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Campus Learning and Online Registration*Submitted by Crystal Darnell*

Districts must pay to continue using [Campus Learning](#) (CL) and/or [Online Registration](#) (OLR) for the 2026–2027 school year. Districts with contracts signed last year will be billed unless cancelation was requested by April 15. Campus annual invoicing will begin on May 1. The last day to request cancelation to avoid 2026-2027 cost is June 1. If CL or OLR do not appear on your invoice, a new contract is required. To add services, contact [Kent Willette](#) by email.

As a reminder, *Campus Learning is a requirement for Google grade pass back to work.*

Non-Course Code Work-Based Learning (WBL) Deadline Reminder*Submitted by Amy Tracy*

Districts wishing to submit applications for the [Non-Course Code \(WBL\) KBE Approval](#) accountability process must do so by May 1, 2026 to be considered for the current school year. Ensure that all required documentation is provided to avoid any delays or denials by the review committee.

Use the [checklist](#) provided to verify that all necessary components are included. This includes student identification, employer information, type of work-based learning, alignment with credential or associate degree programs, employer verification of 300+ hours of WBL experience, state course codes, justification of school support, required signatures, and any supporting documentation.

Once the request is submitted using the [Non-Course Cooperative \(Co-op\) or Internship Approval Request SharePoint](#) site, your student will be assigned a Record ID. Please record this ID for future correspondence regarding the approval request.

For additional information on cooperative education and internships for state accountability pursuant to [KRS 158.6455](#), please reference the [FAQ Co-op Internship for State Accountability](#) document.

SEEK At Risk Verification Process for 2025-26*Submitted by Samantha Engstrom*

The SEEK At Risk verification process for the 2025-26 school year will be the same as last year. The SAAR Application will be used to verify At Risk data. In mid-May, KDE will begin uploading At Risk data to the SAAR application weekly. Districts must wait until the close of year to verify. Verifying before the conclusion of the school year could result in the verification being rejected. At Risk data must be verified before June 30. Once a number has been verified, it cannot be changed. For additional information contact [Samantha Engstrom by email](#) or by phone at (502)564-5279, extension 4434.

Summer School Calendars

Submitted by Josh Whitlow

Summer school calendar setup in Infinite Campus is not required; however, KDE strongly recommends consistency in setting up summer school calendars. KDE can respond to legislative questions regarding districts' offerings of summer school if calendars are consistently named; otherwise, questions must be referred to the district for response.

To set up a summer school calendar:

- Begin the **Name** with SUM.
- Set **Type** to summer school.
- Check the **Summer School** check box.
- Check the **Exclude** checkbox.

The screenshot shows a form titled 'Calendar Info' with the following fields and options:

- Calendar ID:** 374
- Name:** SUM 2023-24 Arthur School 6-8
- Start Date:** 07/01/2023
- End Date:** 06/30/2024
- Student Day (instructional minutes):** 420
- Teacher Day (minutes):** [empty]
- Whole Day Absence (minutes):** [empty]
- Half Day Absence (minutes):** [empty]
- Type:** S. Summer School
- Summer School:**
- Exclude:**
- School Choice:**
- External LMS Exclude:**
- Require Student Assignment:**
- Ignore Master Push:**
- Comments:** [empty text area]

See the [KDE Website Summer School Setup Guide](#) for additional information. If you have questions regarding calendar setup, contact [Josh Whitlow by email](#) or phone at (502) 564-5279, ext. 4450.

Safe Schools End of Year Reporting 2025-2026

Submitted by Windy Spalding

The superintendent and the Director of Special Education must complete a survey verifying the accuracy of the data from the *Safe Schools Report* by June 30. The KDE will extract the data from the *Infinite Campus Reporting Warehouse* on July 6. The Safe Schools report can be found via Reporting | KY State Reporting. Local districts must grant appropriate staff access to these reports. These reports include sensitive data; therefore, KDE advises districts to implement restricted access.

The timeline and tasks for this data collection and reporting are as follows:

- **May 1:** Safe schools data verification window opens.
 - Generate the Safe Schools report (extract type: Detail), resolve all errors and review any warnings produced.
- **June 30:** Safe schools data verification window closes.
- **June 30:** Superintendent (or designee) and Director of Special Education verification of accuracy is required through the following surveys:
 - [Superintendent or Designee Validation Survey](#)
 - [Director of Special Education Validation Survey](#)
- **July 6:** KDE extracts data from the *Safe Schools Report* from *Reporting Warehouse*.
- **July 15:** Aggregate Safe Schools data will be available for district and school review via the School Report Card secure site. *Generate the Safe Schools report (extract type: Aggregate District Level) to view the data in an aggregate format.*
- **August 5:** District and school review of Safe Schools data in the School Report Card secure site must be complete and approved.

The [Behavior Data Standards](#) provides information for data entry inquiries.

For questions regarding behavior data entry and reporting, contact [Windy Spalding by email](#) or [Blake Konny by email](#). For questions regarding behavior data entry and reporting of special education students, please contact [Amy Patterson by email](#).

SAAR Data Clean-up for Submission due June 30

Submitted by Laura Loman

The Superintendents' Annual Attendance Report (SAAR) for School Year 2025- 26 is due on June 30. The submission window will open on May 15. All data cleanup should be completed prior to submitting the SAAR. Information on reports that can be used to help with data cleanup can be found in the [SAAR Submission Guide](#).

For questions regarding SAAR data or submission, contact [Laura Loman by email](#).

Navigating the Infinite Campus Insights Attendance Dashboard

Submitted by Windy Spalding

KDE's Persistence to Graduation Team has created a new video to assist district and school staff with the Infinite Campus Insights Attendance Dashboard. The video, [Navigating the Infinite Campus Insights Attendance Dashboard](#), is posted on KDE's Persistence to Graduation [website](#) and is the first of a series of videos that will be released over the coming months. The video focuses on the Attendance Dashboard options and customization features. The website also contains various resources and tools for dropout prevention and persistence to graduation.

If you have questions or concerns, contact [Christina Watford by email](#).

College Readiness Exam Scores

Submitted by Daniel Bradley

A new SAT template is being created for state-administered SAT assessment scores. SAT-KY is currently being finalized by KDE before publishing in early May. It is set to display Total, Math, Reading and Writing (RW), and Science scores. Scores are expected to be available in late May, in the College Board file with the national scores; KDE will begin publishing scores once they become available.

The current SAT template used for publishing national scores will be unchanged for the 2025-2026 school year. KDE is populating these scores now and districts will receive these as they are published. KDE will update SAT Verbal (SAT-VERB) to SAT Reading and Writing (SAT-RW) for 2027-2028 reporting in conjunction with the KEES file update.

Districts are asked to let KDE know by May 15, if they want to opt out of receiving state-administered and/or nationally reported scores from KDE. Email [KDE Data Services](#) if your district wants to opt out of receiving any of the SAT test scores.

KDE will update state created reports that include College Readiness Exam scores to include SAT State Administered and SAT National Scores. ACT scores will not be removed at this time. Infinite Campus will update the KEES Report (Tool Search: "KEES Report") for 2027-2028 reporting.

As a reminder, KDE no longer receives ACT scores. Districts that previously relied on state-published ACT scores should be aware that this change impacts the availability of ACT scores for student transcripts. If ACT scores are needed for student accountability, District Assessment Coordinators (DACs) will coordinate with the Office of Assessment and Accountability (OAA) similar to the process used for SAT historically. Questions related to college entrance exams should be directed to the [DAC information email](#).

Homeless Data End of Year Reporting 2025-2026

Submitted by Margalee Conlee

To prepare for 2025-2026 end of year reporting, please review the homeless student data in Infinite Campus (IC). This data is used for federal reporting and allocation determinations. The aggregate data is also publicly reported annually on the [School Report Card](#).

Within Campus, district and school homeless liaisons should generate the QA Homeless Report (Detail Version) via KY State Reporting | KDE Reports to ensure that all students who have been served as homeless within the district are included in reporting. Districts also can use this report to ensure all students identified as homeless are marked to receive free lunch. Records with a lunch status of reduced or paid will be indicated with a highlighted cell. Note, if the student is no longer enrolled in your district, the lunch status cannot be updated. The [QA Homeless Quick Reference Card](#) provides additional details for this report.

Additional ad-hoc reports are available to assist in data quality review of homeless data. The reports are state-published and listed below:

- *Homeless record missing for transfer students*
- *Homeless record prior year but not selected year*

Local districts must grant appropriate staff access to these reports. These reports include sensitive data; therefore, KDE advises districts to implement restricted access.

All data should be complete and accurate by June 30, 2026. The data will be extracted by KDE on July 6, 2026.

Reference the [Homeless Data Standards](#) for data entry instruction and reporting requirements. Additional resources include the [Homeless Children and Youth Data Collection and Reporting webpage](#) and the [Pupil Attendance Manual](#) – Residency and Homeless Sections.

For program related questions, please contact [Zach Stumbo by email](#), Homeless State Coordinator. For data collection and reporting questions, contact [Margalee Conlee by email](#).

Early Graduation Program Flag Clean-Up

Submitted by Caryn Davidson

Per the [Early Graduation Program Data Standard](#), at this point in the year it is time to clean up Intent for Early Graduation (IEG) flags in Infinite Campus. All updates must be made by Tuesday, June 30, 2026, as a final list of eligible students will be sent to KHEAA on Wednesday, July 1, 2026.

Run the [Intent for Early Graduation Report](#) (Reporting | KDE Reports | Intent for Early Graduation) to identify students that were marked with the IEG flag in the fall. Any student that no longer want to participate in the Early Graduation Program (EGP), or those that cannot meet the requirements, should have the End Date and Eligibility End Date fields updated and should have an exit reason entered into the Participation Details field. Note: Please **do not add an Eligibility End Date** for students that have **successfully completed the requirements** for the EGP as this will mark them as "Withdrawn" on the EGP report and **they will not receive their EGP Scholarship**.

The Kentucky Department of Education is in the process of updating the Early Graduation Report to include student SAT scores to help determine student eligibility. In the meantime, schools can manually check student SAT scores to determine eligibility using the SAT benchmarks on the [Council for Postsecondary Readiness' Academic Readiness Indicators](#) document. ACT scores may also be used to determine eligibility, and available ACT scores will remain on the report.

Per the [Data Standard Student Enrollment](#), please mark students' End Status appropriately (see page 11).

For additional information or questions, contact [Caryn Davidson by email](#).

QA Courses Report Updates

Submitted by Caryn Davidson

The [QA Courses Report](#) (Reporting | KDE Reports | QA Courses) was recently updated to check for courses that are not set up to receive funding based on daily attendance or performance-based funding mechanisms. Initially, the check was inadvertently applied to all courses, including known non-instructional courses such as 909995 Roster Only Non-Instructional/Teacher Planning Period, 950001 Dual Credit Placeholder, 960001 Digital Learning Placeholder and 800500 Residential STEM Academy. The report has since been updated to exclude the check from these courses as **non-instructional courses should not receive funding**. Additionally, the error message for this check has been updated to acknowledge that for grades K-5 attendance may be taken during a homeroom course once per day and errors flagging on all other courses may be ignored.

Thank you to those that ran the report and reached out with questions and feedback. We encourage schools and districts to run the QA Courses Report regularly during the current school year to ensure proper course set up and to fix any errors on courses that have already rolled over to the next school year.

For additional information or questions, contact [Caryn Davidson by email](#).

New Ad hoc - Health Office Visit Missing Discharge

Submitted by *Tonia Hickman*

A new state-published ad hoc named *Health Office Visit Missing Discharge* will replace the previously published *Health-HOV Missing Discharges*. Improvements include removal of future (batch) scheduled appointments from the output and will automatically coincide with the selected school year. This will allow health staff to clear the report more efficiently. The previously used *Health-HOV Missing Discharges* ad hoc will be removed.

System Administrators should ensure the health office staff have access to the new state published ad hoc. Navigation to this state published ad hoc: Reporting | Ad Hoc Reporting | Data Export | State Published | scroll and select *Health Office Visit Missing Discharge* with your choice of export format. Students listed on the report have a health office visit during the calendar year selected but are missing a discharge. This report can be cleared.

Coming soon! A second state published ad hoc will be made available that will list health office visits that are missing the 'completed' flag. User Tool Rights and navigation to this ad hoc will be similar to the missing discharges.

For additional information or questions, contact [Tonia Hickman by email](#).

Ensuring Accuracy: Home Hospital Data Review

Submitted by *Josh Whitlow*

As we approach the end of the academic year, it's crucial to verify the accuracy of our Home Hospital data. This process ensures that students' attendance records are correctly recorded. To assist districts in this endeavor, we have the [Home Hospital Validation Report](#) with two reporting options.

Home Hospital Student Detail Report:

- This report provides a comprehensive list of all students with a Home Hospital Attendance Group assigned during the selected school year and school.
- It verifies that students have been correctly assigned to their attendance group.
- Additionally, it includes attendance and transportation information.

Home Hospital Errors Report:

- This report addresses two scenarios:
 - Students with HH Attendance Events Outside the Group: Lists students who have Home Hospital (HH) attendance events outside of a Home Hospital Attendance Group.
 - Students Without a Home Hospital Attendance Group: Identifies students who have Home Hospital attendance events but are not assigned to a specific group.

If you have any questions regarding the *Home Hospital Validation Report*, contact [Josh Whitlow by email](#) or phone at (502) 564-5279, ext. 4450.

Legislative Update: Proactive Postsecondary Admission HB 307

Submitted by *Crystal Darnell*

Pursuant to [House Bill 307](#), districts should start preparing for their role in promoting the Proactive Postsecondary Admissions program. The Kentucky Department of Education (KDE) is now required to release student data directly to Kentucky public universities. To do this, new statewide data collections will be needed. These will include standardizing the collection of student opt-outs of directory information sharing, details of district directory definitions, opt-ins to the Proactive Postsecondary Admission program, and preferred communication method. The new law also requires annual reporting on participation, effectiveness of methods and barriers to participation.

Districts are required to have data available to KDE by July 1 each year and KDE will report high school student data to all Kentucky public universities on or before September 1 each year. Additional details will be provided as they become available.

KSIS ad hoc reports and documentation updates

Type	Name	Description	Date
Ad Hoc	Health Office Visit Missing Discharges	This filter will generate a list of students with health office visits during the selected year that are missing discharge information. Scheduled visits in the future are not included in the results.	04/09/2026
Checklist	KY End of Year Checklist	Updates added for 2025-26 school year to the checklist	04/15/2026

The KDE Data Governance Committee provides KSIS data standards to document requirements for data entry in Infinite Campus, Kentucky’s student information system (KSIS). Visit the [KSIS Data Standards webpage](#) for the complete list of standards along with other procedural documentation and contact information for specific data elements and data collections. The KSIS team also works with program areas to create and publish ad hoc reports along with other documentation to help with data quality. A listing of all published ad hoc reports and other documents can be found on the [KSIS Other Information](#) web page.

Training updates

For more information and registration links for the following training events, go to the [KSIS Training webpage](#).

Date	Event	Location
MM/DD	Event name	location
TBD	2025-26 KSIS Infinite Campus Beginning-of-Year Training	Microsoft Teams

Data Calendar

The monthly data calendar includes data pulled at the state level and data previously collected from districts for sharing with other state agencies or federal reporting. Please help ensure data is verified and available prior to the due date.

Due to KDE	Report	KDE Contact
5/30	Tentative Budgets	Ann Culbertson
5/31	KSB/KSD Certification for Transportation for Daily Trips	Ann Culbertson
5/31	KSB/KSD Certification for Transportation for Home Trips for Resident Pupils	Ann Culbertson
6/1	Gifted and Talented State Assessed Areas for the School Report Card Validation	Lynn Lockard
6/1	Validation of Gifted and Talented Records	Lynn Lockard
6/1	Gifted and Talented Summative Evaluation	Lynn Lockard
6/1	Health Reports	Angela McDonald
6/1	Nurse Counts	Angela McDonald
6/15	Technical Education Database System (TEDS) (End of Year)	Claude Christian
6/19	Graduation Codes	Rodney Bennett
6/30	At Risk - only Free students (ADM)	Samantha Engstrom
6/30	Amended School Calendar	Josh Whitlow
6/30	English Learners (EL) and Immigrant	Brandy Neal / Margalee Conlee
6/30	Homeless, Primary Nighttime Residence, and Unaccompanied Youth data	Margalee Conlee
6/30	Kentucky Educational Excellence Scholarship (KEES) (Regular Graduates)	Rebecca Gilpatrick
6/30	Migrant Count (Regular Year)	Christina Benassi / Margalee Conlee
6/30	Original School Calendar	Josh Whitlow
6/30	Safe Schools Report including Special Education	Windy Spalding / Amy Patterson
6/30	Special Education (SPED) - Indicator 11 & 13 Spreadsheet	Amy Patterson
6/30	Superintendent’s Annual Attendance (SAAR) Report	Laura Loman
6/30	Exceptional Child Personnel data	Amy Patterson
6/30	Title I School Status and Title I Targeted Assistance student data	Margalee Conlee
6/30	School Report Card	DeDe Conner
6/30	Preschool Transition Survey (Indicator 12)	Amy Patterson

Due to KDE	Report	KDE Contact
6/30	Foster Care data	Margalee Conlee / Sharma Aitken

School Data Services Team

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Send any questions or comments to [KDE Data Services](#).

