



Beginning of Year (BOY) Training Supplemental Information

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BOY Supplemental Topics

- ▶ Data Access
- ▶ Data Security
- ▶ Data Quality
 - Kentucky Tech System (KTS) Data Exchange
 - MUNIS Data Exchange
 - SRIM Data Exchange
- ▶ Data Use
 - Civil Rights Data Collection
 - New P20 reports
 - Student Growth Percentile
 - Benchmark Reports
- ▶ eTranscripts
- ▶ KDE Notify
- ▶ Non-Academic Changes
- ▶ KDE User Access – KDE Admin
- ▶ Web Applications
 - District and School Collection Repository (DASCR)
 - School Report Card

Data Access

- ▶ Encourage schools to review annual notifications to parents to ensure notice completely discloses data uses.
 - US ED – sample notification available [here](#)
- ▶ Ensure contracts with vendors specifically address how data will be used, secured, and destroyed. Limit data use to only contractual use.
- ▶ PTAC – [Protect Student Privacy While Using On-Line Educational Services](#)
- ▶ PTAC – [FERPA Exceptions Summary](#)

Data Security

- ▶ Review local practices for allowing access to data.
- ▶ Limit access to those with educational need; and to specific area(s) of need.
- ▶ Establish local best practices for granting access as well as ending access as staff leave or change roles.
- ▶ Infinite Campus contract limits the ability to allow access to database with other vendors.
- ▶ Ensure data shared is shared securely.
- ▶ Do not share identifiable data via email. Limit access to SSN.
- ▶ Train data users on best practices (Identify who's responsible for this in your school or district.)
- ▶ PTAC – [FERPA Training](#) for local education agencies

Data Quality

- ▶ Data use necessitates need for high-level of data quality. Examples
 - Teacher Effectiveness
 - School Report Card
 - Open House Reports
 - P20 Reports
- ▶ Train users within district on best practices.
- ▶ Share data standards with those responsible for data entry and use.
- ▶ KDE Data Stewards link on Data Governance webpage [here](#).
- ▶ Improving Education Data – [on-line training](#)

Kentucky Tech System – Data Exchange Project

- ▶ Pilot 2014–15
- ▶ 10 participating technical schools
- ▶ Exchange includes:
 - From High School to Technical School
 - Student enrollment, demographic detail
 - Course scheduling
 - From Technical School to High School
 - Attendance
 - Grades
 - New KTS course codes, score group & grading tasks – only for pilot schools in 2014–15.

MUNIS Data Exchange

- ▶ Defining requirements to automate staff load from MUNIS to Infinite Campus
- ▶ District level activity – expect to require at least once each year – refresh cycle would be defined at district.
- ▶ New MUNIS data fields include:
 - EPSB ID (to assist with matching)
 - Other Professional Classification (needed for EDS)
- ▶ Engaging districts in requirements gathering
- ▶ Planning for use summer 2015.

SRIM Data Exchange

- ▶ SRIM is repository for school and district data. Considered authoritative source.
- ▶ DASCRC provides districts ability to update school data.
- ▶ Ability to update from SRIM to Infinite Campus being explored.
- ▶ Inconsistencies in data necessitate single point of entry with systematic way to keep systems aligned.

Data Use:

Civil Rights Data Collection (CRDC)

- ▶ Every school must report 2013–14 data
 - Includes most items collected in 2011–12
 - Small number of new items added for 2013–14
 - New optional items not required until 2015–16. KDE will include.
- ▶ Collection period opens October 2014
- ▶ Closes January 14, 2015
- ▶ KDE will assist with collection – 1530 of 1849 data elements can be provided from State
- ▶ Local Data Collection – schools and districts responsible for verification and other data elements.
- ▶ District review in process, draft requirements on–line [here](#).
- ▶ Identify responsible staff for CRDC reporting.

Data Use:

New P20 reports

- ▶ Reports created by Kentucky Center for Education and Workforce Statistics (KCEWS)
 - [2014–15 Kentucky County Profiles](#)
 - [2014 Early Childhood Profile](#)

- ▶ Coming Soon – KCEWS online [here](#)
 - 2014 [High School Feedback Report](#)
 - High School Graduation Employment Report
 - Fast Facts – High School and College Students Work

Data Use:

Student Growth Percentile (SGP)

- ▶ Teacher median scores will be calculated this fall.
Limited to:
 - ELA and Math
 - Grades 4–8
- ▶ Accurate rosters with beginning and end dates for teachers and students in Campus important
- ▶ Student SGPs in Infinite Campus as assessment.
- ▶ Extract will be loaded to Educator Development Suite for use in teacher evaluations

Data Use: Benchmark Report

	A	B	C	D	E	F	G	H	I	J	K	L	M	O	X	Y	Z	AA	AB	AC	AD	AG	AH
1	District_ Number	School_ Number	Last_ Name	First_ Name	Middle_ Name	SSID	Gender	Race_Ethnicity	Grade_ Level	FRL	SPED	ELL	G_T	Assessment_Subject	K_PREP_ Grade_7	K_PREP_ 7_Result	K_PREP_ Grade_8	KPREP_8 Result	EXPLORE	PLAN	ACT	Benchmark_ Met	Currently_ enrolled_ at_school
2														Math	220	P or D	220	P or D	17	19	22		
3							F	White	9	Paid	N	N	Y	Math	211	P	205	A	17			Met	Y
4							M	White	9	Paid	Y	N	N	Math	192	A	183	N	10			Not Met	Y
5							F	White	9	Paid	Y	N	N	Math									Y
6							F	Hispanic	9	Paid	N	N	Y	Math	229	P	224	P	18			Met	Y
7							F	White	9	Paid	N	N	N	Math	203	A	197	A					Y
8							F	White	9	Paid	N	N	N	Math	247	D	201	A	12			Not Met	Y
9							F	White	9	Paid	N	N	N	Math									Y
10							F	White	9	Paid	N	N	N	Math	197	A	201	A	16			Not Met	Y
11							M	White	9	Free	N	N	N	Math	188	N	201	A	11			Not Met	Y
12							F	Two or more	9	Paid	N	N	N	Math	214	P	207	A	15			Not Met	Y
13							M	White	9	Paid	N	N	Y	Math			227	P					Y
14							F	White	9	Paid	N	N	Y	Math	214	P	200	A	16			Not Met	Y
15							F	White	9	Reduced	Y	N	N	Math	211	P	191	N	13			Not Met	Y
16							F	White	9	Paid	Y	N	N	Math	218	P	191	N	10			Not Met	Y
17							F	White	9	Paid	N	N	N	Math	200	A	197	A	15			Not Met	Y
18							F	White	9	Paid	N	N	N	Math	192	A	198	A	10			Not Met	Y
19							F	White	9	Reduced	N	N	N	Math	192	A	203	A	14			Not Met	Y
20							M	White														Not Met	Y
21							M	White														Met	Y
22							M	White														Met	Y
23							M	White															Y
24							M	White														Not Met	Y
25							M	White														Not Met	Y

NOTE →

- Use to determine which students need interventions
- Simplify collection of data for principals
- Only includes state published assessment scores.



eTranscripts

- ▶ First year complete with majority of high schools using for final transcripts. Link to recording of virtual listening forum [here](#).
 - Over 69,000 KY transcripts sent electronically through Parchment.
 - Reminder 7/31/14 – last day for 2014 graduates to get free “student” transcript.
- ▶ New Parchment Project Manager – Heidi Dodge – hdodge@parchment.com
- ▶ Training Opportunities beginning August 2014
- ▶ 2014–15 – 1st step – register incoming high school seniors if not already done.

KDE Notify App

- ▶ New KDE App – download from app provider
- ▶ Available for Windows, Android, and iOS devices
- ▶ One Stop App for system updates, includes:
 - Infinite Campus
 - Continuous Instructional Improvement System (CIITS)
 - MUNIS
 - KEN network
- ▶ Push notifications available to keep you informed on your mobile device.
- ▶ Click [here](#) to subscribe to KDE Notify.

Non-Academic Changes

- ▶ Non-Academic Report will go away in 2014-15.
- ▶ Replacing with separate reports.
- ▶ Graduation – 4, 5 and 6 year graduation rates
- ▶ Dropout – no longer part of accountability but reported annually on School Report Card (SRC)
- ▶ Retention – reported annually on SRC.
- ▶ Transition – reported annually on SRC. P20 system will be used to help validate data this year with intent to replace collection for 2015-16.

User Account for KDEadmin

Index Search Help

User

kdeadmin Go

Advanced Search

Search Results: 1 users

Administrator, System

KDEadmin

User: KDEadmin
Person: Administrator, System

User Account User Groups Tool Rights Calendar

Save Delete Login As User

User Account Editor

*Username	Password
KDEadmin	Reset Password
Expires Date	Homepage
<input type="text"/>	Campus Application
<input type="checkbox"/> Force Password Change	<input checked="" type="checkbox"/> All Calendars
<input type="checkbox"/> Disabled	

Product Security Role Assignments

- Student Information System
- Student Information System - Group Assignment
- Student Information System - Login As User



No Role Assignments

User KDEadmin – Read Only

Campus Tools

R W A D

- KDEadmin account
- Student Information
- Instruction
- SSN Rights
- Census
- Behavior
- Health
- Attendance
- Scheduling
- Fees
- Grading & Standards
- Medicaid
- Programs
- Ad Hoc Reporting
- Transcripts
- User Communication
- Assessment
- System Administration
- Accountability
- FRAM
- Messenger
- Surveys
- KY State Reporting
- Data Integrity Tools
- Account Settings
- Access Log
- Campus Community
- Log Off

Campus Instruction Beta

ILPA

- General
 - Summary
 - Team Members
 - Documents
 - Document Upload
 - Locked
 - Plan
 - Progress Report
 - Contact Log
- Caseload
- BlankForms

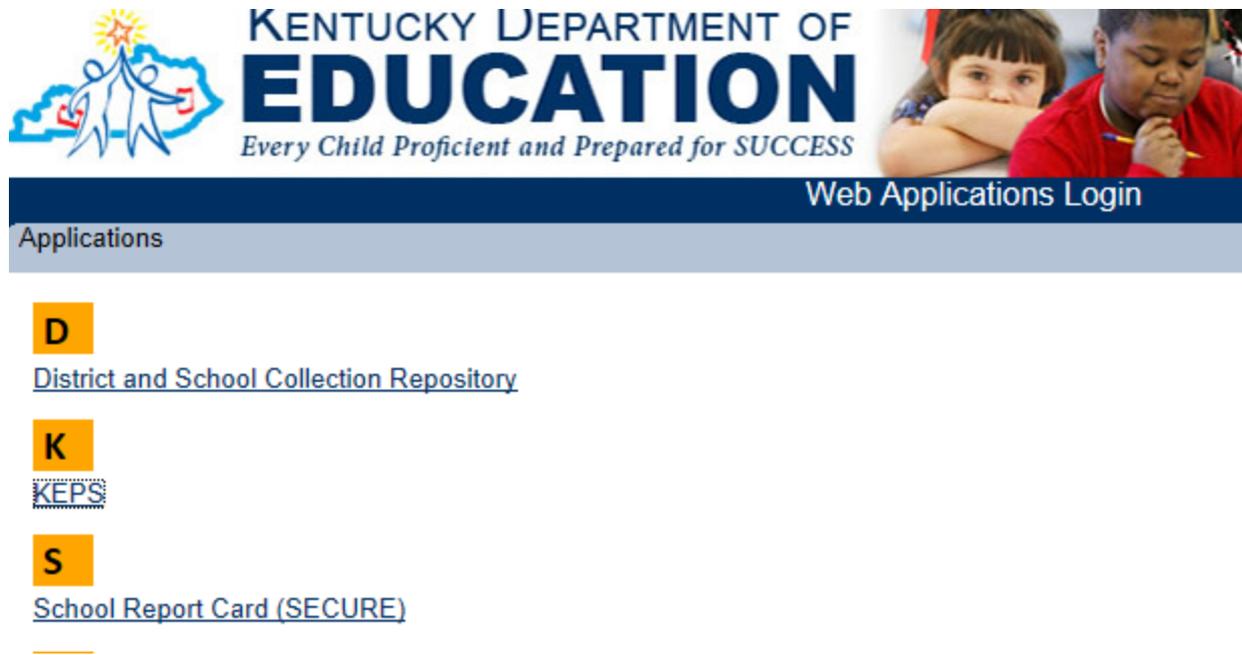
PLP

- Special Ed
 - General
 - Summary
 - Team Members
 - Documents
 - Plan
 - Evaluation
 - Progress Report
 - Locked
 - Document Upload
 - Contact Log
 - Caseload (new!)
 - Blank Forms



Web Applications

- ▶ Access to School Report Card and DASCR through web application.
- ▶ Access to applications set up by WAAPOC



The screenshot shows the Kentucky Department of Education logo on the left, featuring a sun, a map of Kentucky, and two figures holding hands. To the right of the logo is the text "KENTUCKY DEPARTMENT OF EDUCATION" in large blue letters, with the tagline "Every Child Proficient and Prepared for SUCCESS" below it. Further right is a photograph of two young children, a girl and a boy, looking at something off-camera. Below the logo and photo is a dark blue bar with the text "Web Applications Login" in white. Underneath this bar is a light blue bar with the word "Applications" in dark blue. Below that, there are three yellow boxes containing the letters "D", "K", and "S" in black. Under the "D" box is the text "District and School Collection Repository" in blue. Under the "K" box is the text "KEPS" in a stylized font. Under the "S" box is the text "School Report Card (SECURE)" in blue. A thin orange line is at the bottom of the "S" section.

District and School Collection Repository (DASCR)

- ▶ New web application for collecting information on new schools, changes to existing schools and/or school closure.
- ▶ Eliminates on-line form that has been used.
- ▶ Verify school and district data through on-line directory [here](#).
- ▶ If changes are needed – use appropriate web app
 - School demographic data – DASCR
 - Superintendent, Principal or other roles – People Manager
 - District data – email [Lori Davis](#)

DASCR System

KENTUCKY DEPARTMENT OF EDUCATION
Every Child: Proficient and Prepared for Success

Home | [New School Form](#) | [Update School Form](#) | [Close School Form](#) | [Status](#) | [DASCR001](#) Logout

DASCR

District and School Collection Repository

New School Criteria

A new school or new school number should only be created if:

- The grade span of the school changed by more than 3 grades, not including pre-K or kindergarten as grades
- The school's physical location changed and the attendance area changed significantly
- Two schools of about the same size, or with different grade spans, merge. The two original entities would be closed, and the merged education unit would be reported as a new school.

A new school should NOT be created if:

- The grade span of the school changed by 3 grades or less, not including pre-K or kindergarten
- The school physical location or address changed, but the attendance area did not change significantly
- A smaller school merges with a larger entity that provides essentially the same grade span
- A school changes magnet status
- A school undergoes restructuring under provisions in ESEA
- The name of a school changes
- The school number changes
- A school changes districts or the boundary of a district changes

Schools Split

When a school splits into two or more entities, the one that retains the most characteristics (student population for the school, the grades offered, and the attendance area from which the school draws students) of the original school retains the school and NCES ID number and the other will obtain a new school and NCES ID number.

School Update Criteria

Update school information without obtaining a new school number:

- School Demographics: Name, District, Address or Phone
- School Description: Grades, State Classification, Magnet Status
- Miscellaneous: GIS Coordinates, Congressional District, Comments

School Closure Criteria

Example:

- School merged into another school that provides essentially the same grades; the smaller entity should be closed while the larger entity is left open
- Two schools of equal size or with different grade spans are merged or consolidated within an existing building or a new physical location, both entities should be closed and a new entity opened
- Inadequate funding
- School structure unsafe or health reasons
- Low enrollment

School Report Card

- ▶ Initial Release – secure release opened July 18th.
 - Access limited to Profile, Learning Environment, and Finance Tabs.
 - NEW Finance tab for 2014 card
 - 2013–14 financial data not available until late in year.
 - Prior 2 years have been loaded.
 - Access through secure web application. Default access given to select roles defined in People Manager
 - Collector embedded into card.
- ▶ Next release – limited to DACs and Superintendents – Includes tabs: Assessment, Accountability, Delivery and NEW Program Review.
- ▶ NEW Career Readiness Tab – expected September release.
- ▶ Data Stewards available here.