



# KSIS End of Year Training

April 29, 2014

8:30 a.m. (CT) / 9:30 a.m. (ET)



# Welcome and Housekeeping

Becky Jenkins

KIDS, Division of Enterprise Data

# EILA Credit / Lync Assistance

## ▶ EILA Eligible Training

- Registered participants are eligible for EILA credit. Online training evaluation survey must be completed for credit to be awarded.
- If participating in a group setting, email a sign-in list to Linda Burton.

## ▶ Lync Assistance

- If you need assistance with your Lync connection, audio or visual settings, contact the KETS Service Desk:
  - (502) 564-2002 (local)
  - (866) 538-7435 (toll free)
  - Email: [ketshelp@education.ky.gov](mailto:ketshelp@education.ky.gov)
- ***Important: Meeting link should be opened using Internet Explorer, not Chrome or Firefox.***

# Questions and Information

- ▶ **Have a question for the presenter?** Post it in the Lync chat window and it will be answered during the Question and Answer period at the end of the session.
- ▶ **Have a technical issue?** Contact the KETS Service Desk.
  - (502) 564-2002 (local)
  - (866) 538-7435 (toll free)
  - Email: [ketshelp@education.ky.gov](mailto:ketshelp@education.ky.gov)
- ▶ Presentations from today's End of Year Training
  - Available online:  
<http://education.ky.gov/districts/tech/sis/Pages/KSIS-Training.aspx>

# KSIS End of Year Training: Agenda

Start	End	Session	Presenter
9:30	9:35	Welcome and Housekeeping	Becky Jenkins KIDS, Division of Enterprise Data
9:35	10:05	Safe Schools End of Year Process	Windy Newton ONGSD, Division of Student Success
10:05	10:20	Teaching Method and Instructional Setting	Amy Patterson ONGL, Division of Learning Services
10:20	10:50	Homeless Education	Mary Marshall ONGL, Division of Consolidated Plans and Audits Cathy Lazarin ONGL, Division of Audit and Compliance
<i>10:50</i>	<i>11:05</i>	<i>Break</i>	
11:05	11:25	Accessing Student Voice Results in CIITS/EDS	Jeff Coles ONGL, Division of Next Generation Professionals
11:25	11:55	CIITS	Maritta Horne KIDS, Division of Enterprise Data
<i>11:55</i>	<i>1:00</i>	<i>Lunch Break</i>	
1:00	1:45	Adjusted Cohort Graduation Rate Student Listing in SDRR and change to nonacademic collection	Tina Logan OAA, Division of Assessment Design and Implementation
1:45	2:05	2013–14 Graduation Codes	Samantha Engstrom OAS, Division of District Support
2:05	2:15	Wrap-Up	Becky Jenkins



# Safe Schools End of Year Process

Windy L. Newton, Systems Consultant IT  
Office of Next Generation Schools and Districts  
Division of Student Success

# 2013–14 End of Year Timeline

- ▶ **May 14<sup>th</sup>** – E.1414 release to districts will include updates to Safe Schools Validation Report
- ▶ **May 15<sup>th</sup>** – District verification window opens
- ▶ **June 30<sup>th</sup>** – District verification window closes
- ▶ **June 30<sup>th</sup>** – Superintendent verification due to KDE
- ▶ **July 1<sup>st</sup>** – KDE will extract data from IC data warehouse
- ▶ **July 15<sup>th</sup> (tentative)** – District and school level data will be available for viewing in the 13–14 School Report Card Data Collection tool
- ▶ **July 31<sup>st</sup>** – School Report Card verification of behavior data ends (two weeks after availability in SRC)



# Requirements for Safe Schools

- ▶ Any behavior resolution mapped to a state code of the following:
  - SSP1: Expelled, receiving services
  - SSP2: Expelled, not receiving services
  - SSP3: Out of School Suspension
  - INSR: In-School Removal
  - SSP7: Restraint
  - SSP8: Seclusion

# Requirements for Safe Schools, continued

- ▶ Incidents involving law or board violations related to the following will produce a record **regardless** of resolution:
  - Assault or Violence
  - Guns or other weapons
  - Controlled substances (including alcohol or tobacco)
  - Bullying or Harassment

A list of the select law and board violations can be found in the 2013–14 Safe Schools Data Standards on KDE’s [KSIS Data Standards website](#).



# E.1414 Updates to Safe Schools

- ▶ Students who have the role of Offender or Participant in the qualifying behavior incident are now reported.
- ▶ Students who are marked State Exclude via their enrollment, calendar, or grade level will not be included in the report.
- ▶ The Resolution Length in School Days element has been added to the extract. This element will report a value calculated by looking at the resolution start and end dates and comparing this to the school days in the calendar.
- ▶ Sub-report SS5 has been renamed “SS5: State Resolutions not reported in SS1 – SS4”.
- ▶ The Validation Report will be available in CSV format by selecting a new Export to CSV button available.

# Reporting Path

## ▶ KY State Reporting | Safe Schools

**Extract Options**

Format

Date Range  --

Extract Options:  
Date Range: should remain as default

**Report Selection**  All Reports

SS1: Assault or Violence

SS2: Possession of Guns or Other Deadly Weapons

SS3: Possession/Use or Distribution of a Controlled Substance

SS4: Bullying or Harassment

SS5: State Resolutions not reported in SS1 - SS4

Sub-Reports:  
Allows user to section out the categories of reporting

School and Grade Criteria:  
Ensure all grades and schools are included in the verification process



# Validation Checks



- ▶ **Errors** – Indicate problematic data that will NOT pull on the report
- ▶ **Warnings** – Indicate problematic data that WILL pull on the report

**All errors and warnings should be resolved during the district verification process.**

# Export Validations to .CSV

- ▶ With E.1414 release, the error/warnings can be exported to .CSV to allow filtering of data to provide to schools for clean-up

To view the errors and/or warnings in a csv format click

Export to CSV



# Error 1: Resolutions Missing End Dates and/or Times

- ▶ This error will be appear anytime a student has a state resolution without a resolution end date and or time.

To resolve this error, open event resolution; enter end date and/or time and save record

NOTE: There has been a validation put in place on the data entry screen that should prevent this error.



# Error 2: State Resolutions missing a law or board violation selection

- ▶ This error will be appear anytime a student has a state resolution without a law or board violation selected on the event.

To resolve this error, open behavior event select the appropriate law or board violation

NOTE: There has been a validation put in place on the data entry screen that should prevent this error.



# Error 3: Event without a participant

- ▶ This error will appear anytime an event with a Safe Schools qualifying event or resolution is saved without a participant selected.

To resolve this error, find the referenced behavior incident and add the participant to the event or resolution. If the event was created in error, then the event should be deleted.



# Error 4: State resolution with a Behavior Incident outside of enrollment

- ▶ This error will appear when a behavior incident date is outside the student's enrollment.

Release E.1414 updates the logic to only produce the error if the incident date is outside ANY of the student's current year enrollments in the district.

# Warning 1: Suspension/ Attendance Dates and/or Times are Inconsistent

- ▶ This warning will appear for students who received a state resolution of SSP3 and the start/end date/times of the behavior resolution are not consistent with the check-in/out date/time within the student's attendance.



The Suspension/Attendance Linkage report will assist in data clean-up of this warning.

# Warning 3: Behavior resolution outside of enrollment

- ▶ This warning will appear for students who have a resolution start or end date outside of any enrollment in the district

Release E.1414 updates the logic to only produce the error if the incident date is outside ANY of the student's current year enrollments in the district.

# Warning 4: Overlapping State Resolutions

- ▶ This warning will appear anytime a student has two or more state resolution records which overlap any span of date or time

Release E.1414 updates the logic to compare only current year behavior resolutions

# What is this data used for?

- ▶ Publically reported via Open House | School Report Card
- ▶ Per KRS 158.444, KDE must provide the data to the following agencies:
  - Kentucky Center for School Safety
  - Office of Education Accountability
  - Education Assessment & Accountability Review Subcommittee
- ▶ Data is reported annually to the U.S. Department of Education

# Questions



- ▶ Questions regarding the Safe Schools Extract, contact Windy Newton at 502-564-4772 or email [windy.newton@education.ky.gov](mailto:windy.newton@education.ky.gov)
- ▶ Refer to the [2013-14 Behavior Data Standards](#) on the KSIS Data Standards website.



# Teaching Method & Instructional Setting

Amy Patterson  
Office of Next Generation Learners (ONGL),  
Division of Learning Services

# Purposes

## Collection of data

- School Report Card
- LEAD report
- CCR Delivery plan
- Dual credit
- Credit recovery
- NAF Academy
- Virtual courses

# School Report Card

## Instructional Setting

Teaching Method (Courses offered)	State				
	Onsite Classroom	Offsite CTE	Offsite College	Home/Hospital	Online
Credit Recovery - Digital Learning Provider	172		3		915
Credit Recovery - Direct Instruction	2				5
Digital Learning Provider	499		3	120	5,410
Direct Instruction	83,924	4,028	1,128	64	740
District Provided Self Study	120		3		290
Dual Credit - College Offered	36	2	537		265
Dual Credit - District Offered	71				75
NAF Academy Course	27				
NAF Academy Dual Credit - District Offered	1				
Third Party Contract	218	430	246		190
Transitional Course - KDE Curriculum	2				

Teaching Method



# Teaching Method

Add Course

 Save  Delete

**Course Information**

*Number	*Name	Standards-based	Active		
1231231	AP Language	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Subject Type				
	<input type="text"/>				
State Code	Department				
230166	<input type="text"/>				
Schedule Load Priority	Max Students	Terms	Schedules	Periods	Sections to Build
<input type="text"/>	<input type="text"/>	0	0	0	0
GPA Weight	Bonus Points	Transcript	Required		
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Type					
<input type="text"/>					
Difficulty Level	Activity				
AP: Advanced Placement	<input type="text"/>				
Homeroom	Allow student requests	Allow teacher requests/recommendations	Repeatable	Attendance	Unit Attendance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teaching Method					
01: Direct Instruction					
Instructional Setting					
01: Onsite Classroom					
Comments					



# Teaching Method Descriptions

**Teaching Method:** Choose from the drop down menu the appropriate teaching method for this course section

- ▶ **1: Direct Instruction (default setting)** – traditional course taught by a teacher employed by the district.
- ▶ **02: 3<sup>rd</sup> Party Contract** – course taught by a 3<sup>rd</sup> party contractor other than virtual, dual credit, or National Academy Foundation (NAF) (e.g., auto mechanic, golf instructor, Head Start provider).
- ▶ **10: Digital Learning Provider** – virtual course that uses a digital platform other than credit recovery (e.g., JCPS eSchool, KET, BAVEL).



# Teaching Method Descriptions

- ▶ **11: Dual Credit – District Offered** – dual credit course taught by a teacher employed by the district, and students are not enrolled in the NAF Academy.
- ▶ **12: Dual Credit – College Offered** – dual credit course taught by a teacher employed by a postsecondary institution, and students are not enrolled in the NAF Academy.

# Teaching Method Descriptions

- ▶ **13: Credit Recovery – Direct Instruction** – course taught by a teacher employed by the district that allows students to earn credit for a course they previously failed.
- ▶ **14: Credit Recovery – Digital Learning Provider** – computer-based course that allows students to earn credit for a course they previously failed (e.g., PLATO, APEX, Odyssey, NOVEL/STARS).
- ▶ **15: Transitional Course – KDE Curriculum** – course that uses the transitional curriculum framework sponsored by KDE (found at <http://education.ky.gov/educational/int/hscf/Pages/default.aspx>).



# Teaching Method Descriptions

- ▶ **16: NAF Academy Course** – National Academy Foundation (NAF) curriculum course (see <http://naf.org/>) that is **not dual credit**.
- ▶ **17: NAF Academy Dual Credit – District Offered** – dual credit course taught by a teacher employed by the district, and students are enrolled in the NAF Academy.
- ▶ **18: NAF Academy Dual Credit – College Offered** – dual credit course taught by a teacher employed by a postsecondary institution, and students are enrolled in the NAF Academy.
- ▶ **19: District Provided Self Study** – independent self–study course.



# Instructional Setting

Add Course

Save Delete

**Course Information**

*Number	*Name	Standards-based	Active
1231231	AP Language	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Code	Subject Type		
230166			
Schedule Load Priority	Department	Terms	Schedules
		0	0
GPA Weight	Max Students	Periods	Sections to Build
1		0	0
Type	Bonus Points	Transcript	Required
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Difficulty Level	Activity		
AP: Advanced Placement			
Homeroom	Allow student requests	Allow teacher requests/recommendations	Repeatable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teaching Method	Attendance	Unit Attendance	
01: Direct Instruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Setting			
01: Onsite Classroom			
Comments			



# Instructional Setting Descriptions

**Instructional Setting:** Choose from the drop down menu the appropriate instructional setting for this course section

- ▶ **01: Onsite Classroom** – course taught primarily in the school building.
- ▶ **02: Offsite Vocational** – course taught at a vocational school away from the school building.
- ▶ **03: Offsite College** – course taught at a postsecondary institution.
- ▶ **04: Home/Hospital** –course taught in a home/hospital setting.
- ▶ **05: Online** – course taught online and instruction is neither provided by the school nor for credit recovery.



# Scenarios

- ▶ Plato or other computer-based credit-recovery
  - **Teaching Method** –  
14: Credit Recovery – Digital Learning Provider
  - **Instructional Setting** – 01: Onsite Classroom
  
- ▶ Students taking dual credit course at the high school from a college employed instructor
  - **Teaching Method** –  
12: Dual Credit – College Offered
  - **Instructional Setting** – 01: Onsite Classroom

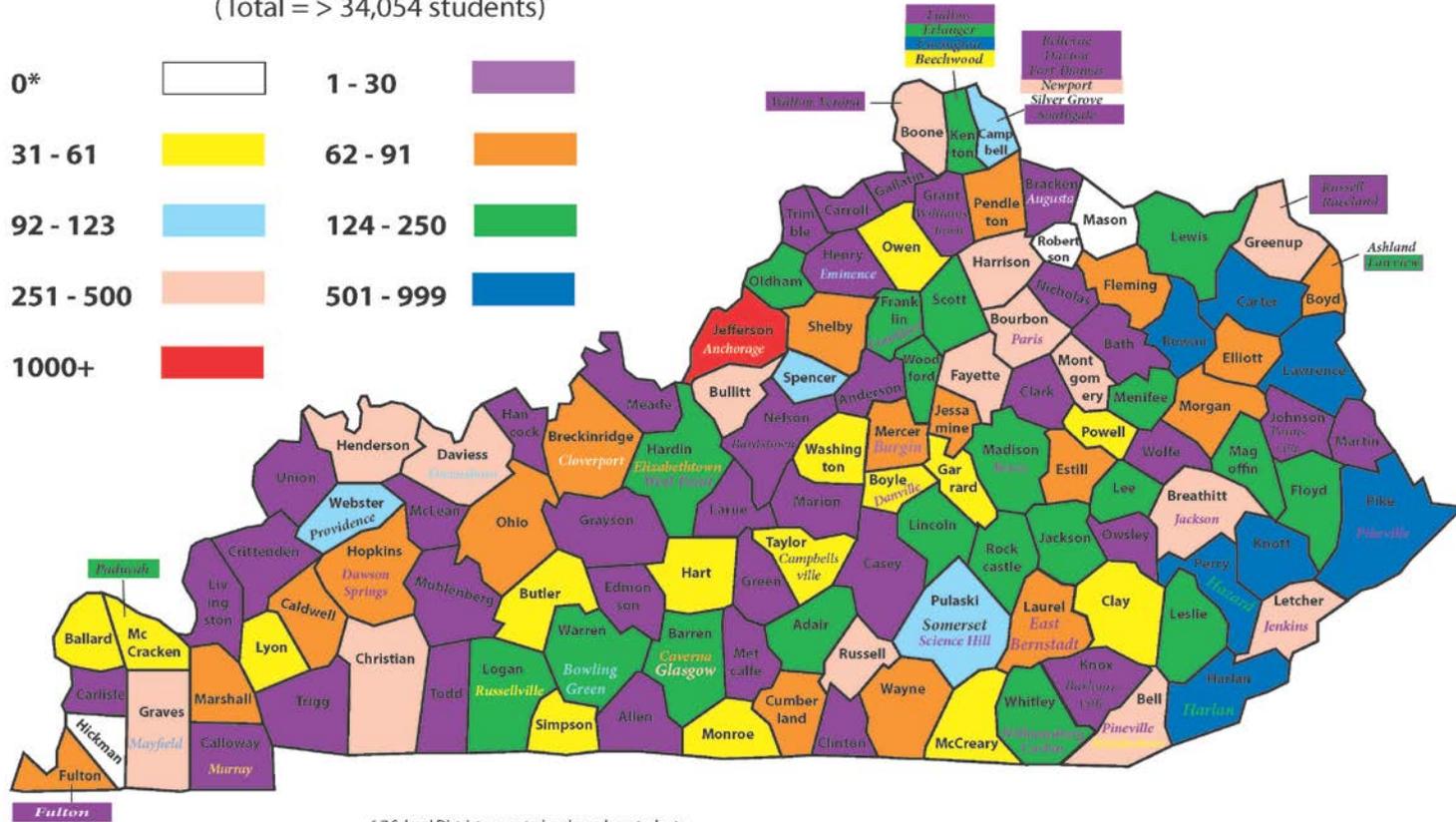


# Homeless Education

Mary Marshall, Title I/ Homeless Program Consultant  
Cathy Lazarin, Resource Management Analyst  
Division of Consolidated Plans & Audits  
Office of Next Generation Schools & Districts

# Kentucky's Homeless Map

Number of Homeless Children in Kentucky by County  
2012 - 2013  
(Total = > 34,054 students)



# Title X, Part C McKinney–Vento Homeless Education Program

- ▶ The Stewart B. McKinney–Vento Homeless Assistance Act is a competitive grant awarded for three years. All districts are eligible to apply. We currently have 17 programs receiving funds. Many districts have homeless students and do not receive McKinney–Vento funds. Those districts can use Title I funds or any other resources available to serve those students. The main focus of this program is education and assisting students to become proficient and beyond.



# 7,250 Special Education Students identified as homeless in the 2012–13 school year.

2012-13 Special Education Homeless Totals by Grade/District

District Name	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Grade 14	KG	Ages 3-5	Grand Total
Washington County			1	1		1				1		2	1			7
Wayne County		1	2	3	1				3	1	1			2		14
Webster County	5	4	2	1	1	3		1			2	1			3	23
West Point Independent	1															1
Whitley County	3	3	6	2		5	5	3	2	3	6	4		3		45
Williamsburg Independent			1					1								2
Williamstown Independent															1	1
Wolfe County									1	2	1			1		5
Woodford County	3	3	4	2	1	2		2	3	3	4	1		3	1	32
Grand Total	579	542	557	521	591	552	524	561	598	571	411	333	33	539	338	7250

- ▶ KDE Website → Federal Programs → Title X Part C → Kentucky Homeless Education Document → Homeless Student Counts

<http://education.ky.gov/federal/progs/txc/Pages/TX-Docs.aspx>



# GAP Issues

- ▶ This data impacts the Title I Ranking Report
- ▶ Title I Program Design
- ▶ Comprehensive School Improvement Plans
- ▶ Comprehensive District Improvement Plans

# Selecting Homeless Indicator

According to [USDE Homeless Non-Regulatory Guidance](#) a student is defined as a homeless child or youth if sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; children and youths who have a primary night-time residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and migratory children who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described above. The term 'unaccompanied youth' includes a youth not in the physical custody of a parent or guardian.



# 13-14 Homeless Data Entry



- ▶ Why have standards???
- ▶ What is the data used for???
- ▶ Data Quality Issues from 12-13
- ▶ How to ensure better Data

# Data Entry in Infinite Campus



**State Reporting Fields**

State Exclude <input type="checkbox"/>	Perkins Only <input type="checkbox"/>	Home Language 0400: English
---	--	--------------------------------

Migrant  
▼

<input type="checkbox"/> Immigrant	<input type="checkbox"/> Refugee
<input type="checkbox"/> Out Of State	<input type="checkbox"/> Extra Year in Primary School Choice
<input type="checkbox"/> Program 504	
<input checked="" type="checkbox"/> Homeless	Living Status ▼

SHOULD NOT BE BLANK IF HOMELESS BOX IS CHECKED



Homeless

Foreign Exchange Dropout Questionnaire

Resident District  
▼

School of Accountability  
▼

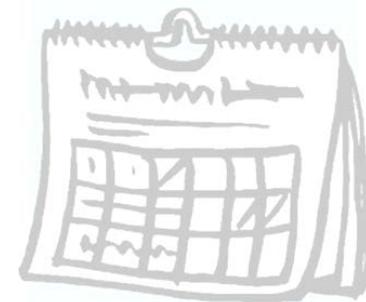
Living Status  
▼

- 01: Emergency Runaway Shelter
- 02: Motels/Hotels
- 03: Public/Private Nighttime Shelter
- 04: Special Care Facilities
- 05: Spouse Abuse Center
- 06: Uninhabitable Places
- 07: Friends or Relatives
- 08: Temporary Placed by CFC due to Neglect or Abuse
- 09: Unaccompanied Youth - not in custody of parent





# Important reminders



- ▶ Once a student is identified as homeless, the student's homeless indicator and living status should remain selected in the student's record for the remainder of the academic year, regardless if his/her status changes.
- ▶ If a student transfers school to school in the same district within the same academic year, the homeless indicator and living status must be manually entered in the new enrollment.
- ▶ If a student transfers district to district, the person importing the student records should run the KY State Reporting Import Wizard which will populate the homeless indicator and living status from the losing districts database to the receiving districts database.

# Data Verification



- ▶ Cleaning up the Data
- ▶ Increase Data Quality
- ▶ Ad-hoc reports available in IC
  - ▶ *student Homeless marked w/o living status marked*
  - ▶ *student Homeless students w/o homeless marked*
- ▶ Run the above verification reports to ensure no errors in data are found within your district

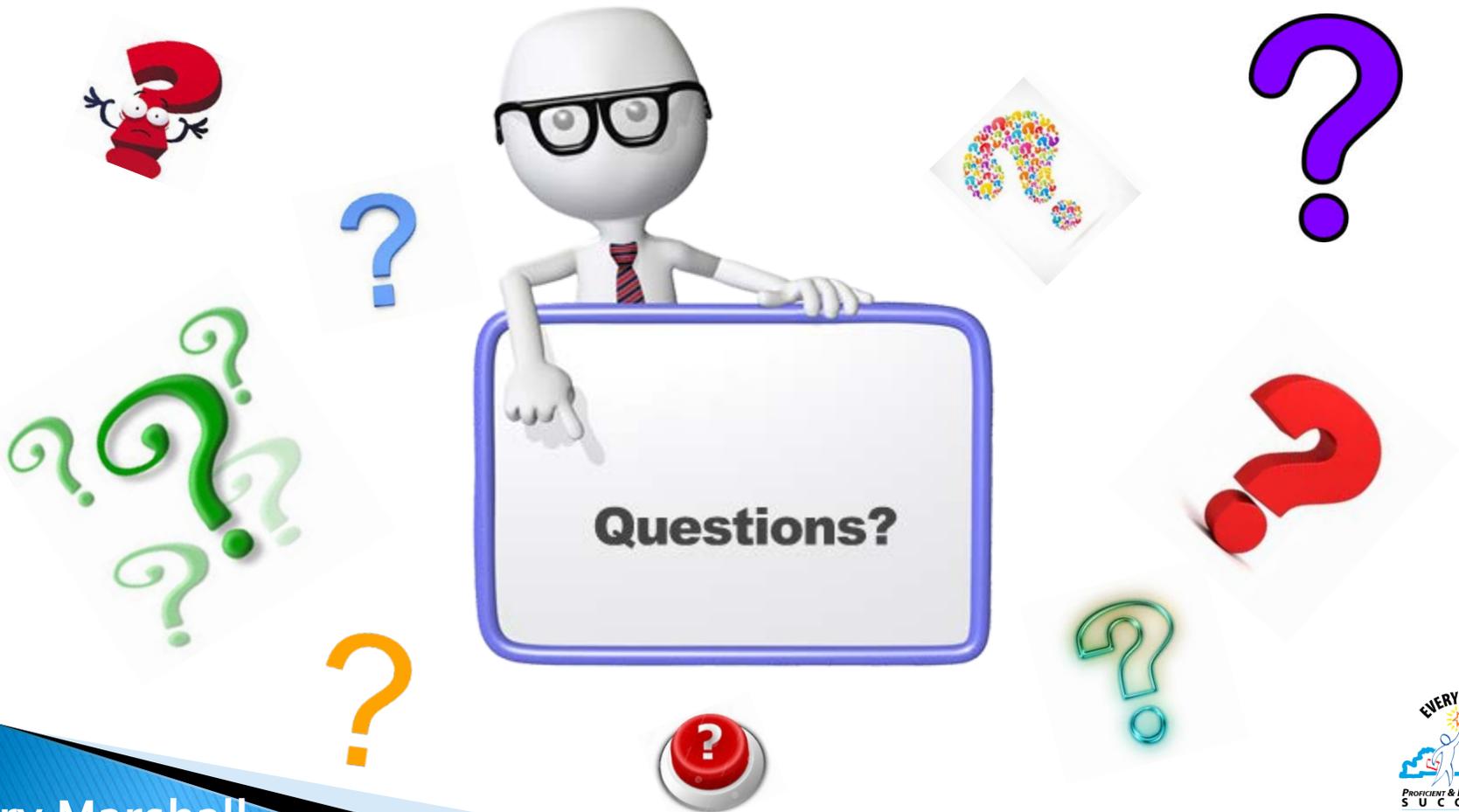
# End of Year Reporting for Homeless Data



## ● *student Homeless Count End of Year Reporting*

- ▶ By June 30<sup>th</sup> of the current school year, run the *student Homeless Count End of Year Reporting* report to keep is record of student's reported homeless with a living status in your district for the current year. This report will give you students in your district that have the homeless indicator selected and a living status selected; this is reported to the federal government annually.
- ▶ The 2013–14 Homeless data will be pulled at KDE on July 1<sup>st</sup>.

# Q & A





# Accessing Student Voice Results in CIITS/EDS

Jeffrey Coles,  
Education Administration Program Consultant  
Office Of Next Generation Learners  
Division of Next Generation Professionals

# Important Dates

## Results in CIITS/EDS

- ▶ Survey Window March 19 – April 2
  - Currently in CIITS/EDS
- ▶ Survey Window April 11 – April 25
  - May 12 in CIITS/EDS

# Results in CIITS/EDS

Welcome, Jeffrey! | [Sign Out](#) | [My Account](#) | [Help](#)

Find a Student

**School & District Data**  
Reports and Indicators

**Classrooms**  
Standards and Instructional Materials

**Assessment Admin**  
Create & Monitor

**Educator Development**  
Goals, Performance, PD

## Welcome back

Your last visit was yesterday. Your role is **Teacher**.

### CIITS SUGGESTION BOX

Submit suggestions for review by the Kentucky Department of Education for future CIITS enhancements

**Dashboard**  
A holistic overview of your professional development

- My PD Profile
- Individual PD Profiles
- School Profile
- State Profile

**Tools & Reports**  
Teacher effectiveness data and analysis

- State Observation Progress
- Observation Summary**
- Student Voice Results
- PD Reports
- Student Growth Goal

**PD Search**  
Activities, resources, and calendar

**Admin & Setup**

- Update Caseload
- Create Activity
- Create Resources
- Manage Initiatives

### PGES Notification

If you continue to experience an issue with your observation caseload, please click the following link: <http://tinyurl.com/PGESIssuesReport> to report the Observer/Observed name. A Schoolnet

### The Continuous Instructional Improvement Technology System (CIITS)

Welcome to CIITS -- a powerful instructional tool that combines Kentucky academic standards, aligned instructional resources, assessments, student data, and professional development into a single integrated resource for improving teaching and learning in Kentucky. We hope you will find CIITS useful as you implement Unbridled Learning in your classroom, school and district.



# District Student Perception Results



School & District Data  
Reports and Indicators

Classrooms  
Standards and Instructional Materials

Assessment Admin  
Create & Monitor

Educator Development  
Goals, Performance, PD

[Back to Previous Page](#)

## Student Voice Results for [Redacted]



2013-2014 Student Voice  
Mar. 19, 2014 - Apr. 2, 2014

5 schools

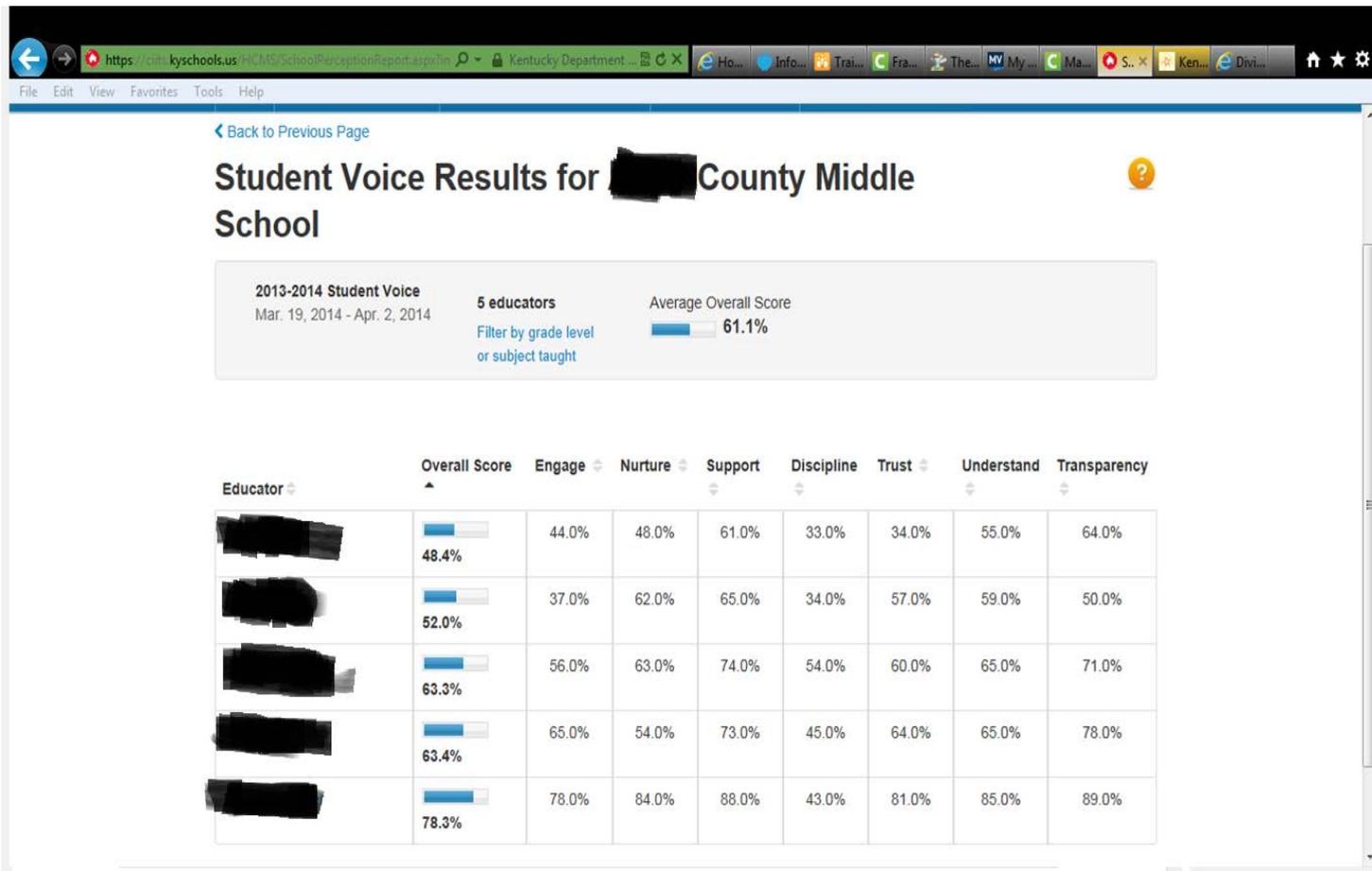
Average Overall Score



School	Overall Score	Engage	Nurture	Support	Discipline	Trust	Understand	Transparency
[Redacted] County Elementary School 1 educator Elementary	57.7%	12.0%	68.0%	65.0%	69.0%	60.0%	50.0%	80.0%
[Redacted] County High School 2 educators High School	55.9%	46.0%	53.0%	62.5%	64.0%	57.0%	53.0%	56.0%
[Redacted] County Middle		56.0%	62.0%	72.0%	44.0%	50.0%	65.0%	70.0%



# School Student Perception Results



# Teacher Student Perception Results

## 2013 - 2014 Student Voice Results for [Redacted]



2013-2014 Student Voice- Mar. 1, 2014

Average Overall Score



Measure	Positive Responses	No. Student Responses
Engage	78%	25
Nurture	84%	25
Support	88%	25
Discipline	43%	25
Trust	81%	25
Understand	85%	25
Transparency	89%	25



# Suggested Professional Learning

2013 - 2014 Student Voice Results for **Jeffrey Coles** ?

2013-2014 Student Voice- Apr. 1, 2014      Average Overall Score 68%

Measure	Positive Responses	No. Student Responses
Engage	67%	118
Nurture	71%	118
Support	75%	118
Discipline	68%	118
Trust	68%	118
Understand	68%	118
Transparency	68%	118

**This measure is aligned to the following:**

- Creating An Environment Of Respect And Rapport [\[Search PD\]](#)
- Establishing A Culture For Learning [\[Search PD\]](#)
- Managing Classroom Procedures [\[Search PD\]](#)
- Managing Student Behavior [\[Search PD\]](#)

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# Questions?

## Contact:

Jeffrey Coles, Education Administration  
Program Consultant

[Jeffrey.coles@education.ky.gov](mailto:Jeffrey.coles@education.ky.gov)

Phone: 502-564-1479 ext. 4536



# CIITS

Maritta Horne  
KIDS, Division of Enterprise Data

# Locating an Individual Student



0 Welcome, Bennie! | [Sign Out](#) | [My Account](#) | [Help](#)

	<a href="#">School &amp; District Data</a> Reports and Indicators	<a href="#">Classrooms</a> Standards and Instructional Materials	<a href="#">Assessment Admin</a> Create & Monitor	<a href="#">Educator Development</a> Goals, Performance, PD
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## Welcome back, Bennie.

Your last visit was today. Your role is [Leadership](#) at [Anderson County Middle School](#)

### CIITS TRAINING/RESOURCES

- [Training Opportunities](#)
- [Training for Administrators & Leadership](#)
- [Training Module WebEx Calendar](#)

### The Continuous Instructional Improvement Tec

Welcome to CIITS -- a powerful instructional tool that com  
integrated resource for improving teaching and learning i

### Key Performance Indicator Overview



# Locating an Individual Student



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- School & District Data  
Reports and Indicators
- Classrooms  
Standards and Instructional Materials
- Assessment Admin  
Create & Monitor
- Educator Development  
Goals, Performance, PD

## Student Search



Please note that only students you have permission to view will be displayed.

  [Advanced Search](#)

**No results were found.**

Please enter a student name (last, first or both) or a student ID number into search box.

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# Locating an Individual Student



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Reports and Indicators
- [Classrooms](#)  
Standards and Instructional Materials
- [Assessment Admin](#)  
Create & Monitor
- [Educator Development](#)  
Goals, Performance, PD

## Advanced Student Search



Please note that only students you have permission to view will be displayed.

First Name

Last Name

Student ID

School

Grade

School Year

[Basic Search](#)

School Year may need to be changed. If school is out look for the last school year

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# Locating Multiple Students



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- School & District Data  
Reports and Indicators
- Classrooms  
Standards and Instructional Materials
- Assessment Admin  
Create & Monitor
- Educator Development  
Goals, Performance, PD

W  
You  
CIIT  
Tra  
Tra  
Lea  
Tra

- Dashboard**  
Key facts and figures about your students, school, and district  
Benchmark Tests  
Report Bank
- Report Builder**  
Create views of data that suit your specific needs  
Pre-Formatted Reports  
**Custom Reports**  
Course / Section Lists
- My Reports  
**Saved Reports**

## The Continuous Instructional Improvement Tec

Welcome to CIITS -- a powerful instructional tool that cor  
tegrated resource for improving teaching and learning

## Key Performance Indicator Overview



# Locating Multiple Students

TRAINING SITE

Continuous  
Instructional  
Improvement  
Technology  
System



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School & District Data  
Reports and Indicators

Classrooms  
Standards and Instructional Materials

Assessment Admin  
Create & Monitor

Educator Development  
Goals, Performance, PD

## Custom Reports



Start building your Custom Report or Analysis Spreadsheet

- **Define Student Set**  
Create a Student Set to use in your custom report.
- **Build a Custom Report With All Students**  
Build your custom report with all available students.
- **Choose a Saved Student Set**  
Build your custom report with a Saved Student Set
- **Course / Section Lists**  
Find courses and sections. Run reports on the students enrolled in those courses and sections

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# Locating Multiple Students



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- School & District Data Reports and Indicators
- Classrooms Standards and Instructional Materials
- Assessment Admin Create & Monitor
- Educator Development Goals, Performance, PD

## Define Student Set



**Student Set:** 4,828 Students

[Save Student Set](#)

You have selected all students in all years.  
No filters have been defined.

**Filter(s) Created**

Filter 1  
No filter defined

### Create Filter 1

-- Select Filter Type --

-- Select Filter Type --

- Course/Section
- Course/Section Enrollment
- Demographic Data
- Enrollment
- Standardized Assessments

**Finished defining?**

**With this student set I would like to...**

- Build Custom Report
- Continue to Analysis Spreadsheet
- Run with Saved Report



# Locating Multiple Students

## Define Student Set



**Student Set:** 4,828 Students

Save Student Set

You have selected all students in all years.

No filters have been defined.

### Filter(s) Created

Filter 1

No filter defined

### Create Filter 1

Demographic Data

Cancel

Apply Filter

### 1. Narrow your set by student demographic criteria.

Gender  Male  Female

Ethnicity  Hispanic/Latino  NOT Hispanic/Latino

Race [Select All](#) [Unselect All](#)

Hispanic/Latino

Black or African American

American Indian or Alaska Native

Native Hawaiian or other Pacific Islander

Asian

White



# Locating Multiple Students

## Define Student Set



Student Set: 2,504 Students

Save Student Set

Filter 1: Demographic Data

Gender: Male

Notice how the student set has changed

### Filter(s) Created

Filter 1

Type: Demographic Data

[edit](#) · [remove](#)

Clear All Filters

### Create Filter 2

-- Select Filter Type --



### Finished defining?

With this student set I would like to...

- Build Custom Report
- Continue to Analysis Spreadsheet
- Run with Saved Report

Go



# Locating Multiple Students

## Define Student Set

Student Set: 2,504 Students

Save Student Set

Filter 1: Demographic Data

Gender: Male

Filter(s) Created

Filter 1

Type: Demographic Data

edit · remove

Clear All Filters

Create Filter 2

Enrollment

Cancel

Apply Filter

1. Select where and in which grade students are enrolled.

School Type Middle School

School Anderson County Middle Sch

Grade 06

2. Enter the enrollment timeframe.

School Enrollment

Current Enrollment

Total Enrollment

All students enrolled in -- Any School Year --

Enrollment Range

Start date 05/10/2013

End date 05/10/2013

Students who were enrolled at any point during this range.

Select Enrollment Range.

Enter the Start and End Dates



# Locating Multiple Students



## Define Student Set

Student Set: [140 Students](#)



Click the hyperlink to see the students names

Save Student Set

Filter 1: Demographic Data

Gender: Male

Filter 2: Enrollment

School Type: Middle School

School: Anderson County Middle School

Grade Level: 06

School Enrollment: At 5/10/2013

### Filter(s) Created

Filter 1

Type: Demographic Data

[edit](#) · [remove](#)

Filter 2

Type: Enrollment

[edit](#) · [remove](#)

[Clear All Filters](#)

### Create Filter 3

-- Select Filter Type --



### Finished defining?

With this student set I would like to...

- Build Custom Report
- Continue to Analysis Spreadsheet
- Run with Saved Report

[Go](#)

# Locating Multiple Students



## View Students

Student Set: 140 Students ([edit](#))

### Filter 1: Demographic Data

Gender: Male

### Filter 2: Enrollment

School Type: Middle School

School: Anderson County Middle School

Grade Level: 06

School Enrollment: At 5/10/2013

Note: Only students you have permission to view are displayed.

Student 1 - 50 of 140

< Prev. 50

Next 50 >

ADKINS, RICHARD

AGUILAR, JONATHON

ANDERSON, CHARLIE

BABER, DYLAN

BAKER, SEBASTIAN

BARNES, LUIS

BEST, CARLOS

BISHOP, IGNACIO

BLACKFORD, ANTHONY

BLYTHE, CODY

Create a report with this Student Set  
Select a report below.

Recommended

My Reports

Advanced

All Categories



Reports 1 - 4 of 4 ([View all](#))

[MAP Goal Area Results - Elementary](#)

[KPrep](#)

[MAP](#)

[First Grade MAP Percentiles](#)

[View all 4 Recommended Reports](#)

# Locating Multiple Students

## Student Profile: RICHARD D ADKINS



Anderson County Middle School, Grade 06

Student ID: 887347226

<a href="#">Student Overview</a>	<a href="#">Standardized Tests</a>	<a href="#">Enrollment &amp; Academic Record</a>	<a href="#">Classroom Tests</a>
----------------------------------	------------------------------------	--	---------------------------------

### Personal Information

### Current Enrollment

<b>Guardian or Parent</b>	RASHAWN ADKINS, GINA ADKINS
<b>Address</b>	1 Main St Big City, Ky 40214
<b>Telephone</b>	(956)974-1320
<b>Date of Birth</b>	4/29/2001
<b>Gender</b>	Male
<b>Ethnicity</b>	NOT Hispanic/Latino
<b>Race</b>	White
<b>Race Reporting Category</b>	White
<b>Special Education</b>	NA

<b>School</b>	Anderson County Middle School
<b>Grade</b>	06
<b>Homeroom</b>	NA
<b>Enrollment Dates</b>	08/15 - Present
<b>Days Enrolled</b>	170
<b>Absences</b>	4.5
<b>Tardy</b>	5
<b>Taking Classes at</b>	Anderson County Middle School



# Finding a Previous Year's Section Report for Teachers

Step 1: Hover over the Classrooms module and select "Student Performance"

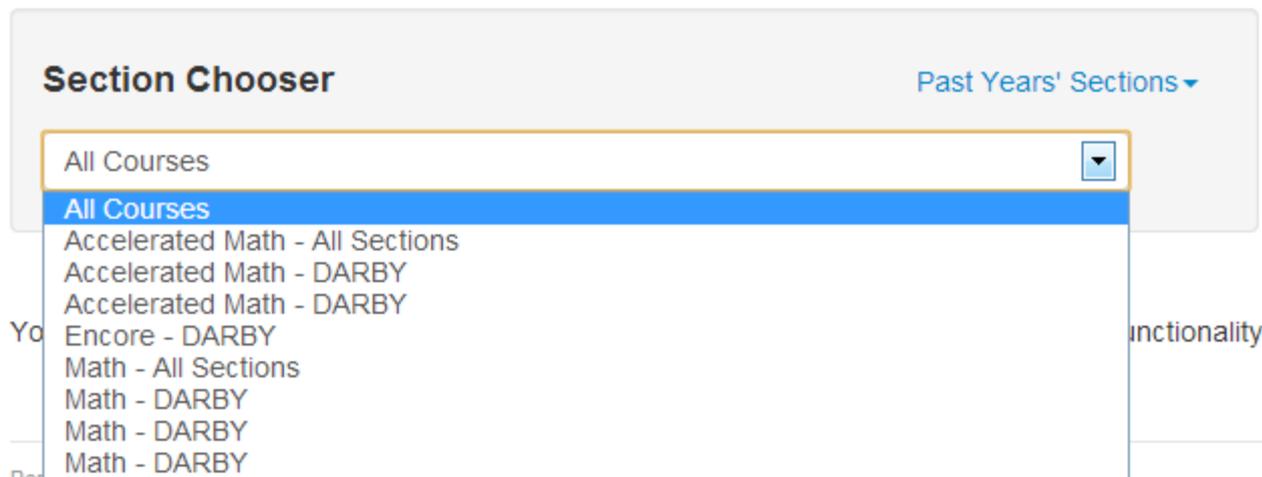
The screenshot shows a web application interface. At the top, there is a header with logos for 'TRAINING SITE UNBRIDLED LEARNING', 'Continuous Instructional Improvement Technology System', and 'EVERY CHILD PROMISE & PREPARED FOR SUCCESS'. On the right, a user is logged in as 'Welcome, NICHOLE!' for 'Anderson County' with a 'Sign Out' link. Below the header is a navigation bar with three main sections: 'Classrooms Standards and Instructional Materials', 'Assessment Admin Create & Monitor', and 'Educator Development Goals, Performance, PD'. The main content area features four large tiles: 'Student Performance' (with a bar chart icon and a red border), 'Student Groups' (with a group of people icon), 'Lesson Planner' (with a calendar icon), and 'Instructional Materials' (with a folder icon). Below 'Instructional Materials' is a link for 'Assignments'. On the left side of the page, there is a vertical sidebar with a home icon and some partially visible text: 'W', 'You', 'CII', 'NE', and a list of dots.

# Finding a Previous Year's Section Report for Teachers

**Step 2:** Identify the set of students to view Student Growth Percentile data. You can view data by class section, or you can view data for all of your currently enrolled students.



## Student Performance





# Adjusted Cohort Graduation Rate Student Listing in SDRR and change to nonacademic collection

Tina Logan, DBA IT  
Office of Assessment and Implementation  
Division of Assessment Design & Implementation

# AGENDA

- ▶ Adjusted Cohort Graduation Rate Information
- ▶ Cohort Student Listing in SDR
- ▶ Changes for Nonacademic Report

# Adjusted Cohort Graduation Rate and Student Listing (SDRR)

Where can you find more information regarding the cohort graduation rate?

- ▶ KDE web page
  - Search for Graduation Rate Data
    - Description on main page
    - Link to School Report Card (where data is displayed)
    - Cohort Graduation Rate Formulas
    - Cohort Graduation Rate Defined

# 9<sup>TH</sup> GRADE COHORT DATA

- ▶ It is important to have the date first entered the 9<sup>th</sup> grade populated for students who were freshmen in 2010–2011 through students entered grade 12 for the 2013–2014 school year. If a student enrolls from nonpublic or out of state with no prior Kentucky public school enrollment in grades 9, please enter the date they would have been a first time 9<sup>th</sup> grader in the previous state enrollment. The cohort year data will be used for calculation of the 2014 Cohort graduation rate.
  - **Date First Entered the 9<sup>th</sup> Grade:** Enter the date the student first enrolled in 9<sup>th</sup> grade, regardless of location or if repeating 9<sup>th</sup> grade. If student repeats 9<sup>th</sup> grade, the initial date should not change. If the student skips 9<sup>th</sup> grade, this would be set to the first day the student is enrolled in 10<sup>th</sup> grade.
  - **NGA Cohort End Year:** This field will be auto-populated based upon the date entered into the Date First Entered the 9<sup>th</sup> Grade. This field is part of the IC core product and is not required by Kentucky.
  - **NCLB Cohort End Year:** This field will be auto-populated based upon the date entered into the Date First Entered the 9<sup>th</sup> Grade. This field is used in the calculation of the Adjusted Graduation Cohort Rate.
  - **Remind enrollment clerks that this should be entered for any nonpublic or out of state enrollments with no prior grade 9 enrollment in a Kentucky public school.**



# 9<sup>TH</sup> Grade Cohort Data on Graduation Tab

**General Graduation Information**

Diploma Date:   
Diploma Type:   
Diploma Period:   
**Date First Entered the 9th Grade:**   
NGA Cohort End Year:   
NCLB Cohort End Year:   
Post Grad Location:   
Transition Status:

**State Reporting Graduation Fields**

NCLB Status:

# Graduation Cohort Validations Report

1

- Instructions on Infinite Campus Community, Knowledge Base, Graduation Cohort Validations Report

2

- Report Location: Student Information|Reports|Graduation Cohort Validations

# Graduation Cohort Validations

## Graduation Cohort Validations

This report lists graduation and cohort records that are not complete or do not match enrollment records.

### Validation Types

Choose one or more validation(s) to include on the report

- Inconsistent Enrollment/Graduation Data
- Incomplete Graduation Data
  - Diploma Date
  - Diploma Type
  - Diploma Period
  - Post Grad Location
  - Post Grad Plans
- Inconsistent Enrollment/Cohort Data
- Incomplete Cohort Data
- Cohort Field Determination
  - System Populated Auto
  - User Populated
  - Conversion

### Report Elements

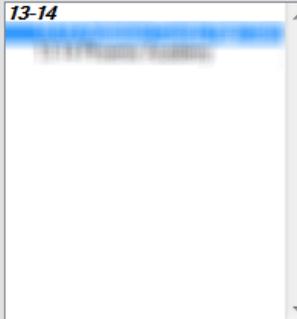
Choose the data elements to include on the report

- District Number
- District Name
- School Number
- School Name
- School StateID
- Student Last Name
- Student First Name
- Grade

Which calendar(s) would you like to include in the report?

- active year    list by school    list by year

13-14



CTRL-click or SHIFT-click to select multiple

Print in HTML format

Generate Report



# Graduation Cohort Validations

## Graduation Cohort Validations

This report lists graduation and cohort records that are not complete or do not match enrollment records.

**Validation Types**  
Choose one or more validation(s) to include on the report

- Inconsistent Enrollment/Graduation Data
- Incomplete Graduation Data
  - Diploma Date
  - Diploma Type
  - Diploma Period
  - Post Grad Location
  - Post Grad Plans
- Inconsistent Enrollment/Cohort Data
- Incomplete Cohort Data
- Cohort Field Determination
  - System Populated Auto
  - User Populated
  - Conversion

**Report Elements**  
Choose the data elements to include on the report

- District Number
- District Name
- School Number
- School Name
- School StateID
- Student Last Name
- Student First Name
- Grade

Which calendar(s) would you like to include in the report?

active year    list by school    list by year

**13-14**

13-14

CTRL-click or SHIFT-click to select multiple

Print in HTML format



# Cohort Student Listing in SDRR



Kentucky Department of Education (KDE - OAA)

## Student Data Review and Rosters



Home > Login Logout

Welcome!

SDRR is designed to assist district personnel in reviewing the accuracy of the assessment results in a timely fashion so that accurate results may be shared with the public as quickly as possible.

This application will enable district personnel to locate errors in student data, submit data review requests, and track the progress of each request online. Users are no longer required to upload data review requests via a web portal.

SDRR will be used to conduct web-based data reviews for all state required assessments, including the **Kentucky Performance Rating for Educational Progress(K-PREP)**, **EXPLORE, PLAN, ACCESS** for ELLs, **ACT** and other tests.

Please use your user name and password.

**DAC** - Please use [KDE Web user ID and password](#) to login or contact your local WAAPOC to gain access.

**OAA Staff and Admin** - Please contact Application Admin/developer to gain access.

**School Staff and Related Users** - Please contact your local WAAPOC to gain access.

 Toll Free : 1-866-538-7435  
Local : 1-502-564-2002

 E-mail : [keshelpdesk@education.ky.gov](mailto:keshelpdesk@education.ky.gov)

Registered Users

User Name:

Password:

If you do not have a KDE web user name, [click here](#) to register.

Before your third try, [click here](#) if you have forgotten your user name and/or password.

If you think your account has been disabled, or for technical support and content issues, please use our [KDE User Help System](#).

**Security Disclaimer!**

While we take every precaution to protect all information and data you share with us, there are ways you can protect yourself. Always keep your password to yourself and never allow anyone to log in under your user name and password. If you must leave your computer, be sure to save your work and log out of the system.



# Cohort Student Listing in SDRR

EVERY CHILD  
Kentucky Department of Education (KDE - OAA)  
Student Data Review and Rosters  
Home

Jump to Data Review - Jump to Rosters - **Jump to Cohort**

Welcome, Field!

Latest announcement - 2/20/2014 11:16:00 AM by KDE Staff  
This is a TEST!!!!

This is your home page and below is your current profile information and quick links...

### Rosters

This module is the location with the list of all students (in the testing grade) who are enrolled on the first day of the testing window and are eligible to take the assessment. Non-participation/exemptions are applied for here as well...

[Jump to Top](#)

From : 2/6/2014 9:00:00 AM EDT To : 6/6/2014 5:00:00 PM EDT

SDRR Tasks	Quick Links	Changes
<input checked="" type="checkbox"/> Review accountability for students (by test type, by grade level, or by school/district) and make corrections as needed.	<a href="#">Rosters Student Listing</a> * <a href="#">All Tests</a> * <a href="#">ACT</a>	Total : <a href="#">57</a>
<input type="checkbox"/> Mark students who were enrolled during the window or eligible to test, but did not take the assessment(s), as non-participating. Keep original copies of documentation at the district for audit purposes.	<a href="#">Rosters Change Listing</a>	New : <a href="#">1</a>
		Updated - Need Info : <a href="#">0</a>



# Cohort Student Listing in SDRR

## Cohort

This module is the location for viewing Cohort Student Listing. All changes must be made in Infinite Campus.

[Jump to Top](#)

From : 2/7/2014 9:00:00 AM EDT To : 8/28/2014 5:00:00 PM EDT

View Cohort Student Listing

SDRR Tasks	Quick Links	Changes
<input type="checkbox"/> Review Name, SSID, DOB, Gender and Race and make corrections as needed in local edition of Infinite Campus.	<a href="#">Cohort Student Listing</a> * <a href="#">2013 5 Year Cohort</a> * <a href="#">2014 4 Year Cohort</a>  <a href="#">Cohort Change Listing</a>  <a href="#">Download - Cohort</a>	Total : 0
<input type="checkbox"/> Review End Status and make corrections as needed in local edition of Infinite Campus.		New : 0
<input type="checkbox"/> Review End Date and make corrections as needed in local edition of Infinite Campus.		Updated - Need Info : 0
<input type="checkbox"/> Review Accountable School and make corrections as needed in local edition of Infinite Campus.		Denied : 0
<input type="checkbox"/> Review Cohort Review Change listing in SDRR, noting any Denied or Updated changes for possible further action.		Closed : 0
<input type="checkbox"/> Update any student changes that are marked as updated by OAA staff, to provide the information requested.		Approved : 0
<input type="checkbox"/> At the end of the Cohort review window, save a copy of the Cohort student listing.		Pending OAA Approval : 0
		[All Reports] <span style="border: 1px solid black; padding: 2px;">▼</span>

# Cohort Student Listing in SDRR



Kentucky Department of Education (KDE - OAA)

## Student Data Review and Rosters

Kentucky Department of Education



Home > Data Review Student Listing

Logged in as: [FieldTester] -- Logou

### Cohort Student Listing

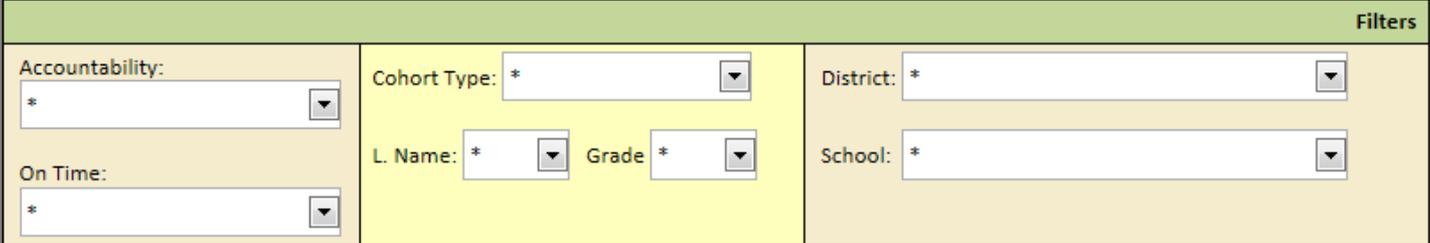



Updatable	Full Name	Grade	SSID	DOB	Gender	Race/Eth	Accountable School	Last Enrolled School	Non Part	IEP	EL/LEP	Lunch	Diploma Type	End Status	End Date	OnTime
No	AALBERTS, ALYSSA MARIE	11	9999999999	03/07/1995	F	Hispanic: No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W24	02/15/2013	No
No	AALBERTS, MATTHEW DWIGHT	10	9999999999	10/27/1995	M	Hispanic: No Race: W	N/A	Adair County High School	VT	No	No	Free	None	W22	10/28/2013	No
No	AALBERTS, MAYLEA MARIE	11	9999999999	10/20/1995	F	Hispanic: No Race: W	Adair County High School	Adair County High School	-	No	No	Free	District GED	W27	01/17/2013	No
No	AALBERTS, OLIVIA MARIE	11	9999999999	08/02/1995	F	Hispanic: No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W25	01/31/2013	No
No	AALDERS, MADISON LYNN	11	9999999999	08/30/1996	F	Hispanic: No Race: W	N/A	Adair County High School	VT	No	No	Free	None	W20	01/23/2013	No
No	AARON, ADRIANNA GRACE	11	9999999999	05/04/1995	F	Hispanic: No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None			No



# Filters

- ▶ Click on the Filters button at the bottom left.
- ▶ You can filter the student list to view different groups as follows:
  - By All Students, Accountable to District, Not Accountable to District
  - By first letter of last name
  - By grade level
  - By Cohort Year (Cohort Type)
  - On Time Status



The screenshot displays a 'Filters' panel with a light green header. It contains several dropdown menus for filtering data:

- Accountability:** A dropdown menu with a '\*' selected.
- On Time:** A dropdown menu with a '\*' selected.
- Cohort Type:** A dropdown menu with a '\*' selected.
- L. Name:** A dropdown menu with a '\*' selected.
- Grade:** A dropdown menu with a '\*' selected.
- District:** A dropdown menu with a '\*' selected.
- School:** A dropdown menu with a '\*' selected.

At the bottom of the panel, there are three buttons: 'Apply', 'Clear Filter Selections', and 'Cancel'.

District level users will also be able to filter by schools within their district. School level users will only see their own school.

# Exporting to Excel or PDF

- ▶ **IMPORTANT NOTE:** The Excel and PDF exports are provided as a convenience to school and district staff, and are intended to be used in identifying students whose information is incorrect and to provide information about changes. Making changes to an exported file will NOT result in SDRR changes. Requests for SDRR changes MUST be made online in the application.

**Cohort Student Listing**

Headstate	Full Name	Grade	SDG	DOB	Gender	Race/Etn	Assessable School	Last Enrolled School	Test Exit	IEP	EL/SLP	Lunch	Discrete Text	Exp. School	Exp. Date	On-Time
No	AALBERTS, KAI CHRISTOPHER	10	999999999	10/27/1995	M	Hisp No Race: W	N/A	Adair County High School	VT	No	No	Free	None	W22	10/28/2013	No
No	AALDER, CARSON	11	999999999	11/08/1995	M	Hisp No Race: W	N/A	Adair County High School	VT	No	No	Free	None	W20	08/13/2012	No
No	AALDER, MOLLY	11	999999999	05/07/1995	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W24	02/15/2013	No
No	AARDENA, KENDRICK WILLIAM	11	999999999	05/14/1995	M	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W23	10/18/2012	No
No	AARON, AARON ALLEN	11	999999999	02/12/1995	M	Hisp No Race: AI	Adair County High School	Adair County High School	-	No	No	Free	None	W25	10/25/2012	No
No	AARON, AYLESA	11	999999999	08/02/1995	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W27	01/17/2013	No
No	AARON, ANNA	11	999999999	08/02/1995	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W25	01/31/2013	No
No	AARON, ANTONION	11	999999999	03/20/1995	M	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W29	08/20/2013	No
No	AARON, ANIA FAYE	11	999999999	08/30/1996	F	Hisp No Race: W	N/A	Adair County High School	VT	No	No	Free	None	W20	01/23/2013	No
No	AARON, AULUMN	11	999999999	05/04/1995	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None			No
No	AARON, BRANDI	11	999999999	08/18/1995	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W25	10/16/2012	No
No	AARON, BROOKE RAE	12	999999999	09/05/1994	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None			Yes
No	AARON, BROOKE	11	999999999	11/27/1995	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None	W25	12/15/2012	No
No	AARON, CAMERON M	11	999999999	11/08/1995	M	Hisp No Race: W	N/A	Adair County High School	VT	No	No	Free	None	W20	01/23/2013	No
No	AARON, CHRISTIAN LEONARD	12	999999999	12/11/1995	M	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None			Yes
No	AARON, CHRISTIAN	12	999999999	07/19/1996	M	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None			Yes
No	AARON, DALLAS WAYNE	12	999999999	06/11/1996	M	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Refused	None			Yes
No	AARON, ENLY	12	999999999	07/11/1996	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None			Yes
No	AARON, EVELLE DROYER	11	999999999	12/20/1995	F	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	No	None			Yes
No	AARON, JAMES LEONARD	11	999999999	08/21/1996	M	Hisp No Race: W	Adair County High School	Adair County High School	-	No	No	Free	None			Yes

Click on one of the export buttons at the bottom left.



# SDRR Cohort Assistance

- ▶ For questions regarding password or access, contact local district WAAPOC.
- ▶ For Cohort specific questions, contact Tina Logan at [tina.logan@education.ky.gov](mailto:tina.logan@education.ky.gov) or David Curd ([david.curd@education.ky.gov](mailto:david.curd@education.ky.gov)) via e-mail or phone at 502-564-9853 extension 4740 for Tina or 4744 for David.

# Nonacademic Report Changes

- ▶ Changes for Nonacademic Report
  - Dropout and Retention portion of the Nonacademic report moved to separate reports under KY State Reporting in district and state editions.
  - The functionality to run the transition to adult life report remains in the Nonacademic report in both district and state editions.

# Nonacademic Report Changes

## ➤ Dropout Data

- The functionality to run the dropout portion of the current report remains the same and will be moved to a report directly under KY State Reporting. There are no changes for the dropout portion of the report and the data will be pulled from the IC State Edition on November 1 of each year. Districts are responsible for running the Dropout report and making all corrections in IC prior to November 1.

## ➤ Retention Report

- The functionality to run the retention portion of the current report will be moved to a new report under the KY Reporting Menu. The Office of Administration and Support will be owners of this report and data.

## ➤ Transition to Adult Life Report

- The functionality to run the transition to adult life portion of the Nonacademic report will remain; however, this data will be pulled to the extent possible from KCEWS (P20). The Office of Career and Technical Education we be responsible for this collection.



# Graduation Tab Changes

- Remove NCLB Status from all documentation and data standards.
- Infinite campus will remove NCLB Status from Graduation tab.
- Remove Diploma Period from all documentation and data standards.
- Infinite campus will remove or gray out this option in both district and state editions.
- Infinite campus will remove or gray out NGA Cohort End Year in both district and state editions.
- Infinite campus will remove or gray out Post Graduation location in both district and state editions.

The screenshot shows a web application interface for a graduation record. The top navigation bar includes tabs for Summary, Enrollments, Flags, Assessment, Behavior, Transportation, Graduation, and Records. Below the navigation bar, there is a 'Save' button and a message: 'The following fields can only be filled out once a student has entered 9th grade: Date First Entered the 9th Grade, NGA Cohort End Year, NCLB Cohort End Year'. The main content area is titled 'State Graduation Record' and contains several sections: 'Earliest Grade 9 Enrollment Information' (with fields for Grade 9 Date, NCLB Cohort Year, District Number, and District Name), 'Enrollment Data: Anderson County (011)', 'Graduation Detail: Anderson County (011)', and 'General Graduation Information'. The 'General Graduation Information' section includes fields for Diploma Date, Diploma Type, Diploma Period, Date First Entered the 9th Grade, NGA Cohort End Year, NCLB Cohort End Year, Post Grad Location, and Transition Status. At the bottom, there is a section for 'State Reporting Graduation Fields' with an 'NCLB Status' dropdown menu. Red boxes are drawn around the Diploma Period, NGA Cohort End Year, Post Grad Location, and NCLB Status fields, indicating they are to be removed.

# Contact Information

- ▶ Adjusted Cohort Graduation Rate, SDRR Cohort Data Review and Dropout Report Contact  
Tina Logan or David Curd  
tina.logan@education.ky.gov or david.curd@education.ky.gov  
502-564-9853 (extension 4740 for Tina and 4744 for David)
- ▶ Attendance Codes or Retention Report  
Division of District Support, Attendance Branch  
Cheri Meadows  
cheri.meadows@education.ky.gov  
502-564-5279
- ▶ Transition to Adult Life Report  
Career and Technical Education Office, Division of Technical Schools and Federal Programs  
Kiley Whitaker  
502-564-3472 x 4217
- ▶ SDRR password or access, contact local district WAAPOC.

# Questions?



# 2013-2014 Graduation Codes

Samantha Engstrom, Resource Management Analyst  
Office of Administration Support  
Division of District Support

# Data Extraction Process

- ▶ G codes will be extracted from IC on **June 30**
- ▶ All districts end date 2013–2014 enrollments of their graduates using the **Enrollment End Batch** process no later than **June 17**
- ▶ Enrollment End Batch can be found under System Administration > Student in Infinite Campus
- ▶ End status codes will be different for your graduating seniors so they should be done before end dating your other students

# End Status Codes for Seniors

- ▶ G01: A student who graduated in less than four (4) years
- ▶ G02: Graduated in four (4) years
- ▶ G03: Graduated in five (5) years
- ▶ G04: Graduated in six (6) years
- ▶ W28: A student who has reached the maximum age for service, but received no diploma.
- ▶ CO1: A pupil who completes the school year in the most current enrollment

# G Code Guidelines

- ▶ Enter specialty G codes (students other than G02) and then use enrollment end batch for the rest of the graduate records
- ▶ If End Status field is blank and you run the batch enrollment, it will fill every empty field with the batch enrollment code
- ▶ Once the field has been filled, you will have to manually change it if it is incorrect.

# Graduation Tab

Behavior

Transportation

Fees

Lockers

**Graduation**

Athletics

AdHoc Letter



Save

The following fields can only be filled out once a student has entered 9th grade:

Date First Entered the 9th Grade

NGA Cohort End Year

NCLB Cohort End Year

+	+	Enrollment Data: Knox County (301)
	-	Graduation Detail: Knox County (301)
	-	General Graduation Information
		Diploma Date: 06/02/2014
		Diploma Type: 3: General Diploma
		Diploma Period:
		Date First Entered the 9th Grade: 08/03/2010
		NGA Cohort End Year: 2014
		NCLB Cohort End Year: 2014
		Post Grad Location:
		Transition Status:
	-	State Reporting Graduation Fields
		NCLB Status:



# Enrollment Tab

Summary **Enrollments** Schedule Attendance Flags Grades Transcript Credit Sur

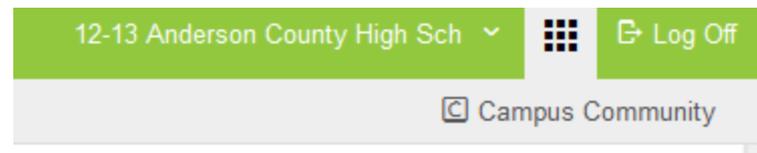
Save Delete Print Enrollment History New

**General Enrollment Information**

Calendar 13-14 Knox Central High School	Schedule (read only) MAIN	*Grade 12	Class Rank Exclude <input type="checkbox"/>
*Start Date 08/21/2013	No Show <input type="checkbox"/>	End Date 06/02/2014	*Service Type P: Primary
*Start Status E01: First enrollment of the year		End Action	End Status G02: Graduated in four (4) years
Start Comments		Dropout Reasons	End Comments

# Before Enrollment End Batch

- ▶ Do not end enrollments for seniors until transcripts have been run.
- ▶ Class rank will not calculate after the enrollments have been ended.
- ▶ Suggestion: Campus Community ID



# Enrollment End Batch

**Select Calendars**

- 14-15 Anderson County High Sch
- 14-15 Anderson County Middle S
- 14-15 Emma B. Ward Elementary
- 14-15 Ezra Sparrow Early Child
- 14-15 Phoenix Academy
- 14-15 Robert B. Turner Element
- 14-15 Saffell Street Elementar
- 13-14 Anderson County High Sch**
- 13-14 Anderson County Middle S
- 13-14 Emma B. Ward Elementary
- 13-14 Ezra B. Sparrow Early Ch
- 13-14 Phoenix Academy
- 13-14 Robert B. Turner Element
- 13-14 Saffell Street Elementar
- 12-13 Anderson County Early Ch

CTRL-click and SHIFT-click for multiple

**Select Fields to fill**

End Date: 06/01/2013

End Status: G02: Graduated in four (4) years

End Action: P: Promote

**Graduation**

Diploma Date: 06/02/2013

Diploma Type: 3: General Diploma

Diploma Period: 2: Spring Graduate

Post Grad Location: IS: In-State

Transition Status:

**Run**

**Select Grades**

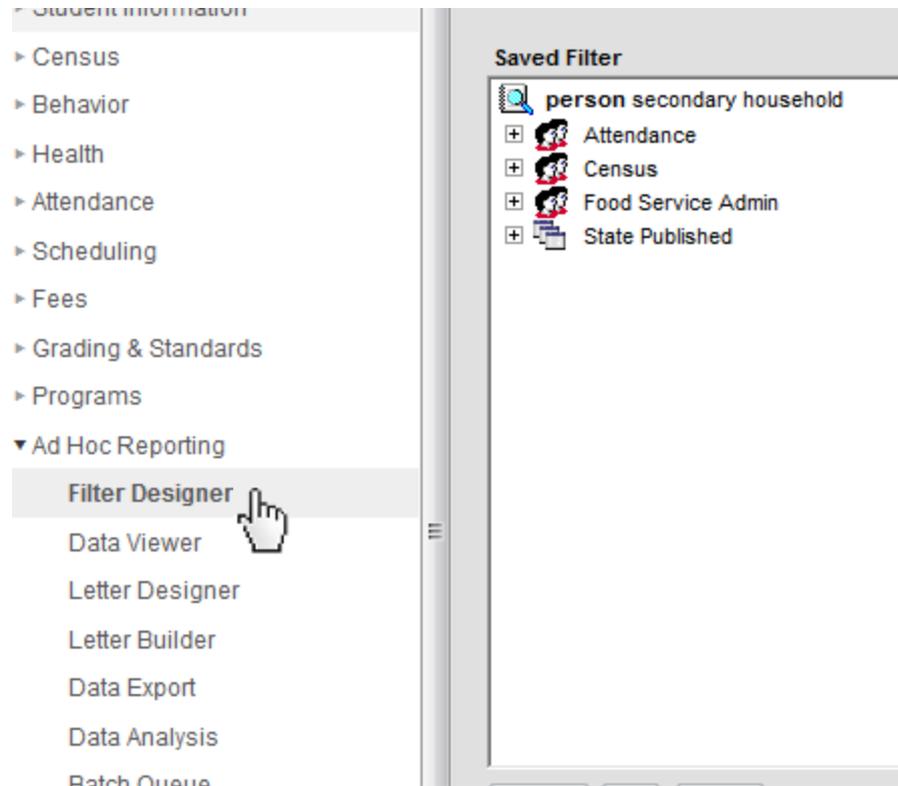
00  01  02  03  04  05  06  07  
 08  09  10  11  12  14  97  98  
 99  K

**Select Ad Hoc Student Filter**

# Reminder email

- ▶ Districts will receive an email in June from Cheri Meadows
  - Reminder about the date when the G-codes must be in IC
  - Reminder to confirm that your district has completed G code entry.
- ▶ Procedures for G Codes and CO1 Codes Documentation

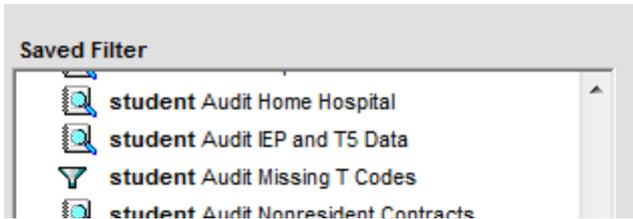
# State Published Ad Hoc



Ad Hoc Reporting > Filter Designer > State Published

# State Published Ad Hoc

All ad hocs relating to G codes begin with ENR



**student ENR - CO1 with Diploma Dates**



**student ENR - G Codes**



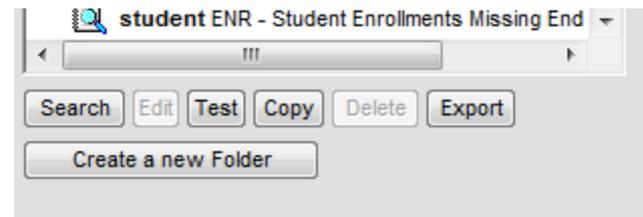
**student ENR - Grade 14 Students with CO1 Enc**



**student ENR - Seniors with CO1**



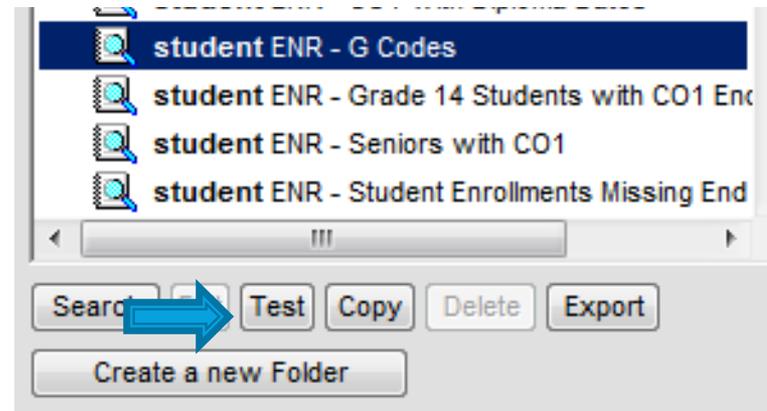
**student ENR - Student Enrollments Missing End**



Ad Hoc Reporting > Filter Designer > State Published

# ENR – G Codes

- ▶ These ad hocs do not need any changes to be run
- ▶ Click test to run a selected ad hoc
  - Be sure you are in the right year and have all schools selected



# ENR – G Codes

- ▶ Make sure the total number equals your number of graduates
- ▶ Email KDE to verify that your district has completed

ENR - G Codes Total Records:192

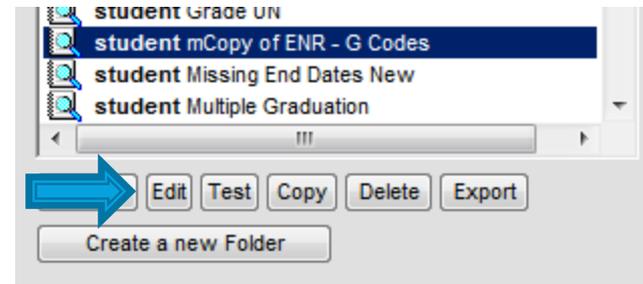
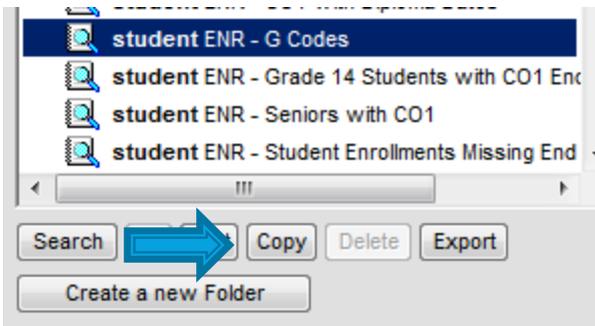
All Records					
School Name Knox Central High School					
School Name	SSID	Grade	Enrollment End Date	Enrollment End Status	Diploma Date
Knox Central High School	5335	12	05/23/2013	G02	05/23/2013
Knox Central High School	5366	12	05/23/2013	G02	05/23/2013
Knox Central High School	24898	12	05/23/2013	G02	05/23/2013
Knox Central High School	4664	12	05/23/2013	G02	05/23/2013

# ENR – G Codes

- ▶ Things to keep in mind when reviewing your data:
  - Are the expected numbers there for you students?
  - Are all of your students end dated?
  - Do all students have diploma dates?

# ENR – G Codes

- ▶ Editing the State Published ad hocs



# ENR – G Codes

\*Query Name:

Short Description:

Long Description: This ad hoc will return a list of student who have an enrollment end status

Select categories & fields

Filter By

All Fields

- Student
  - Demographics
  - School Calendar
  - School
  - District
  - Learner
  - Counselor
  - Learner Planning
  - Census
  - Health
  - Medicaid
  - Behavior
  - Assessment
  - Campus Usage
  - FRAM
  - Custom Tab: Intervention
  - Custom Tab: Migrant
  - Custom Tab: Restraint and Seclusion
  - Custom Tab: SE User Setup
  - Custom Tab: SSID History

Selected Fields

- sch.name
- student.stateID
- student.lastName
- student.firstName
- activeEnrollment.grade
- activeEnrollment.endDate
- activeEnrollment.endStatus
- activeEnrollment.startDate
- activeEnrollment.startStatus
- graduation.diplomaDate

# ENR – G Codes

\*Query Name:

Short Description:

Long Description:

**Filter the data**

ID	*Field	Operator	Value
X 1	<input type="text" value="sch.name"/>	<input type="text"/>	<input type="text"/>
X 2	<input type="text" value="student.stateID"/>	<input type="text"/>	<input type="text"/>
X 3	<input type="text" value="student.lastName"/>	<input type="text"/>	<input type="text"/>
X 4	<input type="text" value="student.firstName"/>	<input type="text"/>	<input type="text"/>
X 5	<input type="text" value="activeEnrollment.grade"/>	<input type="text"/>	<input type="text"/>
X 6	<input type="text" value="activeEnrollment.endDate"/>	<input type="text"/>	<input type="text"/>
X 7	<input type="text" value="activeEnrollment.endStatus"/>	<input type="text" value="IN"/>	<input type="text" value="G03"/>
X 8	<input type="text" value="activeEnrollment.startDate"/>	<input type="text"/>	<input type="text"/>
X 9	<input type="text" value="activeEnrollment.startStatus"/>	<input type="text"/>	<input type="text"/>
X 10	<input type="text" value="graduation.diplomaDate"/>	<input type="text"/>	<input type="text"/>



# ENR – G Codes

Short Description: Students Assigned a G Code Enrollment End Status

Long Description: This ad hoc will return a list of student who have an enrollment end status

## Filter the data

	ID	*Field	Operator	Value
X	1	sch.name		
X	2	student.stateID		
X	3	student.lastName		
X	4	student.firstName		
X	5	activeEnrollment.grade		
X	6	activeEnrollment.endDate		
X	7	activeEnrollment.endStatus	IN	G01, G02, G03, G04
X	8	activeEnrollment.startDate		
X	9	activeEnrollment.startStatus		
X	10	graduation.diplomaDate	IS NULL	

Add

# ENR CO1 with Diploma Dates

- ▶ This ad hoc will pull students that have a CO1 code and a diploma date. Students that are pulled with this ad hoc need to be reviewed.

First Name	Grade	Enrollment End Status	Enrollment End Action	Diploma Date
DARYL	12	CO1	R	11/11/2011
RUSTY	12	CO1	R	05/15/2012
DEVIN	12	CO1	R	10/03/2011

# ENR Student Enrollments Missing End Dates

- ▶ This ad hoc pulls any student missing an end date. Any student that comes up on this ad hoc needs to be reviewed.
- ▶ This ad hoc pulls all grades but can be edited

First Name	Grade	Enrollment End Date	Enrollment End Status
APRIL	11		
SHONNA	11		
CHARLES	09		

# ENR Seniors with CO1s

- ▶ This ad hoc will pull any student with an end status of CO1. This could indicate a few things:
  1. This is an error
  2. Retained or returning senior
  3. FMD student that has not received a Certificate or has not aged out & when they age out they should receive a W28 code
  4. Foreign exchange student
  5. Placeholder for potential summer graduate
  6. Any other identified specialty returning reenrolled current year senior (contact KDE if you are unsure)



# ENR Grade 14 with CO1 End Status

**\*Query Name:** Copy of ENR - Grade 14 Students with CO1 En

**Short Description:** Grade 14 Students with CO1 End Status

**Long Description:** This ad hoc returns a list of students in grade 14 students with an end sta

**Filter the data**

ID	*Field	Operator	Value
X 1	dist.name		
X 2	sch.name		
X 3	student.stateID		
X 4	student.lastName		
X 5	student.firstName		
X 6	activeEnrollment.grade		
X 7	activeEnrollment.endDate		
X 8	activeEnrollment.endStatus	IN	CO1
X 9	student.grade	=	14
X 10	graduation.diplomaDate	IS NULL	



# General Grade 14 Information

- ▶ Can be CO1 or G03/G04 depending on the policy of the individual district
- ▶ If the district chooses to provide the g code in the 12<sup>th</sup> grade year the grade 14 year must have the CO1 end status
- ▶ Grade 14s are not considered dropouts or retentions

# Summer Graduates

- ▶ These students will need to be marked as COIs and retentions when districts batch end status their graduates
- ▶ Students have until **July 31<sup>st</sup>** to finish their course work and be counted as a 2013–2014 graduate

# Contacts

Samantha Engstrom

564-5279 ext. 4434

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Cheri Meadows Branch Manager

564-5279 ext. 4420

cheri.meadows@education.ky.gov



# Wrap Up

Becky Jenkins

KIDS, Division of Enterprise Data