



## **KIDS Collection 2023-2024 Planned Changes**

### **Introduction**

This document outlines the updates and changes to be made to the KIDS Collection System for 2023-2024 SY.

Modifications to KIDS for 2023-2024 SY are made because of changes in requirements due to the passing of Every Student Succeeds Act (ESSA), bills passed by the Kansas legislature, and to fulfill the vision of the Kansas State Board of Education.

### **General Overview**

The KIDS 2023-2024 File Specifications document has updated values and fields to reflect changes for the upcoming school year.

### **Expected Collection Schedule**

*All submission window dates are subject to change.*

<b>Collection</b>	<b>Focus</b>	<b>Submission Window</b>	<b>Data as of</b>
ENRL	Funding and Enrollment	09/20/2023 – 10/10/2023	09/20/2023
TEST	Assessment Testing	08/07/2023 – 7/19/2024	The day the student takes the assessment.

SMSC	REAP Funding	12/01/2023 – 01/05/2024	12/01/2023
MILT	Military Funding	02/20/2024 – 03/11/2024	02/20/2024
EOYA	End of Year Accountability	05/06/2024 – 06/30/2024	Student's last day of membership for the school year.
TASC	Teacher and Student Connection	09/05/2023 – 05/24/2024	At time of submission.
KCAN	Kansas State Board of Education Initiatives	08/01/2023 – 09/03/2024	At time of submission.
ASGT	Claim new students or demographic changes for existing students	Any time	At time of submission.
EXIT	Students leaving school	As soon as possible after leaving	Student's last day of membership.
		Once the Dropout/Graduation Summary Report (for 22-23 SY) is submitted, records can no longer be submitted with Exit/Withdrawal dates prior to 10/1/2023	Submission
QERY	Student information gathering	Any time	
SPED	Populate student in Sped-Pro without claiming.	Any time	At time of services rendered.

## Header

### Header Record Layout

#### H5: Version

- 1) Change Format Details and Comments to 19.0.

H5	Version	10	19.0	Always "19.0". This version number differentiates the possible versions of the file structure.
Should be the character literal or the hex representation of the delimiter that is used in the detail				

## KIDS ASGT, ENRL, EOYA, EXIT, MILT, SPED, SMSC, TEST Records

### Interface Updates

- No interface updates needed at this time (5/24/2023).

### Remove Data Fields for 2023-2024

- Remove Fields
  - D21: First Instructional Date.
  - D31: Remove Post-Graduation Plans.
  - D43: ESOL/Bilingual Program Ending Date.
  - D78: State History/Gov Assessment

#### D21: First Instructional Date

U	D21	First Instructional Date	10	mm/dd/yyyy	ASGT, ENRL, TEST, EOYA, MILT, EXIT, SPED	<p>The month, day, year on which the student first receives instructional services during the current school year.</p> <p>This field is required if the student has any of the following values</p> <ul style="list-style-type: none"> <li>D34: Primary Disability Indicator = 'WD'.</li> <li>D35: Gifted Student Indicator = 'GI'.</li> <li>D36: Qualified for 504 &gt; 0.</li> <li>D37: Residence of Homeless Student while Homeless &gt; 0.</li> <li>D46: Title I Participation &gt; 0.</li> <li>D53: Military Connected Student Indicator &gt; 0.</li> <li>D54: Immigrant Student &gt; 0.</li> <li>D56: Neglected Student &gt; 0.</li> </ul> <p>If the student should leave and then re-enroll, this date should reflect the most recent instructional start date.</p> <p><b>Note:</b> <a href="#">See Appendix F for more detail instructions.</a></p>
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### D31: Remove Post-Graduation Plans

AE	D31	Post-Graduation Plans	1	Numeric	EXIT	<p>The intended post-secondary direction of graduates. A graduate is defined as a student who receives a high school diploma. This field is required when D28: EXIT/Withdrawal Type = '8', or '22'. For graduates who did not report current or future status, use the "Status Unknown" category.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>1 = 4-Year College of University.</li> <li>2 = 2-Year College.</li> <li>3 = Other Type of College/Other Postsecondary.</li> <li>4 = Employment.</li> <li>5 = Unemployment.</li> <li>6 = Parenting.</li> <li>7 = Military Service.</li> <li>8 = All Other Graduates/Or whom none of the other values apply.</li> </ul>
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### D43: ESOL/Bilingual Program Ending Date

AQ	D43	ESOL/Bilingual Program Ending Date	10	mm/dd/yyyy	EOYA	<p>Date (month, day, and year) student exits or becomes ineligible for an ESOL/Bilingual program, based on results of English language proficiency on the KELPA. Students exit the ESOL program when they score a "3/Proficient" on the Kansas English Language Proficiency Assessment (KELPA) one year regardless of an option of transitional year chosen for the student. This field is blank if the student is not an ESOL or ESOL eligible student; or if the student is a current ESOL eligible student. A date given in this field must come after the date in D38: ESOL/Bilingual Program Entry Date.</p>
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### D78: State History/Gov Assessment

BX	D76	State History/Gov Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: Current Grade Level must be equal to 09, 12, 15, 16 or 17.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No test in this content area.</li> <li>2 = General Assessment.</li> <li>C = Clear test subject indicator.</li> </ul>
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## New Data Fields for 2023-2024

Field position numbers reflect the position after fields have been removed and new lines added.

### • New Fields

- D29: High School Credits Earned
- D30: High School Credits Required to Graduate
- D31: Dropout Diploma Completion Virtual Student
- D39: K-12 Kansas At-Risk Program Participation
- D58: Preschool-Aged At-Risk Program Participation

### D29: High School Credits Earned

AC	D29	High School Credits Earned	5	Numeric 99.99	ENRL, EXIT	<p>The total number of completed credits earned towards High School graduation. This field must be blank on all record types except ENRL and EXIT records. This field is required when D10: Current Grade Level is equal to 09, 10, 11 or 12.</p>
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### D30: High School Credits Required to Graduate

AD	D30	High School Credits Required to Graduate	5	Numeric 99.99	ENRL EXIT	The total number of completed credits required for High School graduation. This field must be blank on all record types except ENRL and EXIT records. This field is required when D10: Current Grade Level is equal to 09, 10, 11 or 12.
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### D31: Dropout Diploma Completion Virtual Student

AE	D31	Dropout Diploma Completion Virtual Student	1	Numeric	ENRL EOYA	<p>An indicator that the student has been identified as a Dropout Diploma Completion Virtual Student. A Dropout Diploma Completion Virtual Student, as defined in K.S.A. 72-3715, is a student 19 years of age or younger as of September 20 and meets all the criteria identified below. These students should be identified in this field and will be funded based on course credits earned from July 1, 2023 through June 30, 2024. This field is required when D10: Current Grade Level is equal to 09, 10, 11 or 12 and D17: Virtual Education Student is marked as a '1' or '2'.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No, the student does not fit the below dropout criteria.</li> <li>1 = Yes, all three of the following criteria are true: <ul style="list-style-type: none"> <li>The student is 19 years of age or younger.</li> <li>The student has a credit deficiency of less than 75% of credits that should have been earned to be considered on track for graduation.</li> <li>The student is a dropout because their parent or legal guardian signed them out or they missed 60 consecutive days.</li> <li>The student is a dropout because their parent or legal guardian signed them out or they did not attend 60 consecutive days during the prior year (22-23) or the current year (23-24).</li> </ul> </li> </ul> <p><b>Note:</b> A dropout diploma completion virtual student as defined here is different from a dropout student as defined for a district's annual Dropout/Graduation Summary Report (DGSR).</p> <p><b>NOTE:</b> A student cannot be both a Virtual Education Student and a Diploma Completion Virtual student.</p>
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### D39: K-12 Kansas At-Risk Program Participation

AM	D39	K-12 Kansas At-Risk Program Participation	3	Alpha	All	<p>Eligibility requirements for the K-12 Kansas At-Risk Program are defined as meeting one or more of the following:</p> <ul style="list-style-type: none"> <li>Not working on academic grade level</li> <li>Not meeting the requirements necessary for promotion to the next grade; is failing subjects or courses of study</li> <li>Not meeting the requirements necessary for graduation from high school (e.g., potential dropout)</li> <li>Has insufficient mastery of skills or is not meeting state standards</li> <li>Has been retained</li> <li>Has high rate of absenteeism</li> <li>Has repeated suspensions or expulsions from school</li> <li>Qualifies for homeless and/or migrant</li> <li>Identified as an English Language Learner</li> <li>Has social emotional needs that cause a student to be unsuccessful in school</li> <li>Is identified as a student with dyslexia or characteristics of dyslexia</li> </ul> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No, does not meet any of the above at-risk student criteria.</li> <li>1 = Yes, meets one or more of the above at-risk student criteria.</li> </ul> <p>These eligibility requirements for the K-12 Kansas At-Risk Program should also be reported in the appropriate KIDS field:</p> <ul style="list-style-type: none"> <li>Child experiencing homelessness reported in D38: Residence of Homeless Student while Homeless</li> <li>Identified as an English Learner reported in D43: ESOL/Bilingual Program Participation Code</li> </ul> <p>For additional information on the K-12 Kansas At-Risk Program please visit <a href="https://ksde.org/">Kansas At-Risk Pupil Assistance Program (ksde.org)</a>.</p> <p><b>Note:</b> The information provided for this field is not used to generate funding and should match with the number of students reported in the LCP Annual Report as being served with at-risk funds.</p> <p><b>NOTE:</b> A student cannot be both a K-12 Kansas At-Risk Program Participation student and a Virtual Education Student.</p>
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## D58: Preschool-Aged At-Risk Program Participation

BF	D58	Preschool-Aged At-Risk Program Participation	3	Alpha	All	<p>Eligibility requirements for the Preschool-Aged At-Risk are defined as meeting one or more of the following:</p> <ul style="list-style-type: none"> <li>Poverty – student qualifies for FREE meals under the National School Lunch Program,</li> <li>Single Parent Family</li> <li>Kansas Department for Child and Families (DCF) referral</li> <li>Teen Parent</li> <li>Either parent is lacking a high school diploma or GED</li> <li>Limited English Proficiency</li> <li>Developmentally or academically delayed based on validated assessments, in at least one of the following areas: <ul style="list-style-type: none"> <li>Cognitive development</li> <li>Physical development</li> <li>Communication/literacy</li> <li>Social-emotional/behavior</li> <li>Adaptive behavior/self-help skills</li> </ul> </li> <li>Child qualifying for Migrant status</li> <li>Child experiencing homelessness</li> </ul> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No, does not meet any of the above at-risk student criteria,</li> <li>1 = Yes, meets one or more of the above at-risk student criteria.</li> </ul> <p>These eligibility requirements for the Preschool-Aged At-Risk Program should also be reported in the appropriate KIDS field:</p> <ul style="list-style-type: none"> <li>Poverty reported in D34: Eligibility for National School Lunch Program</li> <li>Limited English Proficiency reported in D43: ESOL/Bilingual Program Participation Code</li> <li>Child experiencing homelessness reported in D38: Residence of Homeless Student while Homeless</li> </ul> <p>For additional information on the Preschool-Aged At-Risk Program please visit <a href="https://www.ksde.org/Portals/0/Early%20Childhood/grants/Program%20Requirements%2023-24%20Preschool%20Aged%20At%20Risk.pdf?ver=2023-01-06-101932-270">https://www.ksde.org/Portals/0/Early%20Childhood/grants/Program%20Requirements%2023-24%20Preschool%20Aged%20At%20Risk.pdf?ver=2023-01-06-101932-270</a></p> <p><b>Note:</b> The information provided for this field will be used to identify students eligible to be enrolled and generate funding for the Preschool-Aged At-Risk Program. Documentation for the criterion met for each child will need to be available for auditors. An indication that the child participates or participated in the Kansas Preschool</p>
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## Updated Data Fields for 2023-2024

Field position numbers reflect the position after fields have been removed and new lines added.

### • Updated Fields

- D2: Accountability School Identifier
- D10: Current Grade Level
- D14: Current School Year
- D17: Virtual Education Student
- D25: Concurrent High School Enrollment
- D27: Exit/Withdrawal Type
- D32: Special Circumstances Transfer Choice
- D34: Eligibility for National School Lunch Program and/or At-Risk Funding
- D45: ESOL/Bilingual Student Contact Minutes
- D46: Career and Technical Education Contact Minutes
- D59: Kansas Pre-K Pilot Program (KPP)
- D60: Kansas Parents as Teachers Program (KPAT)
- D61: Dyslexia Screener
- D62: Dyslexia Subtest
- D63: Dyslexia Spring Benchmark Performance Level

- D75: State Mathematics Assessment
- D76: State English Language Arts – ELA Assessment
- D77: State Science Assessment
- D78: History/Gov Claim/Thesis Score
- D79: History/Gov Evidence Score
- D80: History/Gov Reasoning Score
- D81: Comprehensive Agriculture Assessment
- D82: Animal Systems Assessment
- D83: Plant Systems Assessment
- D84: Kansas English Language Proficiency Assessment (KELPA)
- D88: Individual Plan of Study (IPS)

## D2: Accountability School Identifier

- Update Central office building acceptable grades to IT, PR, and UG.

B	D2	Accountability School Identifier	4	Alphanumeric	All	<p>The unique number that has been assigned to the school building by the state. In this case, it is the unique number of the school in which the student is included for accountability purposes: that is, measures such as average daily attendance and state assessment scores are assigned to this school when determining accountability. This identifier can be found in the Kansas Educational Directory.</p> <p>For ENRL, MILT and SMSC records, this field must contain a valid School ID number belonging to an accredited school, '0001' (Out-of-State) or '0002' (Homeschool or Unaccredited Private School). If a student is associated with multiple schools, and an unaccredited private school, home school, or a school in another state is accountable for that student use the following building codes: '0001' when the student's information is included in the accountability results of another state and '0002' when the student attends an unaccredited private school or is home schooled. If the value is '0001' or '0002', then D15: Funding School Identifier must contain a valid School ID number or district central office.</p> <p>For EOYA, TEST, and EXIT records, this field must contain a valid School ID number belonging to an accredited school, '0001' (Out-of-State) or '0002' (Homeschool or Unaccredited Private School). If a student is associated with multiple schools, and an unaccredited private school, home school, or a school in another state is accountable for that student use the following building codes: '0001' when the student's information is included in the accountability results of another state and '0002' when the student attends an unaccredited private school or is home schooled. If the value is '0001' or '0002,' then D16: Attendance School/Program Identifier must be a valid School ID number belonging to an accredited school or district central office within the submitting district.</p> <p>For ASGT records, this field must contain a valid School ID number, '0001' (Out-of-State) or '0002' (Homeschool or Unaccredited Private School).</p>
B	D2	Accountability School Identifier	4	Alphanumeric	All	<p>The district central office can only be used as the Accountability School Identifier for adult students (grade level 'UG') and pre-kindergarten students (grade levels 'IT' and 'PR') not on an IEP ('ND' in D35: Primary Disability Indicator).</p> <p><b>Note1:</b> Building number '0001' (Out-of-State) or '0002' (Homeschool or Unaccredited Private School) will only be accepted as Accountability School Identifiers.</p> <p><b>Note2:</b> Building '0001' (Out-of-State) should only be used for non-Kansas resident students that are attending or receiving services in Kansas schools.</p>

## D10: Current Grade Level

- Update date for mandatory grade UG for 2024 school year.
- Convert current grade level to the actual grade.
- Added comments/value notes on K. S. A. 72-3118.

					Type	
J	D10	Current Grade Level	2	Alphanumeric	All	<p>The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session.</p> <p>IT = Infant/Toddler  PR = Preschool  KG = Kindergarten  01 = First Grade  02 = Second Grade  03 = Third Grade  04 = Fourth Grade  05 = Fifth Grade  06 = Sixth Grade  07 = Seventh Grade  08 = Eighth Grade  09 = Ninth Grade  10 = Tenth Grade  11 = Eleventh Grade  12 = Twelfth Grade  UG = Ungraded<sup>1</sup></p> <p>K.S.A. 72-3118 (Age requirements)</p> <ul style="list-style-type: none"> <li>Kindergarten: Student must be 5 years old on or before August 31 of the current school year and a resident of Kansas.</li> <li>First Grade: Student must be 6 years old on or before August 31 of the current school year.</li> </ul> <p>Exceptions:</p> <ul style="list-style-type: none"> <li>72-3118(d) A student who legally entered and attended a Kindergarten in another state, is eligible to attend Kindergarten.</li> <li>72-3118(b) A student who legally enrolled and attend in grade 1 or completed Kindergarten in another state may enroll in grade 1 in Kansas.</li> <li>Private school Kindergarten students who attend a public school for Title I.</li> </ul> <p><sup>1</sup> "Ungraded" code applies to adults students.  An "adult" student is defined as either a general education student who is over the age of 18 and whose 5-year cohort (beginning his/her freshman year) has graduated, or any student over the age of 21. Students, age 22 and older as of 10/01/2023, must be submitted as grade level 'UG'.</p>

## D14: Current School Year

- Update comments to current school year, 2024.

N	D14	Current School Year	4	yyyy	All	<p>The ending year of the current school year. For example, if it is the 2023-2024 school year, enter 2024.</p> <p>The unique number that has been assigned to the school by the state. In this case, it is the unique number of the school to which the student is currently enrolled.</p>
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## D17: Virtual Education Student

- Update accepted grades to KG, 01-12, or UG.
- Add Note
  - Note: A Virtual Education Student cannot be a Dropout Diploma Completion Virtual Student, or have any ESOL Bilingual Contact minutes, or any Career and Technical Education minutes, or be an At-Risk student.

Q	D17	Virtual Education Student	1	Numeric	ENRL, MILT, EOYA	<p>Indicator of whether a student is participating in a virtual education school or program that is approved for State funding. Only report if the submitter is the school or district providing the virtual education services or contracting with an approved program to provide the virtual education services via a service center. In order to enter a value other than 0, the D10: Current Grade Level must be <b>KG, 01-12, or UG</b>.</p> <p>I</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• 0 = Student is not a Virtual Education Student and has not been during the current school year.</li> <li>• 1 = Student is currently a Virtual Education Student.</li> <li>• 2 = Student is not currently a Virtual Education Student, but has been at some point during the current school year.</li> </ul> <p><b>Note:</b> For more information on reporting virtual education students refer to the "Guidelines for Reporting Virtual Students" on the KIDS project website (<a href="https://kidsweb.ksde.org/">https://kidsweb.ksde.org/</a>) on the Documents tab.</p> <p><b>Note:</b> If D3: Residence District Identifier is out-of-state then Student cannot be a Virtual Education Student.</p> <p><b>Note:</b> A Virtual Education Student cannot be a Dropout Diploma Completion Virtual Student, or have any ESOL Bilingual Contact minutes, or any Career and Technical Education minutes, or be an At-Risk student.</p>
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## D25: Concurrent High School Enrollment

- Change acceptable values to '0 = No', or '1 = Yes'.

Y	D25	Concurrent High School Enrollment	1	Numeric	ENRL, MILT	<p>A description of a second educational program enrollment for a high school student on September 20 (see September 20 Rule on previous page). The enrollment must have been in an accredited program or institution. Accredited programs can be delivered at the high school or at the postsecondary institution providing the service. To enter a 'Yes' value, KIDS field D10 (Current Grade Level) must be 10-12 or UG, or 09-12 or UG if KIDS field D36 (Gifted Student Indicator) is "GI".</p> <p>Allowable Values:</p> <p>0 = No, the student is not enrolled in a course or program that meets one of the below criteria.</p> <p>1 = Yes, the student is enrolled in a course or program that meets one of the following criteria:</p> <ul style="list-style-type: none"> <li>• Any Kansas Board of Regents approved and funded CTE Course at a Technical College or Community College           <ul style="list-style-type: none"> <li>◦ Includes students taking an approved CTE course through a postsecondary institution. The time spent in the CTE courses through a postsecondary institution should NOT be counted toward the minutes reported in D46 (Career &amp; Technical Ed Contact Minutes)</li> </ul> </li> <li>• Community College</li> <li>• State University           <ul style="list-style-type: none"> <li>◦ Includes students enrolled in the KS Academy of Math &amp; Science (KAMS) at Fort Hays State University.</li> </ul> </li> <li>• Private College or other Postsecondary institution</li> <li>• Off-Campus High School CTE program           <ul style="list-style-type: none"> <li>◦ Includes ONLY students attending an approved CTE program offered by a USD in a separate facility that could require enough travel time to reduce the student's minutes enrolled below the full-time threshold of 360 minutes.</li> </ul> </li> </ul>
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## D27: EXIT/Withdrawal Type

- Remove Code 23 = Student with an extended absence at the beginning of the school year (through September 30), planning to return.

AA	D27	Exit/Withdrawal Type	2	Numeric	EXIT	<p>The circumstances under which the student exited from membership in this district or school. This field must be blank on all record types except EXIT records.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>1 = Transfer to a public school in the same district.</li> <li>2 = Transfer to a public school in a different district in Kansas.</li> <li>3 = Transfer to a public school in a different state.</li> <li>4 = Transfer to an accredited private school in Kansas or in a different state.</li> <li>5 = Transfer to non-accredited private school in Kansas or in a different state.</li> <li>6 = Transfer to home schooling<sup>4</sup>.</li> <li>8 = Graduated with regular diploma.</li> <li>10 = Student death.</li> <li>11 = Student illness.</li> <li>12 = Student expulsion (or long-term suspension).</li> <li>13 = Reached maximum age for services.<sup>5</sup></li> <li>14 = Discontinued schooling (including preschoolers/Kindergartners who are removed from schooling by parents).</li> </ul>
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AA	D27	Exit/Withdrawal Type	2	Numeric	EXIT	<ul style="list-style-type: none"> <li>15 = Transfer to a juvenile or adult correctional facility where diploma completion services are provided.</li> <li>16 = Moved within the US, not known to be enrolled in school.</li> <li>17 = Unknown.</li> <li>18 = Student data claimed in error by an ASGT record.</li> <li>19 = Transfer to a GED completion program.</li> <li>20 = Transferred to a juvenile or adult correctional facility where diploma completion services are not provided.</li> <li>21 = Student moved to another country, may or may not be continuing.<sup>6</sup></li> <li>22 = Student with disabilities who met the district graduation requirements for a regular diploma, but is remaining in school to receive transitional services deemed necessary by the IEP team.<sup>7</sup></li> <li>98 = Unresolved Exit (KSDE use only).</li> <li>99 = Undo a previously submitted EXIT Record.</li> </ul>
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## D32: Special Circumstances Transfer Choice

- Clarify documentation.
- Add link to Title IV-A page.

AF	D32	Special Circumstances Transfer Choice	1	Alphanumeric	EOYA	<p>An indication of whether the student's transfer was related to provisions of federal law. This field should include information on students transferring within or outside the district. <b>This documentation is based on Section 8532 of the Every Student Succeeds Act and the student transferring must be transferring from a school that the KSDE has identified as a Persistently Dangerous School.</b></p> <p><b>For additional information on KSDE qualified Persistently Dangerous Schools please visit <a href="#">Title IV-A Persistently Dangerous Schools</a></b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No transfer under these provisions.</li> <li>2 = Transfer using unsafe school provision (applicable only when student transfers to another school within the same district).</li> <li>5 = Transfer using unsafe school provision (applicable only when student transfers to another school in a different district).</li> </ul> <p>This must be reported by the gaining school.</p>
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## D34: Eligibility for National School Lunch Program and/or At-Risk Funding

- Add Note
  - Note: a “3” or “4” should only be selected for students attending a school that participates as a Community Eligible School (CEP) or for students attending a school district’s preschool program and the program or child does not participate in CACFP/SNP reimbursement. CEP schools should not mark all students with a “2”. Rather mark 3 or 4 only for those students with a completed KSDE Household Economic Survey.

AH	D34	Eligibility for National School Lunch Program and/or At-Risk Funding	1	Alphanumeric	ENRL, TEST, EOYA, MILT, EXIT	<p>An indication of the student’s eligibility for free or reduced-price lunch programs and/or at-risk funding. This eligibility is established through the the Direct Certification process, the National School Lunch Program application and/or the KSDE Household Economic Survey.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• 0 = Not Eligible.</li> <li>• 1 = Eligible for Reduced Price Lunch as determined by the National School Lunch Program Application or Direct Certification with Medicaid (Reduced).</li> <li>• 2 = Eligible for Free Lunch as determined by the National School Lunch Application or the Direct Certification process including Direct Certification with Medicaid (Free).</li> <li>• 3 = Eligible for Reduced Price Lunch as determined by the KSDE Household Economic Survey.</li> <li>• 4 = Eligible for Free Lunch as determined by the KSDE Household Economic Survey.</li> </ul> <p><b>Note:</b> a “3” or “4” should only be selected for students attending a school that participates as a Community Eligible School (CEP) or for students attending a school district’s preschool program and the program or child does not participate in CACFP/SNP reimbursement. CEP schools should not mark all students with a “2”. Rather mark 3 or 4 only for those students with a completed KSDE Household Economic Survey.</p>
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## D45: ESOL/Bilingual Student Contact Minutes

- Add Note:
  - NOTE: A student cannot have ESOL/Bilingual Student Contact Minutes and be a Virtual Education Student.

AS	D45	ESOL/Bilingual Student Contact Minutes	3	Numeric 999	ENRL, MILT	<p>The number of minutes the student received instruction in an approved ESOL/Bilingual program on September 20 for ENRL or February 20 for MILT records. This includes students in field <b>D43: ESOL/Bilingual Program Participation Code</b> with a value of (1, 2, 3, and 7). The program must be taught by a teacher with ESOL endorsement or on Plan of Study for ESOL endorsement to be approved. This field is blank if the student is not an ESOL or ESOL eligible student, is an ESOL monitored student, or is not enrolled in an ESOL program. See the table above <b>D40: ESOL/Bilingual Program Entry Date</b>.</p> <p><b>NOTE:</b> A student cannot have ESOL/Bilingual Student Contact Minutes and be a Virtual Education Student.</p>
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## D46: Career and Technical Education Contact Minutes

- Update accepted grades to 9-12 and UG.
- Add Note
  - NOTE: A student cannot have Career and Technical Education Contact Minutes and be a Virtual Education Student.

AT	D46	Career and Technical Education Contact Minutes	3	Numeric 999	ENRL, MILT	<p>The number of minutes a high school student received instruction in an Approved for funding career and technical education course on September 20 for ENRL or February 20 for MILT records, excluding seminar minutes. Only students in grades 9-12 and UG (Ungraded) secondary students are included in the funding formula and should have minutes greater than zero. For all other students, this field should be blank.</p> <p><b>Note:</b> The time spent in any approved CTE courses through a post-secondary institution should <b>not</b> be counted toward the minutes reported in this field.</p> <p><b>Note:</b> For further guidance check the <a href="#">Enrollment Handbook</a> on the KSDE main portal under Fiscal Auditing – <a href="#">Audit Guides</a>. <a href="https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing">https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/Fiscal-Auditing</a></p> <p><b>NOTE:</b> A student cannot have Career and Technical Education Contact Minutes and be a Virtual Education Student.</p>
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## D59: Kansas Pre-K Pilot Program (KPP)

- Update acceptable grades to PR.
- Update note in comments/value column to show acceptable ages.

BG	D59	Kansas Pre-K Pilot Program (KPP)	1	Alphanumeric	ENRL, MILT, EOYA	<p>An indication that the child participates or participated in the Kansas Preschool Pilot during this school year. This field is required for grade (PR) where the district is participating in the Kansas Preschool Pilot. This field must be blank for all other grade levels.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• 0 = No</li> <li>• 1 = Yes</li> </ul> <p>Note1: To have a non-blank value D10: Current Grade Level must be 'PR'.</p> <p>Note2: Kansas Preschool Pilot serves 3- and 4-year-old children (age as of Aug. 31 of the current school year) grade 'PR'. Children eligible for kindergarten (age 5 on or before August 31) may not be served with these funds.</p>
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## D60: Kansas Parents as Teachers Program (KPAT)

- Update acceptable grades to IT, and PR.
- Update note in comments/value column to show acceptable ages.

BH	D60	Kansas Parents as Teachers Program (KPAT)	1	Alphanumeric	ENRL, MILT, EOYA	<p>An indication that the child's family participates or participated in the Kansas Parents as Teachers program during this school year. This field is required for children in grades (IT, PR). This field must be blank for all other grade levels.</p> <p>Allowable Values:</p> <ul style="list-style-type: none"> <li>• 0 = No</li> <li>• 1 = Yes</li> </ul> <p>Note1: To have a non-blank value D10: Current Grade Level must be in (IT, PR).</p> <p>Note2: Only children receiving services supported by the Kansas State Department of Education's Kansas Parents as Teachers grant should be marked as 1. Children who receive Parents as Teachers programming that is supported through other funding sources should have a zero in this field. Age eligibility: Prenatal to 72 months.</p>
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## D61: Dyslexia Screener

- Add grade 03 and 08 to grades required.
- Add 07 and 08 to acceptable value list.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, SMSC and SPED (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
BI	D61	Dyslexia Screener	2	Alphanumeric	EOYA	<p>Using the KSDE Dyslexia Screening Rubric (link below) identify the dyslexia screener used in your system. The screener should match the requirements of the rubric by being reliable and valid.  <a href="https://www.ksde.org/Agency/Division-of-Learning-Services/Career-Standards-and-Assessment-Services/Content-Area-A-E/Dyslexia">https://www.ksde.org/Agency/Division-of-Learning-Services/Career-Standards-and-Assessment-Services/Content-Area-A-E/Dyslexia</a>.</p> <p>Approved Screeners</p> <ul style="list-style-type: none"> <li>• 00 = Not Assessed</li> <li>• 01 = AIMSPlus</li> <li>• 02 = Acadience (DIBELS)</li> <li>• 03 = easyCBM</li> <li>• 04 = FASTBridge</li> <li>• 05 = Other (Meets Rubric Requirements)</li> <li>• 06 = iReady</li> <li>• 07 = Renaissance Star</li> <li>• 08 = KS Alternate Screener</li> </ul> <p>Note: If D10, Current Grade Level, is equal to KG, 01, 02, 03, or 08 then D61 Dyslexia Screener must contain a value from the Approved Screeners list.</p>

## D62: Dyslexia Subtest

- Add grades 03 and 08 to grades required.
- Add 04 to acceptable value list.

Detail Record Layout for ENRL, TEST, EOYA, EXIT, ASGT, QERY, MILT, SMSC and SPED (District/School SIS Collection Export File)						
Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Relevant for Record Type	Comments/Values
BJ	D62	Dyslexia Subtest	2	Alphanumeric	EOYA	<p>Enter the type of Subtest for which results are being reported.</p> <p>Allowable values when D61, Dyslexia Screener, is 00</p> <ul style="list-style-type: none"> <li>• 00 = None.</li> </ul> <p>Allowable values when D61, Dyslexia Screener, is 01, 02, 03, 04, 05, 06, 07 or 08</p> <ul style="list-style-type: none"> <li>• 01 = Phoneme Segmentation Fluency (only record the data collected in Grade Level KG).</li> <li>• 02 = Nonsense Word Fluency (only record the data collected in Grade Level 01).</li> <li>• 03 = Oral Reading Fluency: Accuracy and Rate (only record the data collected in Grade Level 02 and 03).</li> <li>• 04 = Reading Comprehension (only record the data collected in Grade Level 08).</li> </ul> <p><b>Note:</b> If D10, Current Grade Level, is equal to KG, 01, 02, 03, or 08 then D62 Dyslexia Subtest must contain a value from one of the Allowable Values lists.</p>

## D63: Dyslexia Spring Benchmark Performance Level

- Add grades 03 and 08 to grades required.
- Add Subtest value 04 to acceptable values 01 and 02.

BK	D63	Dyslexia Spring Benchmark Performance Level	2	Alphanumeric	EOYA	<p>Enter the performance level from the spring testing window provided by your system screener.</p> <p>Allowable values when <b>D62</b>, Dyslexia Subtest, is 00</p> <ul style="list-style-type: none"> <li>• 00 = Not Assessed.</li> </ul> <p>Allowable values when <b>D62</b>, Dyslexia Subtest, is 01, 02, or 04</p> <ul style="list-style-type: none"> <li>• 01 = Below Benchmark.</li> <li>• 02 = At or above Benchmark.</li> </ul> <p>Allowable values when <b>D62</b>, Dyslexia Subtest, is 03</p> <ul style="list-style-type: none"> <li>• 11 = Accuracy Below Benchmark, Rate Below Benchmark.</li> <li>• 12 = Accuracy Below Benchmark, Rate at or Above Benchmark.</li> <li>• 21 = Accuracy at or Above Benchmark, Rate Below Benchmark.</li> <li>• 22 = Accuracy at or Above Benchmark, Rate at or Above Benchmark.</li> </ul> <p><b>Note:</b> If D10, Current Grade Level, is equal to <b>KG, 01, 02, 03, or 08</b> then <b>D63</b> Dyslexia Spring Benchmark Performance Level must contain a value from one of the Allowable Values lists.</p>
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## D75: State Mathematics Assessment

- Update acceptable grades to 03-08, or 10.

BW	D75	State Mathematics Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: <b>Current Grade Level must equal 03-08, or 10.</b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• 0 = No test in this content area.</li> <li>• 2 = General Assessment.</li> <li>• C = Clear test subject indicator.</li> </ul>
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## D76: State English Language Arts – ELA Assessment

- Update acceptable grades to 03-08, or 10.

BX	D76	State English Language Arts – ELA Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: <b>Current Grade Level must equal 03-08, or 10.</b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• 0 = No test in this content area.</li> <li>• 2 = General Assessment.</li> <li>• C = Clear test subject indicator.</li> </ul>
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## D77: State Science Assessment

- Update acceptable grades to 05, 08, or 11.

BY	D77	State Science Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take in this subject area during the current school year. In order to have a value other than '0' in this field, D10: <b>Current Grade Level must equal 05, 08, or 11.</b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• 0 = No test in this content area.</li> <li>• 2 = General Assessment.</li> <li>• C = Clear test subject indicator.</li> </ul>
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## D78: History/Gov Claim/Thesis Score

- Update acceptable grades to 04, 07, 10, 11, or 12.

BZ	D78	History/Gov Claim/Thesis Score	2	Alphanumeric	EOYA	<p>The performance level the student achieved in the <u>Claim/Thesis</u> portion of the History/Gov Assessment rubric for the grade level being assessed. In order to have a value other than '0' in this field, D10: Current Grade Level must be equal to 04, 07, 10, 11, or 12.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>00 = Student not assessed.</li> <li>01 = Student scored at performance level 1.</li> <li>02 = Student scored at performance level 2.</li> <li>03 = Student scored at performance level 3.</li> <li>04 = Student scored at performance level 4.</li> <li>05 = Student refused to test.</li> <li>06 = Student exempt from testing – must be approved by KSDE.</li> </ul>
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## D79: History/Gov Evidence Score

- Update acceptable grades to 04, 07, 10, 11, or 12.

CA	D79	History/Gov Evidence Score	2	Alphanumeric	EOYA	<p>The performance level the student achieved in the <u>Evidence</u> portion of the History/Gov Assessment rubric for the grade level being assessed. In order to have a value other than '0' in this field, D10: Current Grade Level must be equal to 04, 07, 10, 11, or 12.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>00 = Student not assessed.</li> <li>01 = Student scored at performance level 1.</li> <li>02 = Student scored at performance level 2.</li> <li>03 = Student scored at performance level 3.</li> <li>04 = Student scored at performance level 4.</li> <li>05 = Student refused to test.</li> <li>06 = Student exempt from testing – must be approved by KSDE.</li> </ul>
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## D80: History/Gov Reasoning Score

- Update acceptable grades to 04, 07, 10, 11, or 12.

CB	D80	History/Gov Reasoning Score	2	Alphanumeric	EOYA	<p>The performance level the student achieved in the <u>Reasoning</u> portion of the History/Gov Assessment rubric for the grade level being assessed. In order to have a value other than '0' in this field, D10: Current Grade Level must be equal to 04, 07, 10, 11, or 12.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>00 = Student not assessed</li> <li>01 = Student scored at performance level 1.</li> <li>02 = Student scored at performance level 2.</li> <li>03 = Student scored at performance level 3.</li> <li>04 = Student scored at performance level 4.</li> <li>05 = Student refused to test.</li> <li>06 = Student exempt from testing – must be approved by KSDE.</li> </ul>
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## D81: Comprehensive Agriculture Assessment

- Update acceptable grades to 09-12.

CC	D81	Comprehensive Agriculture Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, <b>D10: Current Grade Level must equal 09-12.</b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No test in this content area.</li> <li>1 = Yes, test in this content area.</li> <li>2 = Yes, test in this content area with Power, Structural, and Technical Systems module.</li> <li>5 = No assessment, Power, Structural, and Technical Systems module only.</li> <li>C = Clear test subject indicator.</li> </ul>
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## D82: Animal Systems Assessment

- Update acceptable grades to 09-12.

CD	D82	Animal Systems Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, <b>D10: Current Grade Level must equal 09-12.</b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No test in this content area.</li> <li>1 = Yes, test in this content area.</li> <li>C = Clear test subject indicator.</li> </ul>
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## D83: Plant Systems Assessment

- Update acceptable grades to 09-12.

CE	D83	Plant Systems Assessment	1	Alphanumeric	TEST	<p>An indication of the test options the student will take for this CTE cPass assessment during the current school year. In order to have a value other than '0' in this field, <b>D10: Current Grade Level must equal 09-12.</b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No test in this content area.</li> <li>1 = Yes, test in this content area.</li> <li>2 = Yes, test in this content area with Horticulture module.</li> <li>5 = No assessment, Horticulture module only.</li> <li>C = Clear test subject indicator.</li> </ul>
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## D84: Kansas English Language Proficiency Assessment (KELPA)

- Update acceptable grades to KG-12.

CF	D84	Kansas English Language Proficiency Assessment (KELPA)	1	Alphanumeric	TEST	<p>An indication of the test options in this subject area during the current school year. In order to have a value other than '0' in this field, <b>D10: Current Grade Level must equal KG-12.</b></p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = No assessment in this content area.</li> <li>1 = KELPA for current ESOL students only.</li> <li>2 = KELPA for student who is ESOL program eligible, but not currently receiving ESOL program services.</li> <li>C = Clear test subject indicator.</li> </ul> <p><b>Note:</b> In order to have a '1' in this field, a student must be marked as '1'-3' or '6' on <b>D43: ESOL/Bilingual Program Participation Code</b>. In order to have a '2' in this field, a student must be marked as '5' on <b>D43: ESOL/Bilingual Program Participation Code</b>.</p>
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## D88: Individual Plan of Study (IPS)

- Update accepted grades to 06-12.

CJ	D88	Individual Plan of Study (IPS)	1	Numeric	EOYA	<p>An indication of whether or not the student has an individual plan of study. This field is required in grades 06-12. This field must be blank for all other grade levels.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• 0 = No, does not have an IPS.</li> <li>• 1 = Yes, currently does have an IPS.</li> </ul>
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## TASC File Specifications

### New Data Fields for 2023-2024

- No New Data Fields for 2023-2024 school year.
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### Updated Data Fields for 2023-2024

## C9: Student's Current Grade Level

- Convert current grade level to the actual grade.
- Added comments/value notes on K. S. A. 72-3118.

I	C9	Student's Current Grade Level	2	Alphanumeric	Yes	<p>The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>• IT = Infant/Toddler</li> <li>• PR = Preschool</li> <li>• KG = Kindergarten</li> <li>• 01 = First Grade</li> <li>• 02 = Second Grade</li> <li>• 03 = Third Grade</li> <li>• 04 = Fourth Grade</li> <li>• 05 = Fifth Grade</li> <li>• 06 = Sixth Grade</li> <li>• 07 = Seventh Grade</li> <li>• 08 = Eighth Grade</li> <li>• 09 = Ninth Grade</li> <li>• 10 = Tenth Grade</li> <li>• 11 = Eleventh Grade</li> <li>• 12 = Twelfth Grade</li> <li>• UG = Ungraded<sup>2</sup></li> </ul> <p><sup>1</sup> K.S.A. 72-3118 (Age requirements)</p> <ul style="list-style-type: none"> <li>• Kindergarten: Student must be 5 years old on or before August 31 of the current school year and a resident of Kansas.</li> <li>• First Grade: Student must be 6 years old on or before August 31 of the current school year.</li> </ul> <p>Exceptions:</p> <ul style="list-style-type: none"> <li>• 72-3118(d) A student who legally entered and attended a Kindergarten in another state, is eligible to attend Kindergarten.</li> <li>• 72-3118(b) A student who legally enrolled and attended in grade 1 or completed Kindergarten in another state may enroll in grade 1 in Kansas.</li> <li>• Private school Kindergarten students who attend a public school for Title I.</li> </ul> <p><sup>2</sup> "Ungraded" code applies to adults students.</p> <p>An "adult" student is defined as either a general education student who is over the age of 18 and whose 5-year cohort (beginning his/her freshman year) has</p>
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### C13: School Year

- Updated Comments/Values to current school year, 2024.

M	C13	School Year	4	Numeric	Yes	The ending year of the current school year. For example, if it is the 2023-2024 school year, enter 2024.
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## KCAN File Specifications

### New Submission Requirements

#### To comply with K.S.A. 72-3713; Sec. 19; b)

A KCAN record for **ALL** 09-12, and UG students will need to be submitted for the 2023-2024 school year.

### New Data Fields for 2023-2024

- No New Data Fields for 2023-2024 school year.

## Updated Data Fields for 2023-2024

### F9: Student's Current Grade Level

- Convert current grade level to the actual grade.
- Added comments/value notes on K. S. A. 72-3118.

I	F9	Student's Current Grade Level	2	Alphanumeric	Yes	<p>The grade level or primary instructional level at which a student enters and receives services in a school or an educational institution during a given academic session.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>IT = Infant/Toddler</li> <li>PR = Preschool</li> <li>KG = Kindergarten</li> <li>01 = First Grade</li> <li>02 = Second Grade</li> <li>03 = Third Grade</li> <li>04 = Fourth Grade</li> <li>05 = Fifth Grade</li> <li>06 = Sixth Grade</li> <li>07 = Seventh Grade</li> <li>08 = Eighth Grade</li> <li>09 = Ninth Grade</li> <li>10 = Tenth Grade</li> <li>11 = Eleventh Grade</li> <li>12 = Twelfth Grade</li> <li>UG = Ungraded<sup>2</sup></li> </ul> <p><sup>1</sup> K.S.A. 72-3118 (Age requirements)</p> <ul style="list-style-type: none"> <li>Kindergarten: Student must be 5 years old on or before August 31 of the current school year and a resident of Kansas.</li> <li>First Grade: Student must be 6 years old on or before August 31 of the current school year.</li> </ul> <p>Exceptions:</p> <ul style="list-style-type: none"> <li>72-3118(d) A student who legally entered and attended a Kindergarten in another state, is eligible to attend Kindergarten.</li> <li>72-3118(b) A student who legally enrolled and attended in grade 1 or completed Kindergarten in another state may enroll in grade 1 in Kansas.</li> <li>Private school Kindergarten students who attend a public school for Title I.</li> </ul> <p><sup>2</sup> "Ungraded" code applies to adults students.</p> <p>An "adult" student is defined as either a general education student who is over the age of 18 and whose 5-year cohort (beginning his/her freshman year) has graduated, or any student over the age of 21. Students, age 22 and older as of 10/01/2023, must be submitted as grade level 'UG'.</p>
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### F13: School Year

- Updated Comments/Values to current school year, 2024.

M	F13	School Year	4	Numeric	Yes	<p>The ending year of the current school year. For example, if it is the 2023-2024 school year, enter 2024.</p>
						General racial category (ies) which most clearly reflects the individual's recognition of

## F15: Virtual Education Student

- Update accepted grades to KG, 1-12, and UG.

Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values
O	F15	Virtual Education Student	1	Numeric	Yes	<p>Indicator of whether a student is participating in a virtual education school or program that is approved for State funding. Only report if the submitter is the school or district providing the virtual education services or contracting with an approved program to provide the virtual education services via a service center. In order to enter a value other than 0, the F9: Student's Current Grade Level must be <b>KG, 01-12, or UG</b>.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>0 = Student is not a Virtual Education Student and has not been during the current school year.</li> <li>1 = Student is currently a Virtual Education Student.</li> <li>2 = Student is not currently a Virtual Education Student, but has been at some point during the current school year.</li> </ul> <p><b>Note:</b> For more information on reporting virtual education students refer to the "Guidelines for Reporting Virtual Students" on the KIDS project website (<a href="https://kidsweb.ksde.org/">https://kidsweb.ksde.org/</a>) on the Documents tab.</p>

## F27 CTE Certification Earned

- Add new certifications.
  - 1154: MBA Research & Curriculum Center 2-Credit Finance Program-of-Study Exam.
  - 1155: Federal Aviation Administration - Aviation Maintenance Technician – Airframe.
  - 1156: Federal Aviation Administration - Aviation Maintenance Technician – Power plant.
  - 1157: Health Coder Certification.
  - 1158: Health Information Technician.
  - 1159: Paramedic Certification.
  - 1160: Broadband Installer.

Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values
AA	F27	CTE Certification Earned	4	Numeric	No	<p>The certification code associated with the CTE certification earned by the student during the current school year. This field is required if F19: KCC Identifier is 'Certificate'.</p> <p>Allowable values:</p> <ul style="list-style-type: none"> <li>See table in Appendix E.</li> </ul>

## F29: Graduation Year

- Updated Comments/Values to current school year, 2024.
- Updated Note on Graduation Year range to 2023-2028.

Excel Ref#	Field Ref#	Field	Maximum Length	Format Details	Required	Comments/Values
AC	F29	Graduation Year	4	Numeric	No	<p>The school year during which the student has or will graduate from high school. For example, if it is the <b>2023-2024</b> school year, enter <b>2024</b>. This field is required if F19: KCC Identifier is 'Certificate'.</p> <p><b>Note:</b> Graduation year must be between <b>2023-2028</b>.</p>

## KIDS Business Rule Changes

### New

- **158\_a**
  - Legal Last Name cannot contain a character other than A-Z, a hyphen (-), a period(.), an apostrophe ('), a forward slash (/), or a space.
  - **Error Message**
    - Legal Last Name cannot contain a character other than A-Z, a hyphen (-), a period(.), an apostrophe ('), a forward slash (/), or a space.
- **159\_a**
  - Legal First Name cannot contain a character other than A-Z, a hyphen (-), a period(.), an apostrophe ('), a forward slash (/), or a space.
  - **Error Message**
  - Legal First Name cannot contain a character other than A-Z, a hyphen (-), a period(.), an apostrophe ('), a forward slash (/), or a space.
- **160\_a**
  - Legal Middle Name cannot contain a character other than A-Z, a hyphen (-), a period(.), an apostrophe ('), a forward slash (/), or a space.
  - **Error Message**
  - Legal Middle Name cannot contain a character other than A-Z, a hyphen (-), a period(.), an apostrophe ('), a forward slash (/), or a space.
- **186**
  - IF Dyslexia Subtest = 04 then Current Grade Level must = 08.
- **186\_1**
  - IF Current Grade Level = 08 then Dyslexia Subtest must = 04.

- **187**
  - To mark 'Yes' for Preschool-Aged At-Risk Program Participation then the Primary Disability Code must be 'ND'.
- **187\_1**
  - If Primary Disability Code is 'WD' then Preschool-Aged At-Risk Program Participation must be 'No'.
- **188**
  - If Virtual Education Student > 0 then ESOL Bilingual Student Contact Minutes must = 0
  - **Error Message**
  - Cannot be a Virtual Education Student and have ESOL contact minutes.
- **188\_1**
  - If ESOL Bilingual Student Contact Minutes > 0 then Virtual Education Student must = 0
  - **Error Message**
  - If student has ESOL contact minutes they cannot be a Virtual Education Student.
- **189**
  - If Virtual Education Student > 0 then Career and Technical Education Contact Minutes must = 0
  - **Error Message**
  - Cannot be a Virtual Education Student and have Career and Technical Education Contact Minutes.
- **189\_1**
  - If Career and Technical Education Contact Minutes > 0 then Virtual Education Student must = 0.
  - **Error Message**
  - If student has Career and Technical Education Contact Minutes, they cannot be a Virtual Education Student.

- **190**
  - If Virtual Education Student > 0 then Dropout Diploma Completion Virtual Student must = 0
  - **Error Message**
  - Student cannot be both a Virtual Education Student and a Dropout Diploma Completion student.
- **190\_1**
  - If Dropout Diploma Completion Virtual Student = 0 then Virtual Education Student must = 0
  - **Error Message**
  - Student cannot be both a Dropout Diploma Completion Virtual Student and a Virtual Education Student.
- **191**
  - If Virtual Education Student > 0 then K-12 Kansas At-Risk Program Participation must = 0
  - **Error Message**
  - Student cannot be both a Virtual Education Student and a K-12 Kansas At-Risk Program Participation student.
- **191\_1**
  - If K-12 Kansas At-Risk Program Participation > 0 then Virtual Education Student must = 0
  - **Error Message**
  - Student cannot be both a Kansas At-Risk Program Participation and a Virtual Education Student must.
- **A40**
  - High School Credits Earned and High School Credits Required to Graduate are collected on ENRL, and EXIT record types for Current Grade Level 09, 10, 11, and 12. On a non-ENRL, or a non-EXIT record or an ENRL, or an EXIT record with Current Grade Level not in (09, 10, 11, or 12) this field MUST BE empty/blank. Any non-ENRL, or non-EXIT records or an ENRL, or an EXIT record with

Current Grade Level not in (09, 10, 11, or 12) sent with a non-blank value in High School Credits Earned or High School Credits Required to Graduate will result in an error.

- **A40\_1**
  - If Current Grade Level in (09, 10, 11, or 12) then High School Credits Earned and High School Credits Required to Graduate are required.

### **Update**

- **023**
  - TEST records can only be submitted for K-12 students (Current Grade Level = KG-12).
- **082**
  - If ESOL Participation Code = 8 then ESOL Program Entry Date, US Entry Date, and First Language must contain valid nonblank values; while ESOL Contact Minutes must be blank.
- **087**
  - To have a value greater than 0 in CTE Contact Minutes, Grade Level must be 09-UG.
- **098**
  - To mark 'Yes' on Concurrent High School Enrollment, Current Grade Level must be 10-UG, unless the student has "GI" in field Gifted Student Code, in which case Current Grade Level must be 09-UG.
- **106/A31**
  - Only students with Current Grade Level > 08 can have an EXIT record with an Exit/Withdrawal Type of 8 or 22.
- **112**
  - To have a non-blank value in Virtual Education Student, Current Grade Level must be KG-UG.
- **119**



- If Attendance School = "9100" then the Accountability school must be a High School building in the submitting district and Funding School must be the district central office of the submitting district. GRADE LEVEL 11 OR 12
- **135**
  - If Attendance School is "9100", then Concurrent High School Enrollment must be "1".
- **154**
  - The Accountability Building can only be the District Central Office (building level = '0') if the Current Grade Level is in ('IT', 'PR') and the Primary Disability Code is 'ND' or grade 'UG'. Or juvenile detention center and grade level UG
- **155**
  - Students aged 22 as of 10/1/2023, can only be submitted with a current grade level of 'UG', and no student under age 18 as of 10/1/2023 can be submitted as a UG.
- **155\_a**
  - Students aged 22 as of Exit/Withdrawal Date, can only be submitted with a current grade level of 'UG' and no student under age 18 as of Exit/Withdrawal Date can be submitted as a UG.
- **156**
  - If current grade level is PR and student is < 5 on 8/31 then Kansas PreK Pilot Program participant must contain a non-blank valid value as defined in the file specs.
- **157**
  - If current grade level in (IT, PR) and student is < 5 on 8/31 then Kansas Parents as Teacher program participant must contain a non-blank valid value as defined in the file specs.
- **172**
  - Dyslexia Screener must contain a non-blank value if Current grade level in (KG, 01, 02, 03, and 08).

- **172\_1**
  - If Current grade level in (KG, 01, 02, 03, and 08) then Dyslexia Screener must contain a non-blank value.
- **173**
  - Dyslexia Subtest must contain a non-blank value if Current grade level in (KG, 01, 02, 03, and 08).
- **173\_1**
  - If Current grade level in (KG, 01, 02, 03, and 08) then Dyslexia Subtest must contain a non-blank value.
- **174**
  - Dyslexia Spring Benchmark Performance Level must contain a non-blank value if Current grade level in (KG, 01, 02, 03, and 08).
- **174\_1**
  - If Current grade level in (KG, 01, 02, 03, and 08) then Dyslexia Spring Benchmark Performance Level must contain a non-blank value.
- **175**
  - IF Dyslexia Subtest = 01 then Current Grade Level must = KG.
- **175\_1**
  - IF Current Grade Level = KG then Dyslexia Subtest must = 01.
- **176**
  - IF Dyslexia Subtest = 02 then Current Grade Level must = 01.
- **176\_1**
  - IF Current Grade Level = 01 then Dyslexia Subtest must = 02.
- **177**
  - IF Dyslexia Subtest = 03 then Current Grade Level must be in (02, 03).
- **177\_1**
  - IF Current Grade Level in (02, 03) then Dyslexia Subtest = 03.

- **179**
  - Individual plan of study (IPS) must contain a valid non-blank value if Current Grade Level in (06-12).
- **179\_1**
  - If Current Grade Level in (06-12) Then Individual plan on study (IPS) must contain a valid non-blank value.
- **182**
  - Virtual Education Student with a value other than zero is valid for the grade levels "KG - UG" only.
- **A30**
  - Exit/Withdrawal Date and Exit/Withdrawal Type are collected on EXIT record types. On a non-EXIT record these fields MUST BE empty/blank. Any non-exit records sent with non-blank values in Exit/Withdrawal Date, Exit/Withdrawal Type will be rejected.
- **A37**
  - History/Gov Claim/Thesis Score marked with values other than (00) are only valid for the grade levels (04, 07, 10, 11, or 12).
- **A38**
  - History/Gov Evidence Score marked with values other than 00 are only valid for the grade levels (04, 07, 10, 11, or 12).
- **A39**
  - History/Gov Reasoning Score marked with values other than 00 are only valid for the grade levels (04, 07, 10, 11, or 12).
- **ASSESS\_2a**
  - State Mathematics Assessments marked with values other than zero or "C" are valid for the current grade levels "03"- "08", or "10" only.
- **ASSESS\_2b**
  - State ELA Assessments marked with values other than zero or "C" are valid for the current grade levels "03"- "08", or "10" only.
- **ASSESS\_2j**

- State ELPA Assessments marked with values other than zero or "C" are valid for the grade levels "KG" - "12" only.
- **ASSESS\_2k**
  - State Science Assessments marked with values other than zero or "C" are valid for the current grade levels "05", "08", or "11" only.
- **ASSESS\_2o**
  - Comprehensive Agriculture Assessments marked with values other than zero or 'C' are valid for the current grade levels '09' – '12' only.
- **ASSESS\_2p**
  - Animal Systems Assessments marked with values other than zero or 'C' are valid for the current grade levels '09' - '12'.
- **ASSESS\_2q**
  - Plant Systems Assessments marked with values other than zero or 'C' are valid for the current grade levels '09' - '12' only.
- **E114A**
  - If Dyslexia Subtest in (01, 02, 04) Then Dyslexia Spring Benchmark Performance Level must be in (01, 02)

### **Not in List Business Rules**

- **D25: Concurrent High School Enrollment**
  - Allowable values:
    - 0= No
    - 1=Yes
- **D27: Exit/Withdrawal Type**
  - Allowable values:
    - 1 = Transfer to a public school in the same district.
    - 2 = Transfer to a public school in a different district in Kansas.
    - 3 = Transfer to a public school in a different state.

- 4 = Transfer to an accredited private school in Kansas or in a different state.
- 5 = Transfer to non-accredited private school in Kansas or in a different state.
- 6 = Transfer to home schooling.
- 8 = Graduated with regular diploma.
- 10 = Student death.
- 11 = Student illness.
- 12 = Student expulsion (or long-term suspension).
- 13 = Reached maximum age for services.
- 14 = Discontinued schooling (including preschoolers/Kindergartners who are removed from schooling by parents).
- 15 = Transfer to a juvenile or adult correctional facility where diploma completion services are provided.
- 16 = Moved within the US, not known to be enrolled in school.
- 17 = Unknown.
- 18 = Student data claimed in error by an ASGT record.
- 19 = Transfer to a GED completion program.
- 20 = Transferred to a juvenile or adult correctional facility where diploma completion services are not provided.
- 21 = Student moved to another country, may or may not be continuing.
- 22 = Student with disabilities who met the district graduation requirements for a regular diploma but is remaining in school to receive transitional services deemed necessary by the IEP team.
- 98 = Unresolved Exit (KSDE use only).
- 99 = Undo a previously submitted EXIT Record.
- **D61: Dyslexia Screener**
  - Allowable values
    - 00 = Not Assessed
    - 01 = AIMSPlus
    - 02 = Acadience (DIBELS)
    - 03 = easyCBM
    - 04 = FASTBridge
    - 05 = Other (Meets Rubric Requirements)
    - 06 = iReady
    - 07 = Renaissance Star
    - 08 = KS Alternate Screener

- **D62: Dyslexia Subtest**
  - Allowable values
    - 00 = None.
    - 01 = Phoneme Segmentation Fluency
    - 02 = Nonsense Word Fluency
    - 03 = Oral Reading Fluency: Accuracy and Rate
    - 04 = Reading Comprehension

### **Date Business Rules to Update**

- **070**
  - School Entry Date cannot be after 09/20/2023 (ENRL).  
9/20/2023 is on a Friday.
- **071**
  - School Entry Date cannot be after 02/20/2024 (MILT).  
2/20/2024 is on a Tuesday.
- **073**
  - School Entry Date cannot be after 12/01/2023 (SMSC).  
12/01/2023 is on a Friday.
- **096**
  - Once the Dropout/Graduation Summary Report has been submitted by a school, EXIT records with exit/withdrawal dates on or before 9/30/23 and with that school as the Accountability school will be rejected.
- **108**
  - No EXIT records should be submitted with an Exit/Withdrawal Date prior to 10/1/2022.
- **155**
  - Students aged 22 as of 10/1/2023, can only be submitted with a current grade level of 'UG'.
- **155\_a**
  - Students aged 22 as of Exit/Withdrawal Date, can only be submitted with a current grade level of 'UG'.

### **De-Activate (Expire)**

- **048**
  - If Primary Disability Code is 'WD', Current Grade Level cannot contain (33, 04).
- **049**
  - Post-Graduation Plans is required if "8" or "22" is entered on Exit/Withdrawal Type.
- **147-091**
  - If ESOL Participation Code = 8 then ESOL Program Ending Date must contain a valid value no more than three years prior to the record submission date. (Note: To accommodate possible delays in entering data at the end of the school year, the system will accept entries containing dates up to 1185 days prior to the record submission date.)
- **150**
  - If not blank the ESOL/Bilingual Program Ending Date must be after the ESOL/Bilingual Program Entry Date.
- **163b**
  - If ESOL Program Participation Code is 7 then ESOL Program End Date must contain valid a nonblank value.
- **164**
  - If ESOL Participation Code = 7 then ESOL Program Ending Date must contain a valid value no more than one year prior to the record submission date. (Note: To accommodate possible delays in entering data at the end of the school year, the system will accept entries containing dates up to 455 days prior to the record submission date.)
- **170**
  - If D10: Current\_School\_Year = 2024 then First Instructional Date must be between 7/1/2023 through 7/31/2024.
- **170\_a**

- If D10: Current\_School\_Year = 2023 then First Instructional Date must be between 7/1/2022 through 7/31/2023.
- **171**
  - First Instructional date must be on or after School entry date.
- **171\_a**
  - First Instructional date must be on or before submission date.
- **ASSESS\_2I**
  - State History/Gov Assessments marked with values other than zero or C are valid for the grade levels ('04', '07', '10', '11', '12').
- **E110**
  - If Primary Disability Code = 'WD' or Gifted Student Code = 'GI' or Qualified for 504 > 0 or Residence of Homeless Student while Homeless > 0 or Title I Participation > 0 or Military Connected Student Indicator > 0 or Immigrant Student > 0 or Neglected Student > 0 Then First Instructional Date is required.
- **E110a**
  - If Primary Disability Code = 'ND' and Gifted Student Code = " and Qualified for 504 = 0 and Residence of Homeless Student while Homeless = 0 and Title I Participation = 0 and Military Connected Student Indicator = 0 and Immigrant Student = 0 and Neglected Student = 0 Then First Instructional Date must be blank.
- **E110b**
  - If Primary Disability Code = 'WD' or Gifted Student Code = 'GI' or Qualified for 504 > 0 or Residence of Homeless Student while Homeless > 0 or Title I Participation > 0 or Military Connected Student Indicator > 0 or Immigrant Student > 0 or Neglected Student > 0 Then First Instructional Date is required.
- **E110b\_1**
  - If Primary Disability Code = 'ND' and Gifted Student Code = " and Qualified for 504 = 0 and Residence of Homeless Student while Homeless = 0 and Title I Participation = 0 and Military Connected



Student Indicator = 0 and Immigrant Student = 0 and Neglected Student = 0 Then First Instructional Date must be blank.

- **E110c**

- If Primary Disability Code = 'WD' or Gifted Student Code = 'GI' or Qualified for 504 > 0 or Residence of Homeless Student while Homeless > 0 or Title I Participation > 0 or Military Connected Student Indicator > 0 or Immigrant Student > 0 or Neglected Student > 0 Then First Instructional Date is required.

- **E110c\_1**

- If Primary Disability Code = 'ND' and Gifted Student Code = '' and Qualified for 504 = 0 and Residence of Homeless Student while Homeless = 0 and Title I Participation = 0 and Military Connected Student Indicator = 0 and Immigrant Student = 0 and Neglected Student = 0 Then First Instructional Date must be blank.

- **E110d**

- If Primary Disability Code = 'WD' or Gifted Student Code = 'GI' or Qualified for 504 > 0 or Residence of Homeless Student while Homeless > 0 or Title I Participation > 0 or Military Connected Student Indicator > 0 or Immigrant Student > 0 or Neglected Student > 0 Then First Instructional Date is required.

- **E110d\_1**

- If Primary Disability Code = 'ND' and Gifted Student Code = '' and Qualified for 504 = 0 and Residence of Homeless Student while Homeless = 0 and Title I Participation = 0 and Military Connected Student Indicator = 0 and Immigrant Student = 0 and Neglected Student = 0 Then First Instructional Date must be blank.

- **E110f**

- If Primary Disability Code = 'WD' or Gifted Student Code = 'GI' or Qualified for 504 > 0 or Residence of Homeless Student while Homeless > 0 or Title I Participation > 0 or Military Connected Student Indicator > 0 or Immigrant Student > 0 or Neglected Student > 0 Then First Instructional Date is required.

- **E110g**

- First Instructional Date is required to be empty if  
Primary\_Exceptionality\_Code = 'ND', Secondary\_Exceptionality\_Code is empty, Homeless\_Residence = 0, Military\_Student = 0, empty for EXIT.
- **E110g\_1**
  - First Instructional Date is required if Primary\_Exceptionality\_Code = 'WD', Secondary\_Exceptionality\_Code = 'GI', Homeless\_Residence > 0 or Military\_Student > 0 for EXIT.
- **E56**
  - Post-Graduation Plans must contain one of the valid values defined in the file specs.

## **KCAN Business Rules**

### **New**

- No new Business Rules 2023-2024 school year.

### **Update**

- Only Date rules need to be updated.

### **Date Business Rules to Update**

- **KC\_17**  
IF the KCC ID contains the word 'MigrantServices', then submission date must be on or after '06/01/2024'.
- **STYEAR\_3**  
If current date is less than 9/05, then School Year can be current school year - 1 or current school year.
- **STYEAR\_4**  
If current date is greater than 09/04, then School Year must equal current school year.
- **V17**  
Graduation Year must contain a valid year between 2023 and 2028.
- **V18**

First Instruction Date must be between 8/1/2023 - 9/04/2024.

- **V18a**

If School Year = 2023 Then First Instruction Date must be between 8/1/2022 - 9/06/2023.

## **Not in List Business Rules**

- **CTE Courses**

- **New Courses**

- 1159: Paramedic Certification
    - 1158: Health Information Technician
    - 1157: Health Coder Certification
    - 1156: Federal Aviation Administration - Aviation Maintenance Technician – Powerplant
    - 1155: Federal Aviation Administration - Aviation Maintenance Technician – Airframe
    - 1154: MBA Research & Curriculum Center 2-Credit Finance Program-of-Study Exam

- **De-Activate**

- No KCAN Rules to De-Activate for the 2023-2024 school year.

- **Error Message Updates**

- No Error Message updates for the 2023-2024 school year.

## **TASC Business Rules**

- **New**

- No new Business Rules for 2023-2024 school year.

- **Update**

- No Rules need to be updated for the 2023-2024 school year.

- **De-Activate**

- No Rules need to be De-Activated for the 2023-2024 school year.

## **Reports**

### **New Reports**

- No new reports currently.

## **Documents**

Consult the following documents for additional information when preparing your KIDS submissions. Unless specified otherwise below, the most recent version of all documents may be found on the KIDS Project website ([www.ksde.org/kids](http://www.ksde.org/kids)) under the “Documents” tab.

- **KIDS 2023-2024 File Specifications Document:** This document serves as the data dictionary for all data elements collected through the KIDS system.

## **Appendix A: KIDS Field Value Conversion Chart for 2023-2024**

<b>2022-2023 Field Number</b>	<b>2023-2024 Field Number</b>	<b>Field Name</b>
D1	D1	Record Type
D2	D2	Accountability School Identifier
D3	D3	Residence District Identifier
D4	D4	Legal Last Name
D5	D5	Legal First Name
D6	D6	Legal Middle Name
D7	D7	Generation Code
D8	D8	Gender
D9	D9	Date of Birth
D10	D10	Current Grade Level
D11	D11	Local Student Identifier
D12	D12	Hispanic Ethnicity
D13	D13	State Student Identifier
D14	D14	Current School Year
D15	D15	Funding School Identifier
D16	D16	Attendance School/Program Identifier
D17	D17	Virtual Education Student
D18	D18	School Entry Date
D19	D19	District Entry Date
D20	D20	State Entry Date
D21	Remove	First Instructional Date
D22	D21	Cumulative Number of Days in Membership

<b>2022-2023 Field Number</b>	<b>2023-2024 Field Number</b>	<b>Field Name</b>
D23	D22	Cumulative Number of Days Attended
D24	D23	Truant Student
D25	D24	Minutes Enrolled
D26	D25	Concurrent High School Enrollment
D27	D26	Exit/Withdrawal Date
D28	D27	Exit/Withdrawal Type
D29	D28	Unweighted Grade Point Average (GPA)
New	D29	High School Credits Earned
New	D30	High School Credits Required to Graduate
New	D31	Virtual School Student Dropout
D30	D32	Special Circumstances Transfer Choice
D31	Remove	Post-Graduation Plans
D32	D33	Comprehensive Race
D33	D34	Eligibility for National School Lunch Program and/or At-Risk Funding
D34	D35	Primary Disability Indicator
D35	D36	Gifted Student Indicator
D36	D37	Qualified for 504
D37	D38	Residence of Homeless Student while Homeless
New	D39	K-12 Kansas At-Risk Program Participation
D38	D40	ESOL /Bilingual Program Entry Date
D39	D41	First Entry Date into a School in the United States
D40	D42	First Language
D41	D43	ESOL/Bilingual Program Participation Code
D42	D44	Language Instruction Education Program Type
D43	Remove	ESOL/Bilingual Program Ending Date
D44	D45	ESOL Bilingual Student Contact Minutes
D45	D46	Career and Technical Education Contact Minutes
D46	D47	Title I Participation
D47	D48	Miles Transported
D48	D49	Transportation FTE
D49	D50	Student's Street Address
D50	D51	Student's City
D51	D52	Student's Zip Code
D52	D53	Non-Resident Transportation
D53	D54	Military Connected Student Indicator

<b>2022-2023 Field Number</b>	<b>2023-2024 Field Number</b>	<b>Field Name</b>
D54	D55	Immigrant Student
D55	D56	Country of Birth
D56	D57	Neglected Student
New	D58	Preschool-Aged At-Risk Program Participation
D57	D59	Kansas Pre-K Pilot Program (KPP)
D58	D60	Kansas Parents as Teachers Program (KPAT)
D59	D61	Dyslexia Screener
D60	D62	Dyslexia Subtest
D61	D63	Dyslexia Spring Benchmark Performance Level
D62	D64	Math Grouping Indicator 1
D63	D65	Math Grouping Indicator 2
D64	D66	English Language Arts - ELA Grouping Indicator 1
D65	D67	English Language Arts - ELA Grouping Indicator 2
D66	D68	Science Grouping Indicator 1
D67	D69	Science Grouping Indicator 2
D68	D70	Comprehensive Agriculture Grouping Indicator
D69	D71	Animal Systems Grouping Indicator
D70	D72	Plant Systems Grouping Indicator
D71	D73	KELPA Grouping Indicator 1
D72	D74	KELPA Grouping Indicator 2
D73	D75	State Mathematics Assessment
D74	D76	State English Language Arts - ELA Assessment
D75	D77	State Science Assessment
D76	Remove	State History/Gov Assessment
D77	D78	History/Gov Claim/Thesis Score
D78	D79	History/Gov Evidence Score
D79	D80	History/Gov Reasoning Score
D80	D81	Comprehensive Agriculture Assessment
D81	D82	Animal Systems Assessment
D82	D83	Plant Systems Assessment
D83	D84	Kansas English Language Proficiency Assessment (KELPA)
D84	D85	KELPA Proctor ID
D85	D86	KELPA Proctor First Name
D86	D87	KELPA Proctor Last Name
D87	D88	Individual Plan of Study (IPS)

2022-2023 Field Number	2023-2024 Field Number	Field Name
D88	D89	User Field 1
D89	D90	User Field 2
D90	D91	User Field 3

## **Revision History**

Version	Date	Changes
1.00	5/15/2023	Created Document

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 SW Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.