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## Insights Training – A tool to help with Chronic Absenteeism

*Submitted by Lisa Keeter*

Are your schools using Campus Insights? Do you know it can be used to help with monitoring Chronic Absenteeism in your schools? Users can choose to set dashboards to see all students or specific groups of students. Please encourage school and district staff responsible for monitoring and working to improve student attendance to attend this training. The training is scheduled for Oct. 29, 11:00 ET. [Register now](#) to receive the meeting link. Live participation is encouraged to foster dialogue and to help ensure participants' questions are answered. The training will be recorded and available in Campus Passport for later viewing.

## Dropout Data is due Nov. 1

*Submitted by David Curd*

This is a reminder to districts that dropout data is due by Nov. 1. Dropout data is extracted from Infinite Campus each year and is lagged by one year, so the prior school year is what will be reported. Schools are accountable for students for the full school year, including summer school. For more information contact the [KDE Assessments mailbox](#).

## Automated External Defibrillator Reporting

*Submitted by Jim Tackett*

In accordance with KRS 158.162, Kentucky school districts are required to submit an annual report to the Kentucky Department of Education (KDE) by November 1 that includes the following information.

1. The number and location of each portable automated external defibrillator (AED) in every school building.
2. The name, school, and training date of each school district employee and interscholastic athletic coach in the district trained in the use of a portable automated external defibrillator.
3. The progress made towards having a portable automated external defibrillator at all school-sanctioned athletic practices and competitions.

Each district submitted AED counts via Infinite Campus, prior to October 1, with 100 percent compliance. A Survey Monkey [questionnaire](#) has been created for district completion to address its continued progress of increasing additional AEDS at sports-related events. Districts are reminded to reply to all questions prior to submission. Based on the new 2024 legislation in this area, a listing of all AED trained individuals in each building, including ALL coaches at the elementary, middle and high schools, must be provided. For the first year of reporting, only individuals trained from June 1 – October 1, 2024, will be included in this reporting. Any staff trained after this date will be included on next year's report.

For more information, contact [Jim Tackett by email](#).

## Civil Rights Data Collection (CRDC) - Prepare now for 2023-2024

*Submitted by Candy Johnson*

The next CRDC collection will be for the 2023-2024 school year and is tentatively scheduled to open on December 9, 2024, and close on March 7, 2025. KDE will continue to assist by prepopulating data that is available in state systems. Districts must enter the data not preloaded by KDE and must validate all data prior to submission. The timeline and helpful resources can be found on the [KY CRDC webpage](#) and the [CRDC Resource Center webpage](#).

The Office of Civil Rights (OCR) sent out an email on October 17, 2024, to each superintendent and the two alternate contacts they had listed from the previous Civil Rights Collection. OCR is asking LEAs to reply to the email, to verify contact information, by October 31<sup>st</sup> to ensure they have accurate information prior to the launch. Because there is a short window of time, OCR will not be doing a registration as they have conducted in prior years.

Please note, it is important for districts to update Civil Rights Data Collection (CRDC) contacts each year. These individuals will receive communications from KDE regarding updates, reporting timelines and questions. To add or update the CRDC school or district contacts, please contact your district Web Apps Admin Point of Contact (WAAPOC). WAAPOCs are listed in the [District and School Directory](#). WAAPOCs can update CRDC contacts in the Person Role Manager system.

### Civil Rights Data Collection - Comment Period

*Submitted by Candy Johnson*

The U.S. Department of Education’s Office for Civil Rights (OCR) is currently seeking feedback on data items to include in the Civil Rights Data Collection (CRDC) for the 2025–26 and 2027–28 school years. OCR sent a [letter](#) to all superintendents requesting input on [directed questions](#) from data submitters and stakeholders by Dec. 16.

### FRYSC Access Rights Recommendations

*Submitted by Melissa Newton*

To ensure Family Resource Youth Services Centers (FRYSC) information is correctly entered into Infinite Campus, FRYSC coordinators must have the appropriate tool rights for access. Please refer to the [FRYSC Administrator Guidebook](#) for the recommended access rights for all FRYSC coordinators starting on Page 66. For more information, contact [Melissa Newton by email](#).

### Infinite Campus Interchange 2024 – Dec. 5-6

*Submitted by Crystal Darnell*

[Registration](#) is open for the 2024 Infinite Campus Kentucky Interchange that will take place Dec. 5-6 at the Omni Louisville Hotel. Interchange offers a day and a half of informative training, collaboration, and networking. See the [KSIS Training webpage](#) for details.

### KSIS ad hoc reports and documentation updates

Type	Name	Description	Date
Ad Hoc Filter	Health-HOV Missing Discharges	Updated to generate a list of students with health office visits during 24-25 that are missing discharge information.	9/30/2024
Data Standard	System Administration	Updated Section E – Calendar Information to include information on Student Minutes	10/07/2024

The KDE Data Governance Committee provides KSIS data standards to document requirements for data entry in Infinite Campus, Kentucky’s student information system. Visit the [KSIS Data Standards webpage](#) for the complete list of standards along with other procedural documentation and contact information for specific data elements and data collections. The KSIS team also works with program areas to create and publish ad hoc reports along with other documentation to help with data quality. A listing of all published ad hoc reports and other documents can be found on the [KSIS Other Information](#) web page.

### Training updates

For more information and registration links for the following training events, go to the [KSIS Training webpage](#).

Date	Event	Location
10/29	KSIS Insights with Chronic Absenteeism Focus	Online
12/5 – 12/6	2024 Infinite Campus Winterchange	Omni Louisville

## Data Calendar

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

Due to KDE	Report	KDE Contact
11/01	Local Educator Assignment Data (LEAD)	<a href="#">Tessa Harris</a>
11/01	Retention	<a href="#">Windy Spalding</a>
11/01	Growth Factor	<a href="#">Laura Loman</a>
11/01	Dropout	<a href="#">David Curd</a>
11/15	Audited - Annual Financial Report and balance sheet	<a href="#">Marshall Smith</a>
11/15	Technical Education Database System (TEDS) (First Semester)	<a href="#">Claude Christian</a>
12/9	Preschool Enrollment Count (Fall)	<a href="#">Taysha Oglesby</a>
12/9	Exceptional Child Count by Disability	<a href="#">Amy Patterson</a>
12/15	KECSAC Membership Report	<a href="#">Windy Spalding</a>

## School Data Services Team

David Couch, associate commissioner; DeDe Conner, director; Linda Burton, assistant director

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### Office of Education Technology Division of School Data Services

Send any questions or comments to [KDE Data Services](#).

