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Bureau of Student Support FY'20 Memo #4

Date: July 22, 2019  
To: Superintendents of Schools  
Administrators of Special Education  
From: Office of the Commissioner of Education  
Division of Learner Support  
Bureau of Student Support  
RE: Discipline Data Webinars

The Bureau of Student Support is offering informational webinars to school district personnel relative to the districts' data verification requirements for the State Performance Report Plan (SPP) and Annual Performance Report (APR) for discipline data (discipline report-formerly table 5) verification.

The annual data review process provides a two-week window (August 1, 2019- August 15, 2019) during which districts will individually run their discipline reports in NHSEIS. During this window of time, districts will have the opportunity to review their data and make any corrections as appropriate. Districts may also consider this opportunity to identify and begin gathering additional data that may be requested as part of a State desk audit for their discipline report.

Following this window, the State will pull the official reports from the system (mid-August) and begin its analysis for the federal reports with the understanding that all district data has been verified and is accurate.

Webinars are scheduled for **Wednesday, July 31, 2019** and may be accessed through the links below:

9:00am-10:00am:

<https://zoom.us/meeting/register/aa49a22d12c8c04c34538d7d4481ef37>

3:00pm-4:00pm:

<https://zoom.us/meeting/register/11faee6077da125d7510d14dfea9e911>

Should you have any questions regarding this memo, please contact Elizabeth Graichen at 271-4982 or [Elizabeth.Graichen@doe.nh.gov](mailto:Elizabeth.Graichen@doe.nh.gov).