

From: Conner, Dede - KDE Division Director
Sent: Friday, March 25, 2022 3:39 PM
To: All State KSIS Contacts
Subject: KSIS Notification; EPSBID Being Copied on March 31

KSIS Contacts:

On March 31, Infinite Campus will copy Educator Licensure Identification Numbers previously entered into the Credential record to the District Employment license number field. If there is a value in the District Employment Licensure number field, it will not be overwritten. Districts have been contacted that had values in those fields to have time to update before the data script is run.

After Infinite Campus runs the script, districts may use the [Munis EPSB Upload Validation Report](#) to review the license number of active certified staff. This report will display the updated District Employment license value beginning in April.

The Educator Licensure Identification Number is essential for accurate reporting and will be used by Local Educator Assignment Data (LEAD) beginning this fall. Please continue to ensure licensure numbers are entered into Infinite Campus. Going forward, the data should be entered into the District Employment Licensure Number field and NOT the Credential record. The reason for this change was to make it easier for districts to enter this data into Infinite Campus. The [Data Standard Census \(Staff Information\)](#) has been updated to reflect this change. Please update teachers without licensure number by the end of the current school year.

If you have any questions, please contact [Scott Tremoulis](#) in KDE's Office of Educator Licensure and Effectiveness.

Thank you,
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