# Putting all the pieces together: KCCMS/EDCS (LPR)/KIDS—STCO/Pathways

January 30, 2014

Kansas state department of Education

leadership and support for student learning

# Agenda

- Introductions
- Overview
- 2013-2014 Data Reporting
  - Course—Kansas Course Code Management System (KCCMS)
  - Teacher—Educator Data Collection System (EDCS)/Licensed Personnel Report (LPR)
  - Student—Kansas Individual Data on Students (KIDS)—Student Course (STCO)
  - Pathways
- Data Flow
- Reporting Situations
- 2013-2014 Questions and Answers
- Help Resources

# Introductions

- Jeannette Nobo and Jonathan Loppnow – Kansas Course Code Management System (KCCMS)
- Lori Adams and Shane Carter – Educator Data Collection System (EDCS)
- Kimberly Wright and Julie Cook – KIDS Student Course (STCO)
- Angie Feyh – Pathways

# Overview

- This is a joint informational presentation incorporating KSDE representatives from:
  - Kansas Course Codes (KCCMS)
  - Teacher Education and Licensure (EDCS)
  - Kansas Individual Data on Students (KIDS)
  - Pathways
- This presentation will provide a brief overview of each system, but it is not designed to serve as training for any individual application.
- The presentation is intended to bring the shared reporting components of each application together and provide a greater understanding of how they are all interconnected for the 2013-2014 school year.

# 2013-2014 Data Reporting

# 2013-2014 – KCCMS

- What is the KCCMS?
  - The metadata system for all the courses that your district offers Pre-K – 12
- What is the purpose of the KCCMS?
  - Develop a standard state course code information system that can be used by schools on student transcripts
  - Maintain longitudinal student records electronically

# 2013-2014 – KCCMS

- Purposes (continued):
  - Transmit course taking information from one student information system to another (electronic transcripts)
  - Meet federal reporting requirements
- What courses should be on the KCCMS?
  - Any and all courses that students have taken and may need to be part of their student's transcript

# 2013-2014 – KCCMS

**KCC SCHEMA**

- Title
- Course Description
- Course Level
- High School Credit
- Sequence

**KCC SCHEMA**

- Grade Level
- Targeted Program
- Delivery Type
- College/Career
- Qualified Admissions

# 2013-2014 – KCCMS

- Importance of Mapping
  - State Transcripts
  - Historical Information
  - Auditing
  - Reporting
    - EDCS
    - STCO
    - Pathways

# 2013-2014 – KCCMS

## KCC Identifier

The unique identifier given to each course the district has mapped in the Kansas Course Code Management System (KCCMS). This identifier includes all the course attributes indicated for the individual course during the mapping process in KCCMS.

**KCC Identifier example for a first semester general Algebra I course: 02052G0.501214GGN**

Example

| 02 | 052 | G | 0.50 | 1 | 2 | 14 | G | G | N |
|---|---|---|---|---|---|---|---|---|---|
| Subject Area Code | Course Identifier | Course Level | Credits | Sequence | Sequence Total | Grade Level (course) | Targeted Program | Delivery Type | College/ Career |

KCCMS Field Names

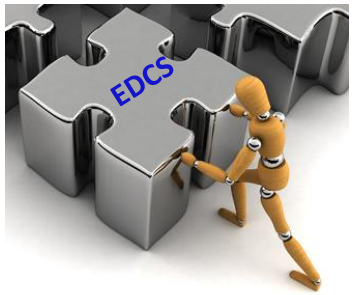
# KCCMS
# Unique Identifier/Duplication Fields

- C2 Local Subject Area
- C4 Local Course Identifier
- The entire KCC ID comprised of following Import fields
    - C16 State Subject Area Code;
    - C17 State Course Identifier;
    - C7 Course Level;
    - C8 Credits;
    - C9 Sequence;
    - C10 Sequence Total
    - C11 Grade Level
    - C12 Targeted Program
    - C13 Delivery Type and
    - C14 College Career
- AND
- C18 Effective Date

# KCCMS
# Unique Identifier/Duplication Fields

- The Unique Identifier fields keep a course unique in KCCMS
- The same fields play a role as “Duplication Rule Fields” as during an upload from a school the system looks at these fields to determine if the course is an update of an existing course or an entirely new course.

# 2013-2014 – EDCS




- Purpose:
  - Collect information about the professional and demographic characteristics of district staff across the state of Kansas.
  - Data is collected at the individual level and compiled in aggregate form for use by educational researchers, school districts, the KS Board of Education, and the United States Department of Education.
- The FTE Assignments will not allow a particular course code until the district has mapped their local courses in the Kansas Course Code Management System (KCCMS).

# EDCS

Kansas state department of Education

**User:** adamsdistrict **District:** D0202 **Building:** 0000 **Access Level:** District **School Year:** 2013

Return to App List

Logout

**Welcome**

**Staff Data**

- Import Text Files
- Roll Over Data
- **Find/Update Staff**
- Add New Staff
- Exited Staff
- Delete Data
- Evaluation Roles
- Assign Evaluator
- Assign Observer

**License Personnel Report**

- Submit
- LPR Guide

**Reports**

- Info for STCO
- Summary Reports
- EDCS Data Reports
- SAR Report
- LPR Data Reports

**User Manual**

## Staff Data > Find/Update Staff

Bottom of Page

District: D0202 - Turner-Kansas City  Building: None Selected  SSN (000000000):

Educator ID:  DOB (MM/DD/YYYY):  Email:

First Name:  Middle Name:  Last Name:

Search  Clear Form

### Search Results

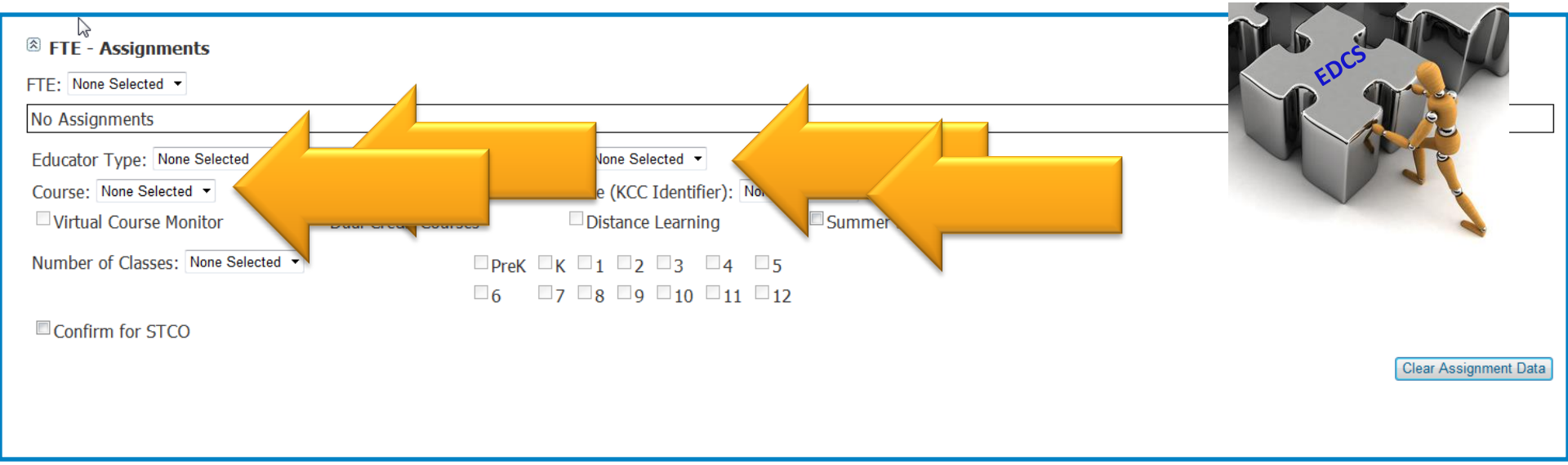
| | Building | | SSN - Last 4 | Last Name | First Name | Middle Name | DOB | Educator ID | |
|---|---|---|---|---|---|---|---|---|---|
| View | 0168 | Add Building | 8746 | Adams | Jane | C | 1/23/1947 | 1226398669 | Delete |
| View | 0164 | Add Building | 7748 | adams | lori | | 8/15/1983 | 8797311545 | Delete |
| View | 0154 | Add Building | 3333 | Doe | Jane | S | 7/11/1983 | | Delete |
| View | 0168 | Add Building | 7824 | Hughes | Rhonda | Kay | 7/4/1963 | 4564978241 | Delete |
| View | 0154 | Add Building | 6789 | Smith | Jane | Ann | 1/1/1961 | 123456789a | Delete |

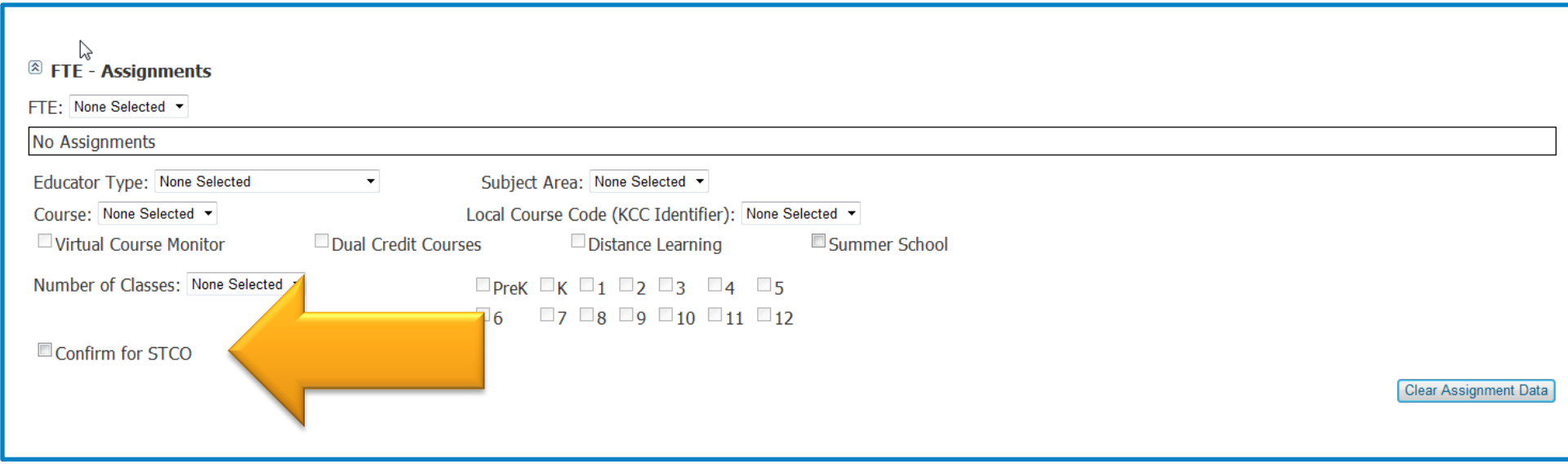
### Profile Details

*Training Data*

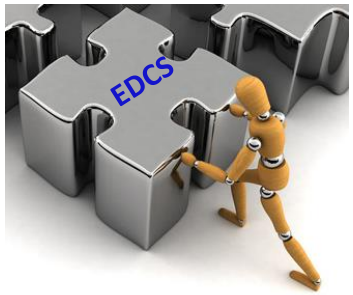
### FTE - Assignments

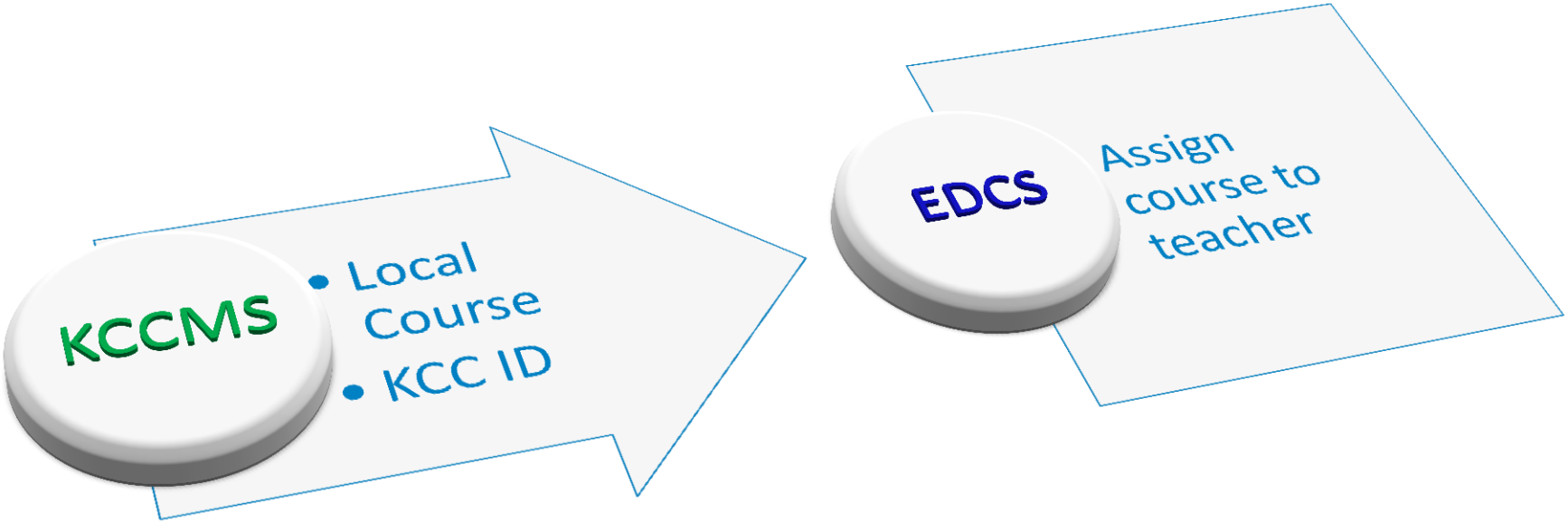
Top of Page


FTE - Assignments
FTE: None Selected
No Assignments
Educator Type: None Selected
None Selected
Course: None Selected
e (KCC Identifier): No
Virtual Course Monitor
Distance Learning
Summer
Number of Classes: None Selected
PreK K 1 2 3 4 5
6 7 8 9 10 11 12
Confirm for STCO
Clear Assignment Data
EDCS


FTE - Assignments
FTE: None Selected
No Assignments
Educator Type: None Selected
Subject Area: None Selected
Course: None Selected
Local Course Code (KCC Identifier): None Selected
Virtual Course Monitor
Dual Credit Courses
Distance Learning
Summer School
Number of Classes: None Selected
PreK K 1 2 3 4 5
6 7 8 9 10 11 12
Confirm for STCO
Clear Assignment Data

# 2013-2014 – EDCS



# 2013-2014 – KIDS: STCO

- Kansas Individual Data on Students (KIDS)
  - Student-level data collection system
  - School and/or district-level staff submit data to KIDS several times a year
  - Batch upload process based on data in local SIS—no direct data entry
  - Student Course (STCO)
    - Gathers data on the courses students are enrolled in
    - Provides a course outcome for each course

# 2013-2014 – KIDS: STCO

- STCO records are used to populate multiple applications to provide a link between teachers, courses, and students
- STCO Records are used to report the students' outcomes (pass, fail, etc.) in courses taught by staff reported in EDCS
- Current STCO Records, Current Year Credit by Student, Info for STCO, and the Student Course Discrepancy Report are available to verify data submitted on STCO records

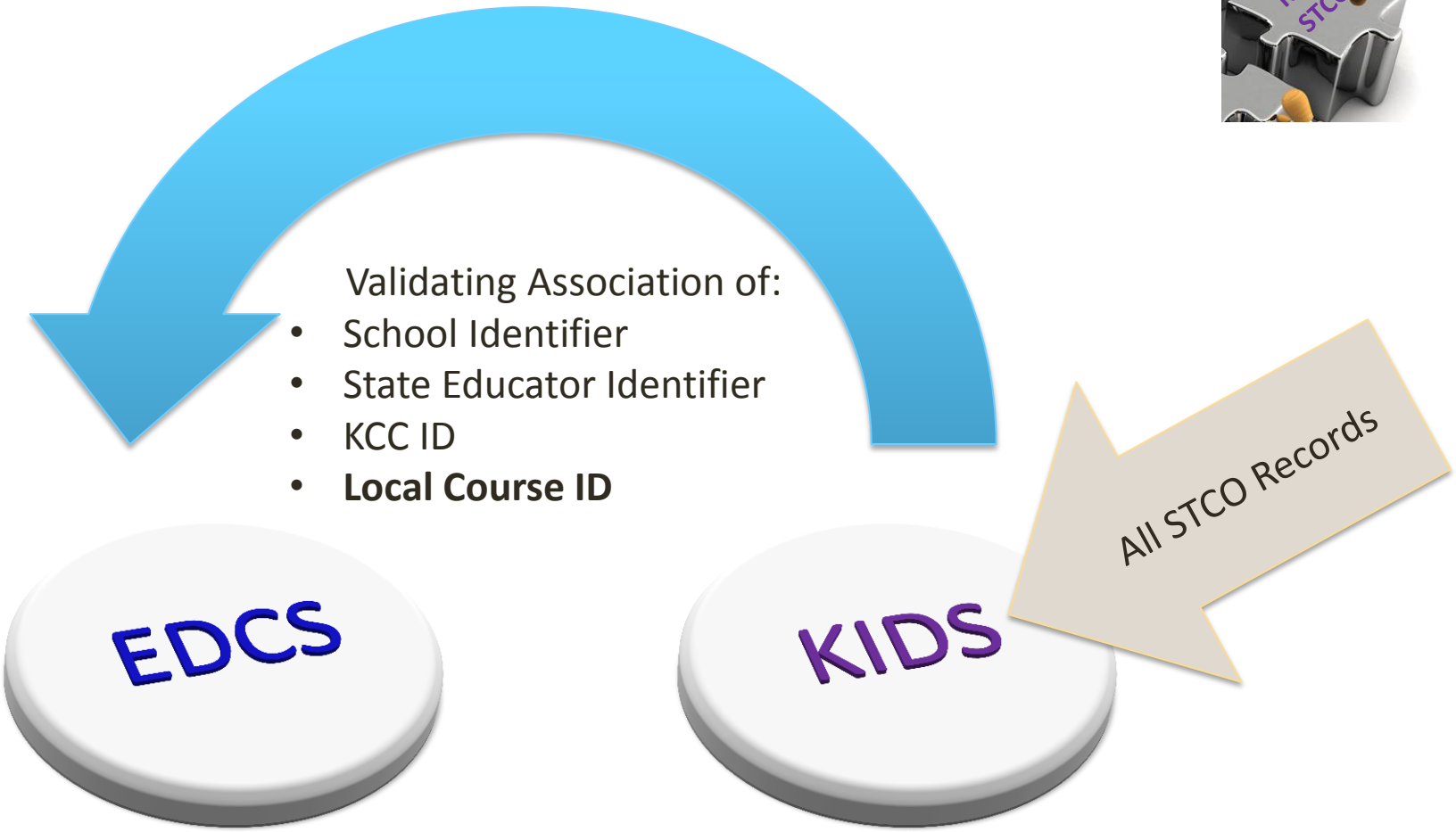
# 2013-2014 – KIDS: STCO

- The STCO Submission Window will close on August 15, 2014.
- However, important items to consider:
  - STCO records for students completing Pathways courses should be submitted by 6/15/2014 to be populated into the Pathways application in time for career and tech ed. staff to finish CTE reporting.
  - Any teacher/course modifications that need to be made in EDCS after the LPR snapshot is taken must be made before EDCS and KCCMS close for updates.

# 2013-2014 – KIDS—STCO

Validating Association of:

- School Identifier
- State Educator Identifier
- KCC ID
- **Local Course ID**



# Pathways Authenticated Application

- Fully automated system for the Career and Technical Education (CTE) for Career Pathway Program of Study Applications (CPPSA)
  - Create new CPPSAs and maintenance for existing CPPSAs
  - Pathways are approved for Perkins and state CTE funding
- CTE Student Data Management function is dependent on EDCS and STCO for data.
  - Assign and update students in pathways as concentrators who exit, concentrators, or participants
  - Complete student follow-up for past concentrators who exited
- PathwaysHelpDesk@ksde.org
- Pathways Help Desk #'s
  - Martin Kollman-785.296.2307
  - Sherry Webb-785.296.3784
  - Angie Feyh-785.296.4908

# Pathways View/Print of Courses

Log into Pathways and click on MY CPPSAs in the left side menu. Select the Approved by KSDE status and the appropriate school year. Click on View/Filter CPPSAs, and all the approved pathways for your district or building (depending on your Access Level) will be listed. In the Action column, select View/Print next to the pathway you want to see. At this point, you have the ability to print the Pathway on paper or to a PDF file.

## Section III: CTE Course Information & CTSOs

Pathway Design

**1: [38001] Introduction to Industrial Technology (REQUIRED)** **Introductory Level**
***NOTES:*** *Introduction to Industrial Technology-This is a 0.5 credit course.*

| Local Course Title | Credits | Kansas Course Code |
|---|---|---|
| Intro to Industrial Tech (1 of 1)<br><br>Course Origination Year: N/A | 0.50 | 38001G0.501115GGX |

**2: [17015] Commercial Construction Careers** **Technical Level**
***NOTES:*** *May be offered for 1 credit, or as two 0.5 credit courses that equal 1 credit.* **FUNDED**

This course has not been mapped in KCCMS

**2: [17007] Cabinetmaking** **Technical Level**
***NOTES:*** *Cabinetmaking & Furniture Design I. May be offered for 1 credit, or as two 0.5 credit courses that equal 1 credit.* **FUNDED**

| Local Course Title | Credits | Kansas Course Code |
|---|---|---|
| Cabinetmaking & Furniture Design I (1 of 2)<br><br>Course Origination Year: N/A | 0.50 | 17007G0.501216GGF |
| Cabinetmaking & Furniture Design I (2 of 2)<br><br>Course Origination Year: N/A | 0.50 | 17007G0.502216GGF |

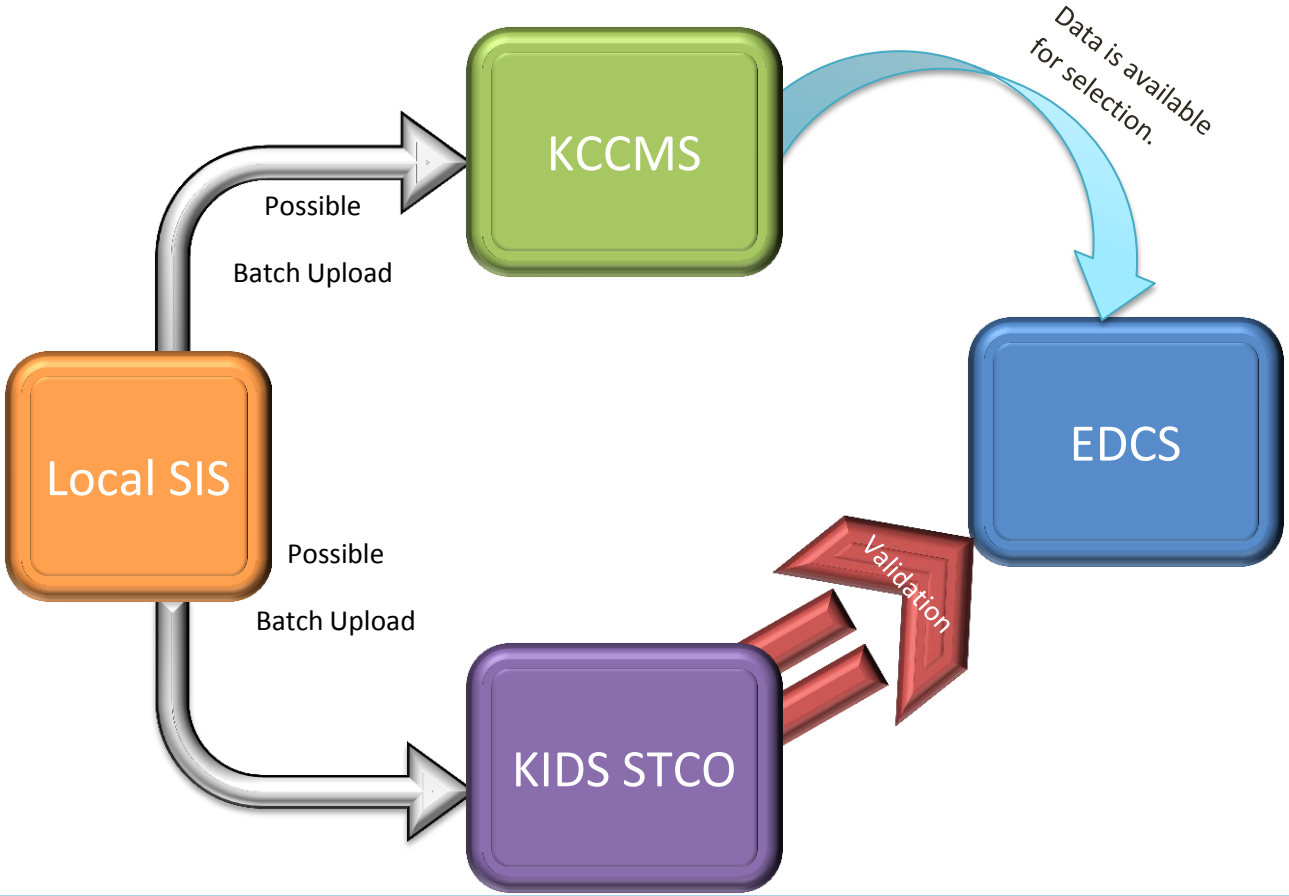
**3: [38007] Cabinet & Furniture Design II** **Application Level**
***NOTES:*** *Cabinetmaking & Furniture Design II. Must offer Cabinetmaking & Furniture Design I (or Ia & Ib) before this course. May be offered for 1 credit, or as two 0.5 credit courses that equal 1 credit.* **FUNDED**

| Local Course Title | Credits | Kansas Course Code |
|---|---|---|
| Cabinetmaking & Furniture Design II (1 of 2)<br><br>Course Origination Year: N/A | 0.50 | 38007G0.501217GGF |
| Cabinetmaking & Furniture Design II (2 of 2)<br><br>Course Origination Year: N/A | 0.50 | 38007G0.502217GGF |

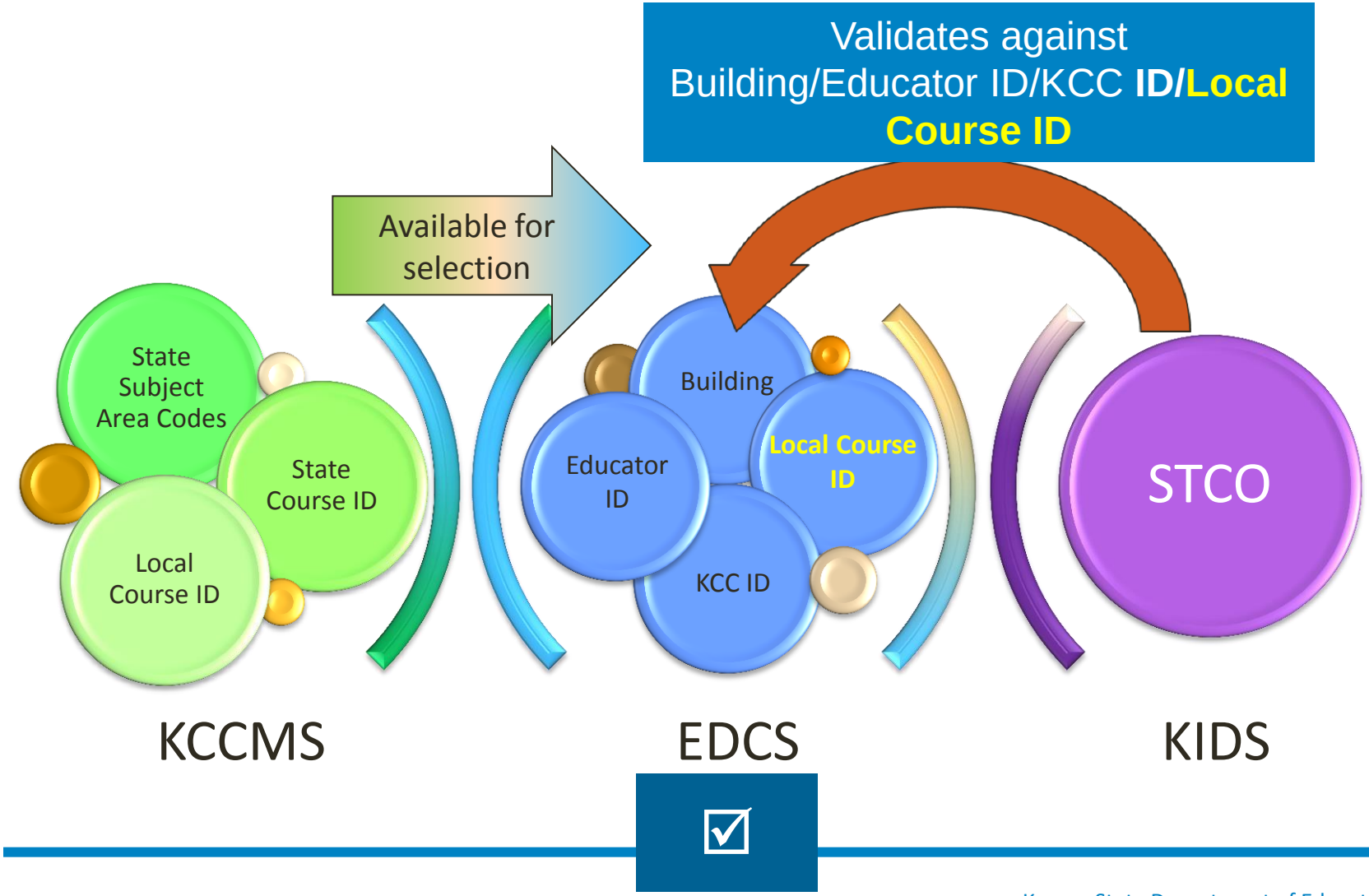
# 2013-2014 Data Flow

# 2013-2014 Data Flow

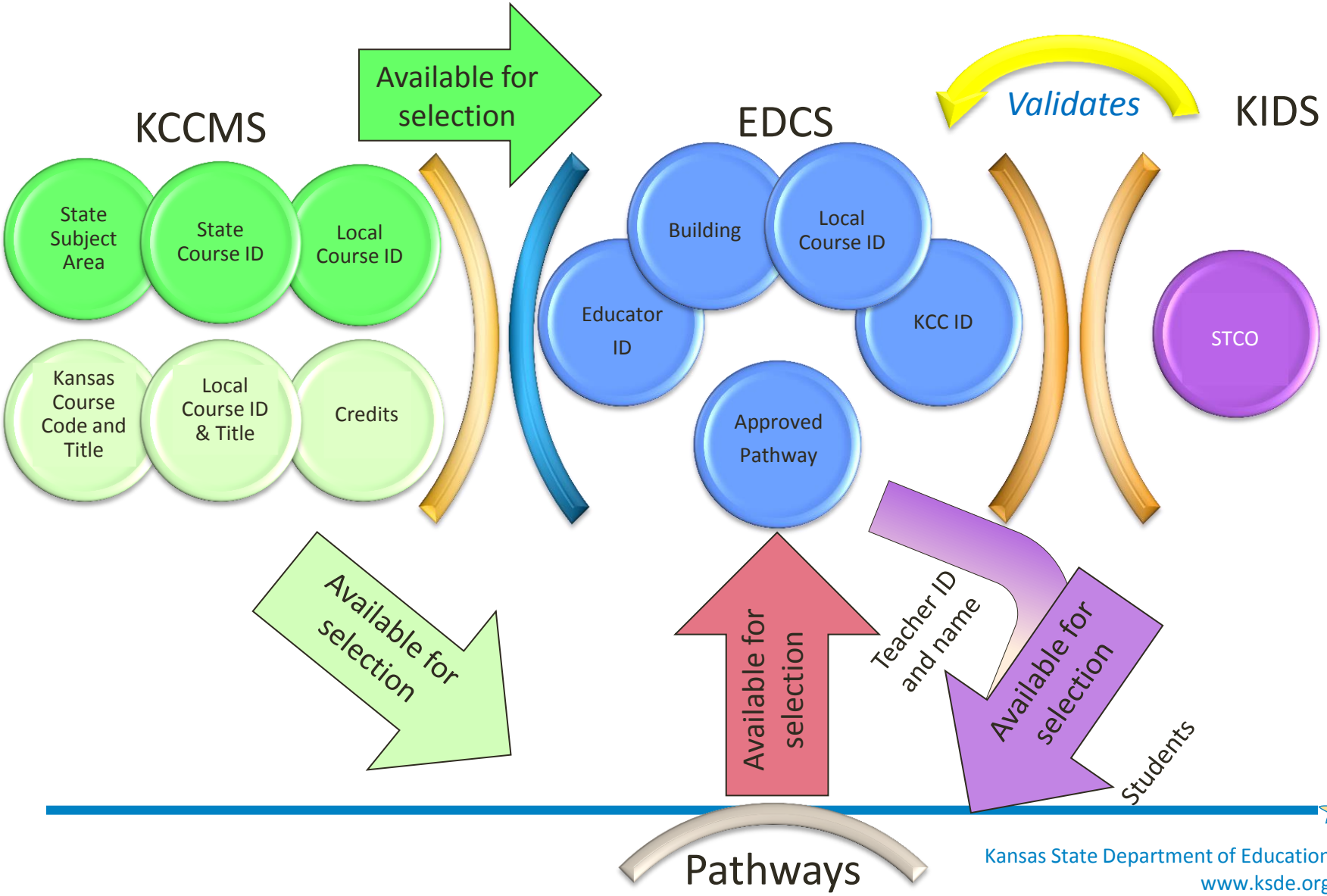
Your local Student Information System (SIS) is the master source for all of your data that you report to KSDE.



# 2013-2014 Data Flow



# 2013-2014 Data Flow with Pathways



# Course—Teacher—Student Data Reporting Timeline 2013-2014

| System | | 2013-2014 School Year | | | | | | | | | | | | 2014-2015 School Year | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Aug-2013 | Sep-2013 | Oct-2013 | Nov-2013 | Dec-2013 | Jan-2014 | Feb-2014 | Mar-2014 | Apr-2014 | May-2014 | Jun-2014 | Jul-2014 | Aug-2014 | Sep-2014 |
| Source Systems | KCCMS* | 2013-14 Course Mapping | | | | | | | | | | | | 2014-15 Course Mapping | |
| | EDCS* | 2013-14 Educator Assignments (*LPR Snapshot taken March 31*) | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | 2014-15 Educator Assignments | |
| | KIDS* | *12-13 STCO* | | | | | | | | | | | | | |
| | | KIDS Version 9.0<br>2013-14 STCO submissions<br>***2013-14 STCO CTE Course Outcomes due: June 15th for Pathways Data Management* | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | KIDS Version 10.0<br>*2014-15 STCO* | |
| Dependent Systems | Pathways*** | | | | | | Pathways Submissions for 2014-15 | | | | | 2013-14 Assign & Update Students<br>*Once STCO records have been sent to KIDS with a passing course outcome, schools may assign and update students.* | | | |
| | | | | | | | KSDE Review of 2014-15 Career Pathways and Schools submit revisions for 2014-15 Pathways | | | | | | | | |
| | Success in Schools | | | | Fall KELI-4R | | | | | | | | | | |
| | | | | | Home Practices | | | | | | | | | | |
| | | | | | Classroom Practices | | | | | | | | | | |
| | | | | | | | | | | | Spring KELI-4R | | | | |
| | K-Fit | K-FIT Reporting | | | | | | | | | | | | | |
| | KWIET | | KWIET Available for Instructional Use | | | | | | | | | | | | |

School Year 2013-2014 Version 3.04

# 2013-2014 Reporting Situations

# 2013-2014 Reporting Situations

Reporting high school courses taken by 8th grade students **(Not CTE courses):**

- KCCMS:
  - If the student is receiving high school credit for the course, map the course to the secondary course code the student is receiving credit for.
  - If the student is receiving middle school credit for the course, map the course to the middle school course code the student is receiving credit for.
- EDCS:
  - If the course is mapped to a secondary course code and taught at the high school, report the teacher and the course at the high school using the educator type “secondary teacher”
  - If the course is mapped to a secondary course code and taught at the middle school, report the teacher and the course at the middle school using educator type “secondary teacher”
  - If the course is mapped to a middle school course code and taught at the middle school, report the teacher and the course at the middle school using educator type “middle school teacher”
- STCO:
  - If the course is taught at the high school, STCO records must come from the high school with the same Educator ID, Building ID, Local Course ID, and KCC ID as reported in the EDCS.
  - If the course is taught at the middle school, STCO records must come from the middle school with the same Educator ID, Building ID, Local Course ID, and KCC ID as reported in the EDCS.

# 2013-2014 Reporting Situations

Reporting Introductory CTE courses taken by 7th and 8th grade students (The College Career Field in KCCMS for Seventh and Eighth Grade CTE Introductory Courses)

- In order to ensure proper coding of any CTE course, whether in an approved CTE pathway or not, the following instructions on coding middle school introductory CTE courses are being provided.
- Please remember that the Kansas Course Codes Management System (KCCMS), the Educator Data Collection System (EDCS), the Career and Technical Education (CTE) Pathway application, and the KIDS system (STCO recods) all communicate with each other.
- When implementing the following changes, it is important that the EDCS report for your district/school has not been completed yet.

# 2013-2014 Reporting Situations

1. **Middle School Introductory CTE Course NOT Part of a Pathway**

- If your district has a middle school introductory Career and Technical Education (CTE) course that is NOT going to be part of a pathway, then that course should be coded with a “T” in the College/Career field in the Kansas Course codes Management System (KCCMS).
- This course should have a middle school course number. Coding of CTE courses with a “T” indicates that the course is a CTE course that is not part of an approved pathway.
- Please make any necessary changes to these courses in the KCCMS before your Educator Data Collection System (EDCS) report is completed for your school/district. Any course coded with a "T" should be found under secondary teacher in EDCS.
- It is okay to make changes directly to a course record in KCCMS that is not part of an approved pathway for this purpose.

# 2013-2014 Reporting Situations

1. **Middle School Introductory CTE Course NOT Part of a Pathway**

- If a course is not part of a pathway and is mapped under the secondary course code i.e. “12XXX” (for a business course), the district may add the assignment to a middle school teacher by selecting Educator Type “Secondary”.
- EDCS will not allow a district to select “8” for the grade level.
- EDCS will allow selections of grades “9-12” only.
- The district may select “9” for the grade level in this instance though the course is at the middle school.
- EDCS does not allow grades under “9” for selection if the Educator Type is “Secondary”.

# 2013-2014 Reporting Situations

2. **Middle School Introductory CTE Course Part of a Pathway, Not Funded**

- Any course in your middle school that will be used as an introductory course (not funded and in an approved pathway) needs to be coded to a high school course number.
- The Kansas course code still needs to indicate the 8th grade level (code 13).
  - EDCS Instructions:
    The district would need to add the teacher to the High School building , select the Educator Type "Career and Technical Education", select the appropriate pathway and course, and select "8" for grade level.
  - This is a work around since EDCS will not allow a user the option to select pathways in a middle school building.
- STCO Instructions:
  - The STCO record must be submitted with the Educator School Identifier as the high school building number.
  - The Student's Accountability School Identifier and the Student's Attendance School Identifier still be sent as the middle school building number.

# 2013-2014 Reporting Situations

**Current Middle School  Introductory CTE Course - Additional Guidance**

- Any middle school course currently approved in KCCMS and Pathways coded with "E" *has been changed automatically* by KSDE to an "X."
  - This action will allow you to select that course as part of a pathway application for the 2014-2015 school year, and should allow you to select this course in EDCS for this school year, *if it was part of your approved 2013-2014 Pathway application*.
  - If you changed the "E" to a "T," you will need to email the Pathways help desk pathwayshelpdesk@ksde.org.
- A course with a "T" will not populate in Pathways.

# 2013-2014 Questions and Answers

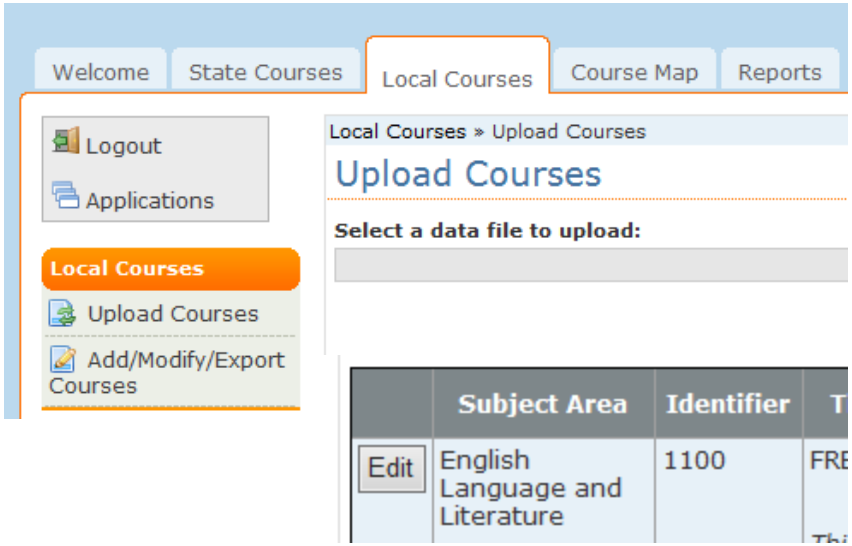
# Q & A – KCCMS

- What happens if I change an existing course in KCCMS and when shouldn't I change a course?
  - KCCMS is metadata, therefore it is the starting point. It is not so much about changing a course in KCCMS, whether that be updating or adding a course that has been duplicated, but more about the impact of that change in the other programs such as Pathways, EDCS and STCO. There is definitely a correct way to update, duplicate and add courses to avoid additional unwanted courses in the KCCMS.

# Q & A – KCCMS

- How can I change/Update or duplicate a course?

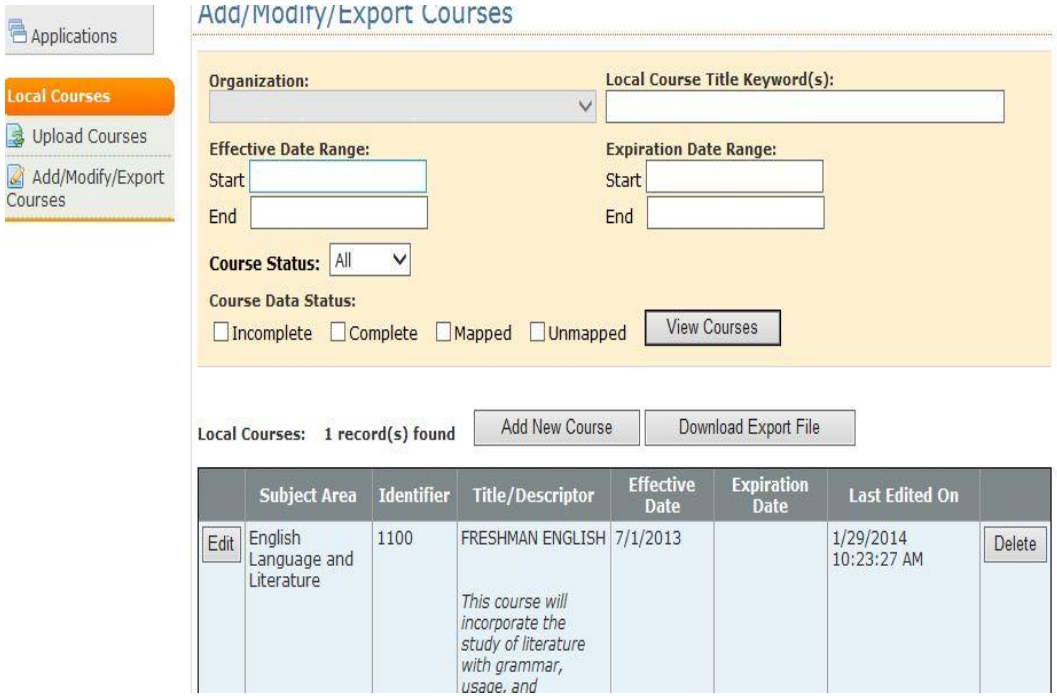
1. Manual Method
   - Sign into KCCMS,
   - go to "Local Courses" tab,
   - then Add/Modify/Export"



# Q & A – KCCMS

- Change/Update or Duplicate a course continued:

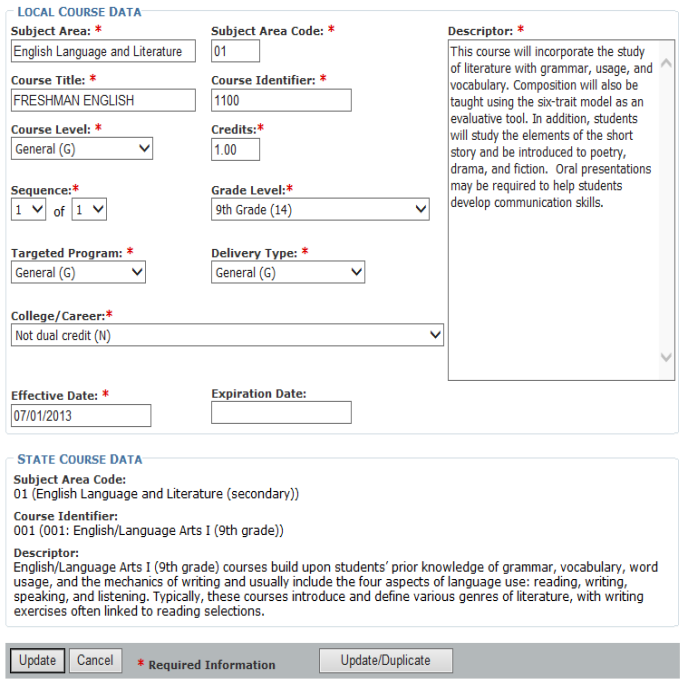
  - find the course; click "Edit" next to it



# Q & A – KCCMS

## Changes/Updates

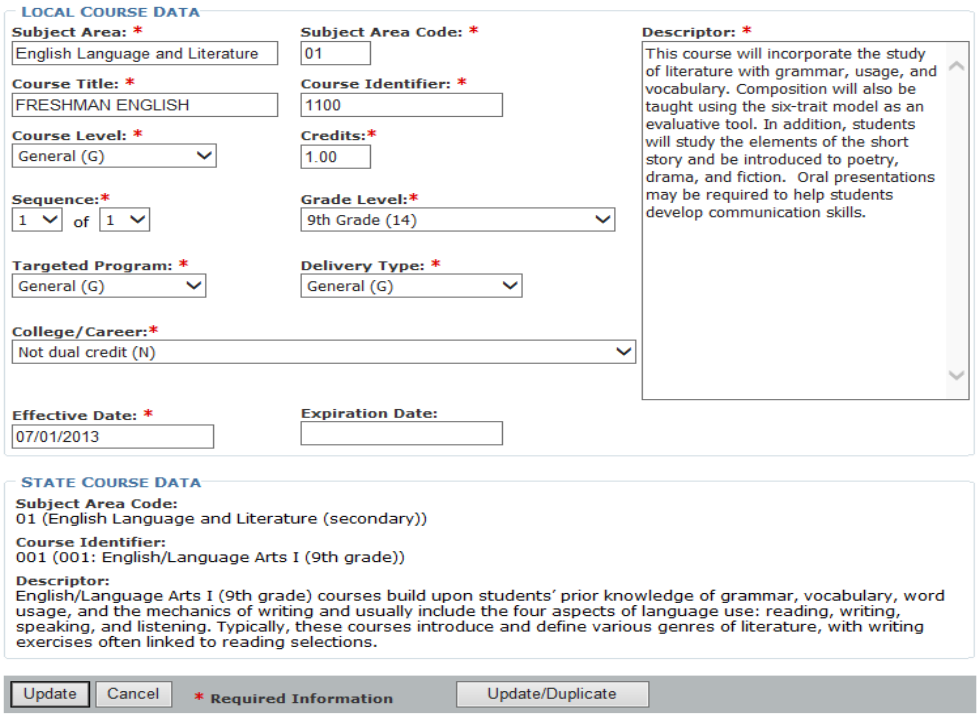
- make changes to original and click “Update” on left, changes are saved



# Q & A – KCCMS

- Duplicate a course

make changes to original and click “Update/duplicate” on right, changes are saved and a new template becomes available for adding to the KCCMS



LOCAL COURSE DATA

Subject Area: * English Language and Literature

Subject Area Code: * 01

Descriptor: * This course will incorporate the study of literature with grammar, usage, and vocabulary. Composition will also be taught using the six-trait model as an evaluative tool. In addition, students will study the elements of the short story and be introduced to poetry, drama, and fiction. Oral presentations may be required to help students develop communication skills.

Course Title: * FRESHMAN ENGLISH

Course Identifier: * 1100

Course Level: * General (G)

Credits:* 1.00

Sequence:* 1 of 1

Grade Level:* 9th Grade (14)

Targeted Program: * General (G)

Delivery Type: * General (G)

College/Career:* Not dual credit (N)

Effective Date: * 07/01/2013

Expiration Date:

STATE COURSE DATA

Subject Area Code:
01 (English Language and Literature (secondary))

Course Identifier:
001 (001: English/Language Arts I (9th grade))

Descriptor:
English/Language Arts I (9th grade) courses build upon students' prior knowledge of grammar, vocabulary, word usage, and the mechanics of writing and usually include the four aspects of language use: reading, writing, speaking, and listening. Typically, these courses introduce and define various genres of literature, with writing exercises often linked to reading selections.

Update | Cancel | * Required Information | Update/Duplicate

# Q & A – KCCMS

- For full details see

2013-2014 KCCMS Duplication Feature instructions on the KCCMS web page under Kansas Course Code Management System (KCCMS) Documents or find it on the Welcome tab when you sign into KCCMS.

# Q & A – KCCMS

## How can I change fields in a course that is already in KCCMS?

**2. Upload Method**

- See Updating instructions: "2013-2014 Updating KCCMS Courses via Upload or Manually" on the KCCMS web page at KCCMS Web page: http://tinyurl.com/kansascoursecodes or on the right side when you sign into the KCCMS application.

- Can only change these fields via upload:
  - C3 Local Subject Area Code
  - C5 Local Course Title
  - C6 Local Course Descriptor
  - C19 Expiration Date

# Q & A – KCCMS

- What should I do with my courses in the KCCMS if I no longer will have that pathway the following year?
  1. If the course is currently being taught as a pathway course edit that course with an expiration date of 6/30/2014.

# Q & A – KCCMS

- What should I do with my courses in the KCCMS if I will no longer have that pathway the following year, **but I still will be teaching the course**?

  The necessary fields to look at are:

  - Local Course ID (if it is going to change)
  - Credits
  - Sequence
  - College/Career needs to be changed in the new course with a "T"

  *Remember if a full year course you need to have two courses and sequenced appropriately.*

# Q & A – KCCMS

- Course no longer pathway but still teaching
  1. If the course is currently being taught as a pathway course edit that course with an expiration date of 6/30/2014.
  2. Make sure that you hit update/duplicate so that you can add a new course by just changing the necessary fields.

# Q & A – KCCMS

- When and how can I delete a course I don't use anymore?
  - **KSDE recommends that courses not be deleted but expired instead.**
  - What can be deleted
    - Courses added by mistake
    - unmapped courses which will never be mapped
    - any duplicate course that has never been used in any KSDE programs

# Q & A – KCCMS

- How can I delete a course I don't use anymore?
  - To delete a course go to your local courses tab, then select add/Modify/Export courses, search for the course you want to delete and then hit the delete button on the right hand side.

# Q & A – KCCMS

- Why should I retire a course instead of deleting it?
  - Historical
  - Auditing
  - Reporting
  - Program

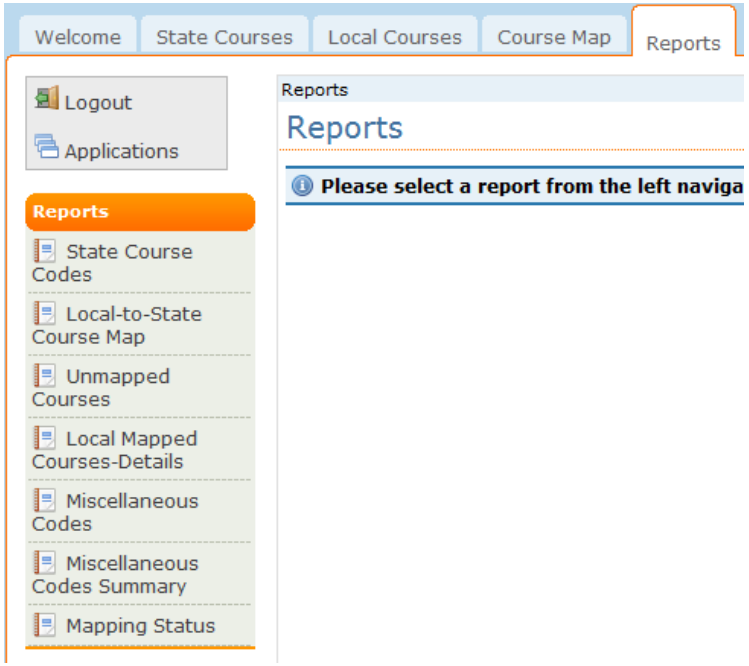
# Q & A – KCCMS

- Should I make multiple copies of a course if we offer the course by different teachers or different sections?
  - The only time to have multiple courses in your system is if the targeted program is different; **or**
  - You have a pathway course for which students are not to be counted for Senate Bill 155. At this time you should have another course in the system with college/career code of "T".

# Q & A – KCCMS

- What useful reports can I get from the KCCMS?

Utilizing the reports tab in the KCCMS




you will find the following downloadable reports:

# Q & A – KCCMS

- What useful reports can I get from the KCCMS?

  Utilizing the reports tab in the KCCMS you will find the following downloadable reports:

  - ***State Course Codes*** – This is the entire list of Kansas Course Codes in the KCCMS.
  - ***Local to State Course Map*** – A side to side comparison list with course descriptions of your local course code and the state course code to which it was mapped.
  - ***Unmapped Courses*** –A listing of the courses in KCCMS that have not been mapped to a state course code.
  - ***Local Courses Mapped Details*** –A detailed report showing you the entire local and state course information. This report can be filtered by areas if needed.
  - ***Miscellaneous Codes*** – A list of your courses with a state miscellaneous code.
  - ***Miscellaneous Codes Summary*** – A list of subject areas with the number of miscellaneous codes in each subject area
  - ***Mapping Status*** – A list by subject area indicating how many courses in each subject area are mapped.

# 2013-2014 Questions and Answers

**Question:** How can I tell if a course was actually included in an approved pathway since it was completed last school year?

# 2013-2014 Questions and Answers

**Answer:** Log into Pathways and click on MY CPPSAs in the left side menu. Select the Approved by KSDE status and the appropriate school year. Click on View/Filter CPPSAs, and all the approved pathways for your district or building (depending on your Access Level) will be listed. In the Action column, select View/Print next to the pathway you want to see. At this point, you have the ability to print the Pathway on paper or to a PDF file.

## SECTION III: CTE COURSE INFORMATION & CTSOs

Pathway Design

**1: [38001] Introduction to Industrial Technology (REQUIRED)** **Introductory Level**
***NOTES:*** *Introduction to Industrial Technology-This is a 0.5 credit course.*

| Local Course Title | Credits | Kansas Course Code |
|---|---|---|
| Intro to Industrial Tech (1 of 1)<br>Course Origination Year: N/A | 0.50 | 38001G0.501115GGX |

**2: [17015] Commercial Construction Careers** **Technical Level**
***NOTES:*** *May be offered for 1 credit, or as two 0.5 credit courses that equal 1 credit.* **FUNDED**

This course has not been mapped in KCCMS

**2: [17007] Cabinetmaking** **Technical Level**
***NOTES:*** *Cabinetmaking & Furniture Design I. May be offered for 1 credit, or as two 0.5 credit courses that equal 1 credit.* **FUNDED**

| Local Course Title | Credits | Kansas Course Code |
|---|---|---|
| Cabinetmaking & Furniture Design I (1 of 2)<br>Course Origination Year: N/A | 0.50 | 17007G0.501216GGF |
| Cabinetmaking & Furniture Design I (2 of 2)<br>Course Origination Year: N/A | 0.50 | 17007G0.502216GGF |

**3: [38007] Cabinet & Furniture Design II** **Application Level**
***NOTES:*** *Cabinetmaking & Furniture Design II. Must offer Cabinetmaking & Furniture Design I (or Ia & Ib) before this course. May be offered for 1 credit, or as two 0.5 credit courses that equal 1 credit.* **FUNDED**

| Local Course Title | Credits | Kansas Course Code |
|---|---|---|
| Cabinetmaking & Furniture Design II (1 of 2)<br>Course Origination Year: N/A | 0.50 | 38007G0.501217GGF |
| Cabinetmaking & Furniture Design II (2 of 2)<br>Course Origination Year: N/A | 0.50 | 38007G0.502217GGF |

# 2013-2014 Questions and Answers

**Question:** How should I mark a course in the college/career field in KCCMS if I want the course to be in an upcoming Pathways application?

# 2013-2014 Questions and Answers

## CTE Course Mapping Designations

| DESIGNATION | .5 FUNDED | APPROVED IN PATHWAY | EARNS COLLEGE CREDIT |
|---|---|---|---|
| F | Yes | Yes | No |
| L | No | Yes | Yes |
| X | No | Yes | No |
| T | No | No | No |
| R | No | No | Yes |

# 2013-2014 Questions and Answers

**Question:** What happens if I changed a Pathways course in KCCMS?

**Answers:**

- Please contact your Pathways consultant or the Pathways Help Desk.
- If these records are accidentally changed, besides the Local Identifier and Title, they will go into a pending status in KCCMS. Pathway course records in a pending or incorrect status will error out in EDCS and STCO. The Pathway consultant will have to reapprove these courses.
- The CTE courses (F,L, X) that are in an approved pathway for your district should NOT have any fields in KCCMS changed except possibly - The Local Course Identifier and the Local Course Title. These two fields may be changed for local reasons on the Add/Modify/Export Screen in KCCMS only. Do not try to change Pathways courses with an upload. This will result in a lot of duplicate records in KCCMS.

**The best practice is to NOT change Pathway courses once they have been saved in an approved pathway if you can at all help it**.

# 2013-2014 Questions and Answers

**Question:** I have a CTE course that is approved in KCCMS, but the course is not available for selection in EDCS what is the issue?

**Example:** I mapped a CTE course with a local course ID as FACS-22a. I find the course in EDCS as FACS-22 which is not the same as the approved course I have listed in KCCMS.

**Answer:** Most likely you edited a course that was already approved in a pathway. The course will show approved in KCCMS, but the original course which was approved in a pathway will show in EDCS. Each course has a unique five digit identifier. You must contact the pathways help desk to resolve this issue. The pathways helpdesk will need to adjust the course information associated with the unique five digit identifier. Once the course information is fixed, you may select the course in EDCS.

# 2013-2014 Questions and Answers

**Question:** I mapped a course in KCCMS as a dual credit course. How do I report the assignment in EDCS?

**Example I:** A career technical education course taught at the local community college by a community college staff member.

**Answer:** If a college faculty member teaches the dual credit course, you will add the assignment to the licensed personnel member in your district who is in charge of the program. The licensed personnel member may be a principal, counselor, teacher, or other licensed personnel member. You will select the Dual Credit Check box. The Dual Credit check box is available to allow College faculty to provide instruction without kicking out on your report since we do not license college faculty.

# 2013-2014 Questions and Answers

- **KCCMS:** Map and identify course as dual credit
- **EDCS:** You will add the course to the licensed individual in charge of the program, “Check” the Dual Credit Box, select appropriate grade levels, number of classes, and check Confirm for STCO box.
- **KIDS—STCO:** Must be submitted with the same Educator ID, Building ID, Local Course ID, and KCC ID as reported in the EDCS.

# 2013-2014 Questions and Answers

**Question:** I mapped a course in KCCMS as a dual credit course. How do I report the assignment in EDCS?

**Example II:** A high school English teacher who teaches AP English for dual credit.

**Answer:** If a licensed member of your staff teaches a dual credit class, you will **not** "Check" the Dual Credit Box. The Dual Credit check box is available to allow College faculty to provide instruction without kicking out on your report since we do not license college faculty. The staff member who provides instruction for the dual credit course should be appropriately licensed

- **KCCMS:** Map and identify course as dual credit

# 2013-2014 Questions and Answers

**Question:** Our district is in a Special Education Coop which has several other districts as well. How do we report the course-teacher-student data to KSDE?

**Example:** We have several students that are transported to a building in another district for services. We are the Accountability School for those students. As part of the cooperative agreement, we provide a room in our own building for students that come from different districts.

- Answer: Each "home" district will need to add the Coop educators in EDCS. The Coop will be responsible to provide demographic information to each district and split the educator's FTE amongst each district. Though students are transported to another building, the home district should report the teaching assignments, and submit STCO reports for their students. The district that houses the building only reports educators who provide instruction to their students and submits STCO reports for their students.

# 2013-2014 Questions and Answers

**Question:** How can I interpret an STCO errors? Who should I call for help understanding the issue with an STCO error?

**Answer:** When an STCO record is submitted to KIDS, there is one error message that is provided when data is not in alignment with what has been reported in EDCS.

***The teacher/course combination does not match between EDCS and STCO .***

# 2013-2014 Questions and Answers

Untitled - Notepad

File Edit Format View Help

```
TH 10/10/2013 12:04:48 1 9.0 delimiter=0X09
STCO    0111    Kabina  Kailey  Mandy           0       11/13/2001      08      4530270 N       2584123576      2014
0111    00100   0111    81001G0.001104AGN       STCO1   EL101                           7849481534      Daniels Jill
        The teacher/course combination does not match between EDCS and STCO.
STCO    0105    Houston Dayne   M.              1       09/14/1996      16      4530387 N       7021849788      2014
0105    00101   0105    04001G1.001104AGN       STCO1   A111                            3586495897      Harmon  Monica
        The teacher/course combination does not match between EDCS and STCO.
TT 1 4
```

View Data Errors (KIDS)

# 2013-2014 Questions and Answers

- Use the “Info for STCO” report to troubleshoot STCO errors in KIDS.

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Educator Identifier | Educator Last Name | Educator First Name | School Identifier | School Name | State Subj Area Code | State Subj Area Descr | State Course Identifier | State Course Title | Local Subj Area | Local Course Identifier | Local Course Title | KCCID | Effective Date | Expiration Date |
| 2 | 7849481534 | Daniels | Jill | 0111 | Elementary School | 81 | English Language and Literature (elementary | 001 | Elementary English | English Language Arts | 89001 | English Language Arts | 81001G0.001104AGN | 7/1/2011 | 6/30/2020 12:00:00 AM |
| 3 | 3586495897 | Harmon | Monica | 0105 | High School | 04 | Social Sciences and History | 001 | World Geography | Geography | A111 | World Geography | 04001G0.501204AGN | 7/1/2011 | 6/30/2020 12:00:00 AM |
| 4 | 5223931874 | Anderson | Hannah | 0105 | Erie High Charter School | 08 | Physical, Health, and Safety Education (secondary) | 052 | Health and Fitness | PE | 8200A | Physical Education & Health-A | 08052G0.501214GGN | 7/1/2012 | |

# 2013-2014 Questions and Answers

Use these fields from the “Info for STCO” report to troubleshoot STCO errors in KIDS.

| | A | B | C | D | K | L | M |
|---|---|---|---|---|---|---|---|
| 1 | Educator Identifier | Educator Last Name | Educator First Name | School Identifier | Local Course Identifier | Local Course Title | KCCID |
| 2 | 7849481534 | Daniels | Jill | 0111 | 89001 | English Language Arts | 81001G0.001 104AGN |
| 3 | 3586495897 | Harmon | Monica | 0105 | A111 | World Geography | 04001G0.501 204AGN |
| | 5223931874 | Anderson | Hannah | 0105 | 8200A | Physical Education & Health-A | 08052G0.501 214GGN |

# 2013-2014 Questions and Answers

"View Data Errors" file in KIDS

Untitled - Notepad

File Edit Format View Help

```
TH 10/10/2013 12:04:48 1 9.0 delimiter=0X09
CO    0111    Kabina  Kailey  Mandy           0       11/13/200.      08      4530270 N       2584123576      2014
      00100   0111    81001G0.001104AGN       STCO    EL101                           7849481534      Daniels Jill
      The teacher/course combination does not match between EDCS and STCO.
TCO   0105    Houston Dayne   M.              1       09/14/1996      16      4530387 N       7021849788      2014
0105  00101   0105    04001G1.001104AGN       STCO1   A111                            3586495897      Harmon  Monica
      The teacher/course combination does not match between EDCS and STCO.
TT 1 4
```

"Info for STCO" Report

| | A | B | C | D | K | L | M |
|---|---|---|---|---|---|---|---|
| 1 | Educator Identifier | Educator Last Name | Educator First Name | School Identifier | Local Course Identifier | Local Course Title | KCCID |
| | 7849481534 | Daniels | Jill | 0111 | 89001 | English Language Arts | 81001G0.001104AGN |

# 2013-2014 Questions and Answers

"View Data Errors" file in KIDS

Untitled - Notepad

File Edit Format View Help

```
TH 10/10/2013 12:04:48 1 9.0 delimiter=0X09
STCO    0111    Kabina  Kailey  Mandy           0       11/13/2001      08      4530270 N       2584123576      2014
        00100   0111    81001G0.001104AGN       STCO1   EL101                           7849481534      Daniels Jill
        The teacher/course combination does not match between EDCS and STCO.
        0105    Houston Dayne   M.              1       09/14/1996      16      4530387 N       7021849788      2014
        00101   0105    04001G1.001104AGN       STCO1   A111                            3586495897      Harmon  Monica
        The teacher/course combination does not match between EDCS and STCO.
TT 1 4
```

"Info for STCO" Report

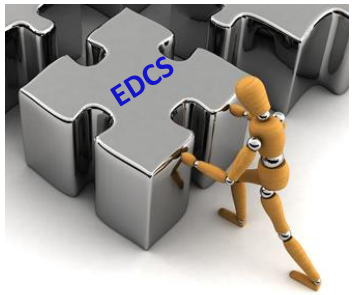
| | A | B | C | D | K | L | M |
|---|---|---|---|---|---|---|---|
| 1 | Educator Identifier | Educator Last Name | Educator First Name | School Identifier | Local Course Identifier | Local Course Title | KCCID |
| 2 | 7849481534 | Daniels | Jill | 0111 | 89001 | English Language Arts | 81001G0.001104AGN |
| 3 | 3586495897 | Harmon | Monica | 0105 | A111 | World Geography | 04001G0.501204AGN |
| | 5223931874 | Anderson | Hannah | 0105 | 8200A | Physical Education | 08052G0.501214CCN |

# 2013-2014 Course-Teacher-Student Help Resources

# KCCMS Help Resources

- Website www.ksde.org
  - **Kansas Course Codes Web page:**
    - Direct Link: http://www.ksde.org/Agency/DivisionofLearningServices/CareerStandardsandAssessmentServices/CSASHome/KansasCourseCodes(KCCMS).aspx
  - Resources Available:
    - KCCMS user manual
    - (Vendor) Export and Import File Layouts
    - Other supporting updates and documentation
- **KCCMS Help Desk:**
  - 785-296-2078
  - kccms@ksde.org

# EDCS Help Resources




Website www.ksde.org

- Educator Licensure webpage
  - "Licensed Personnel" under Administrator Info (right side of the page)
  - Direct Link: http://www.ksde.org/Agency/DivisionofLearningServices/TeacherLicensureandAccreditation/Licensure/LicensedPersonnel.aspx
- Resources Available:
  - Licensed Personnel Guide
  - LPR-EDCS User Manual 2013-2014
  - School Codes for the Exchange of Data (SCED) Listing

# KIDS—STCO Help Resources

- Website www.ksde.org/kids
  - "Documents" tab
    - Submission Details Document: STCO
    - KIDS 2013-2014 Collection System File Specifications
  - "FAQs" and select "STCO Collection"
- KIDS HelpDesk:
  - 785-296-7935 or kids@ksde.org

# Pathways Help Resources

- PathwaysHelpDesk@ksde.org
- Resources available at http://www.ksde.org/Agency/DivisionofLearningServices/CareerStandardsandAssessmentServices/CSASHome/CareerTechnicalEducation(CTE).aspx
  - Live Meeting Training Videos
  - PowerPoint Training Slides
  - Pathways Users Guide

# Course-Teacher-Student Help Resources

- Website: http://www.ksde.org/Agency/FiscalandAdministrativeServices/InformationTechnology/Course-Teacher-StudentData.aspx
- Resources Available:
  - Course-Teacher-Student Data Reporting Responsibility Decision Tree
  - Course-Teacher-Student Data Reporting Timeline 2013-2014
  - Abbreviations, Acronyms, and Terms
  - Course-Teacher-Student Data Flow 2013-2014