



# Infinite Campus

## Kentucky Student Information System (KSIS)

*Fall*  
  
*UPDATE*

Kentucky Department of Education



KIDS – Division of Enterprise Data  
September/October 2014

# Infinite Campus/KSIS Update

- 2014-15 Data Standards
- 2014 Data Collections
- Ad hocs and Custom Reports
- Assessment Data
- Civil Rights Data Collection
- Data Stewards/Data Quality
- Data Validation Tool
- Intent to Graduate Early
- Interventions
- KTS Data Exchange Project
- Kindergarten Readiness & Early Learning/Prior Settings
- Preschool Fall Enrollment Counts
- New CIITS Role
- Restraint & Seclusion
- School Report Card
- Security
- Student Voice
- Teacher Median SGP
- Transition Data
- Upcoming Training
- Open Discussion



# 2014-2015 Data Standards

- Data standards are available on the KDE website [here](#) and can also be accessed by clicking the link in the State Notices inside Infinite Campus
- Many data standards have been updated in recent weeks and more are still to come.
- Dates beside standard indicate last update date.
- Data Standards are updated as needed throughout the year when changes are made or new data collections are added.
- KSIS Points of Contact are notified as significant changes are made.
- Not planning to do a combined Data Standards document for 2014-15



# 2014 Data Collection Reminder

- October 1 – Free & Reduced Lunch
- November 1
  - Dropouts
  - eRate
  - Growth Factor
  - LEAD
  - Retentions
  - Transition Data
- November 15
  - TEDS
- December 15
  - IDEA December 1 Child Count
  - Preschool December 1 Count



# Ad hocs and Custom Reports

- Important to grant access to new ad hocs and custom reports.
  - Custom reports are listed under state reports.
  - Full listing of ad hocs available on-line on KSIS page
- KSIS POC or System Administrators should review list of ad-hocs to ensure rights have been defined appropriately.
- Ad hocs and reports should be aids to help improve quality of data in system.
- Reports should be important analysis tools for school and district leadership and program leads.



# Assessment Data – 2013-14

- Available now – Explore, Plan, Compass, ACT, AP
- 10/6/14 – ACT (June); ACT (Accommodations);
- 10/15/14 – K-PREP and Growth Scores
- 11/1/14 – EOC, CCR, Career Ready Measures, Stanford 10
  
- Priority on scores that require interventions. First reporting 10/15/14 to see if students have been entered into interventions that don't meet benchmarks.
- Benchmark report can be used to see assessment scores at a glance by student and whether they require intervention.



# Civil Rights Data Collection (CRDC)

New requirements for 2013-14: <http://www.crdc.ed.gov/Security/Home.aspx>

- The 2013-14 and 2015-16 CRDC are expected to be universal collections in which **every** public school and school district in the country will be required to participate.
- School districts are expected to report their 2013-14 CRDC data beginning in mid to late October 2014
- KDE is going to load data to populate a large portion of the CRDC data for the LEAs. If the LEA does not want KDE to upload data for them, they will need to “opt-out” prior to the upload.
- Link to KY specific information on KDE CRDC website <http://education.ky.gov/districts/tech/sis/Pages/KY-CRDC.aspx>



# Data Stewards/Data Quality

- **Data Steward:** owner of a data element or data field responsible for hands-on work related to data.
- That person should (a) be the expert of what that particular data element means/does, (b) is the person that answers questions or deals with issues about that data element and (c) lastly regularly inspects (you get what you inspect versus expect) the level of quality to ensure it meets not only their needs but the needs of others that depend on it.
- Continue to promote data stewardship and data teams in your districts.
- CRDC is a good example of a collection that takes different data stewards to pull together what's required. Collaborate and emphasize need for quality.

# Data Validation Tool

- New tool in Campus allows districts to validate data in Infinite Campus between state and district databases.
- Data Integrity Tools → Data Validation → Definition Group Extract → Select Data Validation Group - [Report format, and Report Data Resource]. Once the report is generated, data can be compared between district and state databases.
- Gifted and Talented is the first program area to take advantage of this functionality. Allows districts to verify all students that should be coded correctly and if they aren't, update the system locally.
- Expect to see this functionality used in other areas. An example of one that will be available soon is cohort data validation.
- Provides ability to validate data within the system instead of outside the system through excel spreadsheets and other applications.
- Keeps data in secure system.

# Intent to Graduate Early

- Student must:
  - Submit Intent form to be on accelerated pathway and receive required approval. (Signed copy to be uploaded into ILP and program flag assigned to student in Infinite Campus by October 1<sup>st</sup>)
  - Meet proficiency benchmarks on KDE required end-of-course exams (Eng II, Alg II, Biology, US History)
  - Meet CPE\_ACT defined college readiness benchmarks (English=18, Reading=20, Mathematics=19)

More information can be found on the KDE website by searching "early graduation"

Contact: [kelly.clark@education.ky.gov](mailto:kelly.clark@education.ky.gov)

# Interventions

- Beginning of the year records should be entered by Oct. 30 for students already identified for interventions.
- Data Quality Issues
  - Wait until service is completed to enter End Date, Student Service Results, Hours Served
  - Student Service Results is Exited to Another Intervention but new record has not been created
  - Use actual start and end dates of service (be careful with the year)
  - Type Course must have a State Course Code
- New Fields Added – use if helpful
- Intervention Tab data will be pulled on Oct. 30, Jan. 30, Mar. 30 and Jun. 30.



# Kentucky Tech System (KTS) Data Exchange Project

- 2015-16 SY full participation for all Area Technical Centers (ATC) and Career Technology Centers (CTC) and their respective high schools
- KTS/Infinite Campus Data Exchange
  - Transfer of student records from high school to tech school
  - Transfer of grades from tech school to high school
  - Real-time technical school attendance report available to high schools
  - Eliminates duplicate data entry
  - Allows tech schools to fully utilize functionality in IC and CIITS
- KTS Project Website - <http://education.ky.gov/districts/tech/sis/Pages/KSIS-KTS-Data-Exchange.aspx>



# KTS Data Exchange Project Training

- Mandatory Upcoming Training for 2015-16 SY for ATCs, CTCs, & respective high schools; expected audience includes: ATC/CTC principals & secretaries and high school schedulers. All locations will conduct two separate 2-day sessions:
  - November 4 & 5, November 6 & 7  
Hazard KCTCS  
One Community College Drive, Hazard, KY
  - November 10 & 11, November 12 & 13  
Southcentral KCTCS  
1845 Loop Drive, Bowling Green, KY
  - November 17 & 18, November 19 & 20  
Kentucky Transportation Cabinet  
200 Mero Street, Frankfort, KY
- All sessions will be from 9-4:00 local time and will be offered via Lync and recorded for future viewing



# Kindergarten Readiness & Early Learning/Prior Settings

- Kindergarten screener information to help determine a child's readiness - Not Ready, Ready, Ready with Enrichments
  - Assessment score doesn't affect eligibility. The only eligibility requirement for entry into Kindergarten is that a child is 5 years old by October 1.
- Early Learning/Prior Settings - districts are required, as part of 704 KAR 5:070, to collect information about where each child received early care services for the 12 months prior to coming to kindergarten.
  - Children may have more than one early learning prior setting.
  - Data must be collected in the same timeframe as the Kindergarten screen data.
  - For more information please go to:  
<http://education.ky.gov/curriculum/prim/Pages/Common-Kindergarten-Entry-Screener.aspx>
- Assessment results will be provided this fall along with reports on prior setting providers.



# Preschool Fall Enrollment Count

- The count is for children who are enrolled on Dec. 1 regardless of when they entered.
- If children leave the school district before Dec. 1, they will not count for funding purposes.
- The children do not need to be present on Dec. 1, just enrolled.
- Data will be pulled at KDE on Dec. 2, 2014
- Districts should verify accuracy before the count date – starting in October.
- Ad hocs have been created for specific categories – at-risk, disabled, etc.
- The data count is final (no changes).
- There is a second data pull on March 1, 2015, called the Spring Enrollment Count.
- The two counts will be averaged to determine funding for the following school year.

# New CIITS Role

- CIITS District Leader Evaluator
  - Enables the superintendent to view self-reflections and approve the PGPs of principals in the district
  - Automatically assigned to all active superintendents as long as they are properly defined in Infinite Campus
- CIITS School Leader Evaluator
  - Enables principals to view self-reflections and approve the PGPs of assistant principals within their school
  - Automatically assigned to all active principals as long as they are properly defined in Infinite Campus
- Both roles can be assigned to individuals (designees) other than the superintendent and principal serving as evaluators of principals and assistant principals



# Restraint / Seclusion

- Effective July 1, 2014 the Restraint and Seclusion Tab will no longer be used.
- Administrators should restrict the user security of this tab to Read Only as soon as possible if not already done
- Effective July 1, 2014 the documentation of a restraint or seclusion incident should be documented in the Behavior Response section of the Behavior Management Tool
- Behavior Events resulting in SSP7: Restraint or SSP8: Seclusion should have a Behavior Resolution record and a corresponding Behavior Response record
- Refer to the [2014-15 Behavior Data Standards](#) for details on entering this data accurately



# School Report Card

- New for 2014

- Finance Tab
- Program Review Tab
- Career & Technical Education Tab – will include Perkins & Career Readiness
- Cohort Graduation Rate includes 4 & 5 year rates

- Timeline:

- 9/8/14 - Program Review tab opened for DAC and Superintendent review.
- 9/17/14 - Assessment, Accountability, Delivery tabs open for DAC and Superintendents to review.
- 9/20/14 – Career Pathways tab opens.
- 10/1/14 – Open full card to principals and media – embargo period
- 10/3/14 – Public release of SRC.
- Mid-to-late October – Perkins and Career Ready tabs open.



# Security of data

- October is Cyber Security Awareness Month.
- Stress security of data and best practices for accessing, using and storing personally identifiable data.
- State auditors are analyzing security of systems; be proactive within your district.
- KDE has invited the Department of Education/PTAC group to do statewide training for districts following Interchange. Waiting on confirmation.
- NEW Kentucky Data Breach requirements (HB 5 & HB232) – expand definition of Personally Identifiable Information (PII) and what is required if there is a data breach.

# Student Voice Survey

- Current Activities for KSIS System Administrators
  - Add Student Portal Accounts (grades 3-12)
  - Develop a plan for distributing usernames & passwords (See "Preparing Campus Portals" Student Voice Web Page Toolkit)
  - Plan who will use District Employment tab to select survey types & how changes will be identified and communicated
- With E.1438 release (planned for October 9<sup>th</sup>)
  - 14-15 updates to reports and survey types will be deployed
  - Assign Tool Rights to reports afterwards (See "Administrator-How-To" Student Voice Web Page Toolkit)
  - If district selects, Automated Assignment of Educator Survey Types
- October 11<sup>th</sup> – 30<sup>th</sup>  
Verify/Correct the Assignment of Educator Survey Types
- October 31<sup>st</sup> surveys will be generated by Infinite Campus
- November 3<sup>rd</sup> - 21<sup>st</sup> links visible in portal accounts



# Teacher Median Student Growth Percentile

- New calculation using Infinite Campus data to attribute students to teachers.
  - Math and ELA/Reading only (based on state course codes)
  - Grades 4-8
  - Student/Teacher link 100 days or more; minimum of 10 students
  - One year growth calculated from KPREP scores
  - Student Growth Percentiles for each attributable student are used to calculate Teacher's Student Growth Percentile Median.
  - All teachers assigned to the course included – primary, secondary and staff positions.
    - All students in the course are included for each of these teachers.
- Data will be as good as alignment of teachers to students in Campus.
- New custom report will be available to help with verifying data.
- 1 and 3-year scores will be provided.



# Transition Data Collection

- Office of Career and Technical Education
- Kiley Whitaker, [Kiley.Whitaker@education.ky.gov](mailto:Kiley.Whitaker@education.ky.gov)
- There are no changes to the transition data requirements from previous years.
- October 1 – Suggested date to begin running Transition Report within IC District
- October 31 – All changes to transition data completed within local IC
- November 1 – Transition data will be extracted by KDE from IC State



# Upcoming Training

- KDE Interchange Sessions: December 8-9 at the Marriott in Louisville
- Privacy/Security Training – may follow Interchange.
- Mid-Year Training – 2 dates
  - November 20 (tentative)
  - January 7
- Other training needs?

# Open Discussion

