KIDS 2020-2021 Submission Details Document: TASC

Introduction - General

This document contains information specific to the submission of Teacher and Student Connection (TASC) records to the Kansas Individual Data on Students (KIDS) System data collection. The TASC data collection focuses on providing links among the course's students take during the school year and the educators teaching the courses.

A TASC Collection record is submitted only for those schools participating in Interim Assessments.

Tutorial: Uploading a TASC (Common Issues):
Go through this tutorial to watch how to upload an TASC and work through the issues that may arise.

What's New

- Clarification comment added to Note on Student School Identifier.

Introduction - Submission Guidelines

Students to Submit:

- Grades 3-8 and 10th for interim predictive assessments
- Grades 2-12 will be accepted for mini-test administration
- Public and Private school students

Submission School:

- Student School Identifier

*Accredited private schools should submit TASC Records according to the guidance outlined in this document. *

Submission Window: September 8, 2020 – May 28, 2021

- TASC records must be submitted in a batch by themselves they cannot be mixed in a KIDS batch with other record types.

The Use of TASC Submissions

TASC records are collected to provide an educator, course, and student link. Uses of this data may include:

- KITE for Interim predictive assessments.
- Mini-test administration.
- Provide educators a link to current students' in The Achievement and Assessment Institute accounts for ELA and Math interim assessments only.

KIDS Collection Field Requirements
TASC Record Type 2019-20

Field Number	Excel Column	Field Name	TASC
C1	**A**	Record Type	R
C2	**B**	Student's School Identifier	R
C3	**C**	Student's Legal Last Name	R
C4	**D**	Student's Legal First Name	R
C5	**E**	Student's Legal Middle Name	O
C6	**F**	Student's Generation Code	O
C7	**G**	Student's Gender	R
C8	**H**	Student's Date of Birth	R
C9	**I**	Student's Current Grade Level	R
C10	**J**	Student's Local Identifier	R
C11	**K**	Student's Hispanic Ethnicity	R*
C12	**L**	State Student Identifier	R
C13	**M**	School Year	R
C14	**N**	Student's Comprehensive Race	R
C15	**O**	State Subject Area Code	R
C16	**P**	State Course Identifier	R
C17	**Q**	Local Course ID	R
C18	**R**	Course Status	R
C19	**S**	Educator Identifier	R
C20	**T**	Educator's Last Name	R
C21	**U**	Educator's First Name	R
C22	**V**	Educator's Middle Name	R
C23	**W**	Educator's District Email Address	O
C24	**X**	User Field 1	O
C25	**Y**	User Field 2	O
C26	**Z**	User Field 3	O

Blank	Values submitted in these fields will not be validated or stored on the indicated Record Type.
C	Required = Conditionally required. Required if certain conditions are meet.
E	Must be blank
O	Optional = Must contain a valid non-blank value or must be blank; blanks will be considered no response. Field will be validated and stored if submitted.
R	Required = Must contain a valid non-blank value; Zero is considered a non-blank value.
R*	Required = Must contain one of the provided valid values.
X	Required = Must contain a valid non-blank value or must be blank; blanks will be considered a null value.

Optional fields are validated and stored, if submitted. All other data fields that are neither required nor optional for TEST may be left blank. Values in data fields that are neither required nor optional for TEST are not validated and will not be stored. The exception to this is EXIT data (Exit/Withdrawal Date,

Exit/Withdrawal Type, and Post-Graduation Plan); exit data fields MUST be blank on TEST records or an error will be generated.

Guidance

The list of recommendations, notes, and submission tips below apply to TASC records. In working with the KIDS Collection System, many circumstances apply only to the record you are submitting. How one data element is reported may change for other submissions from the recommendations appearing below.

Determining "Unique" Records:

- Student's School Identifier
- State Student Identifier
- School Year
- State Subject Area Code
- State Course Identifier
- Educator ID

The most recently submitted record for each complete set of fields above is considered the "current" information for that student and course. Records are considered unique not by one data element but by the set of data elements listed above.

Kansas Interactive Testing Engine® (KITE)™:
TASC records are used to create rosters in the Educator Portal in KITE for the purpose of setting up Interim assessments. TASC records are NOT required nor will an assessment be generated for state assessment purposes. For more information about KITE, visit the KITE website.

Undoing Records: To undo a previously submitted TASC record submitted in error, submit a new TASC record with '99' = Record Submitted in Error in the Course Status field, and the same values from the previously submitted record in the following fields:

- Student's School Identifier
- State Student Identifier
- School Year
- State Subject Area Code
- State Course Identifier
- Educator ID

Validations: All TASC records must contain:

- State Student Identifier (SSID) that exists in the KIDS Assignment System
- Student's School Identifier is a valid school in the Directory
- State Subject Area Code and State Course ID combination is valid for the state
- Educator ID is a valid identification number

Validations are done at the state level. No validations are done to connect a student, teacher, or course to a particular school or district.

Reports

Reports are provided in the KIDS Collection System for review and verification of submitted TASC data. Although data can also be shared by exporting the appropriate KIDS reports to Excel, KIDS users can share detailed data with the principals, superintendents and program staff by encouraging them to register for Read-Only access to the KIDS Collection System. Read-Only access is recommended since reports are dynamic and may change if additional TASC records are submitted to KIDS after the export of reports.
The detailed descriptions of each report available in the KIDS Collection System are located on the KIDS Project Report Descriptions website. The following reports are particularly important to TASC submissions:

Student Course:

- Current TASC Records

Standard Reports:

- Accepted Records (Batch)
- Accepted Records by Type—TASC

Resources

Documents

Consult the following document for additional information when preparing your TASC submissions. Unless specified otherwise below, the most recent version of all documents are located on the KIDS Project Documents website.

- KIDS 2020-2021 File Specifications Document: This document serves as the data dictionary for all data elements collected through the KIDS system.

Technical

In preparing your TASC submissions, you may need technical assistance or reporting guidance. Depending upon the nature of the assistance you need, one or more of the following help resources may be useful.

- KIDS Technical Support: KSDE Helpdesk 785-296-7935 or email kids@ksde.org.
- KITE Helpdesk 1-855-277-9752 or via email at kap_support@ku.edu

Revision History

Version	Date	Changes
v6.00	8.01.20	• Updated for the 2020-2021 school year
v6.01	10.13.20	• Added "KITE for Interim assessments" to TASC purpose text. • Removed "Provide data through the Student Record Exchange for students that move between schools. " from TASC purpose text. • Update TASC Students to Submit section from "Pre-K through 12th Grade" to "Grades 3-8 and 10th." • Removed section for Success in School on submitting 4-year-old At-Risk and 4-year-old preschoolers as no longer needed.
V6.02	10.26.20	• Removed Grade Level Value '33' from What's New section. • Updated Students to Submit section ➢ Clarified grades 3-8 and 10th from interim assessments to interim predictive assessments.

		➢ Added Grades 2-12 will be accepted for mini-test administration. • Updated The Use of TASC Submissions section ➢ KITE for Interim predictive assessments. ➢ Mini-test administration. ➢ Changed Center for Educational Testing and Evaluation (CETE) to The Achievement and Assessment Institute • Removed section on Grade Level Value '33'.

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