KSDE Reporting for Dynamic Learning Assessment (DLM)

Following these directions will connect teachers and students together in KIDS so that the Dynamic Learning Maps assessments are available in KITE. No other file uploads are necessary.

STEP 1: Kansas Course Code Management System-KCCMS

A special education course needs to be set up in KCCMS for the assessed content area subject. The local course must be mapped to one of these State Subject Areas and State Course Identifiers:

Level	State Subject Area	State Course Identifier and Title
High School	01: English Language and Literature (secondary)	999: English Language and Literature - Other
	02: Mathematics (secondary)	999: Mathematics – Other
	03: Life and Physical Sciences (secondary)	999: Life and Physical Sciences – Other
	04: Social Sciences and History (secondary)	999: Social Sciences and History – Other
Middle School/Jr High	51: English Language and Literature (ms/jr. high)	999: English Language and Literature – Other
	52: Mathematics (ms/jr. high)	999: Mathematics – Other
	53: Life and Physical Sciences (ms/jr. high)	999: Life and Physical Sciences - Other
	54: Social Sciences and History (ms/jr. high)	999: Social Sciences and History – Other
Elementary	80: Elementary Self-Contained (elementary)	001: Single Grade Self-Contained Classroom (Elementary)
	80: Elementary Self-Contained (elementary)	002: Multi-grade Self-Contained Classroom (Elementary)
	81: English Language and Literature (elementary)	001: English Language Arts (Elementary)
	82: Mathematics (elementary)	001: Mathematics (Elementary)
	83: Life and Physical Sciences (elementary)	001: Science (elementary)
	84: Social Sciences and History (elementary)	001: History Comprehensive (Elementary)

When the course is mapped in KCCMS, it should have the Targeted Program mapped to S = Special Education. Example of the resulting KCC ID: 52999B0.001211**S**GN

Each district sending students to a Special Education Interlocal or Co-op will need to map the courses in their district's KCCMS.

For information on entering courses in KCCMS please consult the KCCMS user manual available at: http://tinyurl.com/kansascoursecodes under "Kansas Course Code Management

System (KCCMS) Documents"; or on the right hand side of the screen when you sign into KCCMS. Additional KCCMS support may be obtained from kccms@ksde.org or 785.296.2078"

STEP 2: Educator Data Collection System-EDCS

Once the course is mapped in KCCMS, the Special Education teacher should be submitted in EDCS in the Assignments section for this course. Note: the Educator Type should be "SPED/ESOL Teacher" and the SPED/ESOL Type should be "Functional."

Example:

If the teacher is mapped to the course in this way, the teacher will not show on the Staff Assignment Report (SAR) if they have the appropriate Functional Special Education license. This means that they do not need to be licensed in that specific content area.

If you are part of an Interlocal or Co-op, each district will need to report the teacher in their EDCS for the appropriate courses. The salary information should be obtained from the Interlocal or Co-op. The FTE will be split out between all of the districts.

If this is an adaptive situation, the licensing requirement is different. For information on how to enter teachers for adaptive courses or other EDCS questions, contact Lori Adams at ladams@ksde.org or Shane Carter at scarter@ksde.org in Teacher Licensure and Accreditation at KSDE.

STEP 3: KIDS STCO records

A STCO record should be submitted to KIDS for the student with the course and the educator for the building mapped in EDCS with a Course Status of '00 = Enrolled'. In the case of an Interlocal or Co-op, the STCO record should be submitted by the individual districts for the courses assigned to the Special Education teachers.

STEP 4: KIDS TEST records

A TEST record should be submitted for the student with a value of '3 = Alternate' for the DLM assessment in that content area. TEST records can be submitted by either the student's

Accountability Building or the Attendance Building. Note: TEST records can be submitted before or after STCO records are submitted.

For more information on KIDS STCO and TEST records, contact the KSDE Helpdesk at 785-296-7935 or kids@ksde.org.

STEP 5: KITE

The KIDS records will go over to CETE in the nightly feed from KSDE, and then the student will appear in the KITE system. Once a User account is created for the teacher, the students should appear for that teacher in the Educator Portal in KITE, even if the students are from different districts. Once the student appears for the teacher, the First Contact Survey can be completed.