COUNTING KIDS:
KIDS COLLECTION 19-20

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Agenda

- KIDS Planned Changes
- KIDS Data and Assessments
- KIDS Data and Reports
- KIDS Best Practice
- Training Opportunities
- Helpful Contacts and Information

Don't Forget

- This information is current as of today.

- Monitor the KIDS Listserv for additional announcements.

- Check the KIDS website for the latest information regarding KIDS planned changes.

KIDS Collection Schedule

All submission window dates are subject to change.

KIDS Collection Schedule

Collection	Focus	Submission Window	Data as of
ENRL	Funding and Enrollment	09/20/2019 – 10/10/2019	09/20/2019
TEST	Assessment Testing	09/03/2019-06/24/2020	The day the student takes the assessment.
SMSC	REAP Funding	12/02/2019-01/03/2020	12/02/2019
MILT	Military Funding	02/20/2020-03/16/2020	02/20/2020
EOYA	End of Year Accountability	05/11/2020-06/26/2020	Student's last day of membership for the school year.
TASC	Teacher and Student Connection	09/03/2019-05/22/2020	At time of submission.
KCAN	Kansas State Board of Education Initiatives	08/01/2019-09/08/2020	At time of submission.

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KIDS Collection Schedule

Collection	Focus	Submission Window	Data as of
ASGT	Claim new students or demographic changes for existing students	Any time	At time of submission.
EXIT	Students leaving school	As soon as possible after leaving	Student's last day of membership.
		Once the Dropout/ Graduation Summary Report (for 18-19 SY) is submitted, records can no longer be submitted with Exit/Withdrawal dates prior to 10/1/2019	Submission
QERY	Student information gathering	Any time	
SPED	Populate student in Sped-Pro without claiming.	Any time	At time of services rendered.

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KIDS Data Elements

All information is subject to change.

New Fields and Values

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New Fields

- D21: First Instruction Date (for ASGT, ENRL, TEST, EOYA, SMSC, MILT, EXIT, SPED and QERY)
  - The month, day, year on which the student first receives instructional services during the current school year.

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New Fields

- D21: First Instruction Date
  - This field is required if the student has any of the following values:
    - Primary Disability Code value of 'WD'
    - Gifted Student code of 'GI'
    - Qualified for 504
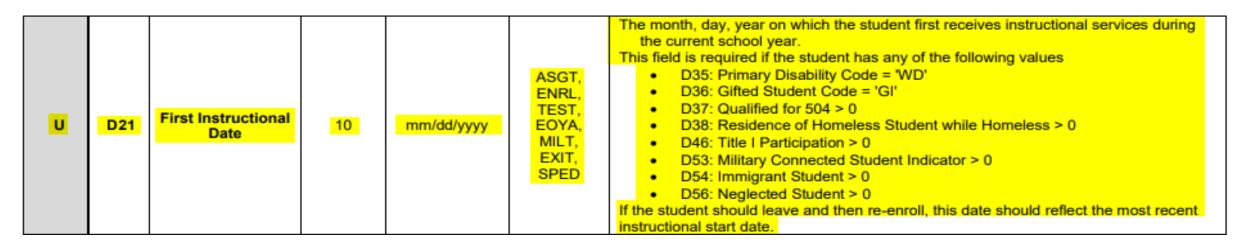   - Residence of Homeless Student while Homeless

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New Fields

- D21: First Instruction Date (Continued)
    - Title I Participation
    - Military Connected Student Indicator
    - Immigrant Student
    - Neglected Student
- *If the student should leave and then re-enroll, this date should reflect the most recent instructional start date.

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New Fields

U	D21	First Instructional Date	10	mm/dd/yyyy	ASGT, ENRL, TEST, EOYA, MILT, EXIT, SPED	The month, day, year on which the student first receives instructional services during the current school year. This field is required if the student has any of the following values • D35: Primary Disability Code = 'WD' • D36: Gifted Student Code = 'GI' • D37: Qualified for 504 > 0 • D38: Residence of Homeless Student while Homeless > 0 • D46: Title I Participation > 0 • D53: Military Connected Student Indicator > 0 • D54: Immigrant Student > 0 • D56: Neglected Student > 0 If the student should leave and then re-enroll, this date should reflect the most recent instructional start date.

Note: Please also refer to the specific Submission Details Document for the collection type to see what student populations are required for each submission. There is also a chart on the following page that reflects what student populations are required for each submission. If you attempt to enter a first instruction date for a student that does not fall within the parameters, it will give you an error message.

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New Fields-D21

Collection	D35: Primary Disability (WD)	D36: Gifted Student (GI)	D37 Qualified for 504 (> 0)	D38: Residence of Homeless Student (> 0)	D46: Title I (> 0)	D53: Military Connected Student (> 0)	D54: Immigrant Student (> 0)	D56: Neglected Student (> 0)
ASGT	X	X						
ENRL	X	X		X		X	X	
EXIT	X	X		X		X		
TEST	X	X		X		X		
SPED	X	X						
MILT	X	X				X		
EOYA	X	X	X	X	X	X	X	X

- Note: These are the specific student populations that are required for each collection type regarding field D21 specifically.

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New Fields

- D29: Unweighted Grade Point Average (GPA)
  - Required if D28: Exit/Withdrawal Type = 8
  - NON-Blank values only allowed for EXIT record types with Exit/Withdrawal Type = 8

  - Note: If you are still exiting graduating seniors from 2018-2019 SY in the 2020 format, it will ask you for a value for this field. Since this is only for seniors graduating in the 2019-2020 school year, use 0.00 to fill in the field

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New Fields

- D30: Qualified Admissions
  - NON Blank values only allowed for EXIT record types with Exit/Withdrawal Type = 8
  - Required if D28: Exit/Withdrawal Type = 8

New Fields

						Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, and SMSC (District/School SIS Collection Export File)
AC	D29	Unweighted Grade Point Average (GPA)	4	Numeric 9.99	EXIT	The student's unweighted cumulative GPA upon graduating from high school with a regular high school diploma. This field is required when D28: Exit/Withdrawal Type = '8'. Allowable values: 0.00 - 4.00 Unweighted GPA Definition: 4.00 = A 3.00 = B 2.00 = C 1.00 = D 0.00 = F **Note:** This field will only be accepted for EXIT records with a D28: Exit/Withdrawal Type = '8'. All other submissions will receive an error
AD	D30	Qualified Admissions	1	Alphanumeric	EXIT	An indication of whether the student met the Kansas Qualified Admissions Pre-College Curriculum criteria. This field is required when D28: Exit/Withdrawal Type = '8'. Allowable values: 0 = No 1 = Yes See Appendix F for subjects and units necessary to meet the qualified admissions criteria. Note: This field will only be accepted for EXIT records with a D28: Exit/Withdrawal Type = '8'. All other submissions will receive an error

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New Fields and Values

- D73: History/Government Assessment-(TEST)
  Allowable values:
  - '0' = No test in this content area
  - '2' = General Assessment
  - 'C' = Clear test subject indicator

  - Note: History/Government test is voluntary and in a pilot year. If your district is interested in participating, contact Don Gifford at dgifford@kde.org. Special training for this is Sept 10-30th throughout the state.

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New Fields and Values

- History/Government Assessment-(KCAN)

    F25: History/Gov Assessment Task 1 Score

    F26: History/Gov Assessment Task 2 Score

    F27: History/Gov Assessment Task 3 Score

- *These assessment scores ONLY will be submitted via a KCAN record for the 2019-2020 School Year.

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Updated Fields and Values

Updated Fields and Values

- D10: Current Grade Level
  - Value '04'=State Preschool-Aged At-Risk
    - Grade Level '04' is for 3 and 4 year old students who meet at-risk criteria for the State Preschool-Aged At-Risk program and do not have an IEP for a disability.
  - Value '02' is for 4 year old students who are not in the State Preschool-Aged At-Risk program and/or those who have an IEP for a disability.

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Updated Fields and Values

- D14: Current School Year – 2020

- D21-D73: Renumbered due to D21, D29, D30 fields being added and D62, D63 and D73 fields being removed.

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Updated Fields and Values

- D24: Truant Student
  - An indicator of whether or not the student has been truant, <u>for the Accountability School listed in D2: Accountability School Identifier</u>
    - Allowable values:
    - '0' = No
    - '1' = Yes

Updated Fields and Values

- D57: Kansas Pre-K Pilot Program (KPP)
    - Grades to Submit: 01-04

    - ONLY schools who have received KPP grant monies directly from KSDE should submit students with a value of '1' = Yes.

    - All other Pre-K students will be submitted with a value of '0'=No.

    - It is not necessary to send EXIT records for KPP participants that discontinue, age out or leave the program.

Updated Fields and Values

- D58: Kansas Parents as Teachers Program (KPAT)
  - Only children receiving services funded by the Kansas State Department of Education's Kansas Parents as Teachers grant should be marked as '1'.

  - Children who receive Parents as Teachers programming that is supported through other funding sources should have a '0' in this field.

  - It is not necessary to send EXIT records for KPP participants that discontinue, age out or leave the program.

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Updated Fields and Values

- D73: State History/Gov Assessment
  - Allowable values:
    '0' = No test in this content area
    '2' = General Assessment
    'C' = Clear test subject indicator

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Updated Fields and Values

- D77: Kansas English Language Proficiency Assessment (KELPA)
- D78: KELPA Proctor ID
- D79: KELPA Proctor First Name
- D80: KELPA Proctor Last Name

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Updated Fields and Values

- **ENRL and MILT**
  - D13: State Student Identifier will be required.
  - D47: Student's Transportation Street Address will be required.
  - D48: Student's Transportation City will be required.

  - Note: **These 3 fields are required for ALL students.** It was previously stated only those 2.5 miles or more, but that was updated on 9/20/19 to ALL students, regardless of whether you are transporting them or not.

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Updated Fields and Values

- D81: American College Testing (ACT) Assessment
- D82: ACT WorkKeys Assessment
  - D10: Current Grade Level must be 16 only

Updated Fields and Values

- **KCAN**
  - F9: Current Grade Level
    - Updated description language to align programs
  - F13: Current School Year = 2020

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Updated Fields and Values

- **TASC**
  - C9: Current Grade Level
    - Updated description language to align programs
  - C13: Current School Year = 2020

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Removed Fields and Values

Removed Fields and Values

- D62: General CTE Grouping Indicator 1
- D63: General CTE Grouping Indicator 2
- D73: General CTE Assessment

KIDS Data and Assessments

All information is subject to change.

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Assessments

Assessment Type	Subject	Grades	Estimated Time to Complete[1]	Testing Window	Need Not Test Date[2]	Recently Arrived in U.S. Exemption Date[3]
General Summative Assessments	Mathematics	3–8, 10	Two sessions, 45–60 mins each	03/16/20 to 5/01/20	03/20/20	No exemption in math. Arrived after 03/16/19 counts for participation only.
	English Language Arts	3–8, 10	Two sessions, 45–60 mins each			Arrived after 03/16/19 exempted. Must take KELPA.
	Science	5, 8, 11	Two sessions, 45 mins each			No exemption in science. Arrived after 03/16/19 counts for participation only.
Interim Predictive Assessments[4]	Mathematics and English Language Arts	3–8, 10	One session, 60 mins	10/07–10/18 12/02–12/13 02/10–02/21	N/A	N/A
Dynamic Learning Maps Alternate Assessments[5]	Mathematics, English Language Arts, Science, and HGSS	Refer to grades for general summative assessments.	Varies	Instructionally-embedded assessments and science field tests: 09/9–12/20 02/03–05/15 Year-end tests: 03/16–05/01	03/16/20	Follow exemption rules and dates from general summative assessments. KELPA participation not applicable to DLM students.

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Assessments

Assessment Type	Subject	Grades	Estimated Time to Complete[1]	Testing Window	Need Not Test Date[2]	Recently Arrived in U.S. Exemption Date[3]
KELPA Assessments[6]	Four domains: reading, speaking, listening, writing	K–12	Varies. Refer to Kansas Assessment Examiner's Manual.	02/03–03/13 Human scoring completed by 03/27	N/A	No exemption. Required for all identified ELL students.
cPass Assessments	General Agriculture	9–12	Varies	12/02–12/20 03/16–05/01	N/A	N/A
AMOSS Data Check	All assessment data	K–12	N/A	07/06/20–07/24/20	N/A	N/A

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KIDS Reports

All information is subject to change.

KIDS Reports FY 2020

No New Reports

Reports Updated
- **All reports updated with new columns and 2019-2020 school year (as is relevant).**

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KIDS Best Practice

All information is subject to change.

First of the year Collections – Migrant Only - Phil

ASGT – Send first for SSIDs (Only for new Migrant students)

KCAN

- 00 = Enrolled (School's definition not KSDE's)

ENRL – Count day September 20

KCAN

- 04 = Exited before course completion

- Refer to the Migrant Guidance Document on the KIDS website for further detailed information regarding this student population.

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School Entry Date

Scenario:

- **Amy moves to Kansas summer of 2019. She enrolls as a freshman at Topeka High (501) August 23, but leaves to attend Shawnee Heights (450) in December.**

- **On March 4, 2020 Amy comes back to Topeka High (501).**

What would be Amy's school entry date on Topeka High (501) ASGT record?

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School Entry Date

Q: What would be Amy's school entry date on Topeka High (501) ASGT record?

A: March 4, 2020. It is the most recent entry date into the district if a student leaves and comes back.

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District Entry Date

Scenario:

- **Kimbria moves to Kansas August of 2019. She enrolls as a freshman at Topeka High (501) August 26, but leaves to attend Seaman (345) in December.**

- **On February 1, 2020 Kimbria comes back to Topeka High (501).**

What would be Kimbria's district entry date on Topeka High (501) ASGT record?

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District Entry Date

Q: What would be Kimbria's district entry date on Topeka High (501) ASGT record?

A: February 1, 2020. If the student leaves your district and returns at a later date in the year, you use the most recent district entry date.

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State Entry Date

Scenario:

- **Caden moves to Kansas September of 2019. He enrolls as a Senior at Topeka High (501) September 25, but leaves to attend Holton High (336) in December.**

- **On April 15, 2020 Caden comes back to Topeka High (501).**

What would be Caden's state entry date on Topeka High (501) ASGT record?

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State Entry Date

Q: What would be Caden's state entry date on Topeka High (501) ASGT record?

A: September 2019. That date will not EVER change for a student unless they leave the state and then come back and re-enroll in a Kansas school.

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School Exit Date

Scenario:

- **Brooklyn finishes 3rd grade in May 2019. Brooklyn's mom indicates she will be returning for 4th grade in August.**

- **Brooklyn is a no show for 4th grade in August and you received a record request indicating she has moved.**

What date would you EXIT Brooklyn?

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School Exit Date

Q: What date would you EXIT Brooklyn?

A. The last day she attended in the 2018-2019 school year. So, if her last day in attendance was May 24th, that is the date you will EXIT her with, May 24, 2019.

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School Exit Date

Scenario:

- **Caleb is an 8th grader during the 2019-2020 school year.**

- **Caleb does not return to school after the Christmas Break.**

What date should you EXIT Caleb?

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School Exit Date

Q: What date would you EXIT Caleb?

A. The last day he attended before the Christmas Break. So, if his last day in attendance was December 22, you will enter that date as her EXIT date.

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School Exit Date

Scenario:

- **D'Shawn finishes 8th grade in May 2019. His mom indicates he will be returning for 9th grade in August.**

- **D'Shawn is a no show for 9th grade in August and you do not receive a record request indicating he has moved. In November, you notice D'Shawn still shows up in KIDS as yours—no one else has claimed him.**

What date would you EXIT D'Shawn?

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School Exit Date

Q: What date would you EXIT D'Shawn?

A: At this point in the year, its too late to exit him with a date prior to October 1, 2019 since the DGSR has been locked.

Note: It is important to run reports so you know what students you still have in your system that may not have shown back up. Normally you would have received notification via the gain/loss emails when another district in Kansas claims a student. You can call the students contacts to see if you can find out where they went. If you don't exit a student and nobody else claims them at that point in the year, your school will be "on the hook" for that students accountability and testing. Its better to EXIT a student with an Unknown value than not to do it at all. If you get a request for records at a later date, you can send a new EXIT record to reflect the situation of that student.

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School Exit Date

- Schools are required to report an EXIT/Withdrawal Date 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.

- EXIT/Withdrawal dates are to be indicators of when a student's affiliation with a school ended, not an indication of the date a school submitted the EXIT record to KIDS.

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School Exit Date

- When a student does not return in the fall as expected, please use the last day in membership, from the prior school year, as the Exit/Withdrawal Date rather than a date in the current school year.

- **EXIT STUDENTS FROM KIDS AS SOON AS POSSIBLE (unless you are tracking the days for truancy purposes)!!! DON'T LEAVE THEM HANGING!!! EXIT THEM THE ACTUAL LAST DAY IN ATTANDANCE, NOT THE DAY AFTER!!**

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Attendance and Membership

Scenario:

- **Jason has 180 days in membership with your district.**

- **Jason is absent for 22 days during the 2019-2020 school year**

Will Jason be considered chronically absent for the 2019-2020 school year?

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Attendance and Membership

Q: Will Jason be considered chronically absent for the 2019-2020 school year?

A. Yes. Since he missed 22 out of the 180 days, that makes him chronically absent. If they miss 10% of their days in membership (per Federal guidelines), they are considered chronically absent.

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Attendance and Membership

Scenario continued:

- **Jason has 180 days in membership with your district.**

- **Jason is absent for 22 days during the 2019-2020 school year**

How do you report D22: Cumulative Number of Days in Membership and D23: Cumulative Number of Days Attended for Jason?

Attendance and Membership

Q: How do you report D22: Cumulative Number of Days in Membership and D23: Cumulative Number of Days Attended for Jason?

A: D22:180

D23:158 (180-22)

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Virtual Student Reporting

Scenario:

Mario is a 20 year old virtual student. He is enrolled in three virtual courses.

At the end of the term, he has passed two of the courses. He has not completed the third course. He will be completing it—either during the summer or in the fall.

How should you report Mario in KCAN?

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Virtual Student Reporting

Q: How should you report Mario in KCAN?

A: You upload and report the 2 courses he completed at the end of the term now and then the other one when he actually completes it.

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D21 & Title Services Reporting

Scenario:

It's the beginning of the year and Steve submits his ASGT for the school. His school is a Title 1 school-wide program. He has 300 students in his school and 15 of them have a primary disability requiring an IEP. Another 25 are also considered gifted.

How many children at his school should have D21: First Instruction Date filled in?

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D21 & Title Services Reporting

Q: How many children at his school should have D21: First Instruction Date filled in? (Remember, this is for ASGT)

A: 40. Both the kids with WD and Gifted values only, will be reported for this specific collection.

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D21 & Title Services Reporting

EOYA requires Title 1 Participation reporting on D46 & D21.

Scenario:

Jamie's school is a Title 1 Targeted Assistance school. She has 275 students in her school and 100 receive Title 1 services. She's got 15 with a primary disability and 10 who are gifted. 2 are neglected and 1 is homeless. None of these students overlap with other student populations.

How should she report Title 1 for her school?

How many of these kids need First Instruction Date?

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D21 & Title Services Reporting

Q: How should she report Title 1 for her school?

Q: How many of these kids need First Instruction Date?

(Remember, this is for the EOYA)

A: 100

B: 128

- 100-title 1
- 15-WD
- 10-gifted
- 2-neglected
- 1-homeless

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SPED Collection

Scenario:

- **Nash is a SPED student at your district receiving IEP services.**

- **Nash leaves in October to go to another district.**

- **When you go to enter Nash's services into SPED-Pro you realize no records have been submitted for him.**

What do you do?

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SPED Collection

Q: What do you do?

A: Send a SPED Record.

*You do not want to claim the student away from their new district. If you send an ASGT record this will claim the student in error. You can send a SPED record, which will allow your district to associate the student with a claim in SPED-Pro without claiming them away from their new district. The SPED record will make NO updates to the student record. If any updates to Core Data need to be made or a KIDS ID needs to be assigned a SPED record will not make these updates.

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SPED Collection

SPED records should only be used for students who are marked either or:

KIDS Value	
D32: Primary Disability Code	WD = Yes, is on an IEP and receives special education services.
D33: Gifted Student Code	GI = Giftedness

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ASGT-Reminder

- New Students: It is recommended that schools/districts submit ASGT records to the KIDS Collection System for all new students to obtain SSIDs for them.

  - In the event the student is new to the KIDS System and needs an SSID created, the system will generate a new SSID. If the student already has a SSID in the KIDS System, the SSID will be retrieved and core data updates will occur.

  - Remember-you can check to see if a student has an SSID already by using the **"Search Core Data"** button in KIDS Collection

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ASGT-Reminder

- DOB – Verify the date of birth and grade level.

  - DOB does not coincide with the grade submitted. Either DOB or Grade is obviously incorrect.
  - High percent of students with incorrect DOB according to other data that was cross-referenced.
    - Using Student History Reports and checking required birth certificate will help verify consistency in DOB reporting.

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ENRL

- If multiple schools erroneously submit ENRL records for the same student, each school will have that student listed on its PBR.

- Schools and districts can run the "Student in Multiple Schools Discrepancy" report to identify their students submitted by another school or district.

- Auditors are given a report of students that appear on multiple PBR's to determine which school should report the student for funding.

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ENRL

Scenario:

▪ **You are an Administrator and you realize you have some students on your PBR/SO66 that needs to be removed.**

What do you do?

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ENRL

Q: What do you do?

A: In order to remove a student submitted on an ENRL record from a PBR/SO66, a new ENRL record for that student must be submitted that includes the same Funding School as the original ENRL record and also has a value of '0' in the Minutes Enrolled field.

Sending an EXIT record will not remove a student from the PBR/SO66 if he/she was previously submitted on an ENRL record with Minutes Enrolled greater than 17.

ENRL

- **Know your players (Food Service, Transportation, ESOL, SPED, Early Childhood, Migrant etc.) Be sure you are communicating with them!**

- **Run your reports!!! (Where can you find out what reports to run?)**

- **Pay the piper now or pay the piper later!! This collection is all about the BENJAMINS BABY!! $$$$$$$$$$**

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EOYA

- **ALWAYS MAKE SURE THERE IS SOMEONE IN YOUR BUILDING TO COMPLETE THE EOYA UPLOADS!!! DON'T GO ON VACATION UNTIL THIS IS DONE!!! (SERIOUSLY!!)**

- **SEVERAL DISTRICTS HAVE TO BE CALLED DURING THIS TIME EVERY YEAR BECAUSE THEY HAVE NOT SUBMITTED IT IN A TIMELY MANNER**

- **FEDERAL FUNDING IS CRUCIAL FOR YOUR DISTRICT!!!**

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Directory Updates

- Gained/Lost Claiming Emails: Gained/Lost emails are triggered by a school claiming a student. Emails are sent both to the school claiming the student and the school formerly listed as the Accountability School Identifier.

- Each school may designate up to 2 people to receive the Gained/Lost emails by entering email addresses in the KSDE Directory application.

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How Do I Make Directory Updates?

Directory Updates 2020

KIDS Student Transfer Email Contacts

First Name:

Last Name:

Email:

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How Do I Make Directory Updates?

Training Opportunities

All information is subject to change.

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KIDS New Staff Training

- Sessions are intended for staff who have not used the KIDS Collection System before (or who have minimal experience with this system) and who will be responsible for submitting student data via KIDS. Instruction in the KIDS data elements and software submission processes is provided.

    - In-Person
    - Self-Paced via Modules
    - Pre & Post Quiz

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DQC Certifications

- **Administrator**

- **Data Coordinator**

- **Assessment & Accountability (It's BACK and NEW for the 18-19 School year!!)**

- **Call or email us to reserve a spot for your district!!**

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DQC Concentration Electives

- Enrollment and Transportation

- Special Education Data

- Career and Technical Education

- Graduation and Dropout

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Resources & Contacts

All information is subject to change.

Resources

MAKE SURE ALL NEW DISTRICT DATA ENTRY/DATA COORDINATOR STAFF HAVE WHAT THEY NEED TO DO THEIR JOBS!

- **Mentor new staff**

- **Make sure they know the KIDS Help Desk number, KIDS email address, kidsweb.ksde.org and all the helpful documents that are available.**

- **Go thru the File Specifications Document with them**

- **GET THEM IN TRAINING!!! IT IS FREE!!!**

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Resources

https://kidsweb.ksde.org/

- Documents Tab
  - KIDS 2019-2020 Collection System File Specifications
  - Step-by-Step KIDS Submission Instructions
  - KIDS 2019-2020 User Guide
  - 2019-2020 KIDS Submission Details Documents for all KIDS Collections
  - KIDS 2019-2020 Guidelines Documents
  - NEW-ESOL Guidance Document
- Report Descriptions Tab
  - Provides descriptions of each type of report-USE THEM!!!!

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Resources

- KSDE Helpdesk: 785-296-7935

- KIDS Email: kids@ksde.org

- KIDSINFO Listserv and KIDS FAQ of the Week

- KIDS Website: https://kidsweb.ksde.org/

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Contacts/IT Trainers

Sarah Palubinski, Agency Training Coordinator, spalubinski@ksde.org

Christopher Ortega, Senior IT Trainer, cortega@ksde.org

Melanie Scott, IT Trainer, mscott@ksde.org

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Questions

All information is subject to change.

What questions, comments or concerns do you have…….

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