

## 2016-17 Elementary/Secondary Consolidated Data Collection Calendar Executive Summary

### PIMS Data Collections - Collections 1 through 6

\*\*\*All PIMS data is due and collections will close by 12:00 PM (Noon) on the final date specified in the Collection Window Field unless otherwise noted\*\*\*

#### Collection 1 - October 3

Data Set	Data Year	Required/Updates	Collection Window	Follow-UP, Review & Editing Window	Correction Windows	ACS Due Date			
<b>Prior Years Collection</b>									
Title I Staff & Student Participation	2015-16	Required	10/3 to 10/18	10/20 to 11/1	11/2 to 11/15	12/6/2016			
Cohort Graduation Rate (School Year Graduates, School Year Dropouts)	2015-16	Required				11/15/2016			
Interscholastic Athletic Opportunities	2015-16	Required				11/15/2016			
Title III Professional Development Activities Survey	2015-16	Required				N/A			
Special Education Act 16 -- Services cost per student	2015-16	Required/Update				N/A			
Home Education/Private Tutoring	2015-16	Required				11/15/2016			
<b>2016-2017 Year Collection</b>									
Student (October 1)	2016-17	Required				11/15/2016			
Programs	2016-17	Required				11/15/2016			
Child Accounting SD & CS (kindergarten starting age)	2016-17	Required				N/A			
Title III Nonpublic Student Count	2016-17	Required	N/A						
Professional Personnel	2016-17	Required	11/15/2016						
Support Personnel	2016-17	Required	11/15/2016						

#### Collection 2 - December 1

Data Set	Data Year	Required/Updates	Collection Window	Follow-UP, Review & Editing Window	Correction Window	ACS Due Date
Special Education 12/1 Count	2016-17	Required/Updates	12/1 to 12/14	12/15 to 1/3	1/4 to 1/31	N/A
PATI	2016-17	Required				2/27/2017

#### Collection 3 - March 1

Data Set	Data Year	Required/Updates	Collection Window	Follow-UP, Review & Editing Window	Correction Window	ACS Due Date
<b>Note: Data Summit Dates March 12 - March 15</b>						
Student (template in C6)	2016-17	Updates	2/27 to 3/10	3/15 to 3/27	N/A	N/A
Child Accounting SD & IU Preliminary JIAF Collection	2016-17	Required				

#### Collection 4 - June 15

Data Set	Data Year	Required/Updates	Collection Window	Follow-UP, Review & Editing Window	Correction Window	ACS Due Date
<b>NOTE: PIMS Maintenance Window July 3 - July 17</b>						
Special Education Exit (Only those Special Ed Students who exited)	2016-17	Required/Updates	6/15 to 7/21	7/24 to 7/31	8/1 to 8/15	N/A
LEP Program Survey	2016-17	Required				
Student (Year End)(template in C6)	2016-18	Required/Updates				
Career & Technical Education	2016-17	Required				8/31/2017

#### Collection 5 - Summer

Data Set	Data Year	Required/Updates	Collection Window	Follow-UP, Review & Editing Window	Correction Window	ACS Due Date
Student (template in C6)	2016-17	Updates	6/15 to 8/31	N/A	9/1 to 12/22	N/A
Child Accounting End-of-Year Collection	2016-17	Required	6/15 to 8/31	N/A	9/1 to 12/22	Immediately

#### Collection 6 - Open All Year

Data Set	Data Year	Required/Updates	Collection Window	Follow-UP, Review & Editing Window	Correction Windows	ACS Due Date
Student Updates & Internal Snapshot	2016-17	Updates, 1 day prior to internal snapshot.	Open All Year			N/A
School Enrollment	2016-17	Required/Update	Open All Year			N/A
Cohort Graduation Rate (2016-17) (School Year Graduates, School Year Dropouts)	2016-17	Required/Update	Collection Window Closes 09/30/2017			N/A
Programs	2016-17	Required/Update	Open All Year			N/A
Course/Instructor (Closes 5/1/2017)	2016-17	Required/Update	Collection Window Closes 05/01/2017			5/2/2017
PVAAS	2016-17	Required/Update	Collection Window Closes 03/20/2017			N/A
Staff	2016-17	Required/Update	Open All Year			N/A
Safe Schools	2016-17	Required	Collection Window Closes 07/28/2017			7/31/2017

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Internal Snapshots	Student and School Enrollment Template Updates	Required/Updates	LEA updates completed by 12:00 Noon on:	PIMS Internal Student Snapshot Dated	ACS Due Date
Pre-codes Winter Keystone	2016-17	Required (denoted in Field No. 214)	10/05/2016	10/05/2016	N/A
Access and Alternate ACCESS Precode	2016-17	Required	11/18/2016	11/18/2016	N/A
Pre-Codes PSSA	2016-17	Required (denoted in Field No. 212)	12/05/2016	12/05/2016	N/A
Updates for Winter Keystone	2016-17	Update if administering (denoted in Field No. 214)	01/25/2017	01/25/2017	N/A
Precode for Spring Keystone	2016-17	Required (denoted in Field No. 215)	03/02/2017	03/02/2017	N/A
PSSA Accountability Reporting for English Language Arts (ACS must use snapshot date of 4/7/2017, last day of the testing window)	2016-17	Required K-12 (denoted in Field No. 212)	05/15/2017	04/07/2017	5/26/2017 ACS report as of 4/7/17 Snapshot
PSSA Accountability Reporting for Mathematics (ACS must use snapshot date of 4/28/2017, last day of the testing window)	2016-17	Required K-12 (denoted in Field No. 212)	05/15/2017	04/28/2017	5/26/2017 ACS report as of 4/28/17 Snapshot
PSSA Accountability Reporting for Science (ACS must use snapshot date of 5/5/2017, last day of the testing window)	2016-17	Required K-12 (denoted in Field No. 212)	05/15/2017	05/05/2017	5/26/2017 ACS report as of 5/5/17 Snapshot
ACCESS for ELLs Accountability	2016-17	Required	05/15/2017	03/03/2017	5/26/2017
Keystone Accountability Reporting (ACS must use snapshot date of 5/26/2017, last day of the Spring Keystone Exam testing window)	2016-17	Required K-12 (denoted in Field No. 214 and 215)	06/05/2017	05/26/2017	6/29/2017 ACS report as of 5/26/17 Snapshot
School Performance Profile (SPP)	2016-17	Required K-12	06/05/2017	05/26/2017	N/A
Precode for Summer Keystone Exams	2016-17	Required if	06/05/2017	06/05/2017	N/A

## Financial Report Calendar

<b>Form</b>	<b>Due Date</b>
<i>PSERS Employer Pyt</i>	<i>Quarterly-20th</i>
<i>FAI Qtrly Report</i>	<i>Quarterly-10th Working Day</i>
<i>PURTA Report</i>	<i>Yearly-March 1</i>
<i>PA Sales Tax</i>	<i>Monthly, Qtrlt, Biannual</i>
<i>Final Completion Reports-Title I, II, III</i>	<i>Yearly-October 31</i>
<i>ACCESS Qtrly Report</i>	<i>Qtrly-Jan31, March 31, July 31, Oct 31</i>
<i>ACCESS Annual Report</i>	<i>Yearly-Dec 31</i>
<i>PDE 2057-AFR</i>	<i>Yearly-Oct 31</i>
<i>PDE 374-Adjudicated Youth</i>	<i>Yearly-Aug 31</i>
<i>PDE 3064-Annual Budget</i>	<i>Yearly-July 1</i>
<i>PA Health Report</i>	<i>Yearly-Sept 30</i>
<i>Title IV Report</i>	<i>Yearly Oct 31</i>
<i>IRS 1099's</i>	<i>Yearly-Jan 31</i>
<i>Real Estate Tax Bills</i>	<i>Yearly-July 1</i>
<i>Sterling Act</i>	<i>Yearly-Dec 15</i>
<i>PDE 2071-Rental Reimbursement</i>	<i>As Debt Payments are Made</i>
<i>EMMA Disclosures</i>	<i>Mid-December</i>
<i>Certification of Transportation</i>	<i>Yearly-September 25</i>
<i>Title IX</i>	<i>Yearly-October 15</i>
<i>PIMS Data</i>	

## ***Payroll Calendar***

<b><i>Form</i></b>	<b><i>Due Date</i></b>	
<b>Child Support</b>	<b>Bi-weekly</b>	<b>No later than Thursday of the pay week</b>
403b	Bi-weekly	No later than Thursday of the pay week
AFSCME Union	Bi-weekly	No later than Thursday of the pay week
UW	Bi-weekly	No later than Thursday of the pay week
LEA Union	Bi-weekly	No later than Thursday of the pay week
CES Report	Monthly	No later than Thursday of the second pay of the month
PSERS	Monthly	By the 30th of the month
941 FORM	Qtrly	By the 30th of the month after the qtr ends
941 B FORM	Qtrly	By the 30th of the month after the qtr. ends
UNEMPLOYMENT COMPENSATION 2	Qtrly	By the 30th of the month after the qtr ends
UNEMPLOYMENT COMPENSATION 2A	Qtrly	By the 30th of the month after the qtr ends
LOCAL EARN INCOME TAX (EIT) LCTCB	Qtrly	By the 30th of the month after the qtr ends
LOCAL SERVICE TAX (LST) – LCTCB	Qtrly	By the 30th of the month after the qtr ends
OPT TAX TO BERKHEIMER	Qtrly	By the 30th of the month after the qtr ends
MULTI SITE REPORT	Qtrly	By the 30th of the month after the qtr ends
STATE TAX – ETIDES	Qtrly	By the 30th of the month after the qtr ends
403 B EMPLOYER PORTION	Qtrly	By the 30th of the month after the qtr ends
PD 339 - SSR	Qtrly	By the 30th of the month after the qtr ends
PD 2105	YEARLY	By July 30th
STATE W2	YEARLY	By January 30
LOCAL W2	YEARLY	By January 30
FEDERAL W2	YEARLY	By January 30