K I D S 2012-2013 Collection System File Specifications

This resource serves as the KIDS Collections data dictionary.

This document contains:

- Formatting requirements for SIS Collection Export Batch Files including the header and trailer record requirements
- Definitions and permitted values for all data elements collected via KIDS
- References to supporting resources

This document does not include:

- Collection specific requirements and recommendations, see the KIDS Submission Detail Documents
- KIDS Collection edit checks, see the KIDS Business Rules
- Information about KIDS Reports, see the Report Descriptions on the KIDS website

Header Record Layout

Field Ref #	Header Record Layout			
	Field	**Maximum Length**	**Format Details**	**Comments/Values**
H1	**Record Type**	2	TH	Must contain the characters “TH”
H2	**Extract Date**	10	mm/dd/yyyy	Date export file was created. Month and day must include any leading zeroes.
H3	**Extract Time**	8	hh:mm:ss	Time export file was created.
H4	**Transmission ID**	10	9999999999	An arbitrary number. Must match the Transmission ID in the Trailer record.
H5	**Version**	10	8.0	Always “8.0”. This version number differentiates the possible versions of the file structure.
H6	**Delimiter Character**	25	delimiter=c	Should be the character literal or the hex representation of the delimiter that is used in the detail records (either tab or comma). For a comma delimiter, the character literal would be ‘delimiter=,’ and the hex representation would be ‘delimiter=0X2C’. For a tab delimiter, it is recommended that the hex representation be used. In that case, it would be ‘delimiter=0X09’.

Trailer Record Layout

Field Ref #	Trailer Record Layout			
	Field	**Length**	**Format Details**	**Comments/Values**
T1	**Record Type**	2	TT	Trailer Record and contains the characters “TT”
T2	**Transmission ID**	10		Value is the same as in the header record
T3	**Number of Records**	10	9999999999	Number of records including the header and trailer records. The value is left aligned without trailing spaces.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL Records

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D1	**Record Type**	4	Alphanumeric	All	A designation of the collection to which the record belongs. Allowable values are: ▪ ENRL Funding and Enrollment ▪ TEST Assessment information ▪ EOYA End-of-year reporting ▪ EXIT for Exit records ▪ ASGT for getting a state identification number, updating core data, claiming a student ▪ QERY[1] for performing a query of pre-existing KIDS data without claiming ▪ MILT for Military and Virtual Student counts ▪ TITL for REAP Allocations
D2	**AYP/QPA School Identifier**	4	Alphanumeric	All	The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school in which the student is included for AYP/QPA accountability purposes: that is, measures such as average daily attendance and state assessment scores are assigned to this school when determining AYP and QPA. This identifier can be found in the Kansas Educational Directory. For ENRL, MILT, and TITL records, this field must contain a valid School ID number belonging to an accredited school, district, central office, ‘0001’ or ‘0002.’ If a student is associated with multiple schools, and an unaccredited private school, home school, or a school in another state is accountable for that student use the following building codes: ‘0001’ when the student’s information is included in the accountability results of another state and ‘0002’ when the student attends an unaccredited private school or is home schooled. If the value is ‘0001’ or ‘0002’, then D15: Funding School must contain a valid School ID number or district central office. For EOYA, TEST, and EXIT records, this field must contain a valid School ID number belonging to an accredited school, district, central office, ‘0001’ or ‘0002.’ If a student is associated with multiple schools, and an unaccredited private school, home school, or a school in another state is accountable for that student use the following building codes: ‘0001’ when the student’s information is included in the accountability results of another state and ‘0002’ when the student attends an unaccredited private school or is home schooled. If the value is ‘0001’ or ‘0002’, then D16: Attendance School/Program Identifier must be a valid School ID number belonging to an accredited school or district central office within the submitting district. For ASGT records, this field must contain a valid School ID number, ‘0001’ or ‘0002.’

[1] QERY requires only the state identification number **or** the AYP/QPA School Identifier and Legal Last Name. However, additional information allows a better match.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D3	**Residence District Identifier**	5	Alphanumeric.	All	The unique number that has been assigned to the district by the state. In this case, it is the unique number of the district in which a student resides. This identifier can be found in the Kansas Educational Directory. Use state district alphanumeric code number (e.g., D0101), except for out-of-state residences. In that case, use the 2-letter State code for that State (e.g., NE for Nebraska). Except for the out of state identifier, the identifier is composed of a leading alpha character followed by four numbers, the first of which is zero. Note: Private schools can use the public district number in which the private school resides.
D4	**Legal Last Name**	60	Alphanumeric.	All	The name borne in common by members of the student's family.
D5	**Legal First Name**	60	Alphanumeric.	All	The name given to the student at birth, baptism, or during another naming ceremony, or through legal change.
D6	**Legal Middle Name**	60	Alphanumeric.	All	The secondary name given to the student at birth, baptism, or during another naming ceremony, or through legal change. If only middle initial is available, that should be supplied.
D7	**Generation Code**	10	Alphanumeric.	All	An appendage (suffix), if any, used to denote the student's generation in his/her family (e.g., Jr., Sr., III).
D8	**Gender**	1	Numeric	All	The student's gender, the concept describing the biological traits that distinguish the males and females of a species. Allowable values are: ▪ 0 = Female ▪ 1 = Male
D9	**Date of Birth**	10	mm/dd/yyyy	All	The month, day, and year on which the student was born.

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Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D10	**Current Grade Level**	2	Alphanumeric	All	The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session. 3-Yr-Old and 4-Yr-Old Preschoolers can be sent as one grade level, using '01' as the grade level, if the district does not have the group separated in its SIS. It is important to keep 5-Yr-Old Preschooler in its separate grade level, since funding is different for this group. Grade level "02" is for 4-year-olds who are not At-Risk and/or those who have an IEP for a disability. If a 4-year-old student is both At-Risk and has an IEP for a disability, they should be reported as "02." Four-year-old students who are At-Risk and do not have an IEP for a disability should be reported as "04." The "Not Graded" code applies to (1) students in alternative schools who have been counted previously as a yearly dropout and who are being submitted again, or (2) students who are adults. Note: an "adult" student is defined as either a general education student who is over the age of 18 and whose cohort (beginning his/her freshman year) has graduated, or any student over the age of 21. All other general education and special education high school students should be coded according to credits earned. Allowable values are: ▪ 00 = Birth – 2 years old, includes Special Education Infant/Toddler (optional group) ▪ 01 = 3-Yr-Old Preschooler ▪ 02 = 4-Yr-Old Preschooler ▪ 03 = 5-Yr-Old and Older Preschooler ▪ 04 = Four-Year-Old At-Risk ▪ 05 = Kindergarten ▪ 06 = First Grade ▪ 07 = Second Grade ▪ 08 = Third Grade ▪ 09 = Fourth Grade ▪ 10 = Fifth Grade ▪ 11 = Sixth Grade ▪ 12 = Seventh Grade ▪ 13 = Eighth Grade ▪ 14 = Ninth Grade ▪ 15 = Tenth Grade ▪ 16 = Eleventh Grade ▪ 17 = Twelfth Grade ▪ 18 = Not Graded
D11	**Local Student Identifier**	20	Alphanumeric	All	The unique alphanumeric code assigned to the student by the school or local education agency.
D12	**Hispanic Ethnicity**	1	Alphanumeric	All	Indicates whether or not the student's ethnicity is Hispanic/Latino. Allowable values, based on federal regulations, are: • Y = Hispanic/Latino • N = NOT Hispanic/Latino
D13	**State Student Identifier**	10	9999999999	All	The unique number assigned to the student by the KIDS Assignment System. Once a State ID is assigned and updated in the school's dataset, subsequent collections (SIS Exports) must have this value supplied to avoid near matches.
D14	**Current School Year**	4	yyyy	All	The ending year of the current school year. For example, if it is the 2012-2013 school year, enter 2013.

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Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D15	**Funding School**	4	Alphanumeric	All	The unique number that has been assigned to the school by the state. In this case, it is the unique number of the school in which the student's enrollment is counted for state funding and/or for the Principal's Building Report. This identifier can be found in the Kansas Educational Directory. If a district does not have a school for an educational level (e.g., does not have a high school) or has preschoolers who are not assigned to a school, the district central office building number should be used. For ENRL records, '0003' should be used for Funding School if the student attends a non-accredited Juvenile Correctional Facility. For ENRL, TITL, and MILT records if the D2: AYP/QPA School value is '0001' or '0002', then this must contain a valid School ID number belonging to an accredited school or district central office.
D16	**Attendance School/ Program Identifier**	4	Alphanumeric	All	The unique number that has been assigned to the school or program by the state. In this case, it is the unique number of the school or program in which the student is physically located and attends class. This identifier can be found in the Kansas Educational Directory. For TEST records, this is the location where the student is to take the state assessments. For TEST, EXIT, and EOYA records, if the D2: AYP/QPA School value is '0001' or '0002', then this must contain a valid School ID number belonging to an accredited school or district central office within the submitting district.
D17	**Virtual Education Student**	1	Numeric	ENRL, MILT, EOYA	Indicator of whether a student is participating in a virtual education school or program that is approved for State funding. Only report if the submitter is the school or district providing the virtual education services or contracting with an approved program to provide the virtual education services via a service center. In order to enter a non-blank value, the D10: Current Grade Level must be 05-18. Allowable values are: ▪ Blank = Student is not a Virtual Education Student and has not been during the current school year. ▪ 1 = Student is currently a Virtual Education Student. ▪ 2 = Student is not currently a Virtual Education Student, but has been at some point during the current school year. ▪ 3 = Virtual AP Student – Student is currently taking at least one virtual Advanced Placement (AP) course not offered by the student's resident district, and the resident district contains at least 200 square miles or at least 260 FTEs. If both codes "1" and "3" apply to a particular student, report the student as code "3." For more information on reporting virtual education students refer to the "Guidelines for Reporting Virtual Students" on the KIDS project website (www.ksde.org/kids).

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Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D18	**School Entry Date**	10	mm/dd/yyyy	ENRL, TEST, EOYA, TITL, MILT, EXIT	The month, day, year on which the student enrolls and begins to receive instructional services in a school. If the student should leave and then re-enroll, this date should reflect the most recent enrollment date.
D19	**District Entry Date**	10	mm/dd/yyyy	ENRL, TEST, EOYA, TITL, MILT, EXIT	The month, day, year on which the student enrolls and begins to receive instructional services in a school district. If the student should leave the district and then re-enroll, this date should reflect the most recent enrollment date.
D20	**State Entry Date**	10	mm/dd/yyyy	ENRL, TEST, EOYA, TITL, MILT, EXIT	The month, day, year on which the student enrolls and begins to receive instructional services in Kansas. If the student should leave Kansas and then re-enroll in a Kansas school, this date should reflect the most recent enrollment date.
D21	**Cumulative Number of Days in Membership**	5	Numeric 999.9	EOYA, TITL	The number of days the student has been enrolled (days present plus days absent) in this school when school was in session during the current school year. Note: Half-day kindergarten students should not have their days of attendance divided by two. Count them in attendance for every day they attend their half-day program. Cannot be greater than 366.
D22	**Cumulative Number of Days Attended**	5	Numeric 999.9	EOYA, TITL	The number of days the student has been present in this school when school was in session during the current school year. Note: Half-day kindergarten students should not have their days of attendance divided by two. Count them in attendance for every day they attend their half-day program. Cannot be greater than 366.
D23	**Truant Student**	1	Alphanumeric	EOYA	An indicator of whether or not the student has been truant at any time during the current school year. Allowable values: ▪ Blank = No ▪ 1 = Yes Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D24	**Minutes Enrolled**	3	Numeric 999	ENRL, MILT	The number of minutes per day that the student was enrolled in this district on September 20 (see September 20 Rule below[2]) &, if applicable, on Feb. 20[3]. The minutes should not include the lunch period or transition time from lunch to class. Passing periods that are between classes a student attends can be counted. The entry can be zero for the September 20 snapshot in cases where the student attends a public school but does not qualify to be counted for funding purposes. Note: Schools and districts enter minutes. To compute FTE, KSDE will divide this number by 360, except for those students who are also enrolled in an area vocational technical school or other postsecondary institution. The number of minutes for dual enrolled students will be divided by 300 for FTE purposes. Note: In cases where the number of minutes enrolled per day varies or the student does not attend school 5 days a week, sum all minutes for a normal 5-day week and divide by 5.

[2] SEPTEMBER 20 RULE: A student must be enrolled and attending on September 20. If absent on September 20 then the student must have attended once before September 20 and once after September 20 but on or before October 4. If September 20 falls on a non-school day, use the first school day after September 20. For specific attendance guidelines for foreign exchange students, virtual education students, and alternative school students, see the KIDS 2012-2013 Submission Details Document - ENRL located on the KIDS project website (www.ksde.org/kids) under the documents tab.

[3] FEBRUARY 20 RULE: A student (Child of Military Family) must be enrolled and attending on February 20. If absent on February 20 then the student must have attended once on or after February 1, and once after February 20 but on or before March 4. If February 20 falls on a non-school day, use the first school day after February 20.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D25	**Concurrent High School Enrollment**	1	Numeric	ENRL, MILT	A description of a second educational program enrollment for a high school student on September 20 (see September 20 Rule below) &, if applicable, Feb. 20. The enrollment must have been in an accredited program or institution. Accredited programs can be delivered at the high school or at the institution providing the service. When a student is enrolled in multiple accredited programs, select one of them. In order to mark 1-5 in this field, D10: Current Grade Level must be 15-18 or 14-18 if "GI" is marked in D33: Gifted Student Code. Allowable values: ▪ Blank = None ▪ 1 = Any approved CTE course at a Technical College or Community College ▪ 2 = Community college ▪ 3 = State university ▪ 4 = Private college or other postsecondary ▪ 5 = High school CTE program outside of main high campus **Note1:** Students enrolled in the Kansas Academy of Math and Science (KAMS) at Fort Hays State University should be marked with a value of "3". **Note2:** Beginning in the 2012-13 school year, students taking an approved CTE course through a post-secondary institution should be marked with a value of "1" and the time spent in these classes should **not** be counted toward the minutes reported in D42: Career and Technical Education Contact Minutes. If a student is enrolled in an approved CTE course and a non-CTE course through a post-secondary institution, mark a value of "1" in this field. **Note3:** If a student attends an approved CTE program offered by a school district in a separate facility, that could require enough travel time to reduce the student's minutes enrolled below 360, the student should be reported with a value or "5" in order to still be counted as 1.0 FTE.
D26	**Exit/Withdrawal Date**	10	mm/dd/yyyy	EXIT	The month, day, year of the student's last day of membership or the date on which the student was graduated, or the date on which a student with disabilities met district graduation requirements for a regular diploma. This field must be blank on all record types except EXIT records.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D27	**Exit/Withdrawal Type**	2	Numeric	EXIT	The circumstances under which the student exited from membership in this district or school. This field must be blank on all record types except EXIT records. Allowable values are: ▪ 1 = Transfer to a public school in the same district ▪ 2 = Transfer to a public school in a different district in the same state ▪ 3 = Transfer to a public school in a different state ▪ 4 = Transfer to an accredited private school ▪ 5 = Transfer to unaccredited private school ▪ 6 = Transfer to home schooling[4] ▪ 7 = Matriculation to another school ▪ 8 = Graduated with regular diploma ▪ 10 = Student death ▪ 11 = Student illness ▪ 12 = Student expulsion (or long-term suspension) ▪ 13 = Reached maximum age for services ▪ 14 = Discontinued schooling (including preschoolers/Kindergartners who are removed from schooling by parents) ▪ 15 = Transfer to an accredited or non-accredited Juvenile Correctional Facility where educational services are provided.[5] ▪ 16 = Moved within the US, not known to be continuing ▪ 17 = Unknown ▪ 18 = Student data claimed in error/never attended ▪ 19 = Transfer to an adult education facility (i.e. for GED completion) ▪ 20 = Transferred to a juvenile or adult correctional facility where educational services are not provided. ▪ 21 = Student moved to another country, may or may not be continuing[6] ▪ 22 = Student with disabilities who met the district graduation requirements for a regular diploma, but is remaining in school to receive transitional services deemed necessary by the IEP team.[7] ▪ 98 = Unresolved Exit ▪ 99 = Undo a previously submitted EXIT Record

[4]This code includes students who leave the formal education system to continue a religious community-based education (i.e. Amish).
[5]The accredited juvenile correctional facilities are as follows: Lawrence Gardner (Topeka), Westside School (Larned State Hospital), and Judge Riddel Boys Ranch (Goddard).
[6] This would include foreign exchange students going back to their home country.
[7] This code can only be submitted for students marked with a nonblank value in D32: Primary Disability Code.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D28	**Special Circumstances Transfer Choice**	1	Alphanumeric	EOYA	An indication of whether the student's transfer was related to provisions of Federal Law. This field should include information on students transferring within or outside the district. With the granting of the ESEA Flexibility Waiver, values 1, 3, and 4 are now optional. You may send the values in the file, but they will not be used for federal reporting. Allowable values are: ▪ Blank = No transfer under these provisions ▪ 1 = Transfer using Title I school on improvement choice provision ▪ 2 = Transfer using unsafe school provision (applicable only when student transfers to another school within the same district) ▪ 3 = Student applied to transfer to a school not on improvement but was denied ▪ 4 = Student was offered the choice to transfer to a school not on improvement but declined. Student did not transfer Options 1 or 2 must be reported by the gaining school. Options 3 and 4 must be reported by the school the student is attempting to leave.
D29	**Post-Graduation Plans**	1	Numeric	EXIT	The intended post-secondary direction of graduates. A graduate is defined as a student who receives a high school diploma or other school-awarded certificate of completion. This field is required when D27: EXIT/Withdrawal Type = '8', or '22'. For graduates who did not report current or future status, use the "Status Unknown" category. Post-Graduation Plans code 9 can only be used when D27: EXIT/Withdrawal Type = '22'. Allowable values are: ▪ 1 = 4-Year College or University ▪ 2 = 2-Year College ▪ 3 = Other Type College/Other Postsecondary ▪ 4 = Employment ▪ 5 = Unemployment ▪ 6 = Parenting ▪ 7 = Military Service ▪ 8 = All Other Graduates/Status Unknown ▪ 9 = Receiving Special Education Transition Services
D30	**Comprehensive Race**	5	A "bit" oriented format. Position 1 is the right-most digit of the 5 digits. Position 5 is the left-most. Thus, 10000 represents White.	ALL	General racial category(ies) which most clearly reflects the individual's recognition of his or her community or with which the individual most identifies. All five positions must be filled with either a 0 or a 1, and at least one category must be filled with a 1. Positions: ▪ Position 5-White ▪ Position 4-Native Hawaiian or Other Pacific Islander ▪ Position 3-Black or African American ▪ Position 2-Asian ▪ Position 1-American Indian or Alaska Native Allowable values in each position: ▪ 0 = No ▪ 1 = Yes Pos. 5: White; Pos. 4: NH/PI; Pos. 3: Black; Pos. 2: Asian; Pos. 1: AI/AN

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Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D31	**Eligibility for National School Lunch Program**	1	Alphanumeric	ENRL, TEST, EOYA, MILT, EXIT	An indication of the student's eligibility for free or reduced price lunch programs. Allowable values are: ▪ Blank = Not Eligible ▪ 1 = Eligible for Reduced Price Lunch ▪ 2 = Eligible for Free Lunch
D32	**Primary Disability Code**	2	Alpha	ASGT, ENRL, TEST, EOYA, MILT, EXIT	An indication of whether or not the student has an active Individual Education Plan (IEP) under the Individuals with Disabilities Education Act (IDEA-Part B), which documents that the student receives special education services. Report the student's primary area of disability. Allowable values are: ▪ Blank = None ▪ AM = Autism ▪ DB = Deaf/blindness ▪ DD = Developmentally delayed (ages 3-9 only) ▪ ED = Emotional disturbance ▪ HI = Hearing impairment ▪ ID = Intellectual disability ▪ LD = Specific learning disability ▪ MD = Multiple disabilities ▪ OH = Other health impairment ▪ OI = Orthopedic impairment ▪ SL = Speech/language disability ▪ TB = Traumatic brain injury ▪ VI = Visual impairment
D33	**Gifted Student Code**	2	Alpha	ASGT, ENRL, TEST, EOYA, MILT, EXIT	An indication of whether or not the student has an active Individual Education Plan (IEP) for giftedness, which documents that the student receives special education services. Allowable values are: ▪ Blank = None ▪ GI = Giftedness
D34	**Qualified for 504**	1	Alphanumeric	EOYA	An indication of whether or not the student is a handicapped person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment. Allowable values are: ▪ Blank = Not a 504 qualified student and has not been this school year ▪ 1 = Currently a 504 qualified student ▪ 2 = Not currently a 504 qualified student but has been this school year Note1: Students receiving special education services because of a disability automatically qualify. Therefore any student marked with a disability code in D32 must be marked as a '1'. Note2: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D35	**Early Childhood Program Participation**	4	A "bit" oriented format. Position 1 is the right-most digit of the 4 digits. Position 4 is the left-most. Thus 1000 represents Other District Sponsored Preschools.	EOYA	An indication of whether or not a student participated in one or more of these Early Childhood Programs during the school year. In order to have a non-blank value other than "0000" in this field, D10: Current Grade Level must equal 00-04. Positions: • Position 1 = Headstart • Position 2 = Part C Infant/Toddler • Position 3 = Community Preschool or Center • Position 4 = Other District Sponsored Preschools Allowable values in each position: ▪ 0 = No ▪ 1 = Yes Pos. 4: Other; Pos. 3: ComPre; Pos. 2: Part C; Pos. 1: Hdstrt

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Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D36	**Residence of Homeless Student while Homeless**	1	Alphanumeric	EOYA	An indication of nighttime residence of students who lacked, at any time during a school year, a fixed, regular, and adequate nighttime residence and had a primary nighttime residence that was: shared with others due to loss of housing, economic hardship, or similar reason (1 & 6); a temporary shelter such as a hotel or motel room or campground (2 & 7); a supervised, publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill) or an institution that provides a temporary residence for individuals intended to be institutionalized (4 & 8); or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (5 & 9). (See section 725, Definitions, of the McKinney-Vento Homeless Assistance Act for a more detailed description of this data element.) If there were more than one such residence during the school year, please indicate the primary residence at the time they were identified as homeless. The term “unaccompanied homeless student” includes youth in homeless situations who are not in the physical custody of a parent or guardian. Allowable values are: ▪ 0 = Not a homeless student ▪ 1 = Accompanied homeless student doubled up (e.g., with relatives, living with another family) ▪ 2 = Accompanied homeless student stayed in hotel/motel ▪ 4 = Accompanied homeless student stayed in shelters, transitional housing, or is awaiting foster care ▪ 5 = Accompanied homeless student was unsheltered (e.g. car, parks, campgrounds, temporary trailer, or abandoned buildings) ▪ 6 = Unaccompanied homeless student doubled up (e.g., with relatives, living with another family) ▪ 7 = Unaccompanied homeless student stayed in hotel/motel ▪ 8 = Unaccompanied homeless student stayed in shelters, transitional housing, or is awaiting foster care ▪ 9 = Unaccompanied homeless student was unsheltered (e.g. car, parks, campgrounds, temporary trailer, or abandoned buildings) For more information on reporting the Residence of Homeless Student while Homeless refer to the “Guidelines for Reporting Homeless Students” on the KIDS project website (www.ksde.org/kids).

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Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
ESOL Field Requirements: D37-D41					

Value in D40†	**1, 2, or 3**	**4, 5 or 6**	**Blank**
Program Entry D37	Filled in	Filled in	Blank
US Entry D38	Filled in	Filled in	Blank
First Language D39***	Filled in	Filled in	Filled in or blank
Minutes D41*	Filled in	Blank	Blank

†On ASGT and EXIT record types, only D40: Program Participation is required.
**D41: Minutes required for ENRL and MILT record types only.*
****D39: First Language is required for all students; blank is not a valid value for records with a nonblank value in D40: Program Participation.*

D37	**ESOL/Bilingual Program Entry Date**	10	mm/dd/yyyy	ENRL, TEST, EOYA, MILT	The date an English Language Learner (ELL) qualifies for services in an English for Speakers of Other Languages (ESOL)/Bilingual Program. Qualification is based on an English Language Proficiency test. This field is blank if the student is not an ESOL or ESOL eligible student. See D41.
D38	**First Entry Date into a School in the United States**	10	mm/dd/yyyy	ENRL, TEST, EOYA, MILT	The month, day, year on which the student first entered and began to receive instructional services in a school or an educational institution in the USA. If not known, select a reasonable estimate, such as two years prior to the current date. The date must be on or before the D20: State Entry Date. This field is blank if the student is not an ESOL or ESOL eligible student. See the table above D37.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D39	**First Language**	2	Alphanumeric	ENRL, TEST, EOYA, MILT	The code for the primary language or dialect (not ethnicity) of the student, according to the student's Home Language Survey. This field is required for all students submitted. Students reported with a nonblank value on D40: ESOL/Bilingual Program Participation Code must report a valid nonblank value in this field. Valid values are: ▪ Blank = English ▪ 1 = Chinese (Mandarin or Cantonese) ▪ 2 = Dinka (Sudanese) ▪ 3 = French ▪ 4 = High German ▪ 5 = Hmong ▪ 6 = Khmer (Cambodian) ▪ 7 = Korean ▪ 8 = Lao ▪ 10 = Filipino or Tagalog (Philippines) ▪ 11 = Russian ▪ 13 = Spanish ▪ 14 = Vietnamese ▪ 15 = Arabic ▪ 16 = Other ▪ 17 = Somali ▪ 18 = Thai ▪ 19 = Portuguese ▪ 20 = Farsi (Iranian) ▪ 21 = Chuukese (Marshall Island/ Micronesian) ▪ 22 = Bosnian ▪ 23 = Burmese ▪ 24 = Hindi ▪ 25 = Urdu ▪ 26 = Swahili ▪ 27 = Nepali ▪ 28 = American Sign Language (ASL) ▪ 29 = Serb ▪ 30 = Croatian ▪ 31 = Turkish ▪ 32 = Karen languages (Burma/Myanmar) ▪ 33 = Haitian/Haitian Creole ▪ 34 = Gujarati ▪ 35 = Punjabi ▪ 36 = Pashto ▪ 37 = Dari ▪ 38 = Quiche ▪ 39 = Mam ▪ 40 = Ilokano ▪ 41 = Visaya ▪ 42 = Low German ▪ 43 = Other Signed Language ▪ 44 = English – with other language background ▪ 45 = Native American Languages

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D40	**ESOL/Bilingual Program Participation Code**	1	Alphanumeric	ASGT, ENRL, TEST, EOYA, MILT, EXIT	The type of ESOL/Bilingual Program in which the student participates. This field must contain a 1, 2, 3, 4, 5, or 6 if D37 has a date. Valid values are: ▪ Blank = Not an ESOL eligible student and not an ESOL monitored student ▪ 1 = Title III Funded ▪ 2 = State ESOL/Bilingual Funded ▪ 3 = Both Title III and State ESOL/Bilingual Funded ▪ 4 = Monitored ESOL student (status after scoring a "4/Fluent" ESOL performance level in all domains (Reading, Writing, Listening, and Speaking) **and** score a "4/Fluent" ESOL performance level in the Total/Composite category for two consecutive KELPA Assessments.) Students are listed as monitored status for no more than two years after they stop receiving ESOL services. ▪ 5 = ESOL program eligible, based on an English language proficiency test, but not currently receiving ESOL program services. Example: Parents that have waived their child out of ESOL services, but the district is still obligated to provide ESOL support. ▪ 6 = Receives ESOL services and not funded with Title III and/or State ESOL Funding.
D41	**ESOL Bilingual Student Contact Minutes**	3	Numeric 999	ENRL, MILT	The number of minutes the student received instruction in an approved ESOL/Bilingual program on September 20 (see September 20 Rule on page 7) &, when applicable, Feb. 20. The program must be taught by a teacher with ESOL endorsement or on Plan of Study for ESOL endorsement to be approved. This field is blank if the student is not an ESOL or ESOL eligible student, is an ESOL monitored student, or is not enrolled in an ESOL program. See the table above D37.
D42	**Career and Technical Education Contact Minutes**	3	Numeric 999	ENRL, MILT	The number of minutes a high school student received instruction in an approved for funding career and technical education course (or in state approved courses) on September 20 (see September 20 Rule on page 7) & Feb. 20, excluding seminar minutes. Only students in grades 9-12 and not graded secondary students are included in the funding formula and should have minutes greater than zero. For all other students, this field should be blank. Note: Beginning with the 2012-13 school year, the time spent in any approved CTE courses through a post-secondary institution should **not** be counted toward the minutes reported in this field.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D43	**Title I Participation**	1	Alphanumeric	EOYA	Indicator of whether the student received Title I services at any time during the school year. Allowable values are: ▪ Blank = Did not receive Title I services at any time during the school year; ▪ 1 = Yes, is currently receiving Title I services in a Title I school wide; ▪ 2 = Yes, received services in a Targeted Assisted school at some time during the school year. ▪ 3 = Yes, this is a student attending a nonpublic school who receives Title I services from the public school district Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.
D44	**Reporting Not Required** **Title I Supplemental Educational Services (SES)**	1	Alphanumeric	EOYA	Indicator of whether or not students received Title I supplemental educational services (SES) (e.g. after school tutoring) offered by a provider approved by the Kansas State Department of Education at any time during the current school year. Students receiving SES services are from low-income families (free and reduced lunch) and enrolled in a Title I school identified for improvement. With the granting of the ESEA Flexibility Waiver, this field no longer needs to be reported. If you choose to report this information the data will not be used for federal reporting. All validation rules still apply. Allowable values are: ▪ Blank = Did not receive Title I supplemental services during this school year ▪ 1 = Received Title I SES in Reading during this school year ▪ 2 = Received Title I SES in Mathematics during this school year ▪ 3 = Received Title I SES in both Reading and Mathematics during this school year ▪ 4 = Received Title I SES in Other Areas during this school year ▪ 5 = Received Title I SES in Reading and Other Areas during this school year ▪ 6 = Received Title I SES in Mathematics and Other Areas during this school year ▪ 7 = Received Title I SES in Reading, Mathematics, and Other Areas during this school year ▪ 8 = Applied for Title I SES but did not receive services Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D45	**Reporting Not Required** **Title I SES Hours Participated**	1	Numeric	EOYA	The total number of hours the student received supplemental education services from an approved provider(s) during the current school year. With the granting of the ESEA Flexibility Waiver, this field no longer needs to be reported. If you choose to report this information the data will not be used for federal reporting. All validation rules still apply. Allowable values are: ▪ Blank = Did not receive Title I supplemental educational service ▪ 1 = 1 to 20 hours ▪ 2 = 21 to 35 hours ▪ 3 = 36 or more hours This field must contain a valid non-blank value if D44 contains a value other than 8. Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.

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Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D46	**Reporting Not Required** **Title I SES Provider**	34	A "bit" oriented format. Position 1 is the right-most digit of the 34 digits. Position 34 is the left-most. Thus, 0000000000000000000000001000000000001 represents Achievia Tutoring, Bluestem Learning, LLC, and Other.	EOYA	The name of the approved supplemental educational service provider attended by the student. This field must contain a '1' in at least one position if D44 contains a non-blank value other than '8.' All thirty-four positions must be filled with either a '0' or a '1'. The field must include a '1' for each provider from which the student received services at some point during the current school year. If the student received no Title I SES services, enter thirty-four zeros. Pos. 34 … Pos. 4 Pos. 3 Pos. 2 Pos. 1 Rocket Lrng … Bluestem ATS Blank Achievia With the granting of the ESEA Flexibility Waiver, this field no longer needs to be reported. If you choose to report this information the data will not be used for federal reporting. All validation rules still apply. Positions: ▪ 1 = Achievia Tutoring ▪ 2 = Unused ▪ 3 = ATS Project Success ▪ 4 = Bluestem Learning, LLC ▪ 5 = Unused ▪ 6 = Club Z! Inc. ▪ 7 = HUDDLE Learning, Inc. ▪ 8 = Jefferson Learning, LLC ▪ 9 = Communities in Schools of KCK/Wyandotte County ▪ 10 = Unused ▪ 11 = Unused ▪ 12 = Unused ▪ 13 = Other ▪ 14 = Unused ▪ 15 = Educate Online Learning ▪ 16 = Unused ▪ 17 = Unused ▪ 18 = Unused ▪ 19 = Carver Learning Systems ▪ 20 = Unused ▪ 21 = Communities in Schools of Wichita/Sedgwick County ▪ 22 = Unused ▪ 23 = Abacus In-Home Tutoring, Inc ▪ 24 = Able Tutoring ▪ 25 = Ace It! Tutoring by Sylvan ▪ 26 = Keep Hope Alive ▪ 27 = Unused ▪ 28 = USD 500 KCK Kidzone Before and After School & Summer Program ▪ 29 = Unused ▪ 30 = 1 to 1 Tutor, LLC ▪ 31 = Alternative Unlimited, Inc. ▪ 32 = Applied Scholastic International ▪ 33 = Imagine Learning ▪ 34 = Rocket Learning Partners, LLC Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D47	**Miles Transported**	4	Numeric 99.9	ENRL, MILT	The number of miles a student is transported one way at the school or district's expense, as measured from the front door of the student's residence to the front door of the school where the student attends the majority of his/her classes. The amount should be to nearest tenth without rounding. For example, 2.48 would be 2.4 and not 2.5. Mileage over 3.0 miles is counted as 3.0 for "miles transported" purposes. Because of this, you may enter 3.0 or the exact miles when a student is transported 3.0 miles or further. Use zero for students not transported. Do not include transportation of special education students claimed on the Special Education Transportation Expense Form 308. Do not include transportation of students to and from a technical school or community college.
D48	**Transportation FTE**	3	Numeric 9.9	ENRL, MILT	The student's round-trip transportation to school, to the nearest tenth. When the student is transported to and from school, the portion is 1.0. When a student is transported one way, the portion is .5. **Do not include transportation of special education students claimed on the Special Education Transportation Expense Form 308.**
D49	**Student's Transportation Street Address**	30	Alphanumeric Optional	ENRL, MILT	The street number and street name of the address that is used for bus transportation on September 20 or February 20. This field is required for all students transported 2.5 miles or more at the district's expense and for those students participating in virtual education for ENRL and MILT.
D50	**Student's Transportation City**	20	Alpha Optional	ENRL, MILT	The name of the city in which the address is located. This field is required for all students transported 2.5 miles or more at the district's expense and for those students participating in virtual education for ENRL and MILT.
D51	**Student's Transportation Zip Code**	10	99999-9999	ENRL, MILT	The five or nine digit zip code portion of the transportation address. This field is required for all students on ENRL. This field is required for all students transported 2.5 miles or more at the district's expense and for those students participating in virtual education for MILT.
D52	**Non-Resident Transportation (10 Mile Law)**	1	Alphanumeric	ENRL, MILT	An indication that the student is attending the district under an agreement by the district under KSA 72-1046b (over 2.5 mile law)[8]. Allowable values are: • Blank = No • 1 = Yes

[8] The parent or legal guardian of any pupil who lives 2.5 or more miles from the attendance center the pupil would attend in the resident school district may apply to the board of education of a receiving school district for authority for such pupil to be furnished or provided transportation to school from the pupil's residence and from school to the pupil's residence by the receiving school district.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D53	**Served with At-Risk Funds**	1	Alphanumeric	EOYA	An indication of whether or not the student received services through at-risk funded programs during the current school year. Only students who meet the criteria for at-risk students should be reported in this field. The definition of an at-risk student can be found in the At-Risk Guidance document on the Title Programs and Services section of the KSDE website. Allowable values are: ▪ Blank = Not served during the year ▪ 1 = Served through state at-risk funded programs. Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.
D54	**Child of Military Family**	1	Alphanumeric	MILT	An indicator of whether or not student has a parent who is on active duty in the U.S. military. Allowable values are: ▪ Blank = No ▪ 1 = Yes
D55	**Immigrant Student**	1	Alphanumeric	ENRL, EOYA	An indicator of whether or not the student is an immigrant, defined as being aged 3 through 21, not born in any state in the United States, and not being in attendance in schools in the states for more than three full academic years. This applies to foreign exchange students if they meet these criteria. Allowable values are: ▪ Blank = No ▪ 1 = Yes, and receiving Title III Immigrant Services ▪ 2 = Yes, but not receiving Title III Immigrant Services Note: for EOYA, if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.
D56	**Country of Birth**	30	Alphanumeric	ENRL, EOYA	Indicates the country of birth for Immigrant students. Required if '1' or '2' reported on D55: Immigrant Student. Note that this field is not related to citizenship or legal status. The country of birth should not be any of the 50 United States, the District of Columbia, or Puerto Rico.
D57	**Refugee Status**	1	Alphanumeric	EOYA	A refugee is any person who is outside any country of such person's nationality or, in the case of a person having no nationality, is outside any country in which such person last habitually resided, and who is unable or unwilling to return to, and is unable or unwilling to avail himself or herself of the protection of, that country because of persecution or a well-founded fear of persecution on account of race, religion, nationality, membership in a particular social group, or political opinion. Allowable values are: ▪ Blank = Not a refugee ▪ 1 = Yes, has refugee status or has had refugee status at some point during the current school year Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D58	**Neglected Student**	1	Alphanumeric	EOYA	A flag that identifies a neglected student who was served under Title I Part A funds at some time during the year. Students who were not served with these funds should have a blank in this field. Allowable values are: ▪ Blank = Not served under Title I Part A this school year ▪ 1 = Currently served under Title I Part A ▪ 2 = Not currently served under Title I Part A but has been this school year Note: if a student's status will change between the last day of school and June 30th, schools can choose to report the student's status as of June 30th.
D59	**Math Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants mathematics test tickets sorted for distribution to schools and mathematics test results disaggregated.
D60	**Math Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants mathematics test results disaggregated.
D61	**Reading Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants reading test tickets sorted for distribution to schools and reading test results disaggregated.
D62	**Reading Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants reading test results disaggregated.
D63	**K-8 Science Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants science test tickets sorted for distribution to schools and science test results disaggregated.
D64	**K-8 Science Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants science test results disaggregated.
D65	**High School Life Science Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants life science test tickets sorted for distribution to schools and life science test results disaggregated.
D66	**High School Life Science Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants life science test results disaggregated.
D67	**High School Physical Science Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants physical science test tickets sorted for distribution to schools and physical science test results disaggregated.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D68	**High School Physical Science Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants physical science test results disaggregated.
D69	**K-8 History/Gov Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants history/government test tickets sorted for distribution to schools and history/government test results disaggregated.
D70	**K-8 History/Gov Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants history/government test results disaggregated.
D71	**High School History/Gov: World Focus Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants history/government test tickets sorted for distribution to schools and history/government test results disaggregated.
D72	**High School History/Gov: World Focus Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants history/government test tickets sorted for distribution to schools and history/government test results disaggregated.
D73	**High School History/Gov: U.S. Focus Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants history/government test tickets sorted for distribution to schools and history/government test results disaggregated.
D74	**High School History/Gov: U.S. Focus Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants history/government test tickets sorted for distribution to schools and history/government test results disaggregated.
D75	**Writing Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants writing test tickets sorted for distribution to schools and writing test results disaggregated. OTL and Off Year testing for State Writing Assessments are not available this year.
D76	**Writing Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants writing test results disaggregated. OTL and Off Year testing for State Writing Assessments are not available this year.
D77	**KELPA Grouping Indicator 1**	50	Alphanumeric	TEST (Optional)	The method by which the district wants KELPA test tickets sorted for distribution to schools and KELPA test results disaggregated.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D78	**KELPA Grouping Indicator 2**	50	Alphanumeric	TEST (Optional)	The second method by which the district wants KELPA test results disaggregated.
D79	**State Mathematics Assessment**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 08-16. Allowable values for each position are the following. ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 2 = General – KCA/English ▪ 6 = General – Paper/Spanish ▪ 7 = General – KCA/Spanish ▪ 8 = General – Braille/English ▪ D = General – KCA/English/Braille/Hard of Hearing ▪ A = General – Audio/KCA ▪ X = Spanish Side by Side English ▪ R = General – Read Aloud/Individual/KCA ▪ F= General – Read Aloud/Individual/KCA/Spanish ▪ S = General – Read Aloud/Individual/Paper ▪ P = General – Read Aloud/Individual/Paper/Spanish ▪ T = General – Read Aloud/Group/KCA ▪ G = General – Read Aloud/Group/KCA/Spanish ▪ U = General – Read Aloud/Group/Paper ▪ H = General – Read Aloud/Group/Paper/Spanish ▪ L = General – Large Print/English ▪ 4 = KAMM – Paper/English ▪ 5 = KAMM – KCA/English ▪ 9 = KAMM – Braille/English ▪ E = KAMM – KCA/English/Braille/Hard of Hearing ▪ K = KAMM – Audio/KCA ▪ I = KAMM Read Aloud /Individual/KCA ▪ J = KAMM – Read Aloud/Individual/Paper ▪ V = KAMM Read Aloud/Group/KCA ▪ W = KAMM Read Aloud/Group/Paper ▪ M = KAMM Large Print/English ▪ 3 = Alternate ▪ C = Clear test subject indicator

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D80	**State Reading Assessment**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 08-16. Allowable values for each position are: ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 2 = General – KCA/English ▪ 8 = General – Braille/English ▪ D = General – KCA/English/Braille/Hard of Hearing ▪ A = General – Audio/KCA ▪ R = General – Read Aloud/Individual/KCA ▪ S = General – Read Aloud/Individual/Paper ▪ T = General – Read Aloud/Group/KCA ▪ U = General – Read Aloud/Group/Paper ▪ L = General – Large Print/English ▪ 4 = KAMM – Paper/English ▪ 5 = KAMM – KCA/English ▪ 9 = KAMM – Braille/English ▪ E = KAMM – KCA/English/Braille/Hard of Hearing ▪ K = KAMM – Audio/KCA ▪ I = KAMM Read Aloud /Individual/KCA ▪ J = KAMM – Read Aloud/Individual/Paper ▪ V = KAMM Read Aloud/Group/KCA ▪ W = KAMM Read Aloud/Group/Paper ▪ M = KAMM Large Print/English ▪ 3 = Alternate ▪ C = Clear test subject indicator

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D81	**K-8 State Science Assessment**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 09 or 12. Allowable values for each position are: ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 2 = General – KCA/English ▪ 6 = General – Paper/Spanish ▪ 7 = General – KCA/Spanish ▪ 8 = General – Braille/English ▪ D = General – KCA/English/Braille/Hard of Hearing ▪ A = General – Audio/KCA ▪ X = Spanish Side by Side English ▪ R = General – Read Aloud/Individual/KCA ▪ F= General – Read Aloud/Individual/KCA/Spanish ▪ S = General – Read Aloud/Individual/Paper ▪ P = General – Read Aloud/Individual/Paper/Spanish ▪ T = General – Read Aloud/Group/KCA ▪ G = General – Read Aloud/Group/KCA/Spanish ▪ U = General – Read Aloud/Group/Paper ▪ H = General – Read Aloud/Group/Paper/Spanish ▪ L = General – Large Print/English ▪ 4 = KAMM – Paper/English ▪ 5 = KAMM – KCA/English ▪ 9 = KAMM – Braille/English ▪ E = KAMM – KCA/English/Braille/Hard of Hearing ▪ K = KAMM – Audio/KCA ▪ I = KAMM Read Aloud /Individual/KCA ▪ J = KAMM – Read Aloud/Individual/Paper ▪ V = KAMM Read Aloud/Group/KCA ▪ W = KAMM Read Aloud/Group/Paper ▪ M = KAMM Large Print/English ▪ 3 = Alternate ▪ C = Clear test subject indicator

K I D S 2012-2013 Collection System File Specifications

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D82	**High School State Life Science Assessment**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 14 -16. Use this field to order High School Alternate State Science Assessment. Allowable values for each position are: ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 2 = General – KCA/English ▪ 6 = General – Paper/Spanish ▪ 7 = General – KCA/Spanish ▪ 8 = General – Braille/English ▪ D = General – KCA/English/Braille/Hard of Hearing ▪ A = General – Audio/KCA ▪ X = Spanish Side by Side English ▪ R = General – Read Aloud/Individual/KCA ▪ F= General – Read Aloud/Individual/KCA/Spanish ▪ S = General – Read Aloud/Individual/Paper ▪ P = General – Read Aloud/Individual/Paper/Spanish ▪ T = General – Read Aloud/Group/KCA ▪ G = General – Read Aloud/Group/KCA/Spanish ▪ U = General – Read Aloud/Group/Paper ▪ H = General – Read Aloud/Group/Paper/Spanish ▪ L = General – Large Print/English ▪ 4 = KAMM – Paper/English ▪ 5 = KAMM – KCA/English ▪ 9 = KAMM – Braille/English ▪ E = KAMM – KCA/English/Braille/Hard of Hearing ▪ K = KAMM – Audio/KCA ▪ I = KAMM Read Aloud /Individual/KCA ▪ J = KAMM – Read Aloud/Individual/Paper ▪ V = KAMM Read Aloud/Group/KCA ▪ W = KAMM Read Aloud/Group/Paper ▪ M = KAMM Large Print/English ▪ 3 = Alternate High School ▪ C = Clear test subject indicator

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D83	**High School State Physical Science Assessment**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 14-16. Use D82: High School State Life Science Assessment to order an Alternate test for High School State Science. Allowable values for each position are: ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 2 = General – KCA/English ▪ 6 = General – Paper/Spanish ▪ 7 = General – KCA/Spanish ▪ 8 = General – Braille/English ▪ D = General – KCA/English/Braille/Hard of Hearing ▪ A = General – Audio/KCA ▪ X = Spanish Side by Side English ▪ R = General – Read Aloud/Individual/KCA ▪ F= General – Read Aloud/Individual/KCA/Spanish ▪ S = General – Read Aloud/Individual/Paper ▪ P = General – Read Aloud/Individual/Paper/Spanish ▪ T = General – Read Aloud/Group/KCA ▪ G = General – Read Aloud/Group/KCA/Spanish ▪ U = General – Read Aloud/Group/Paper ▪ H = General – Read Aloud/Group/Paper/Spanish ▪ L = General – Large Print/English ▪ 4 = KAMM – Paper/English ▪ 5 = KAMM – KCA/English ▪ 9 = KAMM – Braille/English ▪ E = KAMM – KCA/English/Braille/Hard of Hearing ▪ K = KAMM – Audio/KCA ▪ I = KAMM Read Aloud /Individual/KCA ▪ J = KAMM – Read Aloud/Individual/Paper ▪ V = KAMM Read Aloud/Group/KCA ▪ W = KAMM Read Aloud/Group/Paper ▪ M = KAMM Large Print/English ▪ C = Clear test subject indicator
D84	**K-8 State History/Gov Assessment**	1	Alphanumeric	TEST	Off year testing for K-8 State History/Gov is not available this year. Allowable values for each position are: ▪ Blank = No test in this content area

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D85	**High School State History/Gov. Assessment: World Focus**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 14 or 16. Use this field to order High School Alternate State History/Gov. Assessment. Allowable values for each position are: ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 2 = General – KCA/English ▪ 8 = General – Braille/English ▪ D = General – KCA/English/Braille/Hard of Hearing ▪ A = General – Audio/KCA ▪ R = General – Read Aloud/Individual/KCA ▪ S = General – Read Aloud/Individual/Paper ▪ T = General – Read Aloud/Group/KCA ▪ U = General – Read Aloud/Group/Paper ▪ L = General – Large Print/English ▪ 4 = KAMM – Paper/English ▪ 5 = KAMM – KCA/English ▪ 9 = KAMM – Braille/English ▪ E = KAMM – KCA/English/Braille/Hard of Hearing ▪ K = KAMM – Audio/KCA ▪ I = KAMM Read Aloud /Individual/KCA ▪ J = KAMM – Read Aloud/Individual/Paper ▪ V = KAMM Read Aloud/Group/KCA ▪ W = KAMM Read Aloud/Group/Paper ▪ M = KAMM Large Print/English ▪ 3 = Alternate High School ▪ C = Clear test subject indicator

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D86	**High School State History/Gov. Assessment: U.S. Focus**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 14 or 16. Use D85: High School State History/Gov. Assessment: World Focus to order an Alternate test for High School State History/Gov. Allowable values for each position are: ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 2 = General – KCA/English ▪ 8 = General – Braille/English ▪ D = General – KCA/English/Braille/Hard of Hearing ▪ A = General – Audio/KCA ▪ R = General – Read Aloud/Individual/KCA ▪ S = General – Read Aloud/Individual/Paper ▪ T = General – Read Aloud/Group/KCA ▪ U = General – Read Aloud/Group/Paper ▪ L = General – Large Print/English ▪ 4 = KAMM – Paper/English ▪ 5 = KAMM – KCA/English ▪ 9 = KAMM – Braille/English ▪ E = KAMM – KCA/English/Braille/Hard of Hearing ▪ K = KAMM – Audio/KCA ▪ I = KAMM Read Aloud /Individual/KCA ▪ J = KAMM – Read Aloud/Individual/Paper ▪ V = KAMM Read Aloud/Group/KCA ▪ W = KAMM Read Aloud/Group/Paper ▪ M = KAMM Large Print/English ▪ C = Clear test subject indicator
D87	**State Writing Assessment**	1	Alphanumeric	TEST	An indication of the test type the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 10, 13, 14, or 16. Allowable values for each position are: ▪ Blank = No test in this content area ▪ 1 = General – Paper/English ▪ 8 = General – Braille/English ▪ L = General - Large Print/English ▪ 4 = KAMM – Paper/English ▪ 9 = KAMM – Braille/English ▪ M = KAMM - Large Print/English ▪ 3 = Alternate ▪ C = Clear test subject indicator
D88	**Kansas English Language Proficiency Assessment (KELPA)**	1	Alphanumeric	TEST	An indication of the test options the student will take in this subject area during the current school year. In order to have a nonblank value in this field, D10: Current Grade Level must equal 05-17. Allowable values for each position are: ▪ Blank = No assessment in this content area ▪ 1 = KELPA for current or monitored ESOL student. ▪ 2 = KELPA for student who is ESOL program eligible, but not currently receiving ESOL program services. ▪ C = Clear test subject indicator In order to select ‘1,’ a student must be marked as ‘1’-‘4’ or ‘6’ on D40. In order to select ‘2,’ a student must have a blank or be marked as ‘5’ on D40.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and TITL (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Relevant for Rcrd Type**	**Comments/Values**
D89	**User Field 1**	500	Varchar	All (optional)	Field available to the data extractor. This field may contain any data (except the “delimiter character” defined in the header record). The field must exist in this extract file.
D90	**User Field 2**	500	Varchar	All (optional)	Field available to the data extractor. This field may contain any data (except the “delimiter character” defined in the header record). The field must exist in this extract file.
D91	**User Field 3**	500	Varchar	All (optional)	Field available to the data extractor. This field may contain any data (except the “delimiter character” defined in the header record). The field must exist in this extract file.

K I D S 2012-2013 Collection System File Specifications

Student Course (STCO) Collection File Specifications

This resource serves as the KIDS Student Course (STCO) Collections data dictionary.

This document contains:

- Definitions and permitted values for all data elements collected via KIDS STCO
- References to supporting resources

This document does not include:

- Collection specific requirements and recommendations, see the STCO Submission Detail Document
- KIDS STCO Collection edit checks, see the KIDS Business Rules
- Information about KIDS STCO Reports, see the Report Descriptions on the KIDS website

Detail Record Layout for STCO Records

Detail Record Layout for STCO Records (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Required**	**Comments/Values**
F1	**Record Type**	4	Alphanumeric	Yes	A designation of the collection to which the record belongs. Allowable values are: ▪ STCO for Student Course
F2	**Student's AYP/QPA School Identifier**	4	Alphanumeric	Yes	The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school in which the student is included for accountability purposes. This identifier for schools can be found in the Kansas Educational Directory.
F3	**Student's Legal Last Name**	60	Alphanumeric	Yes	The name borne in common by members of the student's family.
F4	**Student's Legal First Name**	60	Alphanumeric	Yes	The name given to the student at birth, baptism, or during another naming ceremony, or through legal change.
F5	**Student's Legal Middle Name**	60	Alphanumeric	No	The secondary name given to the student at birth, baptism, or during another naming ceremony, or through legal change. If only middle initial is available, that should be supplied.
F6	**Student's Generation Code**	10	Alphanumeric	No	An appendage (suffix), if any, used to denote the student's generation in his/her family (e.g., Jr., Sr., III).
F7	**Student's Gender**	1	Numeric	Yes	The student's gender, the concept describing the biological traits that distinguish the males and females of a species. Allowable values are: ▪ 0 = Female ▪ 1 = Male
F8	**Student's Date of Birth**	10	mm/dd/yyyy	Yes	The month, day, and year on which the student was born.

Detail Record Layout for STCO Records (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Required**	**Comments/Values**
F9	**Student's Current Grade Level**	2	Alphanumeric	Yes	The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session. Allowable values are: ▪ 00 = Birth – 2 years old, includes Special Education Infant/Toddler (optional group) ▪ 01 = 3-Yr-Old Preschooler ▪ 02 = 4-Yr-Old Preschooler ▪ 03 = 5-Yr-Old and Older Preschooler ▪ 04 = Four-Year-Old At-Risk ▪ 05 = Kindergarten ▪ 06 = First Grade ▪ 07 = Second Grade ▪ 08 = Third Grade ▪ 09 = Fourth Grade ▪ 10 = Fifth Grade ▪ 11 = Sixth Grade ▪ 12 = Seventh Grade ▪ 13 = Eighth Grade ▪ 14 = Ninth Grade ▪ 15 = Tenth Grade ▪ 16 = Eleventh Grade ▪ 17 = Twelfth Grade ▪ 18 = Not Graded
F10	**Student's Local ID**	20	Alphanumeric	No	The unique alphanumeric code assigned to the student by the school or local education agency.
F11	**Student's Hispanic Ethnicity**	1	Alphanumeric	Yes	Indicates whether or not the student's ethnicity is Hispanic/Latino. Allowable values, based on federal regulations, are: • Y = Hispanic/Latino • N = NOT Hispanic/Latino
F12	**State Student Identifier**	10	Numeric	Yes	The unique number assigned to the student by the KIDS Assignment System.
F13	**School Year**	4	Numeric	Yes	The ending year of the current school year. For example, if it is the 2012-2013 school year, enter 2013.
F14	**Student's Attendance School Identifier**	4	Alphanumeric	Yes	The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school or program in which the student is physically located and attends class. This identifier for schools can be found in the Kansas Educational Directory.
F15	**Student's Comprehensive Race**	5	A "bit" oriented format. Position 1 is the right-most digit of the 5 digits. Position 5 is the left-most. Thus, 10000 represents White.	Yes	General racial category(ies) which most clearly reflects the individual's recognition of his or her community or with which the individual most identifies. All five positions must be filled with either a 0 or a 1, and at least one category must be filled with a 1. Positions: ▪ Position 5-White ▪ Position 4-Native Hawaiian or Other Pacific Islander ▪ Position 3-Black or African American ▪ Position 2-Asian ▪ Position 1-American Indian or Alaska Native Allowable values in each position: ▪ 0 = No ▪ 1 = Yes Pos. 5: White; Pos. 4: NH/PI; Pos. 3: Black; Pos. 2: Asian; Pos. 1: AI/AN

K I D S 2012-2013 Collection System File Specifications

Detail Record Layout for STCO Records (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Required**	**Comments/Values**
F16	**Educator School Identifier**	4	Alphanumeric	Yes	The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school or program where the teacher reported is assigned to teach the course as reported in the Educator Data Collection System (EDCS). This identifier for schools can be found in the Kansas Educational Directory.
F17	**KCC Identifier**	17	Alphanumeric	Yes	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**
KCCMS Field Name:	State Subject Area Code	State Course Identifier	Course Level	Credits	Sequence	Sequence Total	Grade Level (course)	Targeted Program	Delivery Type	College/ Career

F18	**Course Section**	30	Alphanumeric	Yes	The unique identifier assigned by the school/district to refer to an individual section of the course within the school year. This is a locally-identified value that will help distinguish multiple local courses that map to the same KCC Identifier.
F19	**Local Course ID**	50	Alphanumeric	No	The identifier used by the school or district to identify an individual course in their Student Information System.
F20	**Course Status**	2	Numeric	Yes	Indication of the student's status in the course. Allowable values are: • 00 or <Null> = Enrolled • 01 = Completed (Pass) • 02 = Completed (Fail) • 03 = Completed (Audited) • 04 = Withdrawn • 05 = Incomplete • 99 = Record Submitted in Error
F21	**Letter Grade**	2	Alphanumeric	No	Categorical letter grade level achieved as of the end of the course. If a value of "01" or "02" is submitted in the F20: Course Status field, either F21: Letter Grade or F22: Percent Grade need to have a non-blank value. Information can be submitted in both F21: Letter Grade or F22: Percent Grade.
F22	**Percent Grade**	5	Numeric 999.9	No	Percent achieved as of the end of the course from 0.0 to 125.0% on a 100 point scale. If a value of "01" or "02" is submitted in the F20: Course Status field, either F21: Letter Grade or F22: Percent Grade need to have a non-blank value. Information can be submitted in both F21: Letter Grade or F22: Percent Grade.
F23	**Educator Identifier**	10	Numeric	Yes	The unique number assigned to the educator by the state in the Educator Licensure System.
F24	**Educator's Last Name**	60	Alphanumeric	Yes	The name borne in common by members of the teacher's family.

Detail Record Layout for STCO Records (District/School SIS Collection Export File)					
Field Ref#	**Field**	**Maximum Length**	**Format Details**	**Required**	**Comments/Values**
F25	**Educator's First Name**	60	Alphanumeric	Yes	The name given to the teacher at birth, baptism, or during another naming ceremony, or through legal change.
F26	**Educator's Middle Name**	60	Alphanumeric	No	The secondary name given to the teacher at birth, baptism, or during another naming ceremony, or through legal change. If only middle initial is available, that should be supplied.
F27	**User Field 1**	500	Alphanumeric	No	Any value will be accepted in his field. However, if one of the values below is used, this will indicate a different term for which the F20: Completion Status is given. This value will be used to modify the F17: KCC Identifier that is stored for this record. If blank or any other value, no changes will be made. The field must exist in this extract file. Modifier values are: • Blank = Use value submitted in KCC Identifier • QTR1 = Quarter 1 • QTR2 = Quarter 2 • QTR3 = Quarter 3 • QTR4 = Quarter 4 • SEM1 = Semester 1 • SEM 2 = Semester 2 **Note: This is only a temporary workaround for this year only to aid school districts that do not have the ability to make changes within their SIS to an existing course schedule. This modifier field will be used to help clarify the discrepancy by specifying a term for the reported course outcome. See the Submission Details Document-STCO for more information.**
F28	**User Field 2**	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.
F29	**User Field 3**	500	Alphanumeric	No	Field available to the data extractor. This field may contain any data (except the "delimiter character" defined in the header record). The field must exist in this extract file.

K I D S 2012-2013 Collection System File Specifications

Revision History

Changes since version 1.00

- Modified the wording on D10: Current Grade Level for Not Graded guidance, from “or a student with disabilities who is over the age of 21” to “or any student over the age of 21”.
- Removed code ‘9 = Completed school with other credentials’ from D27: Exit/Withdrawal Type.
- Added STCO File Layout to the end of the document.

Changes since version 1.01

- D25: Concurrent High School Enrollment, modified the wording of value 1=Technical School or College to 1=Any approved CTE course at a Technical College or Community College. This is to accommodate the change to the CTE funding made by the legislature during this year’s legislative session. Added wording that value 1 should be submitted for anyone attending an approved for funding CTE course at a Technical College or Community College.
- Added wording ”Note: Beginning with the 2012-13 school year, the time spent in any approved CTE courses through a post-secondary institution should not be counted toward the minutes reported in this field.” to D42: Career and Technical Education Contact Minutes to communicate the change made by the legislature to CTE funding.
- Added wording “Do not include transportation of students to and from Career and Technical Education courses.” to D47: Miles Transported.
- Under current legislation, the 10 Mile Law (D52) is now 2.5 miles. Update the field name to D52: Non-Resident Transportation (10 Mile Law) to be consistent with the wording that will be used by School Finance. Updated the field description and the footnote to indicate 2.5 miles, not 10 miles.

Changes since version 1.02

- Added Note 3 to D25: Concurrent High School Student.
- Added the word State to the descriptions for Subject Area Code and Course Identifier in the Example table for F17: KCC Identifier.

Changes since version 1.03

- Added wording to D28: Special Circumstances Transfer Choice: With the granting of the ESEA Flexibility Waiver, values 1, 3, and 4 are now optional. You may send the values in the file, but they will not be used for federal reporting.
- Added wording to D44: Title I Supplemental Educational Services, D45: Title I SES Hours Participated and D46: Title I SES Provider: With the granting of the ESEA Flexibility Waiver, this field no longer needs to be reported. If you choose to report this information the data will not be used for federal reporting. All validation rules still apply.

Changes since version 1.04

- Removed the mention of Exit/Withdrawal Code 9 from D29: Post-Graduation Plans.
- On D40: ESOL/Bilingual Program Participation Code, change the wording “two consecutive years” to “two consecutive KELPA Assessments.”

Changes since version 1.05

- Added grade 14 as a valid grade level for D87: State Writing Assessment.
- Added a list of values to F27: User Field 1 to indicate term of grade.

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