

From: Conner, Dede - KDE Division Director
Sent: Tuesday, June 10, 2025 2:27 PM
To: All State KSIS Contacts
Subject: KSIS Notification: Batch Update EL Exit, Services and Accommodations

KSIS Points of Contact:

FYI – the information below was shared with District Title III Coordinators earlier today. Please help to ensure the appropriate contacts are aware of this new functionality. THANKS!

From: Spalding, Windy - Office of Continuous Improvement and Support
Sent: Tuesday, June 10, 2025 11:35 AM
Subject: IC Update - Batch Update EL Exit, Services and Accommodations

District Title III Coordinators,
Infinite Campus (IC) recently added a new functionality that will allow districts to end date EL records, services, and accommodations in batch. This is a request that KDE has had in que with IC support for quite some time as a request from many districts, so we are excited to announce the new tool. Information regarding the tool named Batch Update EL can be found by selecting Tool and entering the term within the navigation of IC. It is located under Student Information | Program Administration | Batch Update EL. Reference IC instructions using the links below to effectively use the tool:

[Batch Updates \(EL\) | Infinite Campus](#)
[English Learners \(EL\) Batch Update Wizard - Video | Infinite Campus](#)

This is an IC core product functionality so any issues discovered should be submitted as an IC Support Ticket. The only issue we have discovered is that the batch records do not change the modification detail displayed on the EL tab, EL Services or EL Accommodations. Jefferson County has already opened a ticket with IC regarding this issue. If this is an issue for your district, please proceed with opening a ticket as well.

Remember that the exit and end date should be 6/30 of the year in which students reach attainment on ACCESS or ALT ACCESS.

Let me know if you have any questions or concerns, thank you!

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