Infinite Campus Insights

1. What permissions will be needed to access this dashboard? Teachers? Principals? District? etc.?
   Users must have a least R(read) tool rights to access the different Insight dashboards.

2. Is there a way to limit groupings of students with adhocs? We have counselors that serve last names A-D for example. Could they limit their view to those students?
   In the initial view no, but intent is for the dashboard view to allow targeting specific groups of students. Eventually will be an option.

3. Can we print list of students from these reports based off of our filters?
   Yes, the Export option can be used to print a list of students.

4. Does the data for this program only come from the Assessment module in Infinite Campus?
   Yes, only assessments loaded into Infinite Campus will be displayed in the assessment portion of Insights.

5. If someone has "Read" rights only, can they still change the filter options and will it change the filter for everyone, or only on their view?
   Yes, they can change filter options and only their view changes.

6. Is this different than the tableau visualization?
   Yes, this is a new tool! Insights is a part of Campus Analytics Suite | Early Warning.

7. Are we still giving rights in the old view, only?
   Tool rights carry over from one look to the other. It does not matter which view the rights are given, both the traditional and new look tool rights will be mirrored. Just a reminder, KDE Reports must be added in the new look using the Custom Tool Placement wizard.

8. Is there a place to give rights in the new view?
   Tool rights carry over from the traditional look to the new look. No additional rights are needed for the new look.

9. Where can we find Percent Tier Report? Insights or KDE Reports?
   Insights has the Percent Tier Report. If you have tool rights, it will be available on Thursday February 9th.

10. Can we modify the percentage in the tiers?
    Currently those are hard coded and can't be changed. Provide feedback if that doesn't work.
    - We use a 0-4 SBG system. Therefore, the percentage in tiers report would not work at all for us.
    - Does not work. Most of our elementary schools use SBG and not percentages they use 1-4.

11. To see In Progress grade data in Insights, do the grading tasks in the course Grade Calc Options have to be set as 'In-Progress'?
    Yes.

Infinite Campus Scheduling Center and update to Staff Planner

12. I am the SIS and I don't have schedule planner under the scheduling & courses. Under scheduling center all I have is scheduling center. I don't see scheduling planner.
    Staff planner will not be available until the Campus.2303 release.

13. Will the courses checked for the teacher automatically put them in the staff tab when we make a schedule?
    Please see Staff Planner for more information.

14. How many departments can a teacher be in? We have some with dual certifications, meaning they may be in Social Studies AND English. Does that work?
    From Staff Planner Logic , For staff who are assigned to multiple departments in the same school, the departments are listed by the start date of the District Assignment, with the earliest start date first. In the following image, the teacher Aaron Staff has two District Assignments for the same high school - one for Science with a start date of November 2017 and one for English with a start date of October 2022. The Science department is listed first because he has a teaching assignment for Science that is five years before his English teaching assignment.

15. If we are planning for the 23-24 SY, should we be looking at the Schedule Planner in the 22-23 or 23-24 calendar?
    Work will need to be done in the 23-24 calendar as you plan for the upcoming school year.

16. How do you get to Staff Planner? I do not see that as an option.
    Staff planner will be available after Campus.2303 release Wednesday night February 8th.

17. What about vacancies for next year? How to select those to help create the schedule now?
    See Staff Planner Logic for details on the logic used by staff planner. The staff names shown are based on the District Assignments. If a Vacancy Placeholder is assigned to the school, it should be shown in the Staff Planner view. Staff with Teacher checked with active assignments to the school will display in Staff Planner.

18. Does this need to be done in 23-24 or current year?
    This will be done in the 23-24 school year.

Assessment data visualizations
    No questions

Data and Money: An Overview of Data Points that Generate Funding

19. Please touch on that first start date we use for HH in attendance and attendance group, date the HH teacher first sees or the doctor's signature and date?
    Home/Hospital instruction can start on the date the doctor designates on the application or the date the ARC committee makes the change to the IEP. The attendance is then determined by the HH teacher visits. HH attendance cannot be granted before the start of home/hospital instruction (designated by the doctor or ARC).

20. So you're saying that we can "delete" an Attendance Code??
    Yes, you can delete an attendance code in a future calendar.

21. Partial Day students - Do we have to check them in every day. For instance, if the Start Time is 10:00, do we generate a check-in for every day?

     As long as Attendance Group is set up for start time 10:00, no you do not need to check in the student. Keep in mind if student does not show up till 10:15 you will need to mark them unexcused tardy from 10:00 to 10:15.

22. For Virtual students - are there a certain number of courses they must be enrolled in and have passing grades? For example- with a student at our A-5 school- they only need two courses to complete enough credits to graduate. If they pass both courses but had 3 scheduled will we not receive full funding?

     If they only pass the two courses - district would only receive funding for the two courses they passed.

23. ARC places a student on Home/Hospital. Does the district get the add on for a special education student?

     Yes - the district would receive Home Hospital funding as long as the IEP shows change of placement, and the student would still be included in the December 1 count.

24. Should attendance codes be loaded under "All Schools" or be loaded by individual schools?

     Attendance codes should be loaded by individual school.

25. Josh, what if we have allowed a student a partial day due to anxiety issues, but do not have an IEP?

     This student would not generate full funding. Only students with partial day requirements outlined in an Active IEP are eligible for Partial Day funding. Districts would need to consult with board attorney on this situation to make sure the student is being provided instruction in alignment with compulsory attendance laws.

26. I have a question about Partial Week attendance. What are examples of when to use this?

     Please reach out to Josh Whitlow or 502-564-5279.

27. If you have a student that has a partial day that comes in 11 am on Monday 10 am on Tuesday and is there a full day Friday, how do you enter that?

     Please reach out to Josh Whitlow or 502-564-5279.

28. How will funding be determined for NTI days since we didn't submit Growth factor or SAAR last year and used 18-19 funding? Will it still be based on 18-19 funding?

     Yes, we look back to last year of funding which was 2018-19.

29. Who at KDE do we discuss FRAM with?

     Samantha Engstrom is the Data Steward.

30. Do you know at one point in the month that the state releases the DC file for our food service to import?

     The Direct Certification file is generally available to download around the 5th of each month.

31. Can you explain more about how low attendance weather days' work and how they affect funding?

     Amended Calendar Guidance goes into detail as well as SAAR Guidance Amended Calendar - https://education.ky.gov/districts/enrol/Documents/2022_23%20Amending%20the%20Calendar.pdf. SAAR Guidance - https://education.ky.gov/districts/enrol/Documents/SAAR%20Training%20Document%20%20(Updated%2010.7.22).pdf

32. Students that move out of our district but then come back, do you ask them to fill out a new HIF form?

     The HIF form is good for the whole year. If something has changed in a student's life a new form can be filled out. That goes for all students.

33. Does T5 need to be on Related Service Page of IEP?

    Yes, transportation must be listed as a related service on the student's current (active) IEP.

34. On full-time virtual, you mentioned performance-based classes. I had been told that we would have to put virtual students in attendance-based classes with blended learning groups. Can you clarify?

    Yes, if the district has the Full-Time Virtual Waiver (that is K-12) the district would enter those students into a Blended Learning Group and schedule students like normal in attendance (in seat) courses. Districts can enter grades 5-12 (in alignment with local board policies) into traditional virtual courses (no attendance is taken) and the district would receive funding at the end of the school year.

35. Can ARC put student on HH for the full year or is it also 6 months max and then renew?

    The ARC can set the placement for a full year.

36. Is there a tool somewhere that will help us get a projected adjusted ADA? I can find the ADA but get confused on how to get the accurate adjusted number.

    There are so many factors that go into the adjusted ADA calculation, unfortunately, there is no tool to estimate this number. The adjusted ADA can be affected by a change in the number of instructional days, NTI days, number of virtual/performance based courses, or days identified as low attendance/weather days. Additionally, many of these adjustments cannot be determined until the entire year is completed, which makes a mid-year tool difficult.

37. I saw in the IC release notes that a new school code A8 has been added. Do all waiver virtual and performance based virtual students HAVE to be in a school with this classification?

    The full-time virtual waiver will not be available starting next year. Performance based virtual instruction will still be available to students in grades 5-12. Additional guidance will be released by KDE to guide districts as they decide if they should create an A8 Full-time Virtual school.

38. If a student goes virtual the 2nd semester, do schools receive funding for the 1st semester?

    Yes, a district would receive "seat time" attendance during the 1st semester

39. Can our data standards for PAR day AND PAR week both show how to enter both in attendance?

    Data Standard shows how to enter both on the same document. We will work on examples and add those to the data standard. https://education.ky.gov/districts/tech/sis/Documents/Partial-Week_Full-Funding_Attendance-Tracking.pdf

40. Is it possible for an IEP to say "flexible time" for a partial day student? If so, what time should we put in the attendance group?

    They would not be a partial day - IEP would need to state when the student would be in school and not in school. This would be a Partial Week (attendance code).

41. Where do we get copy of new SAAR manual?

    Path from KDE Website. www.education.ky.gov | District/School Support | Student Enrollment | Superintendent's Annual Attendance Report (SAAR). SAAR Application User Guide 2022-2023

42. Can you explain Chronic Absence?

    Kentucky Department of Education (KDE) defines chronically absent as a student who is present 90% or less of full-time equivalency. School/district chronic absenteeism data is based on full-time equivalency (FTE) attendance. KDE calculates chronic absenteeism by dividing student's FTE present minutes by FTE instructional minutes and rounding to the nearest whole percent.

KDE updates
No questions

Other Questions or comments

43. During our session today could you mention if there is a report to show who does not have a Title on the District Assignment page? Please and thank you.

    The Munis EPSB Upload - Validation Report contains the title information from the District Assignment tab. (KY State Reporting | KDE Reports | Munis EPSB Upload - Validation) Column K of the report will give you the titles of your staff. Using the filter tool in excel you can quickly find those who do not have a title.

44. Can you please email the power point?

    IF you didn't get the PowerPoint, email KDE Data Request mailbox.

45. Suggestion on encouraging parents to complete OLR.

    Tie it to receiving Chromebook, schedule, etc...

46. There was not a session about Spring LEAD, was just wondering if we are a 100%?

    The LEAD data refreshes weekly so if you have changes in teachers, it's a good idea to verify that your data is still clear. For those with outstanding issues, you can continue to correct those.