KSIS & More

New reports will improve data quality of graduation indicators

It has been common practice to indicate high school graduation using three data elements: 1) End Status (G01, G02, G03, G04); 2) Diploma Type, (i.e. Alternative, General or Adult GED); and 3) Diploma Date (date the student earned their diploma or GED).

In June, KDE will publish two state reports and provide instructions to help districts verify their graduation indicators are consistent.

- The Graduation Aggregate report will provide a count for each of the three high school graduation indicators. If each of the three graduation indicators are correctly entered, the counts will match.
- The Detail Graduation Report is in Excel file format and includes the detail records based on parameters selected. This report will provide errors to alert schools/districts of potential error due to inconsistent entry.

For more information about the new graduation reports, contact Jim Denton by email.

Internet Explorer (IE) update plan

The target date for KDE to release IE11 is Wednesday, June 3. KIDS staff have been communicating with district chief information officers (CIOs) and/or technology staff regarding this release.

If you have concerns about moving to IE11, the option is available for your district staff to put specific machines into a special group that will remain IE10.

It is also important to note that the June 3 update will occur one week prior to the regular Microsoft Update window, which is Wednesday, June 10. We have chosen to separate the IE upgrade from the standard patch cycle to reduce any potential strain on district networks.

Beginning with the E.1525 release, which Infinite Campus will deploy to all KY school districts on July 8, the old Campus gradebook will be replaced exclusively by Campus Instruction. According to the supported platforms/browsers documentation on Campus Community, Campus Instruction requires IE 10. Infinite Campus is in the process of certifying the IE11 browser. Infinite Campus has asked for authorized support contacts to submit a support case if users encounter issues while using the IE11 browser.

The Continuous Instructional Improvement Technology System (CIITS) supports IE10 or higher.

Please contact your district technology staff if you have questions about this update.

Persistence to Graduation Tool identifies at-risk students in need of academic interventions

The Kentucky Department of Education created the Persistence to Graduation Tool, which is a report designed to help districts identify those students who are most in need of interventions before they become at risk to drop out or fall behind in their academics. The Persistence to Graduation Tool uses academic and behavior data in Infinite Campus to assign a risk score to students. The higher the score, the more need there is for interventions. You will find more information on the Persistence to Graduation Tool website. For questions regarding the tool, contact Michael Hefling by email or by phone at (502) 564-4772.

Data review and verification for SEEK At Risk

KDE will pull 2014-15 SEEK At Risk ADM data on June 30. Districts should begin data validation by generating the SEEK At Risk ADM report in Infinite Campus under KY State Reporting>KDE Reports>SEEK At Risk ADM. In early May, each director of pupil personnel (DPP) will receive an email containing a link to preliminary SEEK At Risk ADM numbers and a request to review his/her district's data. In late June, KDE will send another email with final SEEK At Risk numbers and instructions for verifying the data. June 30 is the deadline for verification that the data is accurate and complete.

For more information, contact Samantha Engstrom of the Division of District Support by email or telephone at (502) 564-5279, ext. 4434.

CRDC is now open!

As of April 16, the Civil Rights Data Collection (CRDC) is open and districts should be reviewing KDE loaded data for any errors. If errors are found, report them to Tyra Dunn-Thomas via email or phone at (502) 564-2020, ext. 2268. For help with data uploads, data entry or username/password issues, contact the CRDC Partner Support Center at (844) 338-2732 or CRDC@SANAMETRIX.COM.

Prepare now for final eTranscripts

(Please share this information with your high school counselors.)

First, make sure all of your potential graduates are registered with www.parchment.com.

If you distributed registration codes to students this year, double check the registration status of those students in the "Students" section.

If you did not utilize the registration codes, an announcement to potential graduates such as the following is an effective way to get the point across to them.

"If you need a final transcript sent to a college or university, you must request the transcript through www.parchment.com."

Second, Parchment recommends that you sign in to your Parchment administrator account at least once per day to ensure you are keeping up with the incoming requests.

If a senior makes a request and you know that it is a final transcript request, feel free to place it on hold for the "Next Grading Period."

Many school counselors have found that taking all seniors to the computer lab to submit their final transcript request during the last weeks of school worked great.

Be sure to use the Parchment resources that are available to you including the Student Toolkit to help get students registered and the Administrator Toolkit for additional suggestions and communication tips.

Course code point-of-contact is vital for accurate MSGP reporting

To ensure that KDE provided information regarding management of course codes reaches the appropriate personnel in schools, a course code point-of-contact (CCPOC) was assigned in each district.

The CCPOC role is vital for accurate Median Student Growth Percentile

(MSGP) reporting.

Each CCPOC is responsible for coordination between KSIS administrators and school scheduling personnel to align all math and English language arts/reading courses attributed to the MSGP to the correct state course codes in Infinite Campus.

The deadline for completion of this vital task is June 5.

Guidance to complete this task is located on the Median Student Growth Percentile web page. Contact Jeffrey Coles by email if you have questions… and click here to find the CCPOC assignment for your district.

Training announcements

Kentucky Student Information (KSIS) end-of-year training – On Wednesday, April 29, KDE will provide the annual end-of-year training beginning at 9:30 a.m. EDT/ 8:30 CDT. Districts are invited to participate by joining the online webcast or in person. Training will be delivered in the KDE State Board Room (#125), 500 Mero St., Frankfort. To register and for more information go to the KSIS Training webpage.

Fundamentals of the Campus Database – June 16-18, Infinite Campus will provide technical training on the KSIS database. Hands-on training will be delivered in the Capital Plaza Tower 20th Floor Computer Lab, 500 Mero Street,

Frankfort. To register, click here. Contact Lisa Rhoton by email for more information.

Campus Instruction (the NEW Grade Book) – See the April KSIS & More newsletter, page 8 for information about free course offerings available this summer. Training sessions are for new users or those that have been using Campus Instruction and are looking for a refresher course.

Data Privacy? Get Schooled. – The Data Quality Campaign (DQC) and the Foundation for Excellence in Education developed a new online course for policy makers and education professionals. For more information and to register for this free course, click here.

Continuous Instructional Improvement Technology System

Unbridled LEARNING

May 2015

CIITS News You Can Use

CIITS News, a supplement to the KSIS & More newsletter, is focused on CIITS data quality. CIITS data comes from Infinite Campus, Kentucky's Student Information System (KSIS); therefore, it is important to know how KSIS data is used and the critical need for accuracy.

CIITS Version 16.3 released to production

Below are highlights of CIITS features in the April 10 release of Version 16.3.

Instructional Management Suite (IMS):
- Added a new "Score Distribution by Trait" section to the Distribution of Student Responses page.
- Report writers can more easily customize the column headings on Student Analysis reports and can specify report footers.
- For users reviewing instructional material submitted for approval, a new option allows them to cc themselves on the approval or rejection email notification sent back to the material submitter.
- Test Print Link assessment defaults are configurable for users from the System » Assessment Admin Settings » Test properties page.

Educator Development Suite (EDS):
- Users are able to access previous year Self-Reflections.
- The Observation Summary report and any observation web-parts no longer display numbers; users now see the rating name or initial.
- Student Growth Goals no longer display numbers; users now see the rating name or initials (Low, Exp, Hgh).
- When printing a completed observation, the printed version includes a signature section. (This feature does not apply to Peer Observations.)
- When conducting an observation, users have the ability to change their observation type (Full, Partial) once it has begun as well as to enter a post-observation conference date.
- Users in Student Growth Goals can upload artifacts after the goal has been approved until it has been completed.
- To improve consistency, visual/display enhancements (e.g., fonts, layout, and images) were made to the Observations tool, the Student Growth Goals tool, and Self-Reflections tool.

Additionally, the 16.3 update resolved an issue that occurred for some users when trying to submit an observation where the submit button remained grayed out, even though the user had completed all of the required information, and the progress tracker showed a numerator greater than the denominator, i.e. 7/6.

STAR reports updated in CIITS

The STAR reports in the CIITS Report Bank have been updated through April 1. To access these reports, roll your cursor over the School & District Data tab on the blue navigation bar on the CIITS homepage and click on Report Bank. Click the plus sign (+) next to STAR Reports, and then click on the name of any report to run it.

CIITS password change

Beginning May 13, Pearson will enable a new password feature that will require CIITS users to periodically change their password and adhere to a policy that will require certain character types and lengths.

KDE requested the stronger password requirements to increase data security for the CIITS platform (IMS and EDS).

After the feature is enabled, when a user (who has not changed their password in the last 120 days) logs into CIITS (https://ciits.kyschools.us), the system will prompt the user to change his/her password.

More specific information on the types of characters and password length will be provided prior to the feature being enabled.