

From: [Burton, Linda - Division of Enterprise Data](#)
To: [All State KSIS Contacts](#)
Subject: KSIS Notification - Special DAC E-Mail Regarding ACT Explore and ACT Plan Rosters
Date: Thursday, September 11, 2014 4:40:56 PM

KSIS Contact,

Please be aware that the following message was distributed yesterday, Sept. 10, to all state district assessment coordinators (DACs). You may receive a requests to run the reports mentioned below, which are the FRAM Eligibility Report, LEP Extract, and IDEA Dec. 1 Count Extract.

From: Barr, Joy - Division of Support and Research
Sent: Wednesday, September 10, 2014 3:20 PM
To: All State District Assessment Coordinators; KDE Office of Assessment and Accountability
Subject: Special DAC E-Mail Regarding ACT Explore and ACT Plan Rosters

Division of Support and Research
Special DAC E-Mail
September 10, 2014

SDRR OPENS FOR ACT EXPLORE AND ACT PLAN ROSTERS

The Student Detail Review and Rosters (SDRR) application is open September 8-October 10 for ACT Explore and ACT Plan rosters. Student level changes must be requested by 5:00 p.m. ET October 10.

The SDRR manual and recorded training videos are available at <http://education.ky.gov/AA/DISTSUPP/Pages/Student-Data-Review-and-Reporting.aspx>.

Announcement in SDRR

For rosters ONLY - If there are any questions or issues related to the Infinite Campus data that is being displayed in SDRR (Name, Grade, SSID, Date of Birth, Gender, Race/Ethnicity, Lunch status, IEP status, or EL/LEP status) the first step is to run the LEP extract, IDEA Dec. 1 count extract, and/or FRAM Eligibility Report (See screenshots below.) to identify problems that can be corrected in IC (changes made in IC should appear in SDRR the following day). If additional assistance is needed or if you are unable to add a student with the correct SSID, e-mail the Enterprise Data-KSIS team at: kdedatarequest@education.ky.gov providing detailed information.

If there is a question about assessment policies or procedures, please e-mail dacinfo@education.ky.gov.

If there are SDRR log in issues, contact your district WAAPOC.

To report application errors (bugs), e-mail ketshelp@education.ky.gov or call (866) 538-7435.

For other issues not covered above, e-mail KDEAssessment@education.ky.gov.

FRAM Eligibility Report

Infinite Campus District Edition

Year: 14-15 | School: All Schools | Calendar: All Calendars

Eligibility Report

This report will display free, reduced and paid eligibility information by student based on date and type selected.

Which type of report would you like to generate?

Report Type: Eligibility Report
 School Year: 14-15
 Summary Type: Daily Period Month
 Date: 09/04/2014

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

active year list by school list by year

14-15

- ACE 14-15 Adair County Element
- ACH 14-15 Adair County High Sc
- ACM 14-15 Adair County Middle
- ACP 14-15 Adair County Primary
- AYD 14-15 Adair Youth Developm

CTRL-click or SHIFT-click to select multiple

Eligibility Type: Meal, SES, Free, Reduced, Paid
 Eligibility: [Dropdown]
 Eligibility Certified Type: All, Non-Direct, Income, Categorical, Overmde
 Grade: All, 3rd, 4th, 5th, 00
 CTRL-click or SHIFT-click to select multiple

Observe State:
 Exclude:
 Include Detail:
 Person Identifier: Student Number State ID
 Detail Sort By: Name
 Show Only Latest Eligibility:
 Report Format: PDF CSV

Generate Report

LEP Extract and IDEA Dec. 1 Count Extract

Campus

Year: 14-15 | School: All Schools | Calendar: All Calendars

KY LEP Extract

The LEP Extract provides a list of students with LEP (Limited English Proficiency) status. Students must have at least one instructional accommodation and at least one LEP Service type active during the date range of the report and a program status of "LEP" to pull. This report runs district-wide regardless of calendar selected in the toolbar.

Note: Errors and Warnings cannot be produced via the Batch Reporting Tool (if enabled). Use the Generate Extract button to view errors and warnings.

Extract Options

Date Range: 07/01/2014 -- 06/30/2015
 Grade Level: All Grades, 00, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 14
 Format: State Format(CSV)

Generate Extract | **Submit to Batch**

Refresh | Show top 50 tasks submitted between 08/28/2014 and 09/04/2014

Queued Time	Report Title	Status	Download

Joy Barr

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