KSIS Infinite Campus NEWS

Kentucky Student Information System

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New ad hoc filter to assist with user account cleanup

Submitted by: Becky Jenkins

Active User Account Access/Usage is a new ad hoc filter available in the State Published folder within Ad Hoc Reporting. System administrators should generate the filter and review results to identify active Infinite Campus accounts for employees no longer employed by the district that should be disabled or those with stale accounts that could present a security risk.

An active user account is one that is not disabled, has no expiration date or the expiration date is greater than today's date. Filter results include

- name, person ID and user ID of active user;
- district employment/assignment dates and locations;
- the last date/time the user logged in;
- log-in counts by current week, current month and total log-in count for the user account; and
- homepage of the user account (portal, Campus Instruction, Campus application).

Additional details regarding the use of the ad hoc filter were included in a KSIS Notification sent to district contacts on Dec. 28.

2019 Infinite Campus Release schedule

Submitted by: Becky Jenkins

The 2019 Infinite Campus release schedule is available on the KSIS Home webpage. All updates are scheduled to occur on the second Wednesday of each month with two exceptions. To reduce the impact on school districts during critical reporting periods, the August update will occur on July 31 and the December update will occur on Dec. 4.

January Growth Factor report

Submitted by: Ronda Devine

The optional January Growth Factor report is due to KDE five days after the last day of the fifth or sixth school month chosen, which would be the month that has the most attendance days in January. The January Growth Factor report must not be submitted later than February 20 of each school year.

The report includes aggregate day attendance and absence, race and gender count, home and hospital, adjustments for less than full-time attendance, nonresident/non-contract students, and overage and underage students. All information is reported by school, grade level, and by transportation code.

To submit the January Growth Factor report, go to KDE Attendance Reports webpage and follow the instructions provided on the webpage.

If you have questions about the Growth Factor report, contact Brad Kennedy by email or telephone at (502) 564-5279 ext. 4417.

Guidance on disclosing student information during school emergencies

Submitted by: Linda Burton

The Future of Privacy Forum released a guidance document to help school officials understand their ability under the Family Educational Rights and Privacy Act (FERPA) to share information about students in an emergency situation. The guide explains:

- schools' obligations
- opportunities for discretion under the law
- to whom schools can disclose information
- what can be disclosed
- limits on schools' risk of liability

TLE Seal Program

Submitted by: Linda Burton

The Trusted Learning Environment (TLE) Seal is the nation's only data privacy seal for school systems. The TLE program focuses on building a culture of trust and transparency and the TLE Seal signifies that a school system has implemented strong, measurable practices to help ensure the privacy of student data.

One of the most important responsibilities of state and local education data custodians is to protect students' information. To learn more about the TLE Seal Program and to preview the TLE Seal application, visit the Trusted Learning Environment website. The TLE Seal Program was developed for K-12 by CoSN (the Consortium for School Networking), in collaboration with school system leaders.

Training updates

2018 Interchange presentations – The Kentucky Forum on Campus Community contains many of the presentations from the 2018 Interchange. View or download the presentation materials by clicking the attachment within the thread for each session.

For more information about the following training events, go to the KSIS Training webpage.

Date	Event	Location
01/10	KSIS Infinite Campus mid-year training	KDE Media Portal/YouTube and State Board Room, Frankfort
2/11-15	Mastering Campus	300 Sower Blvd., Frankfort

Data calendar

The monthly data calendar includes data pulled at the state level and data collected from districts for sharing with other state agencies or federal reporting. Please help ensure data is verified and available prior to the due date.

Due to KDE	Report	KDE Contact
02/01	Transition Data	scott.usellis@education.ky.gov
02/20	Growth Factor (January)	ronda.devine@education.ky.gov
02/28	Local Educator Assignment Data (LEAD) Spring	crystal.hord@education.ky.gov

Staff directory

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Kentucky Department of Education

Have a question or comment? Send it to the School Data Services shared mailbox.