



# Office of Catholic Schools

## 2022-2023 DUE DATE Reminders

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMIT	SUBMIT TO
<b>AUGUST</b>			
Fee Waivers	08/01/22	Deadline for Fee Waivers – Autumn Term	Carrie Ramsay
Resident Educator Program	08/03/22	Google Registration Form Emailed to all Principals	Carrie Ramsay
CI Accounts Set Up	08/04/22	All new educators and administrators set up their CI accounts	Therese Recinella
CI Accounts Update	08/04/22	All educators and administrators that have transferred to another catholic school update their accounts	Therese Recinella
2022 Responsive Grants Final Report Deadline	08/06/22	REMINDER	Catholic Foundation
Monthly Enrollment Check	08/08/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
Final FY22 Invoices Due for JPSN	08/10/22	REMINDER	Seth Burkholder

<b>DOCUMENTS</b>	<b>DATE DUE</b>	<b>WHERE DO YOU GET IT? HOW TO SUBMIT</b>	<b>SUBMIT TO</b>
Religion COS	August 11, 12, 17, 18, 2022	Grade School Training for all educators Preschool – Grade 8 who are responsible for instruction and assessment of religion. Click here to register: <a href="https://docs.google.com/forms/d/1g3Z4Ct_d2htrOrLNmLnI0bIUvwVYdta66SMQrL5wBKA/edit">https://docs.google.com/forms/d/1g3Z4Ct_d2htrOrLNmLnI0bIUvwVYdta66SMQrL5wBKA/edit</a>	Therese Recinella
STAR testing window opens	08/15/22	REMINDER	Daphne Irby
June 2022 High School Finance Report	08/15/22	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
List of classes and digital products to assign to those classes (Clever) – Elementary	08/15/22	Submit through Google Form: Link will be provided	Daphne Irby
Resident Educator Google Form	08/15/22	Principal Deadline to Complete RE Google Form	Carrie Ramsay
Catholic Times' "Back to School" Issue Submissions Deadline	08/17/22	Submit to Doug Bean ( <a href="mailto:dbean@columbuscatholic.org">dbean@columbuscatholic.org</a> ) and cc: Theresa Vivona	Theresa Vivona
BCI/FBI Reports	08/varies/22 (not later than first day of school)	Completed prints should be sent directly to ODE for license/permit personnel from fingerprint company using id numbers as well as to Safe Environment Office.	Regina Quinn
CI Institution Leader Designation	08/29/22	All Administrators submit designated CI Institution Leader – name and email	Therese Recinella
Parent/Student and Teacher Handbooks	08/31/22	Submit print copy	Sr. Andrea

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMIT	SUBMIT TO
CI Accounts	08/31/22	<ul style="list-style-type: none"> <li>All new teachers 2022-23 create account in CI</li> <li>All administrators and teachers that have moved to another school, update their account for their new institution (<a href="https://franciscanathome.com/diocese-columbus">https://franciscanathome.com/diocese-columbus</a>)</li> </ul>	Therese Recinella
Fire Drills	08/31/22	Due in the first 10 days of the school. Please email to <a href="mailto:srandrea@columbuscatholic.org">srandrea@columbuscatholic.org</a>	Sr. Andrea
<b>SEPTEMBER</b>			
2023 Responsive Grant Applications Open	09/01/22	REMINDER	
CI Mentors	09/01/22	All CI Institution Leaders submit new CI mentors names and emails	Therese Recinella
Monthly Enrollment Check	09/07/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
Resident Educator Mentor	09/07/22	Resident Educator Mentor Expectations Meeting Zoom, 3pm	Carrie Ramsay
CI Workshops	09/07/22	<p>All new teachers and new administrators begin <i>Year One CI Workshops</i>. All 2<sup>nd</sup> year teachers and administrators begin <i>Year Two CI Workshops</i>. All 3<sup>rd</sup> year teachers and administrators begin <i>Year Three CI Workshops</i> and followed the linked calendar</p> <p><a href="https://www.dropbox.com/sh/a4hi53m6ayrhct6/AAAO21ZJCFT7hRa6wsReTClA?dl=0&amp;preview=Catechetical+Institute+Calendar+2022+2023+School+Year.pdf">https://www.dropbox.com/sh/a4hi53m6ayrhct6/AAAO21ZJCFT7hRa6wsReTClA?dl=0&amp;preview=Catechetical+Institute+Calendar+2022+2023+School+Year.pdf</a></p>	Therese Recinella
Final FY22 Invoice Adjustments Due – JPSN	09/10/22	REMINDER	

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMIT	SUBMIT TO
<b>SEPTEMBER</b>			
Resident Educator Meeting	09/14/22	All Teachers Enrolled in the Res Educator Program Meeting Zoom, 3pm	Carrie Ramsay
Religion COS	09/14/22	High School Religion Course of Study Training Professional Development for religion department chairs, religion teachers, campus ministers, chaplains. Our Lady of Victory Parish 9am – 3pm.	
July 2022 High School Finance Report	09/15/22	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
OCSAA Completed AVS Submission	09/15/22	Use OCSAA Web Portal process <a href="http://www.ocsaa.org">www.ocsaa.org</a>	Kitty Quinn
CI Audit AVS	09/15/22	Use OCSAA Web Portal process <a href="http://www.ocsaa.org">www.ocsaa.org</a>	Theresa Recinella
2022-2023 Final list from HS to Parishes of Participating Members	09/15/22	High School email to Parishes REMINDER	
High School Course Offerings	09/15/22	Email new course offerings and descriptions	Daphne Irby
Elementary and High School Final 2022-2023 Budget	09/15/22	Complete and email Budget Excel File	Seth Burkholder
LPDC Committee	09/22/22	LPDC Committee Prep Meeting St. Anthony School, 9am	Carrie Ramsay
New Teacher Professional Development (& Year 2 RE's) Session 1, Option 1	09/21/22	New Teacher Professional Development (& Year 2 RE's) Bishop Flaget School, Chillicothe, 2:30pm to 4:30pm	Carrie Ramsay
New Teacher Professional Development (& Year 2 RE's) Session 1, Option 2	09/22/22	New Teacher Professional Development (& Year 2 RE's) Bishop Fenwick School, Zanesville, 2:30pm to 4:30pm	

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT?	SUBMIT TO
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		<b>HOW TO SUBMIT</b>	
CI Mentor Orientation	09/22/22	CI Mentor orientation for new mentors. Option 1 – Zoom 3:30pm – 4:30pm	Therese Recinella
New Teacher Professional Development (& Year 2RE's) Session 1, Option 3	09/26/22	St. Pius School, Reynoldsburg, 2:30pm to 4:30pm	Carrie Ramsay
New Teacher Professional Development (& Year 2RE's) Session 1, Option 4	09/27/22	St. Brendan School, Hilliard, 2:30pm to 4:30pm	Carrie Ramsay
CI Mentor Orientation	09/27/22	CI Mentor orientation for new mentors. Option 2 – Zoom 3:00pm – 4:00pm	Therese Recinella
JPSN Summer Quarter Progress Report Due	09/30/22	REMINDER	
3rd Grade Reading Guarantee Parent Letters	09/30/22	Mail to Parents	Daphne Irby
Send Asbestos Notification Letter	09/30/22	Email or mail to parents, retain copy in asbestos file on OCS Document Share	Sheri Rogers Diocesan Facilities Office
STAR Fall Window Closes	09/30/22	Renaissance Portal	Daphne Irby
Deadline for All 2023 Grant Applications	09/30/22	REMINDER	Catholic Foundation
Updated Textbook and Digital product list	09/30/22	Document Share. Link will be provided	Daphne Irby

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMIT	SUBMIT TO
<b>OCTOBER</b>			
CI Subscription Renewal	10/01/22	OCS will automatically renew and bill schools for reimbursement	Therese Recinella
State Average Daily Membership (ADM) Application Opens	10/01/22	REMINDER	
Average Daily Membership (ADM) Reporting Week	10/04/22-10/08/22	REMINDER	Theresa Vivona
LPDC Materials	10/06/22	LPDC materials due to the OCS Office	Carrie Ramsay
Resident Educator Year 4 Meeting	10/12/22	Resident Educator Year 4 Meeting Zoom, 3pm to 4pm	Carrie Ramsay
LPDC Meeting	10/13/22	LPDC Meeting St. Anthony School, 9am	Carrie Ramsay
Average Daily Membership (ADM)	10/15/22	Complete on screen through ODE SAFE Portal Account, submit online	Seth Burkholder
Catholic Conference of Ohio Data Report	10/15/22	Excel file will be emailed. Complete and email it back	Seth Burkholder
August 2022 HS Finance Report	10/15/22	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
3 <sup>rd</sup> Grade Reading Guarantee	10/17-11/04/22	Grade 3 ELA test (OST or Renaissance 3 <sup>rd</sup> grade proficiency test)	Daphne Irby

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Resident Educator Year 2 TAKING RESA / Year 3 Meeting	10/18/22	Resident Educator Year 2 TAKING RESA / Year 3 Meeting, Location TBD, Inside Franklin County, 2:30pm to 4:30pm	Carrie Ramsay
Resident Educator Year 2 TAKING RESA / Year 3 Meeting	10/19/22	Resident Educator Year 2 TAKING RESA / Year 3 Meeting, Location TBD, Outside Franklin County, 2:30pm to 4:30pm	Carrie Ramsay
New Teacher Professional Development Session II, Option 1	10/25/22	New Teacher Professional Development Bishop Flaget School, Chillicothe, 2:30pm to 4:30pm	Carrie Ramsay
New Teacher Professional Development Session II, Option 2	10/26/22	New Teacher Professional Development Bishop Fenwick School, Zanesville, 2:30pm to 4:30pm	Carrie Ramsay
2023 Responsive & Goold Grants Awarded	10/28/22	REMINDER	
Elementary and High Schools: Special Needs Information Data Questions	10/31/22	Complete and submit online: OCS webpage (Admin > Resources>Inclusion> <a href="https://education.columbuscatholic.org/inclusion">https://education.columbuscatholic.org/inclusion</a> ) Elementary Schools – Enter in FACTS	Kitty Quinn
State Average Daily Membership (ADM) Application Closes	10/31/22	REMINDER	Seth Burkholder

<b>DOCUMENTS</b>	<b>DATE DUE</b>	<b>WHERE DO YOU GET IT? HOW TO SUBMIT</b>	<b>SUBMIT TO</b>
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## NOVEMBER

Tuition Assistance through FACTS	11/01/22	REMINDER. Families can start applying through FACTS website	Seth Burkholder
New Teacher Professional Development Session II, Option 3	11/01/22	New Teacher Professional Development St. Pius School, Reynoldsburg, 2:30pm to 4:30pm.	
New Teacher Professional Development Session II, Option 4	11/02/22	New Teacher Professional Development St. Brendan School, Hilliard, 2:30pm to 4:30pm.	
Monthly Enrollment Check	11/05/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
Religion COS	11/10/22	High School Religion Course of Study Training – Apologetics - Professional Development for religion department chairs. Our Lady of Victory Parish 9am – 1pm.	Therese Recinella
Discover Catholic Schools Week	11/13/22-11/19/22	<a href="https://www.ncea.org/csw/CSW/Catholic_Schools_Week_Schedule_2020_to_2025.aspx">https://www.ncea.org/csw/CSW/Catholic_Schools_Week_Schedule_2020_to_2025.aspx</a>	
IRS Form 5578	11/15/22	IRS Form 5578 Annual Certification of Racial Nondiscrimination	Seth Burkholder
September 2022 HS Finance Report	11/15/22	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder



DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMET	SUBMIT TO
<b>DECEMBER</b>			
LPDC Materials	12/01/22	LPDC materials due to the OCS Office	Carrie Ramsay
JPSN FY2024 Provider Registration Window Opens	12/01/22	REMINDER	
STAR testing window opens	12/01/22	REMINDER	Daphne Irby
Monthly Enrollment Check	12/06/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
Fee Waivers	12/05/22	Deadline for Fee Waivers – Spring Term	Carrie Ramsay
LPDC Meeting	12/08/22	LPDC Meeting, St. Anthony School, 9am	Carrie Ramsay
October 2022 HS Finance Report	12/15/22	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
Submit pictures and other for Catholic Schools Week Issues of the Catholic Times	12/15/22	Submit high resolution pictures in jpeg or png format	Theresa Vivona
School Safety Drills Due	12/15/22	Complete On-line Mail/E-mail	Kitty Quinn
Deadline for all 2023 Grant Agreements	12/30/22	REMINDER	Catholic Foundation
JPSN Fall Quarter Progress Reports Due	12/31/22	REMINDER	

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMET	SUBMIT TO
<b>JANUARY</b>			
Monthly Enrollment Check	01/05/23	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
November 2022 HS Finance Report	01/10/23	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
Licensure/Non-Tax Renewal	01/11/23	Licensure/Non-Tax renewal procedure review zoom, 3pm	Carrie Ramsay
High School Capital Repair Requests for 2023	01/11/23	Complete on screen, print and mail in	Sr. Andrea
Winter STAR window closes Blind Student Report	01/15/23	Renaissance Portal Form due (hyperlink) through email by January 15	Daphne Irby
Licensure/Non-Tax Renewal	01/24/23	Licensure/Non-Tax renewal procedure review zoom, 3pm	Carrie Ramsay
Grant Application – 23/24	01/27/23	School Safety Training Grants <u>anticipated</u> to be due in January. Email with instructions to apply will be sent to principals directly by the Attorney General's office	
Scholarship Applications Open	01/30/23	<a href="https://grants.catholic-foundation.org/">https://grants.catholic-foundation.org/</a>	Catholic Foundation
Celebrate Catholic Schools Week	01/29/23- 02/04/23	<a href="https://www.ncea.org/csw/CSW/Catholic_Schools_Week_Schedule_2020_to_2025.aspx">https://www.ncea.org/csw/CSW/Catholic_Schools_Week_Schedule_2020_to_2025.aspx</a>	
STAR testing window closes	01/31/23	REMINDER	Daphne Irby

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMET	SUBMIT TO
<b>FEBRUARY</b>			
Safe Environment Local Self Audit Report	02/01/22	Sent out by mail and e-mail by request	Regina Quinn
FY 2024 EdChoice Application Window Opens	02/01/23	REMINDER	
FY2024 JPNS Application Window Opens	02/01/23	REMINDER	
LPDC Materials	02/02/23	LPDC materials due to the OCS Office	Carrie Ramsay
Monthly Enrollment Check	02/07/23	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
LPDC Meeting	02/09/23	LPDC Meeting; St. Anthony School, 9 am	Carrie Ramsay
Licensure/Non-Tax Renewal Procedure	02/16/23	Licensure/Non-Tax renewal procedure review Zoom, 3pm	Carrie Ramsay
December 2023 HS Finance Report	02/16/23	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
Religion COS	02/23/23	High School Religion Course of Study: Professional Development for religion department chairs and Assistant Principals for Curriculum. Our Lady of Victory Parish 9am – 1pm.	Therese Recinella
New Teacher Professional Development Session III, Option 1	02/27/23	New Teacher Professional Development, Bishop Flaget School, Chillicothe, 2:30pm to 4:30pm	Carrie Ramsay

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMET	SUBMIT TO
New Teacher Professional Development Session III, Option 2	02/28/23	New Teacher Professional Development, Bishop Fenwick School, Zanesville, 2:30pm to 4:30pm	Carrie Ramsay
Resident Educator Year 4	02/28/23	Resident Educator Year 4 Final Reports Due	Carrie Ramsay
Endowment Distributions Open	02/28/23	REMINDER	Catholic Foundation
<b>MARCH</b>			
OCSAA Completed AVS Submission	09/15/22	Use OCSAA Web Portal process <a href="http://www.ocsaa.org">www.ocsaa.org</a>	Kitty Quinn
CI Audit AVS	09/15/22	Use OCSAA Web Portal process <a href="http://www.ocsaa.org">www.ocsaa.org</a>	Theresa Recinella
Elementary and High School Preliminary 2023-2024 Budgets	03/01/23	Complete and email Budget Excel File	Seth Burkholder
Monthly Enrollment Check	03/07/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
New Teacher Professional Development Session III, Option 3	03/07/23	New Teacher Professional Development St. Pius School, Reynoldsburg, 2:30pm to 4:30pm	Carrie Ramsay
New Teacher Professional Development Session III, Option 4	03/08/23	New Teacher Professional Development St. Brendan School, Hilliard, 2:30pm to 4:30pm	Carrie Ramsay
2023-2024 Diocesan Tuition Assistance FACTS Application Deadline	03/15/23	Deadline to submit online application and <b>ALL REQUIRED</b> documentation to be considered for Diocesan assistance	Seth Burkholder
Safe Environment Local Self Audit Report	03/15/23	Complete and submit by mail, fax or e-mail	Regina Quinn
TACT application deadline (COACE)	03/15/23	Deadline to submit online application and <b>ALL REQUIRED</b> documentation to be considered for Diocesan assistance	Seth Burkholder
January 2023 HS Finance Report	03/16/23	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder

DOCUMENTS	DATE DUE	WHERE DO YOU GET IT? HOW TO SUBMIT	SUBMIT TO
Resident Educator Year 4 Meeting	03/23/23	Resident Educator Year 4 Meeting, Location TBD, 3:30pm to 5pm	Carrie Ramsay
JPSN Winter Quarter Progress Reports Due	03/31/23	REMINDER	
Sullivan Scholarship Application Deadline	03/31/23	REMINDER	Catholic Foundation
3 <sup>rd</sup> Grade Reading Guarantee	3/27- 04/28/23	Grade 3 ELA TEST (OST or Renaissance 3 <sup>rd</sup> Grade proficiency test)	Daphne Irby
<b>APRIL</b>			
Start and End Times for the Next School Year	04/01/23	Schools must establish start and end times for the next school year and communicate them to their public school district that provides transportation <b><i>no later than</i></b> April 1.	Public School District
STAR testing window opens	04/01/23	REMINDER	Daphne Irby
8 <sup>th</sup> Grade Algebra Candidates	04/01/23	Email names of 8 <sup>th</sup> Grade Algebra candidates	Daphne Irby
IAAT Algebra Placement Answer Sheets Ordered	04/01/23	Online form	Daphne Irby
Spring testing	04/03- 5/12/23	Grade 5 and Grade 6 science	Daphne Irby
Fee Waivers	04/03/23	Deadline for fee waivers – Summer Term	Carrie Ramsay
Monthly Enrollment Check	04/05/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
LPDC Materials	04/06/23	LPDC materials due to the OCS Office	Carrie Ramsay

<b>DOCUMENTS</b>	<b>DATE DUE</b>	<b>WHERE DO YOU GET IT? HOW TO SUBMIT</b>	<b>SUBMIT TO</b>
2023-2024 School Calendars Due	04/08/23	Complete and email with hours worksheet	Sr. Andrea
Gertrude Kuehefuhs Music Scholarship Application (Elementary and Secondary)	04/12/23	E-mail all items along with jpeg photo	Sr. Andrea
LPDC Meeting	04/13/23	LPDC Meeting, St. Anthony School, 9am	Carrie Ramsay
February 2023 HS Finance Report	04/15/23	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
Religion COS	04/20/23	High School Religion Course of Study Training – Christian Anthropology - Professional Development for religion department chairs, religion teachers, campus ministers, chaplains. Our Lady of Victory Parish 9am – 3pm.	Therese Recinella
NPDS Federal ADM Reporting (ES & HS)	04/28/23	Online in NPDS – needs to be in “Participation completed” status for diocese review. Will need to be final submitted by ODE deadline in May	NPDS
High School emails OCS list of Students with Special Needs (Services Plan/IEPs) offered enrollment for the following school year	04/30/23	Complete and submit online: <a href="https://education.columbuscatholic.org/inclusion">https://education.columbuscatholic.org/inclusion</a>	Daphne Irby Kitty Quinn
Elementary Principals – Update Permanent Record Card fields	4/30/2023	Update in FACTS	Daphne Irby
<b>MAY</b>			
Resident Educator Year 1, 2, 3 Final Reports Due	05/01-05/15/23	Resident Educator Year 1, 2, and 3 (Non RESA) final reports due	Carrie Ramsay
HS Academic Honor Team Nominee	05/03/23	Mail in e-mail with jpeg photo	Sr. Andrea

<b>DOCUMENTS</b>	<b>DATE DUE</b>	<b>WHERE DO YOU GET IT? HOW TO SUBMIT</b>	<b>SUBMIT TO</b>
HS Bishop Hermann Service Award Nominee	05/03/23	Mail in e-mail with jpeg photo	Sr. Andrea
HS Graduation Ceremony Information	05/03/23	Mail in or e-mail	Sr. Andrea
Monthly Enrollment Check	05/05/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
LPDC Materials	05/11/22	LPDC Materials due to the OCS Office	Carrie Ramsay
NPDS Federal Reporting due. (It must be submitted in the NPDS system as "Nonpublic Approved" after is approved by the Diocese)	5/05/2023	REMINDER	NPDS
IAAT Answer Documents	05/25/23	Mail in	Daphne Irby
March 2023 HS Finance Report	05/13/23	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
2023-2024 Preliminary List from HS to Parishes of Participating Members	05/15/23	High School email to Parishes	Each High School
LPDC Meeting	05/18/23	LPDC Meeting, St. Anthony School, 9am	Carrie Ramsay
ALL SCHOOLS ES & HS Special Populations Services Data Form: (Non-Eligible Students)	05/31/23	Complete and submit online: <a href="https://education.columbuscatholic.org/inclusion">https://education.columbuscatholic.org/inclusion</a> Elementary – FACTS	Kitty Quinn
<b>JUNE</b>			
Catholic Schools Week stories and pictures	06/01/22	E-mail stories and submit high resolution pictures in jpeg or png format	Theresa Vivona
License Renewal Forms Due for June 30, 2022	06/02/22	Mail in LPDC Verification form, signed, with check and accompanying documentation	Carrie Ramsay
<b>DOCUMENTS</b>	<b>DATE DUE</b>	<b>WHERE DO YOU GET IT? HOW TO SUBMIT</b>	<b>SUBMIT TO</b>

Monthly Enrollment Check	06/06/22	REMINDER. Submit through <a href="https://forms.office.com/r/2L8vnJHD29">https://forms.office.com/r/2L8vnJHD29</a>	Theresa Vivona
LPDC Materials	06/01/23	LPDC materials due to the OCS Office	Carrie Ramsay
LPDC Meeting	06/08/23	LPDC Meeting, St. Anthony School, 9am	Carrie Ramsay
Spring STAR Window closes	05/31/23	Renaissance Portal	Daphne Irby
April 2023 HS Finance Report	06/15/23	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder
Tornado Drill, Emergency Management Drills Report	06/20/23	E-mail or mail final	Sr. Andrea
Fire Drill Report Due	06/20/23	E-mail or mail in and OCS will forward to State Fire Marshal	Sr. Andrea
Teacher Contracts, Attendance and Termination of Employment Forms: <b>HARD COPIES ONLY</b>	06/27/23	Last day to submit	Carrie Ramsay
Non Public Administrative Cost Reimbursement	06/30/23	Complete on screen through OH/ID Account	Seth Burkholder
8 <sup>th</sup> Grade Algebra I Parental Permission 2023-2024 Forms	06/30/23	Mail or Email	Daphne Irby
<ul style="list-style-type: none"> <li>• Enter On Track/Off track info from Fall STAR diagnostic for Scholarship students</li> <li>• FY22 Program Period Ends – JPSN</li> </ul>	06/09/23	Scholarship portal REMINDER	Daphne Irby
<ul style="list-style-type: none"> <li>• Upload Assessment results for Scholarship students</li> <li>• JPSN Spring Quarter Progress Report due</li> </ul>	06/09/23	Scholarship portal REMINDER	Daphne Irby
<b>JULY</b>			
May 2023 HS Finance Report Due	07/15/23	Submit electronically: <a href="mailto:sburkholder@columbuscatholic.org">sburkholder@columbuscatholic.org</a> & <a href="mailto:superintendent@columbuscatholic.org">superintendent@columbuscatholic.org</a>	Seth Burkholder