

October 2026 Reminders

Superintendent's Office

- Review TEA Superintendent Resources and Guidance
- LEAs without ESL certified teachers must request a TEA waiver of certification requirements
- Prepare Annual Finger Printing Certificate and Statement of Compliance
- Begin estimating student enrollment projections for December submission (even years)
- Prepare report of Trustee training hours prior to November elections with postings as required – October Board Meeting
- Update AskTED

School Board/Governing Board

- Review the Superintendent's evaluation timeline and process, including training on use of instrument
- Report Trustee training hours at Board Meeting prior to elections

Charter School Specific

- Prepare for annual governance report; Refer to TEA Charter School Governance website for timeline to submit
- Utilize the All-In-One-Form to update AskTED

Federal and State Programs

- October 1st - Deadline to submit annual micro purchase Self-Certification to TEA via EDGAR WorkApp
- Annual Survey of Children in Local Facilities for Neglected/Delinquent Survey (SC9000) available in eGrants. Due December 1st
- Review/implement district/campus improvement plans in accordance with district planning process (TEC§11.251) (ESSA§1112, 1114)

***Requires Board action/approval**

- LEAs that reported 2025-2026 TIVA Program Objectives and Measurable Outcomes will need to report initial progress toward meeting those objectives and outcomes. Reporting window is October 1st - December 1st
- If 2025-2026 TIVA funds were not carried into 2026-2027, the initial report will be considered the final report. Reporting occurs through the Smartsheets App
- TEA Comparability Assurance Document (CAD) made available by TEA through Qualtrics survey (typically due mid November)

Finance

- October 1st - Teacher Incentive Allotment Annual Data Submission due for those with an accepted TEA local designation system
- October 1st - Student Transportation Operations Report opens. Due to TEA by December 1st
- October 1st - Assessor mails tax bills or as soon as practical
- October 2nd - If having VATRE, efficiency audit report due, if the board appointed an auditor on July 3rd. The audit may be due earlier, as the final report is due no later than three months after the selection of an auditor
- *October 2nd - Efficiency audit results must be posted on the district's website. The Board must hold an open meeting to discuss the results before the election
- October 8th - First PEIMS Attendance submission (1st six weeks attendance) due. Calculate State Aid using end of 1st six-weeks student data and compare against prior year and budget projections. School systems are also asked to submit at least 50% of their students' information related to special education settings for new SPED funding
- October 14th - Deadline to submit pre-election report to the Bond Review Board
- Approve Annual Financial Audit for July 1st FY
- Submit biannual pupil projections survey to TEA, (even years only) prior to a Legislative Session (All LEAs). Due by December 15th
- Schools FIRST: Conduct Public Hearing within 2 months of receiving the Final School FIRST Rating. If no appeal was submitted by your LEA, your LEAs preliminary rating becomes final on the 31st day after the preliminary ratings are released
- October 15th (generally) - For Chapter 49 districts - Near-final Excess Local Revenue (Recapture) balances are due for recapture payments owed by districts for the prior year based on updated Summary of Finance. View your district's remaining balance via the Payment Ledger under School District State Aid Reports

***Requires Board action/approval**

- October 31st - Employer's Quarterly Federal Tax Return- (Form 941) due for Q3: July 1st - September 3rd

Food and Nutrition

- Verification of Sample Household Income Application begins October 1st
- Summer Food Cost Report due October 9th
- Count number of students enrolled, directly certified, and with approved applications - October 31st (last Friday of the month)

Texas Student Data System/PEIMS

- PEIMS Extended Year Submission: Resubmission due on October 1st (2025-2026)
- PEIMS Fall Enrollment Submission: Snapshot date on October 2nd
- PEIMS Fall Enrollment Submission: Ready for users to complete, approve, and accept submissions on October 5th
- PEIMS Attendance Submission: 1st Six Weeks closes for LEAs on October 8th
- PEIMS Fall Enrollment Submission: Closes for LEAs on October 15th
- SPPI 14 Collection: Ready for users to complete on October 26th
- PEIMS Extended Year Submission: Data available to customers on October 29th (2025-2026)
- PEIMS Fall Enrollment Submission: Data available to customers on October 29th
- PEIMS Attendance Submission: 1st Six Weeks Attendance data available to customers on October 29th
- PEIMS Fall Submission: Snapshot date on October 30th
- Charter School Waitlist Submission: Closes for charter schools on October 30th

General Curriculum

- Recommend technology and instructional materials allotment (TIMA) selections
- LEAs without ESL certified teachers must request a TEA waiver of certification requirements

***Requires Board action/approval**

Accountability and Assessment

- Review PEIMS data for all program areas prior to snapshot date
- Performance Reporting will continue to use the PEIMS Fall Snapshot associated with the traditional Fall submission, which is the last Friday in October
 - Attend required School Improvement training, if applicable
- Prepare and submit applicable school improvement documents, if applicable
- RDA Significant Disproportionality (SD) Year 3 letters sent to affected LEAs

Career and Technical Education

- Continue reviewing 4-year plans and coding students for PEIMS snapshot
- Hold Fall CTE Advisory Meeting (industry, workforce, and postsecondary)
- Update or review local labor market alignment with TWC/JobsEQ tools
- Review equipment and facility needs for budget planning (Perkins funds allowable uses)
- Update or review local labor market alignment with TWC/JobsEQ tools

Leadership and Instructional Foundations for Texas (LIFT)

- Attend Monthly LIFT Step-back Meetings
- Review Student Data and Classroom Observation Data to monitor and adjust instructional practices as needed

Special Education

- By the first PEIMS Attendance Submission reporting period (1st Six Weeks Attendance), due October 8th, each school system is expected to review IEPs that are in place as of the first day of the 2026-2027 SY for at least 50% of their students receiving special education services and enter:
 - the student's tier of intensity,
 - any applicable service group(s), and

- the average number of minutes per instructional day the student spends in a special education setting
- These data elements will be reported with a begin date of the first day of the school year. Once entered, these values, including the instructional arrangement/setting code, will remain in place with no end date unless the student's specifically designed instruction (SDI), as documented in the IEP, is revised
- 2026-2027 Nonpublic Placement Notification and Application due October 1st for continuing placements of all Nonpublic Day School and Nonpublic Residential placements by LEAs (due within 30 calendar days of ARD committee off-campus placement decision if new placement)
- 2026-2027 State Performance Plan Indicator (SPPI) 14 ready for users to complete October 26th
- Monitor special education expenditures from the general fund to ensure on track for MOE (Maintenance of Effort) compliance

School Health

- Annual Report of Immunization Status | TEC§38.008 & TAC§97.71
 - Report to Department of State Health Services the immunization status of the kindergarten and 7th graders opens for submission. Select an assessment date to report immunization data for your school district or charter between [on or about] Friday, October 30th, and Friday, December 11th. [Note: These dates have been predicted based on the 2025-2026 calendar]. The staff who maintain immunization records should complete the ARIS for the district
- Fentanyl Poisoning Awareness Month | Texas Government Code, §662.116 - House Bill (HB) 3144 (88th Texas Legislature, Regular Session, 2023). To help school systems plan and prepare to spread awareness during the month of October, the Fentanyl Response Communications Toolkit resources have been updated to support fentanyl poisoning awareness month
- Fentanyl Education | TEC, §38.040, requires districts to annually provide research-based instruction on fentanyl abuse prevention and drug poisoning awareness to students in grades 6–12

***Requires Board action/approval**

- Automated External Defibrillators (AEDs) | TEC§22.902; DMA(LEGAL) requires
 - CPR and AED instruction must be made available to employees as frequently as required by local policy
 - Monthly - Check AED and CPR certification is up to date for every school nurse, assistant school nurse, athletic coach or sponsor, physical education instructor, marching band director, cheerleading coach, and any other employee specified by the commissioner, and each student who serves as an athletic trainer
- Verify PEIMS coding for students with Pregnancy Related Services (PRS) for the PEIMS Fall snapshot on the first Friday in October

School Safety

- Emergency Operation Plan and Annexes – Due to the TxSSC Requirements: Basic Plan and the Reunification Annex