

ATTENTION ALL NDE PORTAL USERS:

Please log onto your portal accounts and go to the “My Profile” tab and check to make sure your contact information (**especially the email address**) is up to date. It is very important to keep this information updated as the Department of Education uses the email address that is in the users’ Portal account to send vital information. Thank you!!



Revisions to Guidance on Reporting Attendance in ADVISER

Contact: NDE Helpdesk (888-285-0556 or ADVISERHELP@nebraskacloud.org)

Per NDE Rule 1 Section 003.03B4 and NDE Rule 2 Section 006.02B, school districts are required to maintain cumulative attendance and membership records for all students. NDE is revising guidance on reporting student attendance in the ADVISER data system. Upon further review, it was determined this information is required for the following: **1.) all K-12 students during the regular school year, and 2.) all students in Early Childhood programs with program codes 01 - 05.** NDE will update the **Who Reports What** document to reflect this information. In the meantime, please do the best you can for reporting 2018-2019 calendar and attendance data. Review the Calendar Details, Student Attendance Summary, and ADA/ADM verification reports in the ADVISER Validation website to ensure students are being reported correctly.

As a reminder, under ADVISER the **Days in Session** count for each student is determined by looking at the calendar track the student is assigned to and summing up the number of in-session days reported under that track. Only in-session days that are between the student’s enrollment entry and exit dates are counted. A student is automatically assumed to be present for all in-session days reported in their calendar track, unless an absence is reported. The number of **Days Present** for a student is found by summing their Days in Session from their calendar track and subtracting the absences reported for the student. The **Average Daily Membership** calculation aggregates the Days in Session numbers for all students, with each student’s numbers being weighted according to their FTE. The **Average Daily Attendance** is the same calculation performed using the Days Present numbers.



Time and Effort Support – All Federal Grants

Contact: Tom Goeschel (402-471-3571 or tom.goeschel@nebraska.gov)

Code of Federal Regulations (CFR) requires an employee whose salary and wages are supported, in whole or in part, with Federal funds to document his/her time spent working on Federal programs in order to ensure charges to each Federal program reflect an accurate account of the employee’s time and effort devoted to that program. The CFR addresses two types of documentation: semiannual certifications and personnel activity reports.

All Federal grants (IDEA, Title, Perkins, Homeless, Migrant, Early Childhood, etc.) that claim salaries/wages for reimbursement are required to have time and effort logs with their final submission. Failure to comply with this regulation is non-compliance with Federal grant requirements and can result in the funding required to be

returned. When the school districts and ESU's applied for these funds you also agreed to comply with the Federal regulations that goes with these types of funds.

Time and Effort logs must be supported with the NSSRS Staff Reporting system using the appropriate instructional SPI Code-Position Assignment. The deadline for the updating the NSSRS Staff Reporting system is June 30.



2019-2020 U.S. Department of Education

REAP (SRSA) Grant has opened in Grants.gov – DUE DATE: APRIL 26, 2019

Contact: Kirk Russell (402-471-2741 or kirk.russell@nebraska.gov)

Apply Now Small, Rural, School Achievement Program (SRSA). The purpose of the Small, Rural School Achievement (SRSA) program is to provide rural LEAs with financial assistance to fund initiatives aimed at improving student academic achievement.

Local education agencies (LEAs) are entitled to funds if they meet basic eligibility and application requirements. Awards are issued annually, and award amounts are determined using [a formula](#).

To register/apply, or for more information go to Grants.gov

<https://www.grants.gov/view-opportunity.html?dpp=1&oppld=313089>



Special Education Post-School Outcomes – OPEN: April 1 – DUE DATE: April 30

Contact: Alice Senseney (402-471-2775 or alice.senseney@nebraska.gov)

The report for submitting contact information for students with a disability who exited special education in 2017-2018 school year is located on the NDE Portal under the Data Collection tab. Accurate student contact information will assure your students will be contacted and included in this required Post School Outcome collection. Please be sure to **scroll down** on the report to enter each student's contact information as indicated. This collection is considered for each school district's annual federally required "determination".



IDEA MOE for Compliance Standard – OPEN: March 15 – DUE DATE: April 30

Contact: Pete Biaggio (402-471-4308 or pete.biaggio@nebraska.gov)

IDEA Part B Special Education Maintenance of Effort (MOE) Application for Compliance Standard for school year 2017-2018 opens on March 15. The report may be accessed within the NDE Portal under the Data Collection tab.

School district receipt of IDEA dollars is contingent upon maintaining fiscal effort for Special Education. Districts must expend a greater or equal amount of local or local/state funds from a previous year highest level to meet the MOE requirement. Final calculations based on actual special education school district expenditures/receipts/data obtained from the 2017-2018 AFR, GMS and NSSRS are available and have been compared to the highest levels of fiscal effort. As a result, calculations for meeting the IDEA MOE Compliance Standard may have resulted in a MOE excess or shortage that requires school district review for determination of adjustments or credits that could modify the MOE level.



2019-2020 Early Childhood Endowment (Sixpence) Grant – Open in GMS – DUE: May 3

Contact: Stephanni Renn (402-476-9401 or srenn@nebraskachildren.org) or Karen Pinkelman (402-476-9401 or kpinkelman@nebraskachildren.org)

This grant is only available to specified districts/ESUs for continuation of current grants. Due to NDE **May 3**.



2019-2020 Perkins Consolidated Grant – Open in GMS – DUE: May 22

Contact Katie Graham (402-471-3104 or katie.graham@nebraska.gov)

The 2019-2020 Perkins Consolidated Grant application is open in the GMS. Due to NDE **May 22**.



2019-2020 SPED Planning Region Team (PRT) Grant – DUE: August 1

Contact: Cole Johnson (402-471-4318 or cole.johnson@nebraska.gov)

The 2019-2020 SPED Planning Region Team (PRT) Grant application is open in the GMS. Due to NDE **August 1**.



HOW TO CONTACT THE NDE HELPDESK

1. Click on the “Helpdesk Request” in the upper right hand corner. This will open your email to send your question to the NDE Helpdesk at ADVISERHelp@nebraskacloud.org. Include your full name, organization and a detail description of your question. This email will automatically create a ticket.
2. Send an email directly to: ADVISERHelp@nebraskacloud.org. Include your full name, organization, a detail description of your question, alternate contact and phone number. This email will automatically create a ticket.
3. Call Toll Free: 888-285-0556 – **This is a Voicemail line ONLY**. Leave your full name, organization, call back number and a brief description of your question.

The Helpdesk Request and email to ADVISERHelp@nebraskacloud.org are the fastest ways to get your questions to the Helpdesk. All questions are answered in the order in which they are received.

NDE Bulletins: Past and Present:

Current and past NDE Bulletins can be found at <https://www.education.ne.gov/bulletins>. We will also continue to send the bulletin out via e-mail.



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