

From: Conner, Dede - KDE Division Director
Sent: Friday, March 20, 2026 1:42 PM
To: All State KSIS Contacts
Subject: KSIS Notification: Attendance and Type Error Check Update

KSIS Point of Contact:

FYI - the information below regarding the QA Courses report was shared with course code contacts yesterday.

From: Davidson, Caryn - Office of Teaching and Learning **On Behalf Of** KDE Course Codes
Sent: Thursday, March 19, 2026 10:13 AM
Subject: Attendance and Type Error Check Update

Dear Course Codes Contacts,

We recently added an error check to the QA Courses report to check for courses that are not set up to receive funding based on daily attendance or performance-based funding mechanisms. We neglected to exclude state course code 909995 Roster Only Non-Instructional/Teacher Planning Period from this check so the error giving guidance to either check the attendance box or add a type to the course is currently being inaccurately applied to any course using this state course code. Non-Instructional, or activity, courses should not receive funding and should not have a type selected or the attendance box checked.

Additionally, if elementary schools have their schedules set up to take attendance during only a homeroom period, the error shows on all other courses, however, they do not need to be changed as this is an acceptable way to take attendance and receive funding.

We are in the process of updating the QA Courses report to exclude the attendance and type check from state course code 909995 and to add a sentence to the error message to account for the elementary exception noted above.

We will send another communication once the report is updated. We apologize for any confusion this may have caused and truly appreciate those that have recently run the report and provided feedback.

Sincerely,

KDE Course Codes Team

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Office of Career and Technical Education

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