

July 2024						
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August 2024						
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This list of annual due dates was compiled by the North Dakota Department of Public Instruction (NDDPI). **This list is not all-inclusive** but serves as a comprehensive list with *most* of the critical dates for reporting to NDDPI.

For the most accurate and up-to-date information regarding due dates, technical assistance, and other DPI offerings, schools and districts are encouraged to subscribe to our Weekly BLAST, located at the bottom of the NDDPI website.

Subscribe to News and Alerts

Due Date	Report Name	Contact Agency	Report Submission Platform
1-Jul	67-15-02-07. Reconfiguration of Instructional Days Waiver Four Day School Week (SFN 58170) – Extension	School Approval & Opportunity -Kelsie Seiler	Email Kelsie Seiler
1-Jul	67-19-02-07. Waiver of High School Unit Instructional Time (SFN 58169) – Extension	School Approval & Opportunity -Kelsie Seiler	Email Kelsie Seiler
Early July	Federal Title Programs District Year-End Processes	DPI: Title Services	WebGrants
31-Jul	Seal of Biliteracy Application	EL Program Office	NDDPI Online Form
Mid Aug to Mid Sep	Choice Ready Report –Accountability (State and ESSA)-Review data	Management Information Systems: Ross Roemmich	SLDS / ND Insights
Last Thur of Aug	Consolidated Application Budget for Federal Title Funds	DPI: Title Services	WebGrants
30-Aug	ESSA Confirmation of Tribal Consultation Form (only affected districts that meet criteria)	Indian and Multicultural Education	Email Lucy Fredericks
School Start +30	Screen/Identify English Learners and send out parent notification of eligibility <i>(must be done within 30 days of the first day of school)</i>	EL Program Office	District Maintained
School Start +30	Student Immunizations Records <i>(must be up-to-date within 30 days of school start)</i>	NDDoH	NDIIS
Ongoing	STARS enrollment data feeds ND A+ to generate testing rosters TieNet feeds accommodation data to ND A+	Assessment Office	STARS / TieNet / ND A+

September 2024						
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Due Dates
Public Schools
2024-2025 School Year

October 2024						
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Due Date	Report Name	Contact Agency	Report Submission Platform
1-Sep	Summer School Enrollment Report (if the district provided Summer School)	School Approval & Opportunity - Steve Snow	STARS
1 Sept – Oct	Targeted and Comprehensive Support for Improvement (TSI/CSI) Funding Application	Educational Improvement and Support	WebGrants
9-Sep	MIS01 - LEA Directory / MIS02 School Directory	Jill Frohlich	STARS
10-Sep	15.1-02-13. School District Employee Compensation Report	Adam Tescher	STARS
15-Sep	Fall STARS Enrollment Report	School Approval & Opportunity - Steve Snow	STARS
16-Sep	School District Financial Report	Adam Tescher	STARS
15-Sep	MIS01 - LEA Fall Report / MIS02 – School Fall Report	Jill Frohlich	STARS
15-Sep	Fall Calendar	School Approval & Opportunity - Angie Thomas	STARS
15-Sep	English Learners – Submit Verification of Test Administrator, Assessment Training and EL Coordinator Role Acceptance	EL Program Office	WIDA AMS
30-Sep	MIS03 - Regular School Year Licensed Personnel Record	School Approval & Opportunity - Angie Thomas	STARS
30-Sep	PER02 – Non-Licensed Personnel Report	Jill Frohlich	STARS
30-Sep	English Learners – Create/Update Annual Individualized Language Plans (ILP) for ELs	District	District Maintained
30-Sep	Update Bully Policy	Educational Improvement and Support - Robin Lang	Email Robin Lang
1-Oct	15.1-06-06. School Annual Compliance Report	School Approval & Opportunity - Angie Thomas	STARS
1-Oct	LEA Annual Compliance Report	School Approval & Opportunity - Angie Thomas	STARS
1-Oct	The Reading Curriculum & Professional Development Report	Academic Support	STARS
Oct – Nov	TSI/CSI Status Reports 1 window	Educational Improvement and Support	WebGrants

November 2024						
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Due Dates
Public Schools
2024-2025 School Year

December 2024						
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Due Date	Report Name	Contact Agency	Report Submission Platform
Ongoing	STARS data cleanliness (review validation report, staging area report, PowerSchool waiting for State ID)	School Approval & Opportunity - Steve Snow	STARS
1-Nov	School Immunization Report Due via North Dakota Immunization Information System (NDIIS) Website	ND Department of Health	NDIIS
30-Nov	Title I Comparability Report (for large districts with over 1,000 students)	Educational Improvement and Support- Angela Richter	Email Angela Richter
30-Nov	English Learners - Ensure all ELs are entered and identified in STARS for ACCESS Test file; review STARS Enrollment validation errors	Assessment Office	STARS
1-Dec	Special Education Child Count	Specially Designed Services	STARS
15-Dec	Set up EL test sessions, review/modify accommodations, and add ALT status in WIDA AMS	EL Program Office	WIDA AMS
16-Dec	15.1-27-02. Taxable Valuation and Mill Levy Certifications: Counties certify these reports; districts are responsible to assure they are filed	Adam Tescher	STARS
15-Dec	15.1-15-01. Performance reviews - Written reports	School Approval and Opportunity	District Maintained
20-Dec	Annual Count for Neglected & Delinquent Programs	Educational Improvement and Support- Jennifer Withers	Email Jen Withers
Dec – May	Federal Title Program Monitoring (selected districts must submit initial monitoring reports and supporting documentation)	DPI: Title Services	STARS

January 2025						
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Due Dates
Public Schools
2024-2025 School Year

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Due Date	Report Name	Contact Agency	Report Submission Platform
Ongoing	STARS data cleanliness (review validation report, staging area report, PowerSchool waiting for State ID)	School Approval & Opportunity - Steve Snow	STARS
Jan 13 – Feb 07	Student Engagement Survey	School Approval & Opportunity -Steve Snow	COGNIA
Mid Jan –	English Learner – Annual ACCESS Assessment Test Window	Assessment Office	WIDA AMS
Dec – May	Federal Title Program Monitoring (selected districts must submit initial monitoring reports and supporting documentation in STARS)	DPI: Title Services	STARS

March 2025						
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Due Dates
Public Schools
2024-2025 School Year

April 2025						
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Due Date	Report Name	Contact Agency	Report Submission Platform
Ongoing	STARS data cleanliness (review validation report, staging area report, PowerSchool waiting for State ID)	School Approval & Opportunity -Steve Snow	STARS
1-Mar	67-15-02-07 Reconfiguration of Instructional Days Waiver Four Day School Week (SFN 58170) – Initial	School Approval & Opportunity -Kelsie Seiler	Email Kelsie Seiler
1-Mar	67-19-02-07 Waiver of High School Unit Instructional Time (SFN 58169) – Initial	School Approval & Opportunity -Kelsie Seiler	Email Kelsie Seiler
17 Mar–09 May	ND A+ Summative Test Window	Assessment Office	ND A+ Assessment Platform
1-Mar	TSI/CSI Status Reports 2 window	Educational Improvement and Support	WebGrants
Dec – May	Federal Title Program Monitoring (selected districts must submit initial monitoring reports and supporting documentation in STARS)	DPI: Title Services	STARS
15-Apr	15.1-15-02. Probationary teachers - Review of evaluations - Renewal and nonrenewal of contracts. (No Earlier than April 1)	District	District Maintained
15-Apr	15.1-14. All Administrator Contracts	Districts and REAs	District Maintained
15-Apr	Seal of Biliteracy Application (<i>to receive awards and seals prior to graduation</i>)	EL Program Office	NDDPI Online Form
15-Apr	15.1-15-01. Performance reviews - Written reports. (tenure teacher evals)	District	District Maintained
Late Apr – Mid May	Non-Participation Report for ND A+ Summative	Assessment Office	ND A+ Assessment Platform
20 Apr to 20 May	Intent to Apply for Federal Title Funds	DPI: Title Services	WebGrants
Dec – May	Federal Title Program Monitoring (selected districts must submit initial monitoring reports and supporting documentation in STARS)	DPI: Title Services	STARS

May 2025						
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2024-2025 School Year

June 2025						
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Due Date	Report Name	Contact Agency	Report Submission Platform
1-May	15.1-27-23. Request for Emergency Declaration (Storm Day Forgiveness) (SFN 51826)	School Approval and Opportunity	Email SFN to SAO office
1-May	15.1-15-02. Probationary teachers - Review of evaluations - Renewal and nonrenewal of contracts	District	District Maintained
1 May to 31 May	TSI/CSI Status Reports 3 window	Educational Improvement and Support	WebGrants
Start of Summer School -15	MIS03 - Summer School Licensed Personnel Record <i>(must be done at least 15 days prior to starting Summer School)</i>	School Approval & Opportunity - Angie Thomas	STARS
10-May – 10 Jun	ACCESS non-participation report window open	Assessment Office Gwen Marback	STARS
15-May	Advanced Placement Summer Institute Training Application (SFN 61056)	Academic Support	Email Academic Support Office
May – July	Title I Rank and Serve (Process for districts with over 1,000 students)	Educational Improvement and Support	Spreadsheet: Email
Dec – May	Federal Title Program Monitoring (selected districts must submit initial monitoring reports and supporting documentation in STARS)	DPI: Title Services	STARS
1-Jun	Cognia Continuous Improvement Plans / Strategy Maps – Accountability (ESSA)	School Approval & Opportunity - Arlene Wolf	Strategies - COGNIA
1-15 Jun	Title I Schoolwide Report in Cognia (ESSA)	Educational Improvement and Support	Diagnostics - COGNIA
1-Jun	Creation of New Schools, Grade Reconfigurations, District/School Closures, Combining / Consolidation of Schools (state deadline)	School Approval and Opportunity	Email Joe Kolosky
1-Jun	Spring Calendar – (State deadline)	School Approval & Opportunity - Angie Thomas	STARS
15-Jun	15.1-07-34 Behavioral Health Professional Development	District	District Maintained
15-Jun	Suspension, Expulsion, & Truancy Report (ESSA)	Educational Improvement and Support	STARS
15-Jun	Ensure transcripts are certified in eTranscripts (State Scholarship)	School Approval & Opportunity - Jim Upgren	SLDS/e-Transcripts
15-Jun	Advanced Placement Exam Fee Submission Worksheet (SFN 61062)	Academic Support	Academic Support
17-Jun	Neglected and Delinquent, Title I, Part D, Subpart 2 Funding Application	Educational Improvement and Support	WebGrants
20-Jun	AP Exam reimbursement	Assessment Office	WebGrants
Mid-June	McKinney-Vento (Homeless) Funding Application	Educational Improvement and Support	WebGrants
30-Jun	Teacher Effectiveness Report (State and ESSA)	School Approval & Opportunity - Joe Kolosky	STARS
30-Jun	Spring STARS Enrollment Report (15.1-27-02. Per Student Payments)	School Approval & Opportunity - Steve Snow	STARS
30-Jun	Transportation* - (State Deadline – Reimbursement)	School Approval & Opportunity - Steve Snow	STARS
30-Jun	15.1-09-35. Reports by school boards on conditions of schools.	District	Submit to County Sup
30-Jun	15.1.07-26. School District demographics – Long- Term Planning (Every Even Year)	District	Must notify newspaper/public that report is available upon request
Last Thur in Jun	Consolidated Application for Federal Title Funds	DPI: Title Services	WebGrants