

**KSIS Infinite Campus 2026-2027 Kentucky-Specific Beginning-of-Year Training
Question and Answer Transcript
July 23, 2026**

SSN Removal - Misc. Tool

1. Should the SSN removal tool be used on current students' records...or it is for records three years after graduation?

Collection and retention of SSN for current students is a district decision. Collecting and storing SSN on students before Grade 08 seems unnecessary. Please check with the board attorney to confirm there are no local requirements before using the SSN Removal Tool to remove active student SSN for specific grades.

2. The SSN Removal-Misc. Tool says that I do not have permission to access this page. I am the SIS for this district.

The SSN Removal tools are permission-based and not automatically granted through the Student Information System product security role. Districts must explicitly assign these rights as individual tool rights or through User Groups (available beginning July 23, 2026). • To use the SSN Removal tool, a user must have at least read (R) tool rights to SSN Removal. • To view the Run History tool, a user must have at least read (R) tool rights to Run History. • To restore deleted SSNs, a user must have delete (D) tool rights to Run History. • To use the SSN Removal - Misc. tool and view Misc. History, a user must have at least read (R) tool rights to SSN Removal - Misc.

3. SSN Removal-We have some staff who would've graduated recently in IC... would the all staff removal removes theirs? Is there a way to prevent that?

There is not an option that checks employees for recent graduation data only active enrollments. Is this option needed?

Course Set Up

4. What is the purpose of the district course catalog? How often should it be updated?

Course Catalog allows the district to define a course master to push settings to specific calendars to keep the setup consistent and reduce data entry. Updates are only necessary when something changes. For example, the state course code used is deprecated for the next year, so a new state code needs to be assigned to the course in the future year. If the district only has one school serving each grade, then Course Catalog may not be useful. [See Course Catalogs](#) for more information.

Student Tracking Enrollment to Attendance and District Support Updates

5. I am interested in the Aug 18 online training for Attendance Review.

The Attendance Clerk Training was recorded and found on our website, along with the Power Point, [Pupil Attendance Program Documents - Kentucky Department of Education](#). I have sent the link which also includes other documents that you may find helpful as well.

6. I have been trying to get on listservs for my roles (KSIS, DPP, Health Coordinator, etc). I have "signed up and accepted/confirmed" on U of K's listserv sight, but I still cannot post questions to those listservs. Any suggestions?

Answer.

7. Can you still give the Gatton/Craft 'students a schedule' to show they are Gatton or Craft and prevent these students from appearing in your Schedule Gap report? And maybe remove the Grading Tasks from the course to prevent grades from being entered at the end of the year.?

Yes – the course can still be created to track the student, but a final grade CANNOT be tracked in the final grading task. Course Setup, Grading & Attendance guidance

Preschool Reminders

8. Can someone please explain sometime today what the new User Group "View Gender" is and why it was assigned to all active users during last night's update??

1. I submitted an IC support ticket about this today and here is IC Support's response:

The View Gender Tool rights and User Group was recently introduced in Campus.2627. This tool right controls whether a user can view the gender field assigned to a person, wherever gender is displayed - in Demographics, Identities, Campus Instruction, in reports and reporting tools, etc. A user who is not assigned this right can no longer view the gender fields in the user interface and is blocked from viewing gender on relevant reports.

As part of this update, Campus also automatically created the new "View Gender" User group, so that is why you are now seeing that user group created with a lot of active users as these rights will now be needed to view Gender information. For more information on this new tool right and the different display options it impacts, please see our Displayed Gender knowledge base article that goes into more detail on the changes and updates.

**2. This was a part of last night's update. Here is a little more information.
Displayed Gender: Rights, Form, and Reports**

Path: System Settings | System Preferences | System Preferences | Tool Rights | Additional Access Rights | General | View Gender

Enhancements have been made to [gender display options](#) across the system's rights, forms, and reports. Users can now control what gender information is shared and with whom.

System Preferences

Tool Rights to allow user groups to access student gender information.

Using Early Warning and Insights to Drive Decisions

9. Would you recommend giving teachers access to Early Warning??

To Early Warning, absolutely! Insights is where we recommend exercising caution due to some of the details (staff and student) you can drill down within some of the reports.

10. Will there ever be training on the Pivot Designer so that we can create our own Insights instead of the defaults?

There may be some IC training courses on Campus Community that may assist. Request for specific training from our KDE Persistence to Graduation Team can be requested here: [Request for Assistance and/or Training](#)

11. How can I get access to see every student in the building? I am a counselor and it only allows me to pull data on students that I have enrolled under me in a class.?

User access is a local district decision. Working with the District KSIS Administrator to gain any access is recommended.

Foster Care Requirements and Related Reports

12. Can you share again who to contact if there is incorrect information if the POC for Foster care in the District and school link?

Your District WAAPOC is listed at the bottom of the District and School page.

Migrant Data Collection and Report Updates

No questions

Overview of Chronic Absenteeism Report

13. So, field trips and EHOs count for chronic absenteeism? I didn't think they did.

Field Trips are considered an exempt attendance code, so they are not considered for Chronic Absenteeism.

EHO is considered an exempt attendance code so also not considered for CA

14. How do EHOs factor into Chronic Absenteeism?

EHO is considered an exempt attendance code so also not considered for CA.

The EHO: Educational Enhancement Opportunity attendance code is an Exempt attendance code like a Field Trip. Exempt absences are not reported as an absences so they do not impact Chronic Absenteeism.

Alternative Education Programs and the ILPA

15. How often do we review a new ILPA? Where do we put the progress data?

Progress Monitoring of an existing ILPA instruction can be found in the [Data Standard - Alternative Programs - ILPA](#), Section F.

16. How do we create banks?

Reference [Data Standard - Alternative Programs - ILPA](#) - Resources section - [ILPA Setup Instructions](#) for creating template banks.

17. Do ILPA's have to happen every year even if the student was in the alternative setting the previous year?

ILPAs should be consistently reviewed.

18. If a student is just enrolled in a Credit Recovery course for one or two periods. Do they have to have an ILPA?

A student needs an ILPA if they are enrolled in an alternative education program.

If the credit recovery courses are set up as an Alternate Classroom as described in Section B of the Data Standard - Alternative Programs - ILPA then an ILPA is required if in course greater than 10 days

19. Is the ILP checkbox in the development of the ILPA concentrated for grades 6-12 only?
Yes, ILP is required for grades 6-12.
20. Do we still need to complete within 20 days if we are getting a new document?
Yes. To locate the report, Tool search: Alternative Education Programs. Access to the report must be granted by the District KSIS Administrator.
21. Where do we put the progress data?
Progress Monitoring of an existing ILPA instruction can be found in the Data Standard - Alternative Programs - ILPA, Section F.
22. Students returning from previous year do we copy and update new goals? Also we are a K-12 alt school, since ILPAs aren't required for K-5 what do we need to do for those students?
Yes returning student ILPA can be copied reference Section E of Data Standard - Alternative Programs - ILPA for instruction to copy existing ILPA.
23. A little confused, if most AEP are days to a semester, the ILPA will be end-dated, so how would you review annually?
If students ILPA is ended because of return to regular educational setting then the ILPA will not need to be reviewed.
24. So I need to clarify that ANY KID in credit recovery more than 10 days needs an ILPA?
Yes. If the credit recovery courses are set up as an Alternate Classroom as described in Section B of the Data Standard - Alternative Programs - ILPA then an ILPA is...

Proactive Postsecondary Admissions Program (HB 307)

25. Is this something that we have to put on the online registration?
It can be included in OLR but coming out late this first year, sending out through parent portal is another option.

KDE Updates

26. Note
Upcoming PTAC FERPA trainings listed on KSIS Training - Kentucky Department of Education.