

**Deadlines for Verification and Certification of 2019-20 School Year Data in SIRS**

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

<b>Date/ Estimated Date:</b>	<b>Data Extract or Certification:</b>	<b>Purpose of Collection:</b>	<b>Applicable To:</b>
October 11, 2019	August Graduates, Total Cohort Graduation Rate Reporting	Deadline for districts to submit graduates as of August 31, 2019 for Total Cohort Graduation Rate reporting.	Public School Districts, Charter Schools
November 1, 2019	Staff Snapshot	Staff Snapshot data must be loaded for the 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 20, 2019	2019-20 ePMF <b>Data Due</b>	Deadline for <u>teachers</u> to submit data (complete ePMF forms). BEDS forms will only be visible for teachers in Staff Snapshot. Administrators with entitlements can review and correct forms until the certification date.	Public School Districts, BOCES, Charter Schools, State Operated Schools
January 3, 2020	2019-20 BEDS Day Enrollment <b>Data Extract</b>	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 and 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 3, 2020	2019-20 FRPL <b>Data Extract</b>	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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		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.	
January 6, 2020	2019-20 Data <b>Certification</b> 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 14, 2020	CEO <b>Certification</b> of ePMF forms	PMF Teacher data will be certified in the <a href="#">TAA System</a> .	Public School Districts, BOCES, Charter Schools, State Operated Schools
March 20, 2020	2019-20 BEDS Day Enrollment <b>Data Extract</b>	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 20, 2020	2019-20 BEDS Day FRPL <b>Data Extract</b>	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
March 27, 2020	2019-20 Course Instructor Assignment and Student Class Entry Exit <b>Data Due (Preliminary Data – Data must be complete by SIRS EOY)</b>	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

<b>Date/ Estimated Date:</b>	<b>Data Extract or Certification:</b>	<b>Purpose of Collection:</b>	<b>Applicable To:</b>
March/April 2020	2019-20 BEDS Day ELL Counts <b>Data Extract</b>	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
May/June 2020	2019-20 ELL Counts for Title III ELL Funding <b>Data Extract</b>  2019-20 Immigrant Student Counts for Title III Immigrant Funding <b>Data Extract</b>	Counts of ELL students are collected for calculating Title III ELL allocations. Count is ELL students enrolled in district at time of final data pull.  Counts of immigrant students are collected for calculating Title III immigrant allocations. Count is immigrant students enrolled in district at time of final data pull.	Public School Districts, BOCES, Charter Schools
June 19, 2020	2019-20 Staff Assignment (Principals data)  <b>Data Due</b>	Used for 2019-20 Principal State- provided growth score calculation purposes.	Public School Districts, BOCES, Charter Schools
June 19, 2020	2019-20 Staff Student Course (TSDL records)  <b>Data Due</b>	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 26, 2020	2019-20 Staff Student Course (TSDL) & Staff Assignment Data <b>Statement of Certification</b>	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 1, 2020	<b>Start of collection</b> for 2019-20 Staff	Overall Ratings & Subcomponent scores for districts implementing an APPR plan under Education Law 3012-d.	Public School Districts, BOCES

Date/ Estimated Date:	Data Extract or Certification:	Purpose of Collection:	Applicable To:
<b>(Target Submission Date: August 21, 2020 Final Data Due: October 16, 2020)</b>	Evaluation Overall Ratings & Subcomponent scores	Staff Evaluation data submission is one factor in a school district's eligibility for 2019-20 State Aid.	
July 10, 2020	2019-20 Regents Exam Scores  <b>Data Due</b>	2019-20 scores for Regents exams (including June 2020 records) and approved alternatives to Regents exams to be used in principal evaluation growth score calculations.	Public School Districts, BOCES, Charter Schools
July 14, 2020	2019-20 Regents Exam Scores  <b>Data Extract</b>	2019-20 scores for Regents exams (including June 2020 records) and approved alternatives to Regents exams to be used in principal evaluation growth score calculations.	Public School Districts, BOCES, Charter Schools
August 21, 2020  <b>(Final Data Due: October 16, 2020)</b>	<b>Target submission date</b> for 2019-20 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.  Because State-provided growth scores are not required for 2019-20 staff evaluation, LEAs are encouraged to finalize their staff evaluation data and submit it to the Department as soon as possible. The final due date is October 16, 2020.	Public School Districts, BOCES
August 21, 2020	2019-20 Special Education Data  <b>Data Due</b>	2019-20 Special Education Data Elements: VR13, VR15, and VR16 through the <a href="#">PD Data System</a> .	Public School Districts
August 21, 2020	2019-20 Special Education Data  <b>Certification</b>	2019-20 Special Education Data Elements: VR13, VR15, and VR16 through the <a href="#">PD Data System</a> .	Public School Districts
August 21, 2020	<b>All Final 2019-20 SIRS EOY Data Due</b> (except for Special Education Events, Staff Evaluation)	<b>Data must be submitted to Level 2 by 11:59 P.M. on due date.</b>  Used for federal and State reporting, for State Aid allocations, and to make accountability status determinations.	Public School Districts, Charter Schools, State Agencies, BOCES,

Date/ Estimated Date:	Data Extract or Certification:	Purpose of Collection:	Applicable To:
			Nonpublic Schools
September 4, 2020	<b>2019-20 SIRS EOY Statement of Certification</b> 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 18, 2020	2019-20 Data and Certification of Special Education Data Elements: VR11-12 and VR14 though PD Data System  <b>Data Due</b>	<a href="#">Information relating to each VR</a>	Public School Districts
September 21, 2020	2019-20 Data and Certification of Special Education Data Elements: VR 11-12 and VR14 through PD Data System  <b>Certification</b>	<a href="#">Information relating to each VR</a>	Public School Districts
October 9, 2020	August Graduates, Total Cohort Graduation Rate Reporting	Submission of August 2020 diplomas for students in the 2014, 2015 and 2016 cohorts.	Public School Districts, Charter Schools
October 16, 2020	<b>2019-20 Staff Evaluation</b> Overall Ratings & Subcomponent scores <b>due</b>	2019-20 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 2020-21 State Aid.  Further information regarding Staff Evaluation data submission will be available in the fall of 2020.	Public School Districts, BOCES
October 23, 2020	2019-20 <b>Statement of Certification</b> of	Certify the accuracy of the Staff Evaluation data submitted as of the October 16 deadline.	Public School Districts, BOCES

Date/ Estimated Date:	Data Extract or Certification:	Purpose of Collection:	Applicable To:
	Staff Evaluation Rating Verification Report	This form can be accessed and must be submitted via SED Monitoring in <a href="#">NYSED's Application Business Portal</a> .	

\* SIRS 2019-20 End of Year Certification statement:

School districts, charter schools and BOCES must certify the accuracy of the data in their 2019-20 End of Year (EOY) Verification Reports in the Level 2 Reporting (L2RPT) environment as of the August 21, 2020 data refresh and submit a completed 2019-20 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 4, 2020**. 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 21, 2020 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 21, 2020** 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 known data issues must be disclosed to the New York State Education Department (NYSED).

### Special Education Certification and Due Dates for the 2019–20 School Year

<b>These forms are entered directly into the PD Data System<sup>[1]</sup></b>	<b>Due By</b>
<b>PD 6:</b> Personnel Form	February 3, 2020
<b>PD 8:</b> Suspension Data	August 3, 2020
<b>These forms are sent directly to your Local Education Agency<sup>[1]</sup></b>	<b>Due By</b>
<b>SEDCAR 1:</b> Request for IDEA Sub Allocation	November 28, 2019
<b>SEDCAR 2:</b> Request for IDEA Sub Allocation for Students Receiving Services Pursuant to Article 81 Only (This form is also sent to SEDCAR in NYSED)	November 28, 2019
<b>These data are populated from SIRS and are certified in the PD Data System<sup>[1]</sup></b>	<b>Date Data Must Be Certified By</b>
<b>VR 1:</b> Preschool Child Count Report by Race/Ethnicity	January 6, 2020
<b>VR 2:</b> School Age Child Count by Age and Disability	January 6, 2020
<b>VR 3:</b> School Age Students by Disability and Race/Ethnicity	January 6, 2020
<b>VR 4:</b> Preschool LRE Setting Report	January 6, 2020
<b>VR 5:</b> School Age LRE Setting Report	January 6, 2020
<b>VR 6:</b> District Report of Preschool Students by Primary Service Provider	January 6, 2020
<b>VR 7:</b> Provider Report of Preschool Students <sup>[2]</sup>	[2]

<b>VR 8:</b> District Report of School Age Students by Building Where Enrolled	January 6, 2020
<b>VR 9:</b> Provider Report of School Age Students <sup>[2]</sup>	[2]
<b>VR 11:</b> Notification to School District of Compliance Rate on SPP #11 <sup>[3]</sup>	<b>September 21, 2020<sup>[5]</sup></b>
<b>VR 12:</b> Notification to School District of Compliance Rate on SPP #12 <sup>[3]</sup>	<b>September 21, 2020<sup>[5]</sup></b>
<b>VR 13:</b> Preschool Children Provided Programs and Services during 2014-15 School Year	<b>August 24, 2020<sup>[5]</sup></b>
<b>VR 14:</b> District Report of Parentally Placed Students in Nonpublic School Who Were Evaluated	<b>September 21, 2020<sup>[5]</sup></b>
<b>VR 15:</b> Preschool Outcomes Report <sup>[3]</sup>	<b>August 24, 2020<sup>[5]</sup></b>
<b>VR 16:</b> Students Receiving Coordinated Early Intervening Services	<b>August 24, 2020<sup>[5]</sup></b>
<b>These data are entered directly into the PD Data System under Self Review Checklists<sup>[4]</sup></b>	<b>Date Checklist Must Be Completed By</b>
<b>SR 4:</b> Suspension Rate for Students with Disabilities (significant discrepancy)	May 31, 2020
<b>SRS:</b> Suspension Rate for Students with Disabilities (significant disproportionality)	May 31, 2020
<b>SR9:</b> Disproportionate Identification of Racial and Ethnic Groups for Special Education and Related Services	October 15, 2020
<b>SR 10A:</b> Disproportionate Representation of Students with Disabilities by Classification	October 15, 2020
<b>SR 10B:</b> Disproportionate Representation of Students with Disabilities by Placement	October 15, 2020
<b>SR 13:</b> Secondary Transition IEP Review for Students with Disabilities	August 31, 2020

<sup>1</sup> For further information on any of the forms or data in the above table, please visit IRS Special Education's data collection requirements page located on the [SEDCAR](#) web page.

<sup>2</sup> Verification reports 7 and 9 are provider reports that do not require certification.

<sup>3</sup> See the [schedule of submission](#) to find the school year in which your district is required to submit data for these indicators.

<sup>4</sup> For further information on SPP Indicators, see the [Special Education State Performance Plan](#).

<sup>5</sup> **Please note for all due dates in red:** Enrollment, demographic, assessment (including COSF), Special Education Snapshot (EOY) and disability program service records for those students who are potential submission records for the **VR 11-16** reports must be migrated to the Level 2 Student Data Repository no later than **August 21, 2020**. Data will be reviewable in the PD data system as the List of Potential Student Records to ascertain that all students eligible to be included in these reports are on the list with accurate information. The L2 data repository **will be frozen** regarding new or changes in the enrollment, demographic, assessment, special education snapshot and disability program service records after this date in order to do accountability calculations after the August 21, 2020 deadline.