

From: [Conner, Dede - Director, Division of Enterprise Data](#)
To: [All State KSIS Contacts](#)
Cc: [Coles, Jeffrey - Division of Next Generation Professionals](#); [Rogers, Teresa - Division of Program Standards](#)
Subject: KSIS Notification: Course Code Contact Email
Date: Thursday, April 16, 2015 11:13:03 AM
Attachments: [KSIS Notification Teacher Course Check Report \(for MSGP\).msg](#)

KSIS Points of Contact:

FYI – the email below went out to all course code contacts late Tuesday. These individuals will need access to the Teacher Course Check report in Campus. The Quick Reference Card is available [here](#). Information on this report was previously sent out through the KSIS Notification attached.

From: Rogers, Teresa - Division of Program Standards
Sent: Tuesday, April 14, 2015 9:36 PM
To: KDE Course Code Point of Contacts
Cc: Coles, Jeffrey - Division of Next Generation Professionals; Shepherd, Philip - Division of Program Standards; Conner, Dede - Director, Division of Enterprise Data; Boatwright, Christine - Division of Next Generation Professionals; Whitaker, Kiley - Division of Technical Schools and Federal Programs; McCowan, Joseph - Office of Next Generation Learners; McEntyre, Rae - Division of Program Standards
Subject: Course Code Point of Contact

Thank you for accepting the role of Course Code point of contact for your district. Aligning state course codes accurately is critical. Median Student Growth Percentile (MSGP) for 4th-8th grade teachers of Math and English will be calculated based upon information collected through course code assignments. Since MSGP will be used in those teachers' summative evaluations beginning in the 2015-16 school year, it is imperative that evaluators have accurate data. Additionally, MSGP is one part of schools' and districts' accountability measures. Course code data cannot be changed after the calculation for MSGP is made.

Please complete the following actions:

1. Oversee coordination with KSIS administrators and student scheduling personnel
2. Ensure alignment of all Math and English Language Arts/Reading courses with the correct state course code in Infinite Campus
3. Verify alignment has been completed

Deadline: June 5th

Guidance for accomplishing the Course Code correction task is located on the [Median Student Growth Percentile web](#) page. Specific step-by-step instructions are in the Resource bar. Please contact Jeffrey Coles (jeffrey.coles@education.ky.gov) with additional questions.

Thanks so much,

Teresa Rogers

Literacy Consultant

Division of Program Standards

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