

Independent Charter Schools Calendar 2019-20 School Year

Date(s)	Item	Contact Person	Contact Number	Contact E-mail
As Applicable	Update School Administrator Contact Information in Online School Directory Application	Customer Services Helpdesk	800-507-5744	dpistats@dpi.wi.gov
	Update School Administrator Contact Information via the School Financial Services PI-1500 District Contacts Report	Bruce Anderson	608-267-9707	Bruce.Anderson@dpi.wi.gov
Monthly	Claims may be Submitted Monthly for Federal and State Grants	Mark Rudman	608-267-9187	Mark.Rudman@dpi.wi.gov
June 30, 2019	Fiscal Year End for 2018-19 Audit (any audit firm changes from the prior year should be reported to DPI)	Kendra Glander	608-266-2819	Kendra.Glander@dpi.wi.gov
July 2019	Schools may begin submitting 2018-19 WISEdata information via their SIS	Visit http://dpi.wi.gov/wisedata/help		
July 15, 2019	PI 1505 –SE Special Education Annual Report and Documentation Worksheet for 2018-19 Opens	Roselynn Bittorf	608-267-9212	Roselynn.Bittorf@dpi.wi.gov
TBD	2019-20 ESEA Consolidated End-of-Year Report Due - <i>LEAs should record the required data in the EOY Report workbook available in WISEgrants. When the EOY report is available in WISEgrants, the data will need to be copied into the application.</i>	Sharon Suchla	608-266-3983	Sharon.Suchla@dpi.wi.gov
August 30, 2019	2019-20 ESEA Consolidated Application Due	Sharon Suchla	608-266-3983	Sharon.Suchla@dpi.wi.gov
September 2019	September 1 or First Day of School in September Preliminary Count Date	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
September 6, 2019	Preliminary Pupil Count Report (MC-1567) Due	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
August 6-7, 2019	Wisconsin Resource Center for Charter Schools (WRCCS) Conference-Rothschild	https://www.wrccs.org/profdev/		

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September 15, 2019	Summer School Count Report Due – <i>Only for schools who offered Summer School in the Summer of 2019</i>	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
September 20, 2019	3rd Friday September Pupil Count Date	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
September 20, 2019	PI 1505 –SE Special Education Annual Report and Documentation Worksheet for 2018-19 Due	Roselynn Bittorf	608-267-9212	Roselynn.Bittorf@dpi.wi.gov
September 23, 2019	First State Charter Aid Payment made – Based on Preliminary Pupil Count	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
September 27, 2019	3rd Friday September Pupil Count Report (MC-1567) Due	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
September 30, 2019	ESEA Consolidated Applications - Final Date to File Claims for Reimbursement of Expenditures through June 30, 2019 (Title I)	Ryan Egan	608-266-1723	Ryan.Egan@dpi.wi.gov
September 30, 2019	ESSA Consolidated Applications - Final Date to File Claims for Reimbursement of Expenditures through June 30, 2019 (Title IIA)	Jacque Jordee	608-267-9134	Jacqueline.Jordee@dpi.wi.gov
September 30, 2019	ESEA Consolidated Applications - Final Date to File Claims for Reimbursement of Expenditures through June 30, 2019 (Title III)	Mark Rudman	608-267-9187	Mark.Rudman@dpi.wi.gov
September 30, 2019	IDEA (special education) Entitlement Claims Due	Glenn Aumann	608-266-3489	Glenn.Aumann@dpi.wi.gov
October 30, 2019	PI-1504 SE Special Education Budget Report for 2019-20 Opens	Roselynn Bittorf	608-267-9212	Roselynn.Bittorf@dpi.wi.gov
October 31, 2019	ESSA School Level Actuals Report for 2018-19 Due	Dan Bush	608-266-6968	Daniel.Bush@dpi.wi.gov

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November 14-15, 2019	35 th State Superintendent's Conference on Special Education & Pupil Services Leadership Issues, Wilderness Resort, Wisconsin Dells, WI	Lee Sippola	608- 267-9175	Lee.Sippola@dpi.wi.gov
November 29, 2019	PI-1504-SE Special Education Budget Report for 2019-20 Due	Roselynn Bittorf	608-267-9212	Roselynn.Bittorf@dpi.wi.gov
December 1, 2019	Audited Financial Statements Fiscal Year 2018-19 Due	Kendra Glander	608-266-2819	Kendra.Glander@dpi.wi.gov
December 2, 2019	Second State Charter Aid Payment made – Based on 3 rd Friday September Pupil Count	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
December 2, 2019	Summer School Payment made to Schools who offered Summer School in the Summer of 2018	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
December 2, 2019	ACCESS for ELLs and Alternate ACCESS for ELLs Test Window Opens	Jesse Roberts	608-267-5153	Jesse.Roberts@dpi.wi.gov
December 10, 2019	WISEdata Snapshot: 2018-19 Attendance and Discipline Data	Customer Services Helpdesk	800-507-5744	Visit http://dpi.wi.gov/wisedata/help/request
December 10, 2019	WISEdata Snapshot: 2018-19 Completion/Exit and Dropout data, 2019-20 3 rd Friday in Sept. Enrollment, and 2019-20 Oct. 1 Child Count	Customer Services Helpdesk	800-507-5744	Visit https://dpi.wi.gov/wisedata/help/request
December 15, 2019	ESSA School Level Budget Report for 2019-20 Due	Dan Bush	608-266-6968	Daniel.Bush@dpi.wi.gov
December 19, 2019	WISEstaff (PI-1202) Preliminary Reporting Deadline	Susan Rose-Adametz Kari Tenley	608-267-9013 608-266-1730	Susan.Rose-Adametz@dpi.wi.gov Kari.Tenley@dpi.wi.gov
January 10, 2020	2 nd Friday January Pupil Count Date	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov

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January 15 – June 15, 2020	Wisconsin Educator Effectiveness System – Equivalency Review (schools wanting to apply to use an alternative model of teacher and principal evaluation from the DPI model only) January 15, 2020 – Letter of Intent to Apply due March 15, 2020 – Equivalency Applications due April 15, 2020 – Initial Notice of Application Status given May 15, 2020 – Additional Evidence and Supporting Documentation due (if necessary) June 15, 2020 – Final Notice of Application Status given	Jacob Hollnagel	608-266-5195	Jacob.Hollnagel@dpi.wi.gov
January 24, 2020	2 nd Friday January Pupil Count Report (MC-1567) Due	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
January 31, 2020	ACCESS for ELLs and Alternate ACCESS for ELLs Test Window Closes	Jesse Roberts	608-267-5153	Jesse.Roberts@dpi.wi.gov
February 18, 2020	Third State Charter Aid payment made – based on 3 rd Friday Sept. & 2 nd Friday Jan. Average.	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
March 3-March 13, 2020	Administration of the ACT with writing (Grade 11) and ACT WorkKeys (Grade 11) March 3: ACT with writing Grade 11 March 17: ACT with writing Grade 11 Makeup Day March 3-March 13: ACT with writing Grade 11 for Students Testing with Accommodations	Jennifer Bell	608-267-7268	Jennifer.Bell@dpi.wi.gov
March 4-5, 2020	Wisconsin Federal Funding Conference- Wisconsin Dells	https://www.wasbo.com/federalfunding		

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March 15, 2020	High School Graduation Requirements due (schools with grade 12 only). <i>Submit information via the survey link sent to your school from the Customer Services Team.</i>	Customer Services	800-507-5744	dpistats@dpi.wi.gov
March 23-May 1, 2020	Forward Exam—English Language Arts and Mathematics Grades 3-8, Science Grades 4 and 8 and Social Studies Grades 4, 8, and 10	Alison O’Hara	608-266-5182	Alison.O’Hara@dpi.wi.gov
	Dynamic Learning Maps—English Language Arts and Mathematics Grades 3-11, Science Grades 4 and 8-11, and Social Studies Grades 4, 8, and 10	Mike Peacy	608-267-1288	Michael.Peacy@dpi.wi.gov
March 24, 2020	WISEstaff (PI-1202) Final Reporting Deadline	Susan Rose-Adametz	608-267-9013	Susan.Rose-Adametz@dpi.wi.gov
		Kari Tenley	608-266-1730	Kari.Tenley@dpi.wi.gov
April 6-May 6, 2020	ACT Aspire Grades 9-10	Jennifer Bell	608-267-7268	Jennifer.Bell@dpi.wi.gov
May 1, 2020	Membership Audit Report Due	Kendra Glander	608-266-2819	Kendra.Glander@dpi.wi.gov
June 1, 2020	Fourth State Charter Aid payment made – based on Membership Audit findings	Cassi Benedict	608-266-5728	Cassandra.Benedict@dpi.wi.gov
June 30, 2020	Fiscal Year End for 2019-20 Audit (any audit firm changes from the prior year should be reported to DPI)	Kendra Glander	608-266-2819	Kendra.Glander@dpi.wi.gov
June 30, 2020	Last day to expend federal and state grant funds on grant cycle July 1, 2018 through June 30, 2019. Final claims due within 90 days - by September 30, 2020. Please note that claims submitted between June 12 and June 30 will not be process until July.	Mark Rudman	608-267-9187	Mark.Rudman@dpi.wi.gov
June 30, 2020	ESSA LEA Plan must be approved no later than this date for new schools who opened in 2019-20 school year.	Sharon Suchla	608-266-3983	Sharon.Suchla@dpi.wi.gov
Annual (July 1- June 30)	WISEdata Roster Collection	Susan Rose-Adametz	608-267-9013	Susan.Rose-Adametz@dpi.wi.gov

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July 1, 2020	Kindergarten Programs and School Year Calendar Due (provide information via the online School Directory application)	Customer Services	800-507-5744	dpistats@dpi.wi.gov
July 6, 2020	Pupil Transportation Report-PI 1547 Due	Bruce Anderson	608-267-9707	Bruce.Anderson@dpi.wi.gov
July 31, 2020	School and contact information due for inclusion in printed <i>Wisconsin School Directory</i> (provide information via the online School Directory application)	Customer Services	800-507-5744	dpistats@dpi.wi.gov

Updated September 2019

**Some dates are subject to change, use the contact information provided to inquire about possible date changes.*