



Glenda Ritz, NBCT

Indiana Superintendent of Public Instruction

MEMORANDUM

TO: Superintendents and Title I Program Administrators

FROM: Federal Title Grant Programs and Support

DATE: July 6, 2016

SUBJECT: Data Collection - DOE-TI Report for 2015-2016

The DOE-TI collection window will open from July 8, 2016 – September 19, 2016. The purpose of this data collection is to gather information on Title I services a student received or was eligible to receive throughout the 2015-2016 school year. Attached to this email is the DOE-TI Layout which provides specific instructions and scenarios for submitting your data. Please ensure that the DOE-TI report for your Title I served schools, Charter School, or Turnaround School Operator is completed and submitted by **close of business Monday, September 19, 2016**. Once you have completed the DOE-TI report, please remember to complete the final sign-off step.

To all school districts with participating nonpublic and/or neglected institutions from 2015-2016: Please note that it is the school district's responsibility to report data on behalf of each nonpublic schools and/or neglected institutions. Nonpublic schools and neglected institutions do not and should not have access to the DOE-TI report. The person responsible for this reporting in your school district should work closely with your Title I Program Administrator and nonpublic school/neglected institution officials to obtain this information for reporting purposes.

IMPORTANT INFORMATION

The DOE-TI collection window will be remain open from July 8, 2016 – September 19, 2016. We encourage you to submit your data as early as possible. The STN Application Center can be found via the following link: [STN Application Center](#)

Please note: this link is for reporting purposes and is different from the Online Title I Application Center.

Please email STN related questions directly to stn_support@doe.in.gov.
Please email Title I-specific questions to lreedus@doe.in.gov.