

Data Collection for State Submissions and Certifications*
Timeline for the 18-19 School Year
Fall Submissions

Certification	FALL 2018				
Departments Involved	<ul style="list-style-type: none"> Food Services 	<ul style="list-style-type: none"> Academics CWAS 	<ul style="list-style-type: none"> LADD 	<ul style="list-style-type: none"> School Sites (including Home Hospital) 	<ul style="list-style-type: none"> Special Education
Data as of...	Census/Norm Day - October 3, 2018				
Primary Data Submitted	<ul style="list-style-type: none"> Free/Reduced Price Meal Eligibility CEP Eligible Students Direct Certification (into SIS) 	<ul style="list-style-type: none"> 2017-18 graduates and dropouts (includes summer graduates) Attendance/ Enrollment 	<ul style="list-style-type: none"> English Language Acquisition Status Immigrant Counts 	<ul style="list-style-type: none"> 2018-19 Enrollment Counts 2017-18 graduates and dropouts Transitional Kindergarten Program Other Program Codes (DLIP) 	<ul style="list-style-type: none"> Special Education Students Counts Non-Public School (NPS) Enrollments
Data Submission Window Opens	October 3, 2018 (First Draft Preview of Reports Available October 15, 2018)				
ITS SIS Team Responsibilities	<ul style="list-style-type: none"> Ensure Mosaic Extracts are populating into Aeries correctly 	<ul style="list-style-type: none"> Enter exit codes for summer grads after database closes 	<ul style="list-style-type: none"> SELA File Upload into CALPADS for ELPAC Testing 	<ul style="list-style-type: none"> Send out memo to schools re: marking no-shows in Aeries timely and accurately 	<ul style="list-style-type: none"> Ensure errors on SEIS Import Discrepancy report is resolved
Trainings or Meetings Necessary	<ul style="list-style-type: none"> CALPADS Data Security Training Direct Certification Downloads 	<ul style="list-style-type: none"> HS Registrars: Graduate/Dropout Verification Meeting 	<ul style="list-style-type: none"> CALPADS Data Security Training ELAS Data Entry for ELPAC Testing 	<ul style="list-style-type: none"> CALPADS View-Only access training CALPADS Data Security Training 	N/A
Preview of Second Draft Reports	Week of October 29, 2018				
Other dates to consider	<ul style="list-style-type: none"> First Principal Apportionment Certification - 2/20/19 	<ul style="list-style-type: none"> 2018 Dashboard Grad Rate Indicator Release - December 2018 	N/A	N/A	N/A
Internal Deadline	November 21, 2018 (for all PUSD Departments)				

*Dates subject to change with any CDE adjustments/updates

Data Collection for State Submissions and Certifications*
Timeline for the 18-19 School Year
Spring Submissions

Certification	SPRING 2019				
Departments Involved	<ul style="list-style-type: none"> HR 	<ul style="list-style-type: none"> Academics 	<ul style="list-style-type: none"> LADD 	<ul style="list-style-type: none"> School Sites (including Home Hospital) 	<ul style="list-style-type: none"> Special Education
Data as of...	Census/Norm Day - October 3, 2018				
Primary Data Submitted	<ul style="list-style-type: none"> New Staff Demographics, Assignments, and FTE 	<ul style="list-style-type: none"> Student Course Enrollments 	<ul style="list-style-type: none"> English Learner Education Services 	<ul style="list-style-type: none"> Inactivate Former Staff 	<ul style="list-style-type: none"> Focus Point Enrollment NPS Enrollment
Data Submission Window Opens	November 27, 2018 (First Draft Preview of Reports Available December 3, 2018)				
ITS SIS Team Responsibilities	N/A	N/A	N/A	N/A	<ul style="list-style-type: none"> Ensure errors on SEIS Import Discrepancy report is resolved
Trainings or Meetings Necessary	<ul style="list-style-type: none"> Staff Data into Aeries 	<ul style="list-style-type: none"> 2018-19 CBEDS Course Alignment Meeting 	<ul style="list-style-type: none"> EL Services in Aeries Verification 	N/A	N/A
Preview of Second Draft Reports	Week of January 7, 2019				
Other dates to consider	N/A	N/A	N/A	N/A	N/A
Internal Deadline	January 18, 2019 (for all PUSD Departments)				

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Data Collection for State Submissions and Certifications*
Timeline for the 18-19 School Year
End of Year Submissions

Certification	END OF YEAR 2019				
Departments Involved	<ul style="list-style-type: none"> CWAS Families in Transition 	<ul style="list-style-type: none"> CIPD CTE Counselors 	<ul style="list-style-type: none"> Academics LADD 	<ul style="list-style-type: none"> School Sites (including Home Hospital) 	<ul style="list-style-type: none"> Special Education
Data as of...	July 1, 2018 - June 30, 2019				
Primary Data Submitted	<ul style="list-style-type: none"> Student Discipline Student Absence Summary/ Cumulative Enrollment Program Participation/ Eligibility: Homeless 	<ul style="list-style-type: none"> Course completion for grades 7-12 CBEDS Course Code Alignment CTE Courses in correct Pathway CTE participants, concentrators, completers 	<ul style="list-style-type: none"> Program Participation/ Eligibility: -NCLB Title I Part A (Basic Targeted, Neglected, Basic School-wide) Supports for State Testing 	<ul style="list-style-type: none"> Program Participation/ Eligibility: - 504 Plans - CA Partnership Academy - Trans. Kinder - Homeless Students - Armed Forces Family Member 	<ul style="list-style-type: none"> Student Discipline Program Records Supports & Accommodations for State Testing
Data Submission Window Opens	May 13, 2019 (First Draft Preview of Reports Available this week)				
ITS SIS Team Responsibilities	N/A	N/A	<ul style="list-style-type: none"> SELA File Upload into CALPADS for ELPAC Testing 	<ul style="list-style-type: none"> Send out memo EOY memo to schools 	<ul style="list-style-type: none"> Ensure errors on SEIS Import Discrepancy report is resolved
Trainings or Meetings Necessary	<ul style="list-style-type: none"> Expulsions 	<ul style="list-style-type: none"> Course Code Committee meeting CTE Dashboard Training 	N/A	<ul style="list-style-type: none"> How to Enter data in 504 Dashboard 	N/A
Preview of Second Draft Reports	Week of June 24, 2019				
Other dates to consider	<ul style="list-style-type: none"> 2018 Dashboard Discipline Indicator Release - TBD Winter 	<ul style="list-style-type: none"> 2018 Dashboard College and Career Indicator Release - TBD Winter 	N/A	N/A	N/A
Internal Deadline	July 31, 2019 (for all PUSD Departments)				

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Updated 10/11/18