

From: Conner, Dede - KDE Division Director
Sent: Monday, May 4, 2026 12:58 PM
To: All State KSIS Contacts
Cc: Spalding, Windy - Office of Continuous Improvement and Support
Subject: Notification 2025-2026 Safe Schools End of Year Reporting
Importance: High

KSIS Points of Contact – the information below was shared with District Safe Schools Administrators earlier today.

From: Spalding, Windy - Office of Continuous Improvement and Support
Sent: Monday, May 4, 2026 11:12 AM
To: Spalding, Windy - Office of Continuous Improvement and Support

Importance: High

District Safe Schools Administrators,

The District 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 (IC) Reporting Warehouse* on **July 6**. The Safe Schools report can be found via 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.
 - Generate the Safe Schools report (extract type: Aggregate District Level) to view the data in an aggregate format.
 - this format will allow districts/schools to view data as it will appear for School Report Card review.
- **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 *IC Reporting Warehouse*.
- **July 15:** Aggregate Safe Schools data will be available for district and school review via the School Report Card secure site.
- **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](#) provide 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](#).

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