

RENEWAL AND ACCELERATION

with Data

Staff
Reporting
21-22



Agenda

- Overview
- Changes
- New Items





Staff Reporting

Calendar / Due Dates

- 9/15 – Statutory deadline for Public Districts and Nonpublic Schools
- 10/15 – Fall deadline for all systems
 - 10/31 – Fall Audit window close
- November – Email addresses published to Education Directory
- December – Data extract for Nonpublic Curriculum
- 6/30 – Final year end deadline for all systems
 - **No Changes after this date**





Staff Reporting

Guidance / Resources

- Collection Name: Staff Reporting 2021-2022
 - Portal Location: Student & Staff (NSSRS) tab
 - New activation code required every year
 - Obtain from District Administrator
- Data Collected: Demographics, Position Assignment
- Each year, data from the prior year's collection is auto populated into the new year – with a few exceptions
 - These 'missing' data points need to be updated every year
 - Examples include Salary/Benefits and Position Assignment Date





Staff Reporting

Guidance / Resources (continued)

- Methods of Submission
 - File Download/Upload
 - Download last year's data, update file, upload back into system
 - Formatting has to be perfect
 - Uploading a file completely deletes any existing information
 - Individual Entry/Edit
 - Good for smaller schools with fewer staff
 - Updates are made on an individual basis
 - Every staff member needs to be updated every year





Staff Reporting

Guidance / Resources (continued)

- Once data submitted, view the NSSRS Validation collection
 - Activation Code UserType: Staff Data Steward
 - Errors – further compare collection data to other systems: Certification, Title I
 - Verification Reports – list staff reported, including other systems: ADVISER/Nonpublic Curriculum (courses), statewide licensure
 - View past year's staff data





Staff Reporting

Guidance / Resources (continued)

- NDE Staff ID collection – create new Staff ID's (Example: Paras)
 - Be sure to input SSN in case staff apply for certification in the future
- [Certification Lookup](#)
- TEACH Business Partner Portal – contact your Superintendent for more information





Changes

Paraprofessional Coding Updates

- Position Assignment Code Removed
 - 5161 – Non-Instructional Paraprofessional
 - Continue to report ALL paras in CDC's Non-Certificated Staff – NOW OPEN
- Position Assignment Descriptors Updated
 - 5160 – Instructional Paraprofessional
 - 5162 – SPED Paraprofessional





Changes

Paraprofessional Coding Updates (continued)

- Revised Special Program Indicator / Position Assignment Codes
 - Instructional Para
 - 0-5160, 2-5160, 9-5160, E-5160, F-5160, L-5160, M-5160, P-5160, T-5160
 - SPED Para
 - 7-5162, I-5162, S-5162
- Staff Position Assignment Codes removed
 - 7-5160, I-5160, S-5160





New for 21-22

Activities/Athletic Director

- Split into 2 Position Assignments
 - 2330 – NEW NAME – now Administrative Activities / Athletic Director
 - Requires an Administrative Certificate and earns Administrative experience
 - 2331 – NEW POSITION NUMBER – Activities / Athletic Director
 - Position does not include the supervision, hiring, termination or evaluation of coaches or sponsors



Staff Workdays

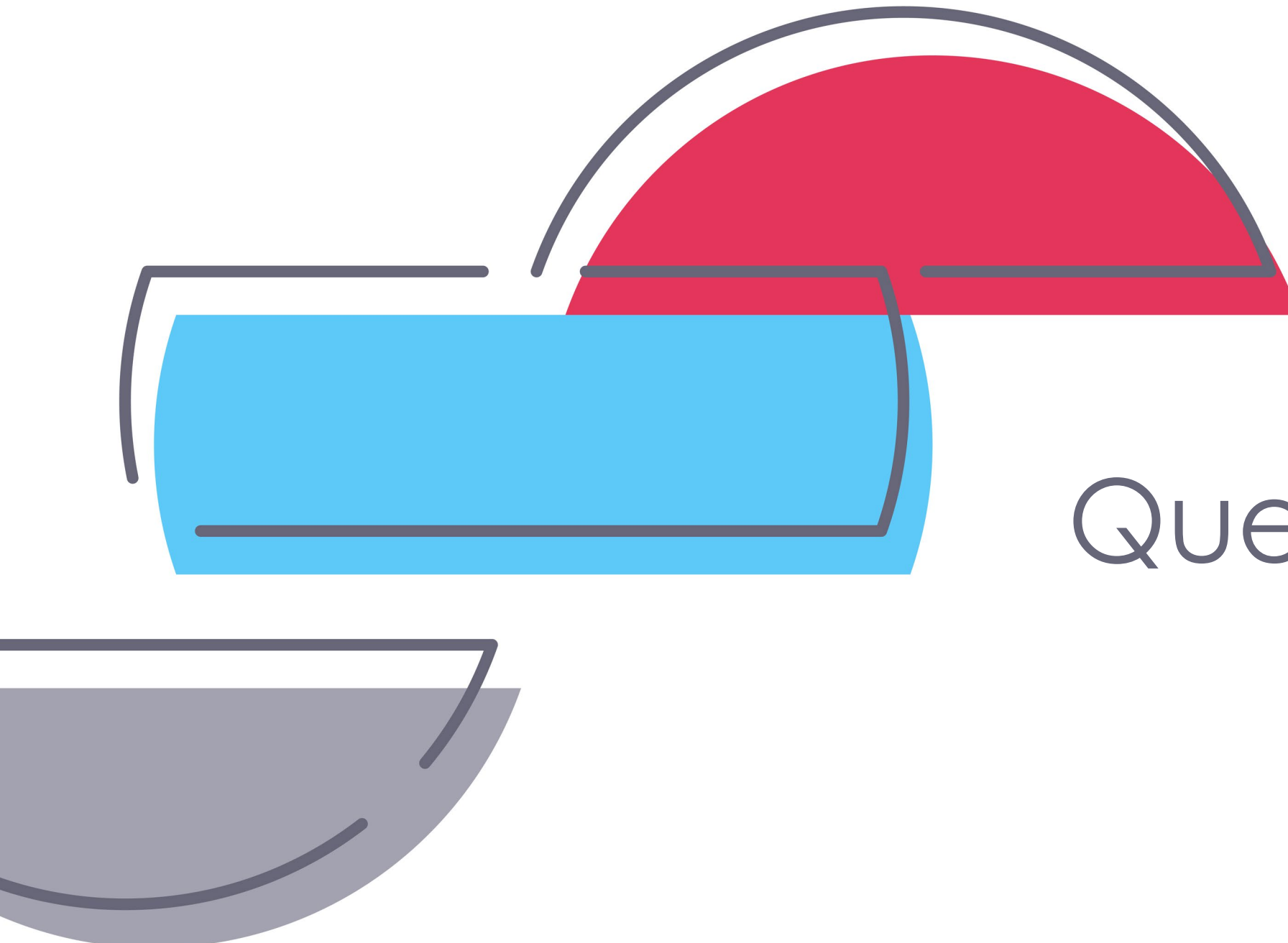
- Presentation then Work Time!
- Friday, Sept 10 – 9am to 12pm
- Monday, Sept 13 – 1pm to 4pm
- Thursday, Sept 16 – 9am to 12pm
- [Registration link](#)



Closing

- Next Month's Data Webinar - October 13, 930am
 - ADVISER Monthly Update and Feedback – Max
 - ADVISER Workday Presentation will be pre-recorded and available for review as well
- Register here: <https://data.events.education.ne.gov/>





Questions?

