



COMMONWEALTH of VIRGINIA

VIRGINIA BOARD OF EDUCATION
P.O. BOX 2120
RICHMOND, VA 23218-2120

October 31, 2025

The Honorable Ghazala F. Hashmi
Chair, Senate Education and Health Committee
General Assembly Building,
Room 616
201 North 9th Street
Richmond, Virginia 23219

The Honorable Sam Rasoul
Chair, House Education Committee
General Assembly Building,
Room 910
201 North 9th Street
Richmond, Virginia 23219

Dear Chairs Hashmi and Rasoul:

On behalf of the Board of Education, I am pleased to submit the enclosed report on the analysis of school division reporting requirements required by Va. Code §§ 22.1-17.6 and 22.1-18. This report includes (i) information that public elementary and secondary schools and local school divisions are required to provide to the Virginia Department of Education pursuant to state law, (ii) the results of the annual evaluation and determination made by the Department regarding the continued need for the information that it collects from public elementary and secondary schools and local school divisions, (iii) any reports required of public elementary or secondary schools or local school divisions that the Department has consolidated, (iv) any information that the Department no longer collects from public elementary or secondary schools or local school divisions, and (v) any forms that the Department no longer requires public elementary or secondary schools or local school divisions to complete, and (vi) a complete listing of each report pertaining to public education that local school divisions are required to submit to the federal government, including name and frequency.

If you have additional questions, please contact Christina Berta, Chief Operations Officer at (804) 225-2025 or christina.p.bertha@doe.virginia.gov.

Sincerely,

A handwritten signature in cursive script that reads "Grace Turner Creasey".

Grace Turner Creasey, M. Ed. President

Enclosure

c: The Honorable Emily Anne Gullickson, Virginia Superintendent of Public Instruction
The Honorable Aimee R. Guidera, Virginia Secretary of Education

ANALYSIS OF SCHOOL DIVISION REPORTING REQUIREMENTS

Va. Code §§ 22.1-17.6, 22.1-18



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ANALYSIS OF SCHOOL DIVISION REPORTING REQUIREMENTS IN RESPONSE TO CHAPTERS 521 AND 469 (2016)

Background

This report is responsive to portions of Chapters 521, 469, and 235 that amend § 22.1-17 and § 22.1-18 respectively. Specifically:

Chapter 521 requires the Board of Education to:

... report to the Chairmen of the House Committee on Education and the Senate Committee on Education and Health by November 15 of each year on (i) information that public elementary and secondary schools and local school divisions are required to provide to the Department of Education pursuant to state law, (ii) the results of the annual evaluation and determination made by the Department of Education pursuant to subsection C, (iii) any reports required of public elementary or secondary schools or local school divisions that the Department of Education has consolidated, (iv) any information that the Department of Education no longer collects from public elementary or secondary schools or local school divisions, and (v) any forms that the Department of Education no longer requires public elementary or secondary schools or local school divisions to complete.

Chapter 469 requires the Board of Education to develop:

*A complete listing of each report that local school divisions are required to submit to the Board or any other state agency, including name, frequency, and an indication of whether the report contains information that the local school division is also required to submit to the federal government; and
A complete listing of each report pertaining to public education that local school divisions are required to submit to the federal government, including name and frequency.*

Chapter 235 requires the Board of Education to develop:

An explanation of the need to retain or maintain the frequency of any report identified pursuant to subdivision 3; any recommendation for the elimination, reduction in frequency, or consolidation of reports identified pursuant to subdivision 3 when such elimination, reduction in frequency, or consolidation would require an amendment to the laws of the Commonwealth; and a description of any other report identified pursuant to subdivision 3 that the Board has eliminated, reduced in frequency, or consolidated

Actions

The Virginia Department of Education (the Department) collects a variety of data on public education in the Commonwealth, including information on enrollment, demographics, student achievement, finances and safety. Collection procedures are intended to ensure the usefulness, timeliness, accuracy, and comparability of education data that inform key policy decisions in Virginia.

Most collections fulfill specific state and federal statutory requirements and are reported to the Department through secure, web-based systems designed to increase accuracy while lessening administrative burdens on local educators.

In September 2025, the Department reviewed all data collections to update its “Calendar of Data Collections,” which lists every collection required of Virginia public school divisions. The calendar is updated annually by polling Department leadership and other data stewards to identify additions, changes, and deletions.

The 2025-2026 Calendar of Collections was finalized in October 2025. For each collection, the calendar includes the due date, name, website of resources, contact, frequency, status, and other pertinent information.

The Calendar of Collections for events that occur during the 2025-2026 school year.

Due Date	Report Name	Report Status	Funding Type	Submission Type	Frequency
31-Jan-25	CTE Credentialing Collection (CTECC)	Revised	Both	Electronic	Annually
9-May-25	Career and Technical Education Financial Report	Revised	State	Electronic	Annually
Window 1 - 15-May-25	VPI Local Criteria Waiver Application	Same	State	Electronic	3x per year
Spring - 15-May-25	Virginia Preschool Initiative	Same	State	Electronic	3x per year
19-Jun-25	STEM Competition Grant Final Report	Same	State	Form	Annually
30-Jun-25	Certification of Adequate Funds Budgeted to Meet Required Local Effort for the Standards of Quality and Local Match Requirements for Certain State Funds	Same	State	Electronic	Annually
1-Jul-25	21st Century Community Learning Centers State Evaluation	Same	Federal	Electronic	Annually
31-Jul-25	Foster Care Enrollment Report	Same	State	Electronic	Annually
31-Jul-25	Adult Education and Family Literacy Act (Federal) and General Adult Education (State) Programs	Same	Both	Electronic	Annually
31-Jul-25	Integrated English Literacy/Civics Education Program Report	Same	Federal	Electronic	Annually
1-Aug-25	School Security Equipment Grant	Revised	State	Electronic	Annually
14-Aug-25	Vendor Test Collection	Revised	Both	Electronic	Annually
14-Aug-25	Educational Registry Application (ERA)	Same	Both	Electronic	Annually
15-Aug-25	Driver Critical Shortage Survey	New	State	Electronic	Annually
Window 2 - 15-Aug-25	VPI Local Criteria Waiver Application	Same	State	Electronic	3x per year

Due Date	Report Name	Report Status	Funding Type	Submission Type	Frequency
First data collection - 21-Aug-25	STEM Teacher Recruitment and Retention Initiatives	Revised	State	Electronic	Annually
12-Sep-25	Homebound Student Services	Same	State	Electronic	Annually
15-Sep-25	Annual School Report -Financial Section	Same	Both	Electronic	Annually
26-Sep-25	Programs for the Gifted, Annual Report	Same	State	Electronic	Annually
29-Sep-25	Certification of School Bus Insurance	Same	State	Electronic	Annually
30-Sep-25	Standards of Quality Compliance Data Collection	Same	State	Electronic	Annually
30-Sep-25	Students with Intensive Support Needs Application	Same	State	Electronic	Annually
September 2025	Human Subjects Research Report	Same	State	Electronic	Annually
September 2025	Learning Needs Dashboard	Same	State/Federal	Dashboard	Annually through July 1, 2029
1-Oct-25	Driver Education Program Approval	Same	State	Electronic	Annually
1-Oct-25	Laboratory FEE approval	Same	State	Electronic	Annually
3-Oct-25	New Teachers Data Collection (NTDC)	Same	State	Electronic	Annually
15-Oct-25	National Board Certification Incentive Award Report	Revised	State	Electronic	Annually
Window 3 - 15-Oct-25	VPI Local Criteria Waiver Application	Same	State	Electronic	3x per year
Fall – 28-Oct-25	Positions and Exits Collection	Both	State	Electronic	3 Times a Year
Fall – 31-Oct-25	Student Record Collection	Revised	Both	Electronic	4 Times a Year
31-Oct-25	K-3 Primary Class Size Reduction Program	Same	State	Electronic	Annually
31-Oct-25	English Learner Proficiency Collection (ELPC)	Revised	State	Electronic	Annually
31-Oct-25	Pupil Transportation Report	Same	State	Electronic	Annually
31-Oct-25 (Due to GA by beginning of the 2026 GA session)	Virginia School Survey of Climate and Working Conditions	Same	State	Electronic	Annually

Due Date	Report Name	Report Status	Funding Type	Submission Type	Frequency
Fall - 7-Nov-25	Virginia Preschool Initiative	Same	State	Electronic	3x per year
November 2025	Special Education Proportionate Set Aside	Same	Federal	Electronic	Annually
November 2025	Parent and Student Choice Survey	Same	State	Electronic	Annually
Fall 2025	Student Record Collection Upload to Pearson Access Next	Revised	State	Electronic	Annually
12-Dec-25	December 1 Child Count	Same	Federal	Electronic	Annually
12-Dec-25	Parentally Placed Private School and Homeschooled Students Survey	Same	Federal	Electronic	Annually
15-Dec-25	Verification of Household Eligibility for Free and Reduced-Price Meals	Same	State	Electronic	Annually
Fall - December 2025	Secondary Enrollment Demographic Form (SEDF)	Revised	State	Electronic	2 Times a Year
Fall - December 2025	Positions and Exits Collection	Both	State	Electronic	3 Times a Year
7-Jan-26	Student Data Collection for Homeless Children & Youth for Subgrantees	Same	Federal	Electronic	Annually
Winter - 9-Jan-26	Virginia Preschool Initiative	Same	State	Electronic	3x per year
31-Jan-26	Count of Children Who Are Neglected or Delinquent (Title I, Part D, Subpart 1 and Subpart 2)	Same	Federal	Electronic	Annually
January 2026	Individuals with Disabilities Education Act Maintenance of Effort	Same	State/Local	Electronic	Annually
28-Feb-26	Title I, Part A, Comparability Report	Same	Federal	Electronic	Annually
15-Apr-26	April 1 CEP Identified Student Percentage Report	Same	Federal	Electronic	Annually
Spring – 24-Apr-26	Student Record Collection	Revised	Both	Electronic	4 Times a Year
Spring 2026	Summer EBT Eligible Student Data	Same	Federal	Electronic	Annually
Second data collection - Spring 2026	STEM Teacher Recruitment and Retention Initiatives	Revised	State	Electronic	Annually
Annually between March and May	M-R FIX School building condition data	New	State	Electronic	Annually
May 2026	Special Education Excess Cost	Same	Federal	Electronic	Annually

Due Date	Report Name	Report Status	Funding Type	Submission Type	Frequency
30-Jun-26	Driver Education Status Questionnaire	Same	State	Electronic	Annually
30-Jun-26	Wellness Related Fitness Report	Same	State	Electronic	Annually
30-Jun-26	School Health Services Survey	Revised	State	Electronic	Annually
June 2026	Mentor Teacher Program Evaluation & Program Reports	Same	State	Electronic	Annually
1-Jul-26	School Nutrition Programs Annual Application	Same	Federal	Electronic	Annually
End of Year – 17-July-26	Student Record Collection	Revised	Both	Electronic	4 Times a Year
31-Jul-26	School Nutrition Programs Annual Financial Report for July -June	Same	Federal	Electronic	Annually
31-Jul-26	School Nutrition Programs Food Safety Inspections	Same	Federal	Electronic	Annually
31-Jul-26	Coordinated Early Intervening Services Survey	Same	Federal	Electronic	Annually
End of Year - 14 -Aug-26	Student Behavior and Administrative Response Collection	Revised	Both	Electronic	2 Times a Year
14-Aug-26	Special Education State Performance Report Indicator Data	Same	Federal	Electronic	Annually
Summer – 14-Aug-26	Student Record Collection	Revised	Both	Electronic	4 Times a Year
15-Aug-26	Crash/Incident Report	Same	State	Electronic	Annually
15-Aug-26 (Due to GA Oct.1)	All In and ESSER Survey		State/Federal	Electronic	Annually through 2026
31-Aug-26	Alternative School Breakfast Service Models report	Same	State	Electronic	Annually
End of Year - August 2026	Positions and Exits Collection	Both	State	Electronic	3 Times a Year
End of Year - August 2026	Secondary Enrollment Demographic Form (SEDF)	Revised	State	Electronic	2 Times a Year
End of Year - August 2026	Positions and Exits Collection	Both	State	Electronic	3 Times a Year
Summer Survey - August 2026	Positions and Exits Collection	Both	State	Electronic	3 Times a Year
Monthly by end of following month	School Nutrition Programs Monthly Financial Reports	Same	Federal	Electronic	Monthly

Due Date	Report Name	Report Status	Funding Type	Submission Type	Frequency
Ongoing as applicable	Student Registration Import	Revised	State	Electronic	Throughout the year
Ongoing as applicable	Student Behavior and Administrative Response Persistently Dangerous Event Notification	Revised	Both	Electronic	Throughout the year, reported as applicable
Grant applications reviewed on ongoing basis as necessary	School Construction Assistance Program (SCAP)	New	State	Electronic	Annually
Discontinued as of the 25-26 School Year	ESSER, GEER and EANS Annual Report	Revised	Federal	Form	Discontinued as of the 25-26 School Year
Discontinued as of the 25-26 School Year	ESSER State	Revised	State/Federal	Electronic	Discontinued as of the 25-26 School Year

Findings

In October 2025, a committee comprised of data stewards from 14 school divisions representing each of the eight Superintendent's Regions reviewed and provided updated information on the following:

1. List of each report local school divisions are required to submit to any state agency other than the Board of Education or the Department of Education.
2. List of each report local school divisions are required to submit to the federal government including the name and frequency.

Listing of non-Virginia Department of Education Collections

Report Name	Report Frequency	Federal Agency or Organization Name	State Agency or Organization Name	Duplicate Reported?
Elementary – Secondary Staff Information Report (EEO5)	Biannual	Equal Employment Opportunity Commission		No
W2	Annual	Internal Revenue Service	Virginia Employment Commission	Yes
1096 Federal Forms	Annual	Internal Revenue Service		No
1099-Misc Income	Annual	Internal Revenue Service		No
941 report (Federal Payroll Tax)	Quarterly	Internal Revenue Service		No
ACA reconciliation -1095	Annual	Internal Revenue Service		No
IRS Form 720 (Part II, Section 133) PCORI fees	Annual	Internal Revenue Service		No
Form 1095-C, Employer-Provided Health Insurance	Annual	Internal Revenue Service		No
# OSHA 300, 300A	Annual	Occupational Health and Safety Administration		No
Impact Aid Report	Annual	Office of Impact Aid		No
Bureau of Labor Statistics - Employee Wage Report	Annual	US Bureau of Labor Statistics		No

Report Name	Report Frequency	Federal Agency or Organization Name	State Agency or Organization Name	Duplicate Reported?
Bureau of Labor Statistics Employee Counts	Once every 10 years	US Bureau of Labor Statistics		No
Census of Governments, Survey of Public Employment and Payroll	Periodically	US Census Bureau		No
# USDA Farm to School Census Data Collection	Annual	US Department of Agriculture		No
USDA surveys	Monthly, at select times	US Department of Agriculture		
Census of Governments, Survey of School Finances	Annual	US Department of Commerce – Economics		No
National Assessment of Educational Progress (NAEP) - testing and population	Annual - for selected schools	US Department of Education - National Center for Education Statistics		No
School Pulse Panel Recurring Survey	Monthly for selected schools	US Department of Education - National Center for Education Statistics		No
Civil Rights Data Collection	Biennial	US Department of Education - Office of Civil Rights		No
Nursing Situational Report	Annual	US Department of Health		No
Epi Pen Report	Annual	US Department of Health		No
Vision and Hearing Screening Report	Annual	US Department of Health	Department of Health	No
Head Start Program Information Report	Annual	US Department of Health and Human Services - Office of Head Start		No
Freedom of Information Act (FOIA)	As requested	US Department of Justice	Virginia Freedom of Information Act	Yes
Directory Information for US Military Recruitment	Annual	US Military Branches		
Broadband Connectivity Capability Survey	Annual		Appropriations Act (Item 137.G)	No
Legally Blind Students	Annual		Department for the Blind and Vision Impaired	No
School Safety Inspection Checklist	Annual		Department of Criminal Justice Services	No
VDCJS School Safety Survey	Annual		Department of Criminal Justice Services	No
Virginia School Crisis Management Plan Review and Certification	Annual		Department of Criminal Justice Services	No
Virginia School Survey for Climate and Working Conditions	Annual		Department of Criminal Justice Services	No
Communicable Disease Reporting	Daily/Weekly		Department of Health	No
Daily Absenteeism Rates	Daily		Department of Health	No
Drinking Water Testing	Annual		Department of Health	No
Impact Testing	Biannual		Department of Health	No
Student Immunization Status Report	Annual		Department of Health	No
VDH School Health Profiles Survey	Annual		Department of Health	No
Administrative Claim Report	Annual		Department of Medical Assistance Services	No
Business Cost Report (BCRC)	Annual		Department of Medical Assistance Services	No

Report Name	Report Frequency	Federal Agency or Organization Name	State Agency or Organization Name	Duplicate Reported?
Virginia Medicaid Reporting	Quarterly		Department of Medical Assistance Services	No
LearnFare	Weekly		Department of Social Services	No
Medicaid billing (DSS - Virginia)	Monthly		Department of Social Services	No
Child Protective Services	Per Incident		Department of Social Services and local law enforcement	No
VA-16 (Virginia Payroll Tax)	Quarterly		Department of Taxation	No
VA-6 (Virginia Payroll Tax)	Annual		Department of Taxation	No
VEC-FC-21 (Virginia Unemployment Commission)	Quarterly		Employment Commission	No
JLARC Studies	Periodically		JLARC	No
Building Maps	Annual		Local Police and Fire Departments	No
New Hire Report	Bi-monthly		VA New Hire Reporting Center	No
Census to the Virginia Project for Children and Youth with Deaf-Blindness	Annual		VCU - The National Center on Deaf-Blindness (NCDB)	No
Virginia High School League CEF (Coaches Education)	Annual		Virginia High School League	No
Virginia High School League Offerings	Annual		Virginia High School League	No
Virginia High School League Participation/ATM	Annual		Virginia High School League	No
VRS Snapshot	Monthly		Virginia Retirement System	No
Survey of Individual Self-Insurers-Public	Annual		Virginia Worker Compensation Commission	No

Conclusion

In response to Chapter 469 (2016 Acts of Assembly), the Board of Education (the Board) will annually survey school divisions about federal government and other state agency reporting, submitting a listing of reports by December 1 of each year.

In response to Chapter 521, the Board will continue annually reviewing reports that the Department requires of local school divisions, with an emphasis on reports that can be eliminated or consolidated with other reports. The results of this annual review will be reported to the Chairmen of the House Committee on Education and the Senate Committee on Education by November 15 of each year.

In response to Chapters 521 and 235, the Board will continue annually reviewing reports that the federal government and the Department/Board require of local school divisions and understand the drivers for those reports. The emphasis will be on reports that can be eliminated or consolidated, and the Board will take actions and make recommendations to that effect. The results of this annual review will be reported to the Chairmen of the House Committee on Education and the Senate Committee on Education by November 15 of each year.

As of this reporting cycle, the Department eliminated three additional reports and continues to collect 78 reports required by the Department. The Department also continues to receive 55 non-Department collections.