

**From:** Conner, Dede - KDE Division Director  
**Sent:** Friday, May 5, 2023 1:40 PM  
**To:** All State KSIS Contacts  
**Subject:** KSIS Notification: Homeless End of Year Reporting Reminder  
**Importance:** High

KSIS POC: FYI- The information below was shared with Homeless Coordinators earlier today.

**From:** Spalding, Windy - Office of Continuous Improvement and Support  
**Sent:** Friday, May 5, 2023 8:10 AM  
**Subject:** Homeless End of Year Reporting Reminder  
**Importance:** High

District Homeless Coordinators,  
In preparation of end of year reporting for the 2022-23 school year, districts should review the homeless student data in Infinite Campus (IC). This data is used for state and federal reporting purposes.

Data can be reviewed using the *QA Homeless* report (Detail version) via KY State Reporting | KDE Reports. Districts should review the data to ensure all students served as homeless during the school year are included. Districts can also use this report to ensure all students identified as homeless are marked to receive free lunch.

Reference the [Homeless Data Standards](#) for data entry instructions and the [QA Homeless Quick Reference Card](#) for report description and use.

All homeless data must be reviewed and accurate in the IC district database by June 30, 2023. KDE will extract the data from the district reporting warehouses on July 3, 2023.

Programmatic questions regarding homeless should be directed to [Dr. Zachary Stumbo](#). For IC data entry or reporting questions, please contact [Margalee Conlee](#), thank you!

***Windy Spalding***

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