

Contacted Business?	Submission	Type	Description	Source of Program Funding	Program Participation Required?	Law Citation	Submission Due Date	Frequency of Submission	Time in School Year	Detail Level	Completed By	Collection Method	Collection System	Link to Template	DPI Contact	DPI Contact eMail	DPI Section	DPI Division	DPI Area
	21st Century Community Learning Center Annual Data Collection		Data on children served by 21st Century Community Learning Centers	Federal	Mandatory	ESEA, Title IV, Part B, SEC.4202	October 31	Annually		Student	21st CCLC Grantee	Electronic	21DC	https://schools.nc.gov/21dc	Anita Harris	Anita.Harris@dpi.nc.gov	Federal Program Monitoring		Office of the Deputy Superintendent of Innovation
	Accountability Collection Dates Entry System	Report	Dates for designated local school testing cycle events [Twentieth Day (20D), First Day of Fall (FDF), First Day of Spring (FDS) Tenth Day each Semester]	Federal	Mandatory	ESSA, SBE Policy ACCT-021	Beginning of school year, with updates as necessary	As Needed		School	LEA Test Coordinator	Electronic	NC Education		Tammy Howard Julie Moliq		Accountability ATEAM	Accountability	Office of the Deputy State Superintendent of Innovation
	Accural Adjustment	Report	LEAs report accrual info for 11/12 month installments	State	Mandatory	NCGS 115C-47(21), 302(a) & 315(d)	June 30	Annually		LEA	Finance Officer	Electronic	Financial datafile		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	AIG - Child Count		Children who are identified as academically or intellectually gifted (AIG) based on the district's Local AIG Plan, which is mandated based on legislation, including AIG students who are also identified as Exceptional Children	State	Mandatory	NCGS 115C-110	April 30 and November 30	Twice/year	Fall and Spring	LEA and School	AIG Coordinators and PowerSchool Data Operators	Electronic	PowerSchool Compliance Reports		Sneha Shah-Coltrane		Advanced Learning - Academically/ Intellectually Gifted		Academic Services and Instructional Support
	AIG - Local AIG Plan		A Local AIG Plan is mandated by Article 9B, NCGS 115C-150.5-8, every three years. The current plan is for 2016-19. The next plan will be due in July 2019. Districts develop their local AIG program based on the SBE's NC AIG Program Standards.	State	Required	Article 9B, 11C-150.5-8	July 15	Every three years	Summer	LEA	AIG Coordinators	Electronic	APEX	https://schools.nc.gov/aigplan	Sneha Shah-Coltrane		Advanced Learning - Academically/ Intellectually Gifted		Academic Services and Instructional Support
	Alternative Accountability Model		Alternative Schools designate one of three options to participate in the NC Alternative Schools' Accountability Model as well as insufficient data option if needed	State	Mandatory	SBE Policy ACCT-038	August 20	Annually		School	LEA Test Coordinator	Electronic	eMail		Tammy Howard Curtis Sonneman Julie Moliq		Accountability	Accountability	Office of the Deputy State Superintendent of Innovation
	Alternative Learning Program		Roster-Placements by ethnicity, gender, grade	State	Mandatory	NCGS 115C-12(27)	June 30	Annually	June	Student	ALP Coordinator	Electronic	PowerSchool		Dick Hayes		Center for Safer Schools	Safe and Healthy Schools Support	Financial and Business Services
	Annual Census for Deaf-Blind		List of students in LEA, private or other setting who meet criteria of deaf-blindness	Federal	Mandatory	Funded RFP CFDA: 84.326C (5) (b) (1) requires this data to be collected and reported.	42461		Eligible students as of first Monday of school in new calendar year	Student	LEA Exceptional Children Director or private agency director	Electronic	Electronic		Dorothy Snyder	Dorothy.Snyder@dpi.nc.gov	Supporting Teaching & Related Services	Exceptional Children	Academic Services and Instructional Support
	Annual Dropout Report		Dropout data	State	Mandatory	NCGS 115C-12(27) & NCGS 115C-378	October 20	Annually	October	Student	Dropout Data Coordinator	Electronic	PowerSchool		Dick Hayes		Center for Safer Schools	Safe and Healthy Schools Support	Financial and Business Services
	Annual Media and Technology Report (AMTR)		Report of media/technology resources in each school and LEA	State	Mandatory	NCGS 115C-102.7	June 30	Annually		School	Media / Technology Personnel	Electronic	Website		Nathan Craver		Digital Teaching & Learning		Academic Services and Instructional Support
	Annual Survey of Children in Local Institutions for Neglected Programs		Annual Evaluation Report - Schools and State Operated Programs	Federal	Mandatory	Title I, Part D, PL 107-110 (NCLB)	December for October Headcount June for EOY Count	Annually		LEA	N & D Coordinator	Electronic	PowerSchool	Uses data from Part D N or D October Headcount/Year End Private School Count and State Operated Programs	James Popp		Federal Program Monitoring		Office of the Deputy Superintendent of Innovation
	Audit Determination and Resolution	Other	LEAs, charter schools and nongovernmental organizations receiving funds from or through DPI must provide written response and possibly provide supporting documentation regarding audit findings if requested.	Federal	Mandatory	2 CFR 200, Subpart F	180 days from receipt of audit	As requested.		LEA / Charters or nongovernmental organization (NGO)	Financer Officer, Board Chair (charter schools), Executive Director or Board Chair (NGO)	Electronic	eMail	N/A	Leigh Ann Kerr	Leighann.Kerr@dpi.nc.gov	Monitoring & Compliance	School Business Services	Operations

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	Budget Flexibility reporting	Report	Description of transfer of funds between categories, including description of teacher positions funded from transfer	state	Mandatory	115C-105.25©	Dec 1	Annually		LEA	Finance Officer	Electronic	Manual spreadsheet	N/A	Alexis Schauss	alexis.schauss@dpi.nc.gov	School Business	School Business	Operations
	Bus Inventory Survey	Report	Count of buses used during current school year, forms basis for bus replacement order for coming year	State	Mandatory	Allotment Policy Manual	March 15	Annually		LEA	Transportation Director, Cost Clerk	Electronic	eMail		Derek Graham		Transportation	School Support	Financial and Business Services
	Calendar Waiver Request - LEA Wide	Report	Eligible LEAs submit waivers to adjust their school calendars.	State	Mandatory	NCGS 115C-84.2, (SB 187, 2012)	Sept 14	Annually		LEA	Central Office	Electronic or Paper	eMail or Fax or Mail		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Charter School Local Per Pupil	Report	LEAs report the calculation of the local per pupil appropriation provided to charters and the amount	State	Mandatory	G.S. 115C-218-105(d)	Nov 1	Annually		LEA	LEA Finance Officer	Electronic	email		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Child Count - EC		Children with disabilities who receive special education and related services according to an Individualized Education Program (IEP) or Service Program	State	Mandatory	NCGS 115C-110	42830			Student	Special Education Teacher & Exceptional Children Directors	Electronic	CECAS		Kelley Blas		EC Delivery Team/Special Programs & Data	Technology Services Delivery/EPMO/ Exceptional Children	DPI Technology Services
	Child Count -EC		Children with disabilities who receive special education and related services according to an Individualized Education Program (IEP) or Service Program	Federal	Mandatory	IDEA 300.752	42830			Student	Special Education Teacher & Exceptional Children Directors	Electronic	CECAS		Kelley Blas		EC Delivery Team/Special Programs & Data	Technology Services Delivery/EPMO/ Exceptional Children	DPI Technology Services
	Child Nutrition (CN) Application		Application - Site and program information on contact person and programs to be implemented	Federal	Mandatory	7CFR Part 210 - NSLP 215-SMP, 220-SBP Part 245	July 1			LEA	CN Director	Electronic	CN Technology System		Lynn Harvey		School Nutrition	School Support	Financial and Business Services
	Class-size - EC		Permission to exceed class-size	State	Mandatory	Policies Governing Services for Children with Disabilities-Appendix A	October/ February		Application submitted once class-size is exceeded	Student	LEA EC Director	Paper	Form		Julie Whetzel/ Assigned Monitoring Consultant		Policy, Monitoring & Audit	Exceptional Children	Academic Services and Digital Learning
	Clustered Students with Disabilities (SWD)	Report	SWD attending one school being counted in performance of another school	Federal	Mandatory	ESSA, SBE Policy ACCT-021	Published end of Accountability Year	Annually		Student	LEA Test Coordinator	Electronic	Secure FTP		Tammy Howard Ken Barbour Curtis Sonnerman		Accountability ATEAM	Accountability	Office of the Deputy State Superintendent of Innovation
	Common Follow-Up		Student record on every student in grades 9-12 to Employment Security Commission for support of job training, education, and placement programs	State	Mandatory	NCGS 96-33	September 15			Student	Principal	Electronic	PowerSchool		Karl Pond		Production Systems Software Support	Data, Research and Federal Policy	Office of the State Superintendent
	Community Residential Centers		Funds for Special Education Services	State	Mandatory	Policies Governing Services for Children with Disabilities NC 1506.1-6	September 15	Annually (if needed)		Student	LEA EC Director	Paper	Application		Lori Peterson		Special Programs & Data	Exceptional Children	Academic Services and Instructional Support
	Comprehensive, Continuous Improvement Plan	Application	Used by local education agencies (LEAs) and charter schools to apply for federal entitlement and competitive funds	Federal	Mandatory	Title I, Part A, Section 1112(a), PL 107-110; Title I, Part A Section 1003(a) PL 107-110; Title I, Part C, Section 1304, PL 107-110; Title II, Part A Section 2111 PL 107-110; Title VI, Part B Section 6221 PL 107-110 (ESEA); Title III, P.L. 114-95 (ESSA); Title IV	June 30	Annually, dependent on allotment cycle for some programs			Federal Programs Director/ Title I Director/ EL Coordinator	Electronic	CCIP	http://ccip.schools.nc.gov	Anita Harris	Anita.Harris@dpi.nc.gov	Federal Program Monitoring K-12 Program Areas	K-12 Standards, Curriculum and Instruction	Office of the Deputy Superintendent of Innovation
	Contract Transportation	Report	List of contracts in place for transporting EC children or other transportation other than yellow school buses	State	Mandatory	Allotment Policy Manual	October 15	Annually		LEA	Finance Officer, Transportation Director	Electronic	eMail	http://www.ncbussafety.org/StateForms.html	Derek Graham		Transportation	School Support	Financial and Business Services

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	CSADM Phase 0: Material Increase in ADM/Grade Expansion	Application	All Charter Schools, Regional, and UNC Laboratory Schools . Submit upcoming SY enrollment growth and/or grade expansion.	State	Mandatory	NCGS 115-C-218.7(b)	November 10	Annually		School	Director of Charter School	Electronic	CSADM	https://schools.nc.gov/csadm	Angela Harrison	Angela.Harrison@dpi.nc.gov	School Reporting	School Business	Operations
	CSADM Phase I: ADM Projection Initial Submission	Application	All charter schools request a budgeted ADM for the next fiscal year	State	Mandatory	NCGS 115-C-218.7(b)	January 26	Annually		School	Director of Charter School	Electronic	CSADM	https://schools.nc.gov/csadm	Angela Harrison	Angela.Harrison@dpi.nc.gov	School Reporting	School Business	Operations
	CSADM Phase II: Final Verification - Initial ADM	Application	Request for charter school initial ADM by LEA; allows allotments to be made at per pupil funding amount from where students reside	State	Mandatory	NCGS 115-C-218.7(b)	June 15	Annually		School	Director of Charter School	electronic	CSADM	https://schools.nc.gov/csadm	Angela Harrison	Angela.Harrison@dpi.nc.gov	School Reporting	School Business	Operations
	CTE Concentrator Feedback		Collects information from concentrators about high school, further education and work the first year out of high school	Federal	Mandatory	PL 109-270/Title I Sect. 113 & GS 115C-154	March 11		Reports on concentrators the year after they exit high school	Individual Concentrator	Central Office	Phone	Electronic - PowerSchool	schools.nc.gov/ctesurvey	Jo Anne Honeycutt	JoAnne.Honeycutt@dpi.nc.gov	CTE State & Federal Accountability	Career and Technical Education	Academic Services and Instructional Support
	Data Verification	Report	Superintendent or Charter School Director certification that data are complete and correct	Federal	Mandatory	ESSA, SBE Policy ACCT-021	After Fall and after Spring testing cycles	Annually	After Fall and after Spring testing cycles	LEA	Superintendent or Charter School Director	Paper	Regional Accountability Coordinator (RAC)		Tammy Howard & Curtis Sonneman		Accountability ATEAM	Accountability	Office of the Deputy State Superintendent of Innovation
	Developmental Day		Funds for Special Education Services	State	Mandatory	Policies Governing Children with Disabilities NC 1506.1-7	September 15	Annually (if needed)		Student	LEA EC Director	Paper	Application		Lori Peterson		Special Programs & Data	Exceptional Children	Academic Services and Instructional Support
	Economically Disadvantaged Students (EDS) Data Collection for Community Eligibility Provision (CEP) and Charter Schools not participating in the National School Lunch Program.	Report	File from CN with Direct Certification Data merged with PowerSchool categorial data	Federal	Mandatory	ESSA, SBE Policy ACCT-021	December 1 April 1	Bi-annually	December April	Student	Charter School Director	Electronic	Secure FTP		Ken Barbour Curtis Sonneman		Child Nutrition Division Accountability ATEAM	Accountability	
	Economically Disadvantaged Students (EDS) for non-Community Eligibility Provision (Non-CEP) National School Lunch Participating schools.	Report	File with student ID designating identified student percentage for each participating school/district	State and Federal	Mandatory	ESSA, SBE Policy ACCT-021	December 1 April 1	Bi-annually	December April	Student	LEA Test Coordinator and Local Child Nutrition Director	Electronic	Secure FTP		Tammy Howard Ken Barbour Curtis Sonneman		Accountability ATEAM	Accountability	Office of the Deputy State Superintendent of Innovation
	EDDIE -Educational Directory & Demographical Information Exchange	Application	Authoritative source of LEA and School Numbers. Used to prepare Education Directory, for Federal Reporting, Accountability, PowerSchool, etc.	State	Mandatory	NCGS 115C-12(18)(b)	As needed throughout year	As needed		LEA & School	LEA Central Office, Charter Schools, Lab Schools, Regional School	Electronic	EDDIE	https://schools.nc.gov/eddie	Nicola Lefler	nicola.lefler@dpi.nc.gov	School Business	School Business	Operations
	Eligible School Summary Report (ESSR)		School Title I eligibility and status for upcoming school year. Includes Community Eligibility Provision (CEP).	Federal	Mandatory	Title I, Part A Section 1116	Opens in May 1			School	LEA Title I (or Federal Programs) Director and Charter Schools	Electronic	PowerSchool	In PS under Federal	Anita Harris	Anita.Harris@dpi.nc.gov	Federal Program Monitoring		Office of the Deputy Superintendent of Innovation
	Exceptional Children (EC) Grants - 611		Grant application for IDEA 611 special education services (including maintenance of fiscal effort)	Federal	Mandatory	IDEA Part B, Section 611	May 27 (September 30 MOE)	Annually	Spring	LEA	Central Office	Electronic or Paper	EC Grants		Valerie Herndon		Special Programs & Data	Exceptional Children	Academic Services and Instructional Support
	Exceptional Children Grants - 619		Grant application for IDEA 611 special education services (including maintenance of fiscal effort)	Federal	Mandatory	IDEA Part B, Section 619	May 29	Annually	Spring	LEA	Central Office	Electronic or Paper	EC Grants		Vivian James		Office of Early Learning/ EC Division Special Programs and Data Section	Office of Early Learning	Office of the Deputy State Superintendent of Innovation
	Exiting - EC		Exiting data on number of students, ages 14-21, who exited special education during school year by basis of exit, disability and ethnicity	Federal	Mandatory	Section 618 of IDEA	43040		Fall	Student	Special Education Teacher & Exceptional Children Directors	Electronic	CECAS		Kelley Blas		EC Delivery Team/Special Programs & Data	Technology Services Delivery/EPMO/ Expectional Children	DPI Technology Services

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	F&RP Residential Child Care Institutions (RCCI)		RCCI Free & Reduced Price-Federal policy statement on how students and participants will be treated with regard to program meals	Federal	Mandatory	7CFR Part 210, 220, 245	July 1			LEA	CN Director	Electronic	CN Technology System		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Federal Programs Equipment Disposition Request	Form	Request for approval for disposition of equipment purchased with federal grant funds	Federal	Mandatory	2 CFR 200 (§200.313; §200.302; §200.303; §200.439)	As Needed	As needed		LEA / Charters	LEA or charter school federal program director	Electronic	eMail		Federal Program Division staff		Federal Program Division	Financial Services (Nutrition) or Academic Services and Instructional Support (other federal programs)	
	Field Test / Special Studies	Report	Student information and performance on state field tests and special studies	Federal	Mandatory	ESSA, SBE Policy ACCT-021	June 30	Annually	Various times	Student	LEA Test Coordinator	Paper/Online	Automatic Return System (ARS), Web & Secure FTP		Tammy Howard		Test Development, TOPS	Accountability	Office of the Deputy State Superintendent of Innovation
	Financial Status Report (1A)	Report	Child Nutrition revenue and expenditure data	Federal	Mandatory	Section 4/Child Nutrition Act of 1966-National School Lunch Act of 1946-NCGS 115C-203-204	March October			LEA	LEA	Electronic	Child Nutrition System		Lynn Harvey		Child Nutrition	Safe and Healthy Schools Support	Financial and Business Services
	Food Safety / Hazard Analysis & Critical Control Points (HACCP)		Dates of food safety inspections; findings; grade; indication of compliance with HACCP plan	Federal	Mandatory	PL 108-265 Child Nutrition and WIC Reauthorization Act of 2004	July 1			School	CN Director	Electronic or Paper	eMail or Mail		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Formal Written Complaint Investigation Report		School must send response to complaint allegations of noncompliance and copies of student's records and other documents to support their position	State	Mandatory	34 CFR § 300.660-662	Within 15 days after information request is received			School	EC Director, Principal, Superintendent	Paper			Bill Elvey, Leigh Mobley, Melvin Diggs, Teresa King		Policy, Monitoring & Audit	Exceptional Children	Academic Services and Digital Learning
	Free & Reduced Price (F&RP) Milk		Special Milk Program - Free Milk Policy-Policy agreement between state and local sponsor for program implementation	Federal	Mandatory	7CFR Part 215, 245-NSLP-SMP	July 1			LEA	CN Director	Electronic	CN Technology System		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	General Expense/ Personal Service Account Adjustments	Report	LEAs report salary information changes	State	Mandatory	NCGS 115C-47(21), 302(a) & 315(d)	As needed	Monthly		LEA	Finance Officer	Electronic or Paper	financial systems/ Fax/ Mail		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	General Supervision/ Identification of Non-compliance		Percent of noncompliance corrected within one year of identification	Federal	Mandatory	IDEA Part B, Section 611	Prescribed by Corrective Action Timeline and no later than one year from date of notification.		One year from identification	Student/ System	LEA Exceptional Children Director	Electronic or Paper	CECAS/mail		Carol Ann M. Hudgens	CarolAnn.Hudgens@dpi.nc.gov	Policy, Monitoring & Audit	Exceptional Children	Academic Services and Digital Learning
	Graduate Data submission	Report	Data on individual graduates incl. course of study, post grad intentions & demographics	Federal	Mandatory	NCLB, SBE Policy GCS-C-005 and GCS-C-021	June 25	Annually		Student	School Counselor	Electronic	PowerSchool						PowerSchool
	Group/Foster Homes		Funds for Special Education Services	State and Federal	Mandatory	Article 9 Special Education Law and Policies Governing Services for Children with Disabilities NC 1506-1.9	As needed within 60 days of enrollment	Annually (if needed)		Student	LEA EC Director	Paper	Application		Lori Peterson		Special Programs & Data	Exceptional Children	Academic Services and Instructional Support
	Homeless data collection		Data on homeless children	Federal	Mandatory	Title X	June 15			Student	LEA Homeless Liaison and Charter Schools	Electronic	PowerSchool	In PS, under Federal	Lisa Phillips NCSERVE		Federal Program Monitoring		Academic Services and Instructional Support
	Identified Student Percentage for the Community Eligibility Provision	Automated Report	Number of students directly certified or categorically eligible for free meals	Federal	Mandatory	Public Law 111-296 (Healthy, Hunger-Free Kids Act)	April 1			LEA and School	CN Administrator	Electronic	CN Technology System		Lynn Harvey		Child Nutrition	Safe and Healthy Schools Support	Financial and Business Services
	Impermissible Uses of Seclusions and Restraints		Required report by schools of certain impermissible incidents	State	Mandatory	NCGS 115C-391.1, 115C-47(45)	June 30	Annually		Student	LEA Discipline Data Coordinator	Electronic	PowerSchool		Dick Hayes		Center for Safer Schools	Safe and Healthy Schools Support	Financial and Business Services

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	Information Update - Textbook Services		Updates contact/address info	State	Mandatory	NCGS-115C-96	March 1			LEA	Textbook Coordinators	Electronic	Fax		Drew Fairchild	Drew.Fairchild@dpi.nc.gov	Textbook Services	School Support	Financial and Business Services
	Initial Licensure Program Report	Report	Acknowledgement of LEAs and charters (when applicable) about their efforts to support beginning teachers.	State	Mandatory	SBE Policy TCP-A-004		Annually	Beginning of school year, with updates as necessary.	LEA / Charters	ILP Coordinator	Electronic or Paper	eMail or Fax / Mail		Yvette Stewart-Mackey		Educator Effectiveness	Educator Effectiveness	
	Institutions of Higher Education (IHE) Performance Report	Report	Annual report containing quantitative and qualitative information on approved teacher education programs in NC's colleges and universities	State	Mandatory	NCGS 115C-296 (b1)	June 30			IHE	Dean	Electronic	IHE Web Portal	www.rep.dpi.state.nc.us/ihe	Joyce Gardner		Educator Effectiveness		Academic Services and Instructional Support
	Institutions of Higher Education (IHE) Title II Report	Report	Annual report on performance of teacher education program graduates on licensing exams	Federal	Mandatory	1998 HEA Title II Sections 207 and 208	April 30			IHE	Dean	Electronic	Title II Website		Joyce Gardner		Educator Effectiveness		Academic Services and Instructional Support
	Local Career & Technical Education (CTE) Plan		Shows how federal CTE funds and matching state funds will be spent at the LEA and plans for data-based improvements	Federal	Mandatory	PL 109-270/Title I Sect. 132	May 12		In May projecting for expenditures in the following year	LEA and School	Central Office	Electronic	CTE Local Planning System	ctelps.dpi.state.nc.us	Jo Anne Honeycutt	JoAnne.Honeycutt@dpi.nc.gov	CTE State & Federal Accountability	Career and Technical Education	Academic Services and Instructional Support
	Local Wellness Policies		Report of achievements toward local wellness policies	Federal	Mandatory	PL 108-265 Child Nutrition and WIC Reauthorization Act of 2004	July 1			LEA	CN Director	Electronic or Paper	eMail or Mail		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Long Range Plan		Five- and ten-year long range plan of facility needs for new schools, additions and renovations with est. construction costs	State	Mandatory	NCGS 115C-521	Winter 2010-11 and every five years thereafter	5 years		LEA and School	LEA person in charge of facilities	Electronic	eMail / Mailed CD		Ken Phelps & Ron Collier		School Planning	Safe and Healthy Schools Support	
	Memo - Child Nutrition		Agreement/Letter of Renewal-State/Local agreement of implementation of School Meals Programs	Federal	Mandatory	7CFR Part 210-NSLP 215-SMP; 220-SBP Part 245	July 1			LEA	CN Director	Electronic	CN Technology System		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Menu Certification		Documentation to certify that the SFA is serving meals that meet the new meal pattern to obtain additional \$.06 reimbursement	Federal	Mandatory	7CFR Parts 210, 220, 215, and 245	As needed			LEA	CN Director	Electronic	CN Certification Portal		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Migrant Education Program (MEP) Data Collection		School, MEP, and service data on migrant children	Federal	Mandatory	Title I Part C Section 1301-1309	September 5			Student	LEA and Regional MEP data specialist	Electronic	PowerSchool	In PS, under Special Functions > Migrant Administration	Sonja Williams		Federal Program Monitoring		Office of the Deputy State Superintendent of Innovation
	Missed Instructional Days	Report	Survey of the number of missed instructional days due to inclement weather	State	Mandatory	HB1464 115C-84.2	June 30	Annually		LEA	Central Office	Electronic	Online survey		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Modified Order - EC Supplies		Orders for tapes/large print/Braille for EC students	State	Mandatory	NCGS-115C-96	March 1			LEA	Modified Textbook Coordinators	Electronic	Fax		Drew Fairchild	Drew.Fairchild@dpi.nc.gov	Textbook Services	School Support	Financial and Business Services
	Monthly Financial Report (MFR)	Report	LEA/charters report general ledger balances	State	Mandatory	NCGS 115C-12(18)(b)	Monthly	Monthly		School	Finance Officer	Electronic	Financial datafile		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations

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	National Assessment of Educational Progress (NAEP)	Report	Materials related to NAEP (student, school and calendar information to inform the construction of the NAEP sampling frame)	Federal	Mandatory	ESSA, SBE Policy ACCT-021	November 15	Annually		School and Student	School Test Coordinator	Secure FTP	Electronic	PowerSchool	Andrea Cole Faulkner	Andrea.Faulkner@dpi.nc.gov	Analysis and Reporting	Accountability	Office of the Deputy State Superintendent of Innovation
	Neglected or Delinquent (N&D) Aggregate Data Collection		Count of N&D students served in state agencies broken down by demographic and academic indicators	Federal	Mandatory	Title 1, Part D (NCLB) Subpart 1 and Subpart 2	December for October Headcount, June for full demographics	Annually		Student	School Test Coordinator	Electronic	PowerSchool	In PS, under <u>Federal</u>	Anita Harris	Anita.Harris@dpi.nc.gov	Federal Program Monitoring		Office of the Deputy Superintendent of Innovation
	Out-of-District Placements - EC		Funds for Special Education Services	Federal	Mandatory	IDEA-(20 U.S.C. 1411(e)(2-3)(A) and Policies Governing Services for Children with Disabilities NC 1506-1.8	As needed within 30 days of OOD enrollment	Annually (if needed)	Within 30 days of enrollment in OOD placement	Student	LEA EC Director	Paper	Application		Lori Peterson		Special Programs & Data	Exceptional Children	Academic Services and Instructional Support
	Per Capita Distribution	Report	LEAs report when they serve students from other LEAs. LEAs with city LEAs only	State	Mandatory	School Budget & Fiscal Control Act	March 15	Annually		LEA	Central Office	Electronic or Paper	eMail or Fax / Mail		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Personnel - EC		Counts of special education teachers and related services personnel providing special education and related services to children ages 3-21 on December 1 of each year	Federal	Mandatory	Section 618 of IDEA	43040			LEA	Exceptional Children Directors	Web Survey	eMail - Link		Kelley Blas		EC Delivery Team/Special Programs & Data	Technology Services Delivery/EPMO/ Exceptional Children	DPI Technology Services
	Policy Statement - CN		Schools Free & Reduced Price Policy-Federal policy statement on how students and participants will be treated with regard to program meals	Federal	Mandatory	7CFR Part 210, 220, 245	July 1			LEA	CN Director	Electronic	CN Technology System		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Positive Behavior Intervention and Support (PBIS) Data Requirements		Report of school information in schools implementing Positive Behavior Support	Federal	Mandatory	84323A State Program Improvement Grant	June 30			School	School Staff	Paper	eMail or Fax / Mail		Joe Simmons	Joe.Simmons@dpi.nc.gov	Behavioral Support & Special Programs Section	Exceptional Children	Academic Services and Instructional Support
	Postschool Outcomes		UNC-Charlotte contracted to collect exit data on students with disabilities	Federal	Mandatory	IDEA Part B, State Performance Plan	May/June		Survey one year after student exits high school	Student	Special Education Teacher & EC Directors	Electronic Survey	Document		Beverly Colwell & Anne Monterosso	Beverly.Colwell@dpi.nc.gov Anne.Monterosso@dpi.nc.gov	Professional Improvement & Professional Development / Policy, Monitoring & Audit	Exceptional Children	Academic Services and Instructional Support
	PRC 118 Autism Strategic Plan - EC			Federal	Participation in Autism strategic plan is voluntary but if receiving funds the report is mandatory		June 30	Annually	June	LEA	Finance Officer	Paper	eMail or Fax / Mail		Dana Rusher & Dreama McCoy		Supporting Teachers and Related Service	Exceptional Children	
	PRC 29 Intervention and Services Form - EC		Request for PRC29 Funds	State	Mandatory	Policies Governing Services for Children with Disabilities NC 1506-1.7	May 1			Student	EC Staff	Electronic or Paper	Paper		Joe Simmons	Joe.Simmons@dpi.nc.gov	Behavioral Support & Special Programs Section	Exceptional Children	Academic Services and Instructional Support
	PRC 29 Intervention and Services Form and Student Information Form - EC		Report of interventions provided by PRC 29 funds	State	Mandatory	Policies Governing Services for Children with Disabilities NC 1506-1.5	August 15			Student	EC Staff	Electronic or Paper	eMail or Fax / Mail		Joe Simmons	Joe.Simmons@dpi.nc.gov	Behavioral Support & Special Programs Section	Exceptional Children	Academic Services and Instructional Support
	PRC 29 Intervention and Services Form and Student Information Form - EC		Report of interventions provided by PRC 29 funds	State	Mandatory	Policies Governing Services for Children with Disabilities NC 1506-1.6	February 2			Student	EC Staff	Electronic or Paper	eMail or Fax / Mail		Joe Simmons	Joe.Simmons@dpi.nc.gov	Behavioral Support & Special Programs Section	Exceptional Children	Academic Services and Instructional Support
	Preschool Child Outcomes Summary Survey		Data on positive social-emotional, acquiring & using knowledge/skills, and appropriate action taken to meet needs	Federal	Mandatory	IDEA Part B, Section 619	August 15			LEA	Preschool Coordinators or EC Director	Electronic	CECAS		Vivian James		Office of Early Learning/ EC Division Special Programs and Data Section	Office of Early Learning	Office of the Deputy State Superintendent of Innovation
	Principal's Monthly Report (PMR)	Report	PMR System collects summary enrollment, membership, and attendance by grade level from each public school	State	Mandatory	NCGS 115C-12(18)(b)	Monthly	Monthly		School	Principal	Electronic	PowerSchool		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Private Schools	Self-Assessment	Approval of private schools to provide special education	Federal	Mandatory	IDEA, Title VI, Part B, Article 9	August-May		Application submitted by private school to request on-site review	Student	School/ Facility Administrator	Paper	Application		Glendora Hagins	Glendora.Hagins@dpi.nc.gov	Policy, Monitoring & Audit	Exceptional Children	Academic Services and Digital Learning
	Psychiatric Residential Treatment Facilities (PRTFs)	Self-Assessment	Approval to provide special education	State	Mandatory	IDEA, Title VI, Part B, Article 9, Senate Bill 744 2014-100	Within 6 months of becoming a licensed PRTF	Annually		Student	Education Staff	Paper	Application		Glendora Hagins	Glendora.Hagins@dpi.nc.gov	Policy, Monitoring & Audit	Exceptional Children	Academic Services and Digital Learning

Contacted Business?	Submission	Type	Description	Source of Program Funding	Program Participation Required?	Law Citation	Submission Due Date	Frequency of Submission	Time in School Year	Detail Level	Completed By	Collection Method	Collection System	Link to Template	DPI Contact	DPI Contact eMail	DPI Section	DPI Division	DPI Area
	Public School Building Capital Fund		Various forms relative to expenditure of Public School Capital Building Funds	State	Mandatory	NCGS 115C-546.1	As Needed			LEA and School	Usually Finance Officer	Electronic or Paper	eMail or Fax		Ken Phelps		School Planning	Safe and Healthy Schools Support	
	Pupil Textbook Orders		Orders for new adoption and replacement textbooks and materials	State	Mandatory	NCGS-115C-96	March 1			LEA	Textbook Coordinators	Electronic	Fax		Drew Fairchild	Drew.Fairchild@dpi.nc.gov	Textbook Services	School Support	Financial and Business Services
	Pupils in Membership by Race and Sex	Report	Pupils in membership by race and sex	State	Mandatory	NCGS 115C-12(18)(b)	October 31	Annually		Student	Principal	Electronic	PowerSchool		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Registration of Legally Blind Students		List of students in LEA who meet criteria of legal blindness	Federal	Mandatory	Act to Promote Education of the Blind, initiated in 1879	February 22		Eligible students as of first Monday of school in new calendar year	Student	Anyone (often a teacher of visually impaired), approved by LEA Exceptional Children Director; State Operated Programs and non-public schools, including homeschools, are also eligible	Electronic or Paper	eMail or Fax / Mail; may be in CECAS next year		William Tubilleja		Sensory Support & Assistive Technology	Exceptional Children	Academic Services and Instructional Support
	Report of Amounts to be Refunded to SPSF from local funds	Report	For LEAs to refund transportation dollars	State	Mandatory	NCGS 115C-12(19)	Monthly	Monthly		LEA	Finance Officer	Electronic	Financial datafile		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Report of Inventory by LEA	Report	Report of annual inventory by LEA at year end	State	Mandatory	Audit Compliance Supplement	July 31	Annually		LEA	Textbook Coordinators	Electronic	eMail or Fax		Drew Fairchild	Drew.Fairchild@dpi.nc.gov	Textbook Services	School Support	Financial and Business Services
	Report of Lost/Damaged Books	Report	Report showing all lost or damaged books for the LEA for the year	State	Mandatory	Audit Compliance Supplement	July 31	Annually		LEA	Textbook Coordinators	Electronic	eMail or Fax		Drew Fairchild	Drew.Fairchild@dpi.nc.gov	Textbook Services	School Support	Financial and Business Services
	Report of School Sales		Report of sales of textbooks to parents and/or sale of used books	State	Mandatory	NCGS-115C-96	July 31	Annually		LEA	Textbook Coordinators	Electronic	eMail or Fax		Drew Fairchild	Drew.Fairchild@dpi.nc.gov	Textbook Services	School Support	Financial and Business Services
	Retention Promotion	Report	Retention-Promotion Report	State	Mandatory	NCGS 115C-12(18)(b)	October 15	Annually		Student	Principal	Electronic	PowerSchool		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Risk Pool		Funds for Special Education Services	Federal	Mandatory	IDEA-(20 U.S.C. 1411(e)2-3)(A)and Policies Governing Services for Children with Disabilities NC 1506-1.10	September 30	Annually (if needed)		Student (Individual students can only be funded for up to 5 years)	LEA EC Director	Paper	Application End of Year Update needed by June 30		Lori Peterson		Special Programs & Data	Exceptional Children	Academic Services and Instructional Support
	Schedule A		Computer generated listing of schools and sites with demographic information	Federal	Mandatory	7CFR Part 210-NSLP 215-SMP; 220-SBP Part 245	July 1			LEA	CN Director	Electronic	CN Technology System		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Schedule B		Listing of Residential Child Care Institutions (RCCI) Sites - List of program sites, location, and meals programs implemented	Federal	Mandatory	7CFR Part 210 - NSLP 215-SMP, 220-SBP Part 245	July 1			LEA	CN Director	Electronic	CN Technology System		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	School Activity Report (SAR)	Report	SAR reports an individual school's full year academic schedule, courses offered, enrollment of classes, length of classes, and staffing of classes. Activities for certified personnel and selected non-certified personnel are reported on SAR.	State	Mandatory	NCGS 115C-301 (g), NCGS 115C-301 (f), PL 95-561, 20 USC 3221-3261, NCGS 115C-47 (10)	Annually	Annually	Within 21 days of the end of 2nd School Month	Teacher	Principal	Electronic	PowerSchool		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	School Food Monthly Report (Claim)	Report	Meal participation data	Federal	Mandatory	Section 4/Child Nutrition Act of 1966-National School Lunch Act of 1946-NCGS 115C-203-204	Once a month		10th day	School and Student	LEA	Electronic	Child Nutrition System		Sherry Peele		Operational Accounting	Financial Services	Financial and Business Services

Contacted Business?	Submission	Type	Description	Source of Program Funding	Program Participation Required?	Law Citation	Submission Due Date	Frequency of Submission	Time in School Year	Detail Level	Completed By	Collection Method	Collection System	Link to Template	DPI Contact	DPI Contact eMail	DPI Section	DPI Division	DPI Area
	School Meal Initiative		Documentation that meals meet nutrition standards with federal/state requirements	Federal	Mandatory	PL 108-265 Child Nutrition and WIC Reauthorization Act of 2004, NCGS 115C-264	October 15 March 15			LEA	CN Director	Paper	Mail		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
NEW 2018	Special State Reserve		Funds for Special Education Services	State	Mandatory	Article 9 Special Education Law and Policies Governing Services for Children with Disabilities NC 1506-1.11	As needed within 60 days of enrollment	Annually (if needed)		Student (Individual students new to the LEA can only be funded for the initial year of enrollment)	LEA EC Director	Paper	Application End of Year Update needed by June 30		Lori Peterson		Special Programs & Data	Exceptional Children	Academic Services and Instructional Support
	SS200 Public School Full-Time Personnel Report	Application	Personnel assignments and number of staff in various staffing categories	State	Mandatory	NCGS 115C-12(18)(b)	October 31	Annually		LEA	LEA Central Office	Electronic	SS 200	https://schools.nc.gov/s200	Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	SS300 Salary Supplements	Application	Report of salary supplements paid at LEA	State	Mandatory	NCGS 115C-12(18)(b)	October 31	Annually		LEA	LEA Central Office	Electronic	SS300	https://schools.nc.gov/s300	Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	State Improvement Project (SIP) Data Collection		Student demographics/test data for SWD in Grades K-2; EOG/EOC data collected for schools participating in NC SIP grant	Federal	Mandatory	CFDA 84-323A, 150005	42309	Annually	Autumn	School and Student	LEA SIP Coordinator	Online database: http://ncsip.org	Electronic	Electronic	Paula Crawford		Program Improvement & Professional Development	Exceptional Children	Academic Services and Digital Learning
	State of the Teaching Profession in North Carolina	Report	Annual report submitted by LEAs about number of teachers leaving and their reasons for leaving	State	Mandatory	NCGS 115C-12(22)	July 15			LEA	Personnel Administrator	Electronic or Paper	eMail or Fax		Thomas Tomberlin		Educator Recruitment and Development	Educator Human Capital and Policy Research	
	Suspended and Expelled Students; Acts of Crime and Violence		Disciplinary Data-Acts and consequences	State	Mandatory	NCGS 115-12(27)/NCGS 115C-288	June 30	Annually	June	Student	LEA Discipline Data Coordinator	Electronic	PowerSchool		Dick Hayes		Center for Safer Schools	Safe and Healthy Schools Support	Financial and Business Services
	Targeted Assistance School (TAS) Data Collection		Student's eligibility and services provided in a TAS	Federal	Mandatory	Title I, Part A (NCLB)	May 29	Annually		Student	LEA Title I Director	Electronic	PowerSchool	In PS, under Federal	Anita Harris	Anita.Harris@dpi.nc.gov	Federal Program Monitoring		Office of the Deputy Superintendent of Innovation
	Technical Assistance/Administrative Reviews (TA/AR) Corrective Action Plan		Documentation of actions to correct areas of non-compliance with federal and state regulations	Federal	Mandatory	7CFR Parts 210, 220, 215, and 245	As needed			LEA	CN Administrator	Paper	Mail		Lynn Harvey		Child Nutrition	Safe and Healthy Schools Support	Financial and Business Services
	Test Materials Orders	Report	List of materials for state testing program	Federal	Mandatory	ESSA, SBE Policy ACCT-021	On-going	Yearly	Various times	LEA	LEA Test Coordinator	Electronic	Web (NC Education)		Nancy Carolan Stephanie Boyd	Nancy.Carolan@dpi.nc.gov	Testing Policy and Operations, TOPS	Accountability	Office of the Deputy State Superintendent of Innovation
	Testing Irregularity Report	Report	Report of testing issue	Federal	Mandatory	ESSA, SBE Policy ACCT-021	On-going	Yearly	Various times	Student	LEA Test Coordinator	Electronic	Web (OTISS)		Nancy Carolan Paul Davis	Nancy.Carolan@dpi.nc.gov	Testing Policy and Operations	Accountability	Office of the Deputy State Superintendent of Innovation
	Timely Placement		Percent of children with parental consent to evaluate, who were evaluated and eligibility determined within 90 days	Federal	Mandatory	IDEA Part B, Section 611	43028		July 1st-June 30th	Student	LEA Exceptional Children Director or private agency director	Electronic	CECAS		Kelley Blas/ Patti Cox/ Kristi Harris and assigned Monitoring Consultant		Policy, Monitoring & Audit	Exceptional Children	Academic Services and Digital Learning
	Timely Transition		Percent of children referred by Part C prior to age 3 and who are found eligible for Part B who receive special Education and related services by 3rd birthday	Federal	Mandatory	IDEA Part B, Section 619	43028		July 1st - June 30th	Student	LEA Exceptional Children Director or private agency director	Spreadsheets	eMail		Kelley Blas		Special Programs & Data	Exceptional Children Office of Early Learning	Academic Services and Instructional Support
	Part D N or D October Headcount/Year End Private School Count (aka Title I Student Participation)		Number of children served in Neglected & Delinquent Facilities and private school students	Federal	Mandatory	Title I, Part A (NCLB)	December for October Headcount (N or D) June for EOY Count, which includes Private School Participation	Annually		LEA	LEA Title I Director	Electronic	PowerSchool	In PS, under Federal	James Popp		Federal Program Monitoring		Office of the Deputy Superintendent of Innovation

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	Title III Annual Performance Report (Program Types and Professional Development)		Data collection from previous school year on english language development program types and professional development. Data used in CSPR reports.	Federal	Mandatory	Title III, P.L. 114-95 (ESSA)	30-Jun	Annually	April-June	LEA	EL Coordinator	Electronic	PowerSchool	N/A	Marshall Foster	Marshall.Foster@dpi.nc.gov	K-12 Program Areas	K-12 Standards, Curriculum and Instruction	Academic Services and Instructional Support
	Title III English Language Proficiency (ELP) ACCESS Demographic Changes		Correct student information in ACCESS: Pre-reporting data validation in AMS	Federal	Mandatory	Title III, P.L. 114-95 (ESSA)	April 16-April 27	Annually	April	Student	TC/EL Coordinator	Electronic	WIDA AMS	N/A	Marshall Foster	Marshall.Foster@dpi.nc.gov	K-12 Program Areas	K-12 Standards, Curriculum and Instruction	Academic Services and Instructional Support
	Title III Immigrant Count		Statewide reporting of aggregate number of immigrant students and born out of US (PreK-12, including private schools who are served by a school district), who are identified as immigrant and enrolled in the school district/charter school for the current school year up to and including February 1	Federal	Mandatory	Title III, P.L. 114-95 (ESSA)	February 1 - 23	Annually	February	Student	EL Coordinator	Electronic	PowerSchool	N/A	Marshall Foster	Marshall.Foster@dpi.nc.gov	K-12 Program Areas	K-12 Standards, Curriculum and Instruction	Academic Services and Instructional Support
	Title III Limited English Proficient (LEP) DRC file		Individual pre-coding information for ELP test documents	Federal	Mandatory	Title III, P.L. 114-95 (ESSA)	November 17	Annually	November	Student	EL Coordinator	Electronic	PowerSchool	N/A	Marshall Foster	Marshall.Foster@dpi.nc.gov	K-12 Program Areas	K-12 Standards, Curriculum and Instruction	Academic Services and Instructional Support
	Title III October 1 LEP Headcount		Statewide reporting of aggregate number of English Learner students (PreK-12, including private schools who are served by a school district), who are speakers of languages other than English reported by language and per student count, of the above students who are identified as EL enrolled in the school district/charter school for the current school year, up to and including October 1;	Federal & State	Mandatory	Title III, P.L. 114-95 (ESSA), SL2003-284, Section 7.15(b), NCAAC 6D.0106 (GCS-K-005)	October 1-27	Annually	October	Student	EL Coordinator	Electronic	PowerSchool		Marshall Foster	Marshall.Foster@dpi.nc.gov	K-12 Program Areas	K-12 Standards, Curriculum and Instruction	Academic Services and Instructional Support
	Title V Abstinence Education (AEGP) Reporting Forms		Unduplicated count of youth receiving programs and services	Federal	Mandatory	PRC 101, Title V, Section 510, Social Security Act	Semi-Annual; April 10 and October 10		Spring and Fall	Student	Central Office; Title V AEGP Contact for funded LEAs	Electronic	eMail or Electronic		Nakisha Floyd		Healthy Schools	Safe and Healthy Schools Support	Academic Services and Instructional Support
	Transfers offered to and accepted by student victims of violence		Transfers offered to and accepted by student victims of violence	Federal	Mandatory	HRS-A-006	June 30	Annually		Student	LEA Discipline Data Coordinator	Electronic	PowerSchool		Ken Gattis		School Planning	Safe and Healthy Schools Support	Financial and Business Services
	Transportation Driver Salary Data	Report	List of bus routes and rates of pay for school bus drivers	State	Mandatory	NCGS 115C-240	October 15	Annually		LEA	Finance Officer, Transportation Director, Cost Clerk	Electronic	eMail	http://www.ncbussafety.org/StateForms.html	Derek Graham		Transportation	School Support	Financial and Business Services
	Transportation Passenger Count	Report	Number of students transported - official ridership count used as basis for funding	State	Mandatory	Allotment Policy Manual	October 15	Annually		LEA	Central Office Staff, Transportation Director	Electronic or Paper	eMail or Mail / Courier	http://www.ncbussafety.org/StateForms.html	Derek Graham		Transportation	School Support	Financial and Business Services

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	Transportation Report for Fiscal Year	Report	Report of buses used, miles traveled, local dollars spent to/from school transportation	State	Mandatory	Allotment Policy Manual	August 1	Annually		LEA	Finance Officer, Transportation Director, Cost Clerk	Electronic or Paper	eMail or Mail	http://www.ncbussafety.org/StateForms.html	Derek Graham		Transportation	School Support	Financial and Business Services
	Transportation Routing Report-TIMS System	Report	Upload of TIMS data to ensure compliance with law and to provide data for funding	State	Mandatory	NCGS 115C-240	November 1	Annually		LEA	Transportation Director, TIMS Coordinator	Electronic	eMail		Derek Graham		Transportation	School Support	Financial and Business Services
	Unit Summary of School Monthly Meal Participation (4A)	Report	Report of who is participating	Federal	Mandatory	Section 4/Child Nutrition Act of 1966-National School Lunch Act of 1946-NCGS 115C-203-204	July 1			School and Student	LEA	Electronic	Child Nutrition System		Lynn Harvey		Child Nutrition	Financial Services	Financial and Business Services
	Verification of Student Eligibility for School Meals		Documentation of all efforts made to verify that students certified for free/reduced price meals are actually eligible to receive them based on qualifying criteria	Federal	Mandatory	PL 108-265 Child Nutrition and WIC Reauthorization Act of 2004	November 16 March 16			LEA	CN Director	Electronic	Mail		Lynn Harvey		Child Nutrition	School Support	Financial and Business Services
	Voluntary Shared Leave	Report	Donation, use and cost of voluntary shared leave	State	Mandatory	GS 126-8.3	Sept 14	Annually		LEA Employee	Finance Officer	Electronic	Online survey		Gwen Tucker	Gwendolyn.Tucker@dpi.nc.gov	School Reporting	School Business	Operations
	Winscan Files	Report	Student performance on state tests (online and paper/pencil)	Federal	Mandatory	ESSA, SBE Policy ACCT-021	Fall Spring Summer	Muti-times each year	10 days after summer, fall, spring administrations	Student	LEA Test Coordinator	Electronic	Secure FTP		Tammy Howard Kenneth Barbour George Stubblefield		Accountability ATEAM	Accountability	Office of the Deputy State Superintendent of Innovation
	Non-Content Visitor Collection	Report	Students attending a school for special services only, does not participate in any content courses (ex., Speech/Language Therapy). Allows students to not count against school for testing participation	Federal	Mandatory	ESSA, SBE Policy ACCT-021	Published end of Accountability Year	Annually	Various times	Student	LEA Test Coordinator	Electronic	Secure FTP		Tammy Howard Ken Barbour Curtis Sonneman		Accountability ATEAM	Accountability	Office of the Deputy State Superintendent of Innovation
	Read to Achieve 3rd Grade Summer Reading Camp Data Collection	Report	Provides information about students who were invited to summer reading camp, attended src and who were proficient after src.	State	Mandatory for LEAs not for charter schools. Only if charter schools offer camp	GS 115C-83.1	August 20	Annually	After conclusion of Summer Reading Camp	Student	LEA Test Coordinator	Electronic	Secure FTP		Tammy Howard, Pam Shue		Accountability, K-3 Literacy	Accountability	Office of the Deputy State Superintendent of Innovation
	Local standardized testing report	Survey	File with test name, time for administering, mode, grade level, subject, when reports are available and purpose	Local	Mandatory	GS 115C-174.12	October 1	Annually		District	LEA Test Coordinator	Electronic	Qaltrex Survey		Tammy Howard, Nancy Carolan		Accountability Testing Policy and Operations	Accountability	Office of the Deputy State Superintendent of Innovation
	Read to Achieve Local Alternative Assessment Collection		LEAs/Charters submit to SBE alternative assessments that will be used by students to meet RTA promotion requirement	Local	Mandatory	RTA NC Legislation	December 1	Annually		LEA/State	LEA Test Coordinator	Electronic	Paper		Tammy Howard Jaime Kelley		Accountability Testing Policy and Operations	Accountability	Office of the Deputy State Superintendent of Innovation