Guidelines for Determining KIDS Collection Building Identifier

a. If no agreement is reached and the student is enrolled in a <u>private accredited</u> school but attending class(es) in the public school or provided instruction by the public school or a Special Education Coop, the private accredited school is the Accountability School (includes IEP and non-IEP students). See the Special Building Relationships section of this document for additional guidance on these students.

b. If no agreement is reached and the student is a student with an IEP and <u>both schools are public schools</u>, the Funding School is also the Accountability School.

c. If the student is attending a community learning center (CLC) and is not an adult, the Funding School is also the Accountability School. (Note: CLC may be utilized for a variety of situations, including an age 18-21 program for transitioning IEP students in life skills programs, an early childhood facility for both IEP and non-IEP students, and a facility where student learn job skills in the community such as an auto mechanic shop, plumbing or electrical shop, etc.)

d. In the case that the early childhood program is part of a consortium, cooperative, service center, etc. involving multiple districts, a user can request access to the KIDS Collection System for multiple districts to submit KIDS records for each of those districts. See the Multi-District Access to KIDS document on the KIDS website. In the case that the early childhood program is not owned by a specific district or does not have a particular building associated with it; use the district central office code of the child's resident district as the Accountability School.

Introduction:

The building identifier submitted on a Kansas Individual Data on Students (KIDS) record must be a valid KSDE 4-digit building ID number from the KSDE Education Directory, 0001, 0002, or 0003. For most students, only one building is associated with their education in a given year. In some cases, educational entities (schools, districts, consortiums, etc.) may have many different relationships with students. See Appendix A at the end of the document for a list of terms related to the determination of building identifiers in KIDS.

Determining what building number to use in the KIDS Collection building fields can be confusing when multiple educational entities are involved with a student. This resource is designed to help provide guidance in determining which building number to use when submitting KIDS Collection records.

- Consult the KSDE Educational Directory to find the 4-digit number assigned to the building to be sent to the KIDS Collection System, or consult the designated KIDS person in the school or district.
- Use '0001' as the Accountability School if the student's information is included in the accountability results of another state.

- Use '0002' as the Accountability School if the student attends an unaccredited private school or is home schooled.
- Use '0003' as the Funding School if the student attends a Juvenile Detention Center or Psychiatric Residential Treatment Facility.

The building identifier may vary depending on what record type is being submitted, what cooperative arrangement has been established at the building or district, and other circumstances. See Appendix B at the end of this document for specific guidance on which building is able to submit records depending on the collection type is being submitted.

KIDS Building Fields:
Accountability School Identifier
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. When a school/district is responsible for providing instruction in core content courses, it is generally considered the Accountability School Identifier but there are some exceptions.

When multiple educational entities are involved with a student, the schools or districts work together to make the determination as to which school is the Accountability School. This decision is usually based on where the student receives the majority of instruction in assessed (core) content areas. There should be consistency from year to year as to which school is the Accountability School.

Funding School
The unique number that has been assigned to the school by the state. In this case, it is the unique number of the school in which the student's enrollment is counted for state funding and/or for the Principal's Building Report. This identifier can be found in the Kansas Educational Directory. If a district does not have a school for an educational level (e.g., does not have a high school) or has preschoolers who are not assigned to a school, the district central office building number should be used.

If the student is enrolled in a private accredited school but also attending class(es) in the public school or is provided instruction by the public school, the public school is the Funding School. The public-school building number should be reported in the Funding School field on records submitted to KIDS by both the public school and the private school.

If a **SPED** student is enrolled in a private accredited school but also attending class(es) in the public school or is provided instruction by the public school, AND the student is also enrolled in another accredited school as a virtual student, the (SPED) public school is the Funding School. The (SPED) public school building number should be reported in the Funding School field on records submitted to KIDS by both the (SPED) public school and private school. The virtual school building number should be reported in the Funding School field on records submitted to KIDS by the virtual school only.

Attendance School/Program Identifier

Identifier of the school or program in which the student is physically located and attends class, where the student takes State assessments, or the building number of the building associated with the program.

Special Building Relationships:

Public School providing services to an <u>accredited</u> private school student for a <u>non-assessed</u> content area: When a student attends an accredited private school but also attends a public school for instruction in a non-assessed content area, the private school is considered the Accountability School and the public school is considered the Funding School and will be submitted that way when KIDS records are submitted by **both** schools. Each entity will report their own building as the Attendance School when submitting records to KIDS.

Public School providing instruction to an <u>accredited</u> private school student for an <u>assessed</u> content area: When a student attends an accredited private school but attends a public school for instruction in an assessed content area, both schools are considered the Accountability School. Each entity will use their building number as the Accountability School and will "claim" the student from each other when submitting KIDS records. The public school is considered the Funding School and will be submitted that way when KIDS records are submitted by **both** schools. Each entity will report their own building as the Attendance School when submitting records to KIDS.

Public School providing services to a student who is enrolled in an <u>unaccredited</u> private school, is homeschooled, or a school in another state is accountable for that student: When a student attends an unaccredited private school; is homeschooled; or a school in another state is accountable for that student but the student attends a public school for instruction <u>in any content area</u>, the public school will submit the KIDS records with either '0001' or "0002' in the Accountability School and with the public school building number in the Funding School and the Attendance School. If '0001' or '0002' is entered in Accountability School on TEST records, then the students' assessment results will be included in the accountability determinations of the Attendance School.

SPED-PRO: For a student to be populated in SPED-PRO for a district, a KIDS Collection record must have been submitted with the State Student Identification (SSID) number in the record for a building in that district. One of the fields (Accountability School, Funding School, or Attendance School) on the KIDS record must be a building in the submitter's district.

Revision History

Version	Date	Changes
12.0	08.01.2022	Updated for the 2022-2023 school year.

Appendix A: Terminology Table

Term	Definition
Accountability	Accountability is the term used to describe the relationship between a student and the building which is responsible for providing instruction in core content courses.
Accredited	A school is assigned its accreditation status annually based upon Performance and Quality Criteria. Performance Criteria are based upon student performance and participation related to state assessments, elementary attendance rate and high school graduation rate. Quality Criteria are based upon eleven specific processes, programs, and policies required to be in place in each school
Core Content Courses	Math, English/language arts and literature, science, and social studies are considered core content courses.
EDCS	The Educator Data Collection System (EDCS) is the system that collects information about the professional and demographic characteristics of district staff across the state of Kansas and the system from which the Licensed Personnel Report snapshot is generated. KIDS TASC Records are validated against data collected in this system.
IEP	Individual Education Plan (IEP) is a document that documents special education services for special-needs students.
KESA	Kansas Education Systems Accreditation: the KESA Application (KESA App) is a district-level application.
KSDE Educational Directory	A directory of public schools and districts, some private schools, and other educational programs in Kansas. The data that is displayed in the KSDE Educational Directory comes from the data that is entered in the Directory Updates application. It is a web application available through KSDE's Common Authentication that is maintained by district-level administrators, typically the board clerk and/or superintendent. In addition to the KSDE Educational Directory, data entered into Directory Updates is used to populate information (USD/LEA name, building name, administrator, address, grade levels, programs etc.) into reports and applications.

Appendix B: Submitting Building by Submission Type

WHO SUBMITS KIDS RECORDS

Record Type	Accountability School	Funding School	Attendance School	Educator School
ASGT	OK	OK – if SSID is blank	OK – if D2 is 0001 or 0002	X
EOYA & EXIT	OK	X	OK – if D2 is 0001 or 0002	X
ENRL	OK	OK	OK – if JDC & D15 is 0003	X
TEST	OK (priority)	X	OK	X
SMSC	OK	OK	X	X
MILT	OK	OK	X	X
KCAN & TASC	X	X	X	OK
QERY	OK	OK	OK	X

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