

# Title II, Part A Program Critical Dates

Critical dates including reporting requirements for the educator qualifications.

<b>Deadline</b>	<b>Task</b>
<b>August 31</b>	First Day Vacancy due to Department of Education and Early Development (DEED)
<b>September 15</b>	Educator Evaluation Report due to DEED
<b>October 15</b>	Certified and Classified Staff Accounting data files due to DEED via State Report Manager (SRM)
<b>October 16</b>	Out-of-Field Parent Notifications – if not previously sent after 4 weeks of being taught by an out-of-field teacher (including emergency certificated teachers).
<b>November 1</b>	Individual Paraprofessional Plans should be developed for any instructional paraprofessional who has not meet the requirements kept on file at the district.
<b>February 1</b>	Out-of-Field Parent Notifications – after 4 weeks of being taught by an out-of-field teacher for the second semester in secondary schools.