



## **Guidelines for Reporting Students Attending the Kansas Academy of Math and Science (KAMS)**

### **Introduction:**

This document outlines the process of reporting information regarding students attending the Kansas Academy of Math and Science (KAMS) at Fort Hays State University to the Kansas Individual Data on Students (KIDS) Collection System.

### **Related Documentation:**

The primary documentation for KAMS can be found on the Fort Hays State University website at <http://www.fhsu.edu/kams/>. This is the official website for the KAMS program.

### **KIDS Records and KAMS:**

KAMS students will be reported to KIDS by the school district the student would otherwise be attending. These students will be reported on all pertinent KIDS record types.

The valid building values for KAMS students in KIDS are as follows:

- Accountability School will be listed as the school within the district where the student would otherwise be attending.
- Funding School will be listed as the central office of the district where the student would otherwise be attending.
- Attendance School will be listed as “**9100**” the building number for Fort Hays State University.

These students should also be reported with a value of 3= “State university” in the Concurrent High School Enrollment field. All other values will be reported the same as other students reported to KIDS.

### **KAMS and ENRL:**

ENRL records are submitted for the September 20<sup>th</sup> headcount upon which a school's yearly funding is based. For these students, Fort Hays will send enrollment records to the Funding District for reporting purposes. The district where the student would otherwise be attending will submit the student's ENRL record to the KIDS system with the Funding School listed as the district's central office and the Attendance School as building number “9100” for Fort Hays State University.

Based on the minutes enrolled reported on the student's ENRL record, the student's FTE will be calculated for funding purposes. KAMS students should also be reported with the Concurrent High School Enrollment field marked as 3= "State University" and therefore only need 300 minutes to be considered 1.0 FTE. Fort Hays State University will then bill the district for the funding for that student.

### **KAMS and TEST:**

TEST records are used to indicate which assessments a student will be taking in a given year. The students in this program will have their assessments administered at Fort Hays on behalf of the district. To accomplish this, the local district must enter building code "9100" as the Attendance School on TEST records. The student's assessment results will be counted for the school where the student would be attending otherwise and that school should be listed as the student's Accountability School.

### **KAMS and EOYA:**

EOYA records are collected to gather attendance and membership data for all students who were enrolled at the accountability school at any point during the school year. Fort Hays will send attendance and membership information for each student to the student's accountability district in January and late May of each year so it can be reported to KIDS. Since KAMS students have college schedules, they do not attend a standard number of hours per day. Fort Hays will report the number of days' classes were in session and the number of days the student was absent. These students will be included in the accountability districts' attendance for the school year.

### **KAMS and EXIT:**

EXIT records are collected to indicate when a student has left or graduated from an accountability school. If a student will no longer be attending the program offered at Fort Hays and will now be attending the current accountability school, no EXIT record will be required. If the student will no longer be attending the program at Fort Hays and will now be attending a different accountability school, an EXIT record will be required. In the event the student completes the Fort Hays program and completes the graduation requirements for the accountability school, an EXIT record will need to be sent, with an Exit/Withdrawal Type of 8= "Graduated with Regular Diploma" by the student's accountability school/district.

### **For more information:**

- ☐ KIDS Technical Support: KSDE Helpdesk 785-296-7935 or [kids@ksde.org](mailto:kids@ksde.org)
- ☐ For training in the KIDS system: visit the KIDS project website at <http://kidsweb.ksde.org> and go to the "Training" tab.

### **Revision History**

Version	Date	Changes
8.00	6.29.16	Updated for the 2016-2017 school year

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