

THE STATE EDUCATION DEPARTMENT/THE UNIVERSITY OF THE STATE OF NEW YORK/ALBANY, NY 12234  
State Office of Religious and Independent Schools  
Room 1078, Education Building Annex  
Tel: (518)473-8202  
Fax: (518)474-9200  
[soris@nysed.gov](mailto:soris@nysed.gov)  
[www.p12.nysed.gov/nonpub](http://www.p12.nysed.gov/nonpub)

## **NONPUBLIC SCHOOL DATES TO REMEMBER FOR 2022-2023**

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### **July**

#### **Early July 2022**

**August 2022 Regents Examinations** August Regents Examinations will be offered. For more information on assessments and to see the Regents Testing Schedule, see the [Office of State Assessment's](#) website; and <https://www.nysed.gov/state-assessment/testing-schedules>.

**Mathematics, Science, & Technology Teachers in Religious & Independent Schools Grant(MST)**-Eligible schools should submit [MST](#) reimbursement forms by **August 1, 2022**.

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### **August**

#### **Early August 2022**

**August 2022 Regents Examinations** For more information on assessments, see the [Office of State Assessment's](#) website, and the Regents Examination Schedule: <https://www.nysed.gov/state-assessment/regents-examination-schedules>

**End of August:** All data (K-12 Assessments, Enrollment, Demographic, Graduation Rate, etc.) data due in the Student Information Repository System (SIRS). Nonpublic schools must contract with a Regional Information Center (RIC) to report data in SIRS. Any data reported in SIRS will be used to populate the Comprehensive Information Report (CIR) and used for mandated services.

#### **August 31, 2022**

**2022-23 Written Affirmation of LEA Consultation with Private School Officials Form-2022-23 Consolidated Application for ESSA-Funded Programs**-The deadline for LEAs to submit the form to NYSED for the 2022-23 school year is August 31, 2022.\* The 2022-23 Consolidated Application for ESSA-Funded Programs can be found on the [Office of Accountability's](#) website. LEAs must provide private schools with opportunities for timely and meaningful consultation prior to completion of the form. Consultation must address all topics identified on the form. The form **MUST** be completed by the public school official in consultation with private school officials.

\* It is important to note that individual LEAs will require private school officials to complete and return this form prior to August 31<sup>st</sup> since the LEAs must submit their applications to NYSED by this date.

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## September

### September 30, 2022

**Mandated Services Aid (MSA) & Comprehensive Attendance Policy (CAP)-Guidelines**, announcement of aid and forms for the 2021-22 school year are expected to be made available by September 2022. The most efficient way to submit your MSA claim is utilizing the online system available through the [NYSED Business Portal Website](#). We anticipate the 2021-22 school year will become available by December 2022 with a due date for submission of claims by April 1, 2023 and payment by May 31, 2023. A full listing of the mandates and a brief explanation of each one can be found on the [Non-public School Website](#).

**Review of Students' Immunizations**-Student immunizations are to be reviewed in September. Students who are not in compliance within 14 days of the start of the school year, which may be extended to 30 days for students from out of state, are not allowed to attend school until they meet the immunization requirements. See the [Department of Health chart on immunization requirements for the 2022-23 school year](#). Questions on immunizations may be directed to the NYS Bureau of Immunizations: [osas@health.ny.gov](mailto:osas@health.ny.gov). Questions on school implementation of the requirements may be directed to the NYSED Office of Student Support Services at [StudentSupportServices@nysed.gov](mailto:StudentSupportServices@nysed.gov)

### Late September 2022

**January Regents Examinations Requesting Memo** is sent out in September/early October. This memo provides information on how to order and store Regents exams. It also provides information about the online requesting system deadlines. For more information on assessments, please go to the [Office of State Assessment's](#) website.

### Upcoming Reminder

**RISE Conference**-Register for the annual Religious and Independent Schools Educators Conference will be in person at the Albany Marriott Hotel on November 14<sup>th</sup> and 15<sup>th</sup>, 2022.

**Annual Nonpublic School Building Fire Safety Report-online submission** Education Law 807-A requires **annual** inspection of all schools located outside of New York City, with grades 1-12 with at least 25 students, and all nurseries and kindergartens with at least 6 students. Initial fire inspections performed **between** July 1<sup>st</sup> and December 1<sup>st</sup> can be used to meet this annual requirement. The annual fire safety inspection report is due by **December 16, 2022**. The **Nonpublic School Annual Fire Safety Report is located in the New York State Education Department's Business Portal, which can be accessed at the following link: [business portal](#)**

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## October

October 5, 2022

**BEDS IMF 2022-23**-The 2022-23 Basic Educational Data System (BEDS) Institutional Master File (IMF) application for Public School Districts and Schools, Charter Schools, BOCES and Nonpublic Schools will be available on **Wednesday, October 5, 2022** and must be submitted by **November 11, 2022**. For additional information please visit the [Office of Information and Reporting Services' website](#). **You are encouraged to submit your school's BEDS data online via the [IRS Data Exchange \(IDEx\)](#) which can be accessed on the [NYSED Business Portal](#). This simple, secure process leads to more accurate and better quality data.**

Early October

**Grades 3-8 English Language Arts and Mathematics Tests Requesting Memo**

This memo provides information concerning procedures for requesting, shipping, and storing materials for the Grades 3-8 English Language Arts (ELA) and Mathematics Tests. It also provides information on the online request system including the deadline for submitting requests. For additional information, please visit the [Office of State Assessment's](#) website.

Upcoming Reminder

**RISE Conference**-Register for the annual Religious and Independent Schools Educators Conference (virtual) on November 14th and 15th, 2022.

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## November

November 2022

Early November

**Grade 8 Intermediate Level Science Tests Requesting Memo**

This memo provides information concerning procedures for requesting, shipping, and storing materials for the Grades 4\* & 8 Science Tests. It also provides information on the online request system including the deadline for submitting requests. For additional information, please visit the [Office of State Assessment's](#) website.

\*In Spring 2023, there will not be an administration of the Grade 4 Science Test. This is to support the transition to the new Grade 5 Elementary-level Science Test measuring the new NYS P-12 Science Learning Standards, which commences in Spring 2024. The first administration of the new Grade 5 Elementary-level Science Test will be in 2024.

**November 11, 2022**

**BEDS IMF**-The due date for the BEDS IMF is **November 11, 2022**.

**RISE Conference**- Annual Religious and Independent Schools Educators Conference In person, at the Albany Marriott Hotel in Albany, November 14<sup>th</sup> and 15<sup>th</sup>.

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## December

**December 2022**

**December 16, 2022**

**Annual Nonpublic School Building Fire Safety Report** -The deadline for the submission of the Fire Safety Inspections for 2021-22 is **December 16, 2022**.

**Immunization Survey** -The deadline for submission of the Immunization Survey is **December 15, 2022**.

**Mid-December 2022**

**MSA and CAP Online System: We anticipate the online system to become** available via the **NYSED Business Portal Website** by **mid-December** to submit MSA/CAP claims for the 2021-22 school year.

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## January

**Early January 2023**

**January Regents Examinations Administration Memo** is sent, containing essential information about the administration of the upcoming Regents examinations. For more information on assessments, please go to the **Office of State Assessment's** website.

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## February

**Mid-February 2023**

**June Regents Examination Requesting Memo** is sent out in February. This memo provides information on how to order and store Regents exams. It also provides information about the online requesting system deadlines. For more information on assessments, please go to the [Office of State Assessment's](#) website.

**Transportation Requests-** Requests for transportation to your students' nonpublic school must be submitted to your home school district in writing by **April 1, 2023**.

**Nonpublics are encouraged to share their calendars and school start and end times for the 2023-2024 school year with local school districts for the purposes of planning transportation.**

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## March

### Early March

#### **Grades 3-8 English Language Arts and Mathematics Tests Administration Memo**

This memo provides information concerning the administration of the Grades 3-8 English Language Arts (ELA) and Mathematics Tests. For additional information, please visit the [Office of State Assessment's](#) website.

### March 31, 2023

**Nonpublic Safety Equipment (NPSE) Grant-**Eligible schools should submit [Safety Equipment Grant](#) reimbursement forms by **March 31, 2023**.

**Academic Intervention Services Grant(AIS)-**Eligible schools should submit [AIS Grant](#) reimbursement forms by **March 31, 2023**.

### Upcoming Reminder

**Transportation Requests-** Requests for transportation to your students' nonpublic school must be submitted to your home school district in writing by **April 1, 2023**.

**Nonpublics are encouraged to share their calendars and school start and end times for the 2023-2024 school year with local school districts for the purposes of planning transportation.**

**Health Services-** Education Law 912 requires school districts in New York State to provide resident students attending nonpublic schools with any/all the same health and welfare services available to students attending schools in the district. It is strongly recommended that the nonpublic school principal communicate with the school district superintendent regarding the best time to submit the request for health services. This letter of request for health services

should specify exactly what services are being requested. It recommended that such requests be reviewed annually.

For additional information regarding Health Services and what may be requested visit:  
[Nonpublic Handbook-Health Services](#)

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## April

### April 1, 2023

**MSA and CAP claims deadline**-The deadline for the submission of 2021-22 School Year MSA and Cap claims will be April 1, 2023. A full listing of the mandates and a brief explanation of each one can be found at [Funding Opportunities](#).

**Transportation Requests**: Reminder to contact your public school district prior to the **April 1, 2023** deadline.

### Upcoming Reminders

**Special Education Service Requests**- Requests for special education services must be submitted by **June 1, 2023**

**Occupational Education**-In order to arrange for participation in an occupational education program, the parent of a nonpublic school pupil must file a written request with the board of education of the district in which the pupil resides by **June 1**. The administrator of a nonpublic school may receive and forward the requests for the parents to the board of education.

**Gifted Education**- A parent should apply for dual enrollment services to the district of residence. Requests for participation must be filed with the board of education of the district of residence on or before **June 1** preceding the school year for which the request is made.

Link to more information on the above can be found at [Nonpublic Handbook of Services](#)

**Textbook Loan**-Administrator prepares textbook requests for coming year and submits them to parents or district. The law allows a board of education to set a date by which the districts must receive requests for textbooks loans, but this date cannot be earlier than **June 1** of the year preceding that for which textbooks are requested.

### Spring Deadlines as determined by public school districts:

**Library Loan**-While the law does not specify a date, the nonpublic school administrator is urged to assemble and submit requests to the public school district in the spring before the year in which the programs will be used.

**Software Loan**-While the law does not specify a date, the nonpublic school administrator is urged to assemble and submit requests to the public school district in the spring before the year in which the programs will be used.

**Hardware Loan**-While the law does not specify a date, the nonpublic school administrator is urged to assemble and submit requests to the public school district in the spring before the year in which the programs will be used.

For additional information about loan services visit: [Nonpublic Handbook-Loans](#)

**Grades 3-8 English Language Arts**: Schools administering Paper-Based Grades 3-8 English Language Arts (ELA) Tests must submit their answer sheets to their Regional Information Center (RIC)/scanning center by **May 4, 2023**.

<http://www.nysed.gov/state-assessment/elementary-and-intermediate-level-tests>  
<http://www.p12.nysed.gov/irs/sirs/home.html>

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## May

### Early May

#### **Grade 4\*Elementary-Level and Grade 8 Intermediate Level Science Tests Administration Memo**

This memo provides information concerning the administration of the Grades 4\* & 8 Science Tests. For additional information, please visit the [Office of State Assessment's](#) website.

\*The last administration of the Grade 4 Elementary-level Science Test was in 2022. The first administration of the new Grade 5 Elementary-level Science Test will be in 2024.

### Late May 2023

**June Regents Examinations Administration Memo**- Memo is sent in late May/early June, containing essential information about the administration of the upcoming June Regents examinations. For more information on assessments, please go to the [Office of State Assessment's](#) website.

**Grades 3-8 Mathematics**: Schools administering Paper-Based Grades 3-8 Mathematics Tests must submit their answer sheets to their Regional Information Center (RIC)/scanning center by **May 17, 2023**.

<http://www.nysed.gov/state-assessment/elementary-and-intermediate-level-tests>  
<http://www.p12.nysed.gov/irs/sirs/home.html>

**Grades K-12 NYSESLAT**: Schools administering the New York State English as a Second Language Achievement Test (NYSESLAT) must submit their answer sheets to their Regional Information Center (RIC)/scanning center by **May 30, 2023**.

<http://www.nysed.gov/state-assessment/elementary-and-intermediate-level-tests>  
<http://www.p12.nysed.gov/irs/sirs/home.html>

**MSA and CAP Payments**-Submitted claims will be paid by May 31, 2023

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## June

### June 1, 2023

**Special Education Service Requests** must be submitted by June 1, 2023. For more information, please go to [Nonpublic Handbook - Special Education](#)

**Occupational Education Requests** must be submitted by June 1, 2023. For more information, please go to [Nonpublic Handbook - Occupational Education](#)

**Gifted Education Requests** must be submitted by June 1, 2023. For more information, please go to [Nonpublic Handbook - Gifted Education](#)

**Textbook Loan Requests** must be submitted by June 1, 2023. For more information, please go to [Nonpublic Handbook - Textbook Loans](#)

**Grade 8 Science:** Schools administering the Grades 8 Science Tests must submit their answer sheets to their Regional Information Center (RIC)/scanning center by June 15, 2023.

<http://www.nysed.gov/state-assessment/elementary-and-intermediate-level-tests>  
<http://www.p12.nysed.gov/irs/sirs/home.html>

**Regents:** Schools administering Regents Examinations must submit their answer sheets to their Regional Information Center (RIC)/scanning center. Contract your RIC for specific due dates.  
<http://www.p12.nysed.gov/assessment/schedules/>  
<http://www.p12.nysed.gov/irs/sirs/home.html>