

Timelines for KSDE Early Childhood Reports & Data Collections



Note: This list may not include every report.

2021-2022 School Year

Actual open/due dates are subject to change.

Listed below, by month, are KSDE Early Childhood reports, data collections and claim forms requested during FY2022. State Funded Early Childhood Programs include Early Childhood Special Education, Kansas Parents as Teachers, Preschool-Aged At-Risk, and Kansas Preschool Pilot. Open/due (submission) dates are projected and are subject to change.

The KSDE School Finance Team also provides useful calendars on their [Online Budget Packet webpage: Payment Dates for State and Federal Aid 2021-2022](#) and [Timelines for KSDE reports, KIDS & MIS Collections for 2021-2022](#).

OPEN
YEAR-
ROUND

<u>Type of Report / Data Collection</u>	<u>Contact Person</u>	<u>Phone No.</u>
Directory Updates (changes include email, personnel, phone, address, open or close a bldg.)	Christie Wyckoff	(785) 296-6321
KIDS Collections: ASGT, EXIT, SPED, QERY open year-round for changes	KSDE Helpdesk	(785) 296-7935
ASGT (upon enrollment in the school district)	KSDE Helpdesk	(785) 296-7935
EXIT (upon exit from the school district)	KSDE Helpdesk	(785) 296-7935

<u>Open or Due Date</u>	<u>Type of Report/Form/Collection</u>	<u>Contact Person</u>	<u>Phone No.</u>
Open July 1	Review/Correction window for Indicator 7 Outcomes Web System (OWS) data	Julie Rand	(785) 296-1944
Open July 1-20	Request August Federal Funds (Form 240) <i>if funds available</i> (open July 1-20)	Nicole Norwood	(785) 296-2020
Open July 1-Sep 20	Kansas Kindergarten Readiness Snapshot (ASQ-3 and ASQ:SE-2) for incoming kindergarten students	Jordan Christian	(785) 296-3953
July 9	Parents as Teachers (PAT) Affiliate Performance Report (APR)	Nis Wilbur	(785) 296-4964
July 12	Unencumbered Cash Balances on July 1 (all USDs - open June 30-July 12)	Rose Ireland	(785) 296-4973
Open July 12-16	State Foundation Aid for August (includes preschool enrollment and accompanying weightings)	Rose Ireland	(785) 296-4973
Open July 12-Aug 20	Directory Updates - annual review/update for KS Educational Directory (open July 12-Aug 20)	Christie Wyckoff	(785) 296-6321
Open July 27	FY21 Kansas Preschool Pilot, Temporary Assistance for Needy Families (TANF) 4 th Quarter Reimbursement	Nicole Norwood	(785) 296-2020
Open August 9	KIDS Collection TEST (Assessment Testing) (open August 9, 2021-June 24, 2022)	KSDE Helpdesk	(785) 296-7935
Open Aug 9-13	State Foundation Aid for September (includes preschool enrollment and accompanying weightings)	Rose Ireland	(785) 296-4973
August 20	Directory Updates – (includes marking “daycare” and “preschool” boxes as appropriate)	Christie Wyckoff	(785) 296-6321
Opens August 25	Early Childhood Special Education (ECSE) Indicator 12 Data Window Opens (August 25 – September 27)	Julie Rand	(785) 296-1944
August 25	Kansas Preschool Pilot (KPP) Children’s Initiatives Fund (CIF) Payment	Nicole Norwood	(785) 296-2020
August 30	Early Childhood Special Education (ECSE) Indicator 12 Data Window Opens	Julie Rand	(785) 296-1944

Kansas leads the world in the success of each student.



Open or Due Date	Type of Report/Form/Collection	NOTE: ALL DATES ARE PROJECTED AND SUBJECT TO CHANGE.	Contact Person	Phone No.
Open Sept 7	KIDS Collection TASC (Teacher and Student Connection) (open 9/7/2020 - 5/27/2021)		KSDE Helpdesk	(785) 296-7935
Open Sept 13-17	State Foundation Aid for October (includes preschool and accompanying weightings)		Rose Ireland	(785) 296-4973
September 15	Kansas Parents as Teachers (KPAT) Payment		Nicole Norwood	(785) 296-2020
Closes Sept 15	Outcomes Part B verification window (Early Childhood Special Ed - Age 3-5) (Open July 1-Sept 15)		Julie Rand	(785) 296-1944
Open Sept 17	SO-66 and PBR (Principal's Building Report) (open Sept 17-Oct 9)		Rose Ireland	(785) 296-4973
Open Sept 20	KIDS Collection ENRL (Funding and Enrollment) (open Sept 20-Oct 8) (report all early childhood children)		KSDE Helpdesk	(785) 296-7935
Closes Sept 20	Kansas Kindergarten Readiness Snapshot (ASQ-3 and ASQ:SE-2) for incoming kindergarten students		Jordan Christian	(785) 296-3953
Closes Sept 27	Early Childhood Special Education (ECSE) Indicator 12 Data Window Closes		Julie Rand	(785) 296-1944
Open Oct 1-13	Kansas Preschool Pilot (KPP-TANF) 1 st Quarter Expense Reimbursement Payment Request		Nicole Norwood	(785) 296-2020
October 1	Special Education Categorical Aid Personnel System (deadline to update CAPS)		Evelyn Alden	(785) 296-3868
Closes Oct 8	KIDS Collection ENRL (Funding and Enrollment) (deadline Oct 8) (report all early childhood children)		KSDE Helpdesk	(785) 296-7935
October 9	Superintendent's Organizational Report (SO-66) and PBR (open Sept 17-Oct 9)		Rose Ireland	(785) 296-4973
October 11	Kansas Kindergarten Readiness Snapshot (ASQ-3 and ASQ:SE-2) deadline to submit data in ASQ Online		Jordan Christian	(785) 296-3953
Open Oct 11-15	State Foundation Aid for November (includes preschool enrollment and accompanying weightings)		Rose Ireland	(785) 296-4973
October 27	Kansas Preschool Pilot (KPP) Temporary Assistance for Needy Families (TANF) Reimbursement		Nicole Norwood	(785) 296-2020
November	2022-2023 Kansas Preschool Pilot/Early Childhood Block Grant Request for Proposals Released (date TBD)		Natalie McClane	(785) 296-5081
Open Nov 8-12	State Foundation Aid for December (includes preschool enrollment and accompanying weightings)		Rose Ireland	(785) 296-4973
November 12	Unencumbered Cash Balances on November 1 (all USDs - open Oct 29-Nov 12)		Rose Ireland	(785) 296-4973
November 15	Kansas Preschool Pilot (KPP) Children's Initiatives Fund (CIF) Payment		Nicole Norwood	(785) 296-2020
December	2022-2023 Kansas Preschool Pilot/Early Childhood Block Grant Request for Proposals Due (deadline TBD)		Natalie McClane	(785) 296-5081
December 1	618 MIS Data (Child Count "Snap Shot")		Mason Vosburgh	(785) 296-4945
Open Dec 3-20	Emergency Safety Intervention (ESI) (in KIAS) Incidents occurring on or between 6/1/21 and 11/30/21		Shanna Bigler	(785) 296-4941
Open Dec 6-10	State Foundation Aid (includes preschool enrollment and accompanying weightings) final request for FY2022		Rose Ireland	(785) 296-4973



Open or Due Date	Type of Report/Form/Collection	NOTE: ALL DATES ARE PROJECTED AND SUBJECT TO CHANGE	Contact Person	Phone No.
January	2022-2023 Preschool-Aged At-Risk Approval Forms available for completion in January		Natalie McClane	(785) 296-5081
January	2022-2023 Kansas Parents as Teachers Grant Application Released (date TBD)		Nis Wilbur	(785) 296-4964
Open Jan 3-13	Kansas Preschool Pilot (KPP-TANF) 2 nd Quarter Expense Reimbursement Payment Request		Nicole Norwood	(785) 296-2020
January 27	Kansas Preschool Pilot (KPP) Temporary Assistance for Needy Families (TANF) Reimbursement		Nicole Norwood	(785) 296-2020
January 31	Kansas Parents as Teachers (KPAT) Mid-Year Report Due		Nis Wilbur	(785) 296-4964
Open Feb 21	KIDS Collection MILT (2 nd Military Student Count) (open Feb 21-Mar 14)		KSDE Helpdesk	(785) 296-7935
February 15	Kansas Preschool Pilot (KPP) Children's Initiative's Fund payment		Nicole Norwood	(785) 296-2020
February 28	December 1 MIS Child Count – MIS Collection data is finalized		Mason Vosburgh	(785) 296-4945
March	2022-2023 Preschool-Aged At-Risk Approval Forms Due (deadline TBD)		Natalie McClane	(785) 296-5081
March 15	Kansas Parents as Teachers payment		Nicole Norwood	(785) 296-2020
Closes March 14	KIDS Collection MILT (2 nd Military Student Count) (closes March 14)		KSDE Helpdesk	(785) 296-7935
April	Kansas Parents as Teachers (KPAT) Grant Application Due (deadline TBD)		Nis Wilbur	(785) 296-4964
April 1	Mentor Programs - Application to re-validate mentors/mentees for payment (open April 1-May 1)		Shane Carter	(785) 296-8011
April 1	State Deaf-Blind Funds (KSA 72-3481) Application for 2021-22 funds (open April 1-June 30)		Joan Houghton	(785) 296-2515
April 1	Special Education Categorical Aid Personnel System (deadline to update CAPS)		Evelyn Alden	(785) 296-3868
Open April 1-13	Kansas Preschool Pilot (KPP-TANF) 3 rd Quarter Expense Reimbursement Payment Request		Nicole Norwood	(785) 296-2020
April 27	Kansas Preschool Pilot (KPP) Temporary Assistance for Needy Families (TANF) Reimbursement		Nicole Norwood	(785) 296-2020
Open May 1-31	Foundations for School Success (End of Year Survey) Early Childhood (open May 1-31)		Natalie McClane	(785) 296-5081
May 9	KIDS Collection EOYA – End of Year Accountability (open May 9-June 30)		KSDE Helpdesk	(785) 296-7935
Open May 13-Jun 10	Emergency Safety Intervention (ESI) (in KIAS) Incidents occurring on or between 12/1/21 and 5/31/22		Shanna Bigler	(785) 296-4941
May 16-27	Kansas Parent Education Program - Final expenditures claim form (open May 17-28)		Nicole Norwood	(785) 296-2020
May 27	Kansas Preschool Pilot (KPP) Children's Initiatives Fund (CIF) Payment		Nicole Norwood	(785) 296-2020
Closes May 31	Foundations for School Success (End of Year Survey) Early Childhood (closes May 31)		Natalie McClane	(785) 296-5081



Open or Due Date	Type of Report/Form/Collection	NOTE: ALL DATES ARE PROJECTED AND SUBJECT TO CHANGE.	Contact Person	Phone No.
June 11	Emergency Safety Intervention (ESI) Incidents on or between 12/1 and 5/31 (Open May 13-June 11)		Shanna Bigler	(785) 296-4941
Open June 14-18	Request for State Foundation Aid for July (includes preschool and accompanying weightings)		Rose Ireland	(785) 296-4973
June 17	Kansas Parents as Teachers payment		Nicole Norwood	(785) 296-2020
June 30	KIDS Collection EOYA - End of Year Accountability (open May 9-June 30)		KSDE Helpdesk	(785) 296-7935
June 30	Indicator 7 Outcomes Web System (OWS) Data Window closes		Julie Rand	(785) 296-1944
June 30	Discipline Data Collection (in KIAS) (submit final data by June 30)		Rachel Beech	(785) 296-8965
June 30	State Deaf-Blind Funds (KSA 72-3481) Application for 2021-2022 funds (submit by June 30)		Joan Houghton	(785) 296-2515
Open July 1	Indicator 7 Outcomes Web System (OWS) Data Window opens		Julie Rand	(785) 296-1944
Open July 1-13	Kansas Pre-Kindergarten Pilot (KPP-TANF) 4 th Quarter Expense Reimbursement Payment Request		Nicole Norwood	(785) 296-2020
July 8	FY22 Final State Foundation Aid Payment (includes preschool and accompanying weightings)		Rose Ireland	(785) 296-4973
July 10	Parents as Teachers National Center Affiliate Performance Report (APR)		Nis Wilbur	(785) 296-4964
July 27	Kansas Preschool Pilot (KPP) Temporary Assistance for Needy Families (TANF) Reimbursement		Nicole Norwood	(785) 296-2020
July 27	Kansas Preschool Pilot (KPP) Children's Initiatives Fund (CIF) Final Expenditure report due		Nicole Norwood	(785) 296-2020

Facts on using web applications to submit KSDE data and reports

- Web applications are reports submitted to KSDE through an authenticated submission website: <https://apps.ksde.org/authentication/login.aspx>
- An individual login and password is needed to access each report. New staff members are required to register and be approved by the superintendent before gaining access to enter or review data. *Note: The Special Education Director approves users for the Outcomes Web System (OWS).*
- For assistance registering or logging into authenticated applications, contact the KSDE Help Desk at (785) 296-7935.
- Open and close dates are subject to change.

The information provided in this calendar was collected by the Early Childhood team. We hope this information will be a helpful planning tool. If you have questions, contact Beccy Strohm bstrohm@ksde.org.

Note: This list does not include every state report.



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