssws/login.page.do">https://p1pe.doe.virginia.gov/ssws/login.page.do</a>
September-30	School Program Approval Application for Driver Education & Driver Education Status Questionnaire & Notification Process Concerning Driver Education Teachers Who Receive Traffic Citations (Submission via attachment to Superintendent's Memorandum)	Office of Standards, Curriculum & Instruction	Vanessa Wigand	804-225-3300	Revised	<u>Code of Virginia, § 46.2-340</u>

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June	Wellness Related Fitness Report	Office of Standards, Curriculum & Instruction	Vanessa Wigand	804-225-3300	Same	<a href="https://p1pe.doe.virginia.gov/ssws/login.page.do">https://p1pe.doe.virginia.gov/ssws/login.page.do</a>
November-Annually	Title I, Part A, Comparability Report	Program Administration and Accountability	Gabie Frazier	804-225-2907	Same	<a href="https://p1pe.doe.virginia.gov/ssws/login.page.do">https://p1pe.doe.virginia.gov/ssws/login.page.do</a>
June	Regional Alternative Education Program Report	Program Administration and Accountability	Diane Jay	804-225-2905	Same	
November/Annually	Title I, Part D, Subpart 2, Count of Children Who Are Neglected or Delinquent (N or D)	Program Administration and Accountability	Diane Jay	804-225-2905	Same	<a href="http://www.doe.virginia.gov/info_centers/administrators/superintendents_memos/2009/298-09.shtml">http://www.doe.virginia.gov/info_centers/administrators/superintendents_memos/2009/298-09.shtml</a>
Report Monthly/ Certification in August	Crash/Incident Report & Certification of School Bus Insurance	Pupil Transportation	June Eanes	804-225-2037	Same	
December	Pupil Transportation Report	Pupil Transportation	June Eanes	804-225-2037	Same	<a href="https://p1pe.doe.virginia.gov/ssws/login.page.do">https://p1pe.doe.virginia.gov/ssws/login.page.do</a>
November 15	Report of Verification of Free/Reduced Meal Applications	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	<a href="http://www.doe.virginia.gov/VDOE/suptsmemos/2007/">http://www.doe.virginia.gov/VDOE/suptsmemos/2007/</a>
January 31	School Nutrition Programs Semi-Annual Financial Report for July-December	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	<a href="https://p1pe.doe.virginia.gov/ssws/login.page.do">https://p1pe.doe.virginia.gov/ssws/login.page.do</a>
June 1	Local Wellness Policy Status Report	School Nutrition	School Nutrition Programs Staff	804-225-2074	New	<a href="http://www.doe.virginia.gov/VDOE/studentsrvcs/shab.shtml">http://www.doe.virginia.gov/VDOE/studentsrvcs/shab.shtml</a>
July 1	School Nutrition Programs Annual Agreement	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	<a href="https://p1pe.doe.virginia.gov/ssws/login.page.do">https://p1pe.doe.virginia.gov/ssws/login.page.do</a>
July 31	School Nutrition Programs Annual Financial Report for July -June	School Nutrition	School Nutrition Programs Staff	804-225-2074	Same	<a href="https://p1pe.doe.virginia.gov/ssws/login.page.do">https://p1pe.doe.virginia.gov/ssws/login.page.do</a>
June 1	School Health Advisory Board Annual Report (Incl. Local Wellness Policy Status Report)	Special Education and Student Services	Caroline Fuller & Lynn Fellin	804-225-2431 & 225-2717	Revised	<a href="http://www.doe.virginia.gov/VDOE/studentsrvcs/shab.shtml">http://www.doe.virginia.gov/VDOE/studentsrvcs/shab.shtml</a>
July - September	Special Education State Performance Report Indicator Data	Special Education and Student Services	Paul Raskopf	804-225-2080	Same	
July 15 Regional Ctrs July 31 School Divisions	Annual Report for Discipline, Crime and Violence	Special Education and Student Services	Joyce Martin	804-225-2966	Same	<a href="http://www.doe.virginia.gov/VDOE/Publications/Discipline/datacoll/2008-2009/08coll.html">http://www.doe.virginia.gov/VDOE/Publications/Discipline/datacoll/2008-2009/08coll.html</a>

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September 1, 2011	2010-2011 Teacher and Principal Evaluation Collection Verification Report	Teacher Education & Licensure	Mark Allan	804-786-3925	Same	<a href="http://www.doe.virginia.gov/teaching/licensure/index.shtml">http://www.doe.virginia.gov/teaching/licensure/index.shtml</a>
March 22, 2012	Instructional Personnel (IPAL) Verification Report & Survey Data Report	Teacher Education & Licensure	Mark Allan & JoAnne Carver	804-786-3925 804-692-0251	Same	<a href="http://www.doe.virginia.gov/teaching/licensure/index.shtml">http://www.doe.virginia.gov/teaching/licensure/index.shtml</a>
March 22, 2012	Supply and Demand Report for School Personnel	Teacher Education & Licensure	JoAnne Carver	804-692-0251	Same	<a href="http://www.doe.virginia.gov/teaching/licensure/index.shtml">http://www.doe.virginia.gov/teaching/licensure/index.shtml</a>
June 1, 2012	Mentor Teacher Program Evaluation & Mentor Teacher Hard-to-Staff Program Reports	Teacher Education & Licensure	JoAnne Carver	804-692-0251		<a href="https://p1pe.doe.virginia.gov/ssws/application.selection.do">https://p1pe.doe.virginia.gov/ssws/application.selection.do</a>
October 14, 2012	New Teachers Program Verification Report	Teacher Education & Licensure	Mark Allan & JoAnne Carver	804-786-3925 804-692-0251		<a href="http://www.doe.virginia.gov/teaching/licensure/index.shtml">http://www.doe.virginia.gov/teaching/licensure/index.shtml</a>
October 14, 2012	National Board Certification Incentive Award Verification Report	Teacher Education & Licensure	Mark Allan	804-786-3925		<a href="http://www.doe.virginia.gov/teaching/licensure/index.shtml">http://www.doe.virginia.gov/teaching/licensure/index.shtml</a>
October-11	Student Data Collection for Homeless Children & Youth For Subgrantees	Project Hope	Patricia Popp	757-221-4002	Same	<a href="http://wm.edu/hope">http://wm.edu/hope</a>