

CSI Data Submissions Calendar | 2018-2019

7 EOY Initial Report Training
15 SPED Discipline Cert Due
14 OC Training
21 HR Training
24 DC Data Entry Training
28 OC Audit Training
30 EOY Initial Cert Due

AUGUST '18						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

1 EOY Training
6 TSDL Initial Submission
18 Presidents' Day (CSI Office Closed)
20 EOY Initial Submission
27 SPED EOY Training

3 Labor Day (Office Closed)
5 OC Initial Submission
24 HR Initial Submission
26 DC Submissions Training
26 OC 11-Day Window Starts

SEPTEMBER '18						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MARCH '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4 Report Card March (RCM) Initial Submission
14 SPED EOY Initial Submission
15 RCM Errors Resolved
20 RCM Cert Due

3 Count Day
10 OC 11-Day Window Ends
11 OC Level 1 Errors Resolved
23 OC Level 2 Errors Resolved
30 DC Initial Submission

OCTOBER '18						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL '19						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

3 SPED Discipline Training
24 SDA Training

2 EOY Final Cert Due
5 OC Cert Due
12 Veterans Day (observed)
22-23 Thanksgiving Day (CSI Office Closed)
27 DC Level 1 Errors Resolved
28 HR Level 1 Errors Resolved

NOVEMBER '18						
S	M	T	W	Th	F	S
				1	2	3
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25	26	27	28	29	30	

MAY '19						
S	M	T	W	Th	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

<<:Regional Meetings:>>
7 SDA Initial Submission
10 SPED Discipline Initial Submission
16 SPED EOY Level 1 Errors Resolved
27 Memorial Day (CSI Office Closed)

24-25 Christmas (CSI Office Closed)

DECEMBER '18						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE '19						
S	M	T	W	Th	F	S
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

6 SPED EOY Level 2 Errors Resolved
12 SPED Discipline Level 1 Errors Resolved
13 EOY Level 1 Errors Resolved
20 TSDL Errors Resolved
****** Due 2 Business Days after Receiving Error Report
19 SDA Cert Due
27 SPED EOY Cert Due

1 New Year's Day (CSI Office Closed)
3 DC Level 2 Errors Resolved
4 HR Level 2 Errors Resolved
11 TSDL Training
16 DC Cert Due
18 HR Cert Due
21 MLK Day (CSI Office Closed)

JANUARY '19						
S	M	T	W	Th	F	S
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13	14	15	16	17	18	19
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27	28	29	30	31		

JULY '19						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

4 Independence Day (CSI Office Closed)
11 TSDL Cert Due
12 EOY Level 2 Errors Resolved
16 SPED Discipline Level 2 Errors Cleared

CSI Data Submissions Calendar | 2018-2019

Notes

CRDC The Civil Rights Data Collection is a biennial (i.e., every other year) federal data collection required by the U.S. Department of Education’s Office for Civil Rights (OCR). While CRDC will take place in the 2018-2019 school year, the timeline will be established in early 2019. As more information is made available, CSI staff will be sure to share.

TSDL Changes were made to the 19-20 TSDL collection and data on migrant students is all that has to be reported. CSI will work with each school individually in the spring of 2019 that have been identified as having migrant students enrolled during the school year. The TSDL training and initial submission deadlines originally noted in the calendar for January and February are no longer necessary, so that is why those have a strikethrough.

Training dates above identify the date by which training resources will be made available. Training format varies by collection—some trainings will be pre-recorded webinars while others will simply be printed instructions. All trainings will be recorded/accessible on the relevant section of the CSI Data Submissions webpages.

CSI Office Closed identifies the days in which the CSI office is closed and CSI staff will have limited availability. Please consider this when identifying your plan to meeting deadlines.

Summer Deadlines are included in the above calendar to allow schools the most time possible to complete each collection while remaining within the state identified deadlines. CSI recognizes that some school data submissions staff do not work a 12 month calendar; please let us know in advance if you would like to meet deadlines prior to leaving for the summer and we will do our best to support this request!

Collections The following list identifies the data collections included in the above calendar, the color associated with each collection in the above calendar, and the primary CSI staff member you can reach by phone for questions. Please send email questions to submissions_csi@csi.state.co.us. Timelines for Student Biographical Data (SBD) collections, the Civil Rights Data Collection, Alternative Education Campus collections, Industry Recognized Credentials collection, 4-Day School Week collection, and RITs, EDIS, Directory, and are not included. For questions by phone on any of these topics you may contact any member of the Data Submissions Team listed in the table below; otherwise, please send email questions to submissions_csi@csi.state.co.us.

18-19 Collection	Schools (Alphabetical)	CSI Contact
October Count (OC)	A-I J-Z	Julie Eddy 303-866-3093 Ryan Hartung 303-866-6973 <i>Direct OC Audit questions to Julie Eddy 303-866-3093</i>
December Count (DC)	A-I J-Z	Julie Eddy 303-866-3093 Ryan Hartung 303-866-6973
Human Resource (HR)	A-I J-Z	Julie Eddy 303-866-3093 Ryan Hartung 303-866-6973
End of Year (EOY)	A-I J-Z	Julie Eddy 303-866-3093 Ryan Hartung 303-866-6973
Report Card March (RCM)	A-Z	Julie Eddy 303-866-3093
SPED End of Year (SPED EOY)	A-I J-Z	Julie Eddy 303-866-3093 Ryan Hartung 303-866-6973
Student Discipline and Attendance (SDA)	A-Z	Ryan Hartung 303-866-6973
SPED Discipline (SPED Disc)	A-Z	Julie Eddy 303-866-3093
Teacher Student Data Link	A-Z	Julie Eddy 303-866-3093