Census (Idaho)

Last Modified on 03/11/2024 8:46 am CDT

Identities | Demographics | District Employment | District Assignment | Credentials | Military Connections

Census tracks every person entry in Infinite Campus - parents, staff, students, emergency contacts, doctors, etc. Demographic data is used throughout Campus, utilizing historic and current details of each person. Some fields in the Census module are unique to each state. Other fields in the Census module do not require unique, state-specific data. However, many of these fields are required and data entry in these fields is necessary.

Identities

Name Fields | Gender | Birth Date | Race Ethnicity | Birth Country | Citizenship | Date Entered US | Date Entered US School | Date Entered State School | Immigrant | Visa Type | Home Primary Language

Classic View: *Census > People > Identities*

The Identities tool acts as an historical record of the person's demographic information. While the information on the Demographics tool is displayed on the Identities tool, changes should be made here.

Types of changes include:

- Name and Legal Name
- Gender
- Social Security number
- Race/Ethnicity
- Nickname

Previous identity information is not lost when it is modified, but an end date is entered for the previous identity and a start date is entered for the new identity.

See the core Identities article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Identities records.

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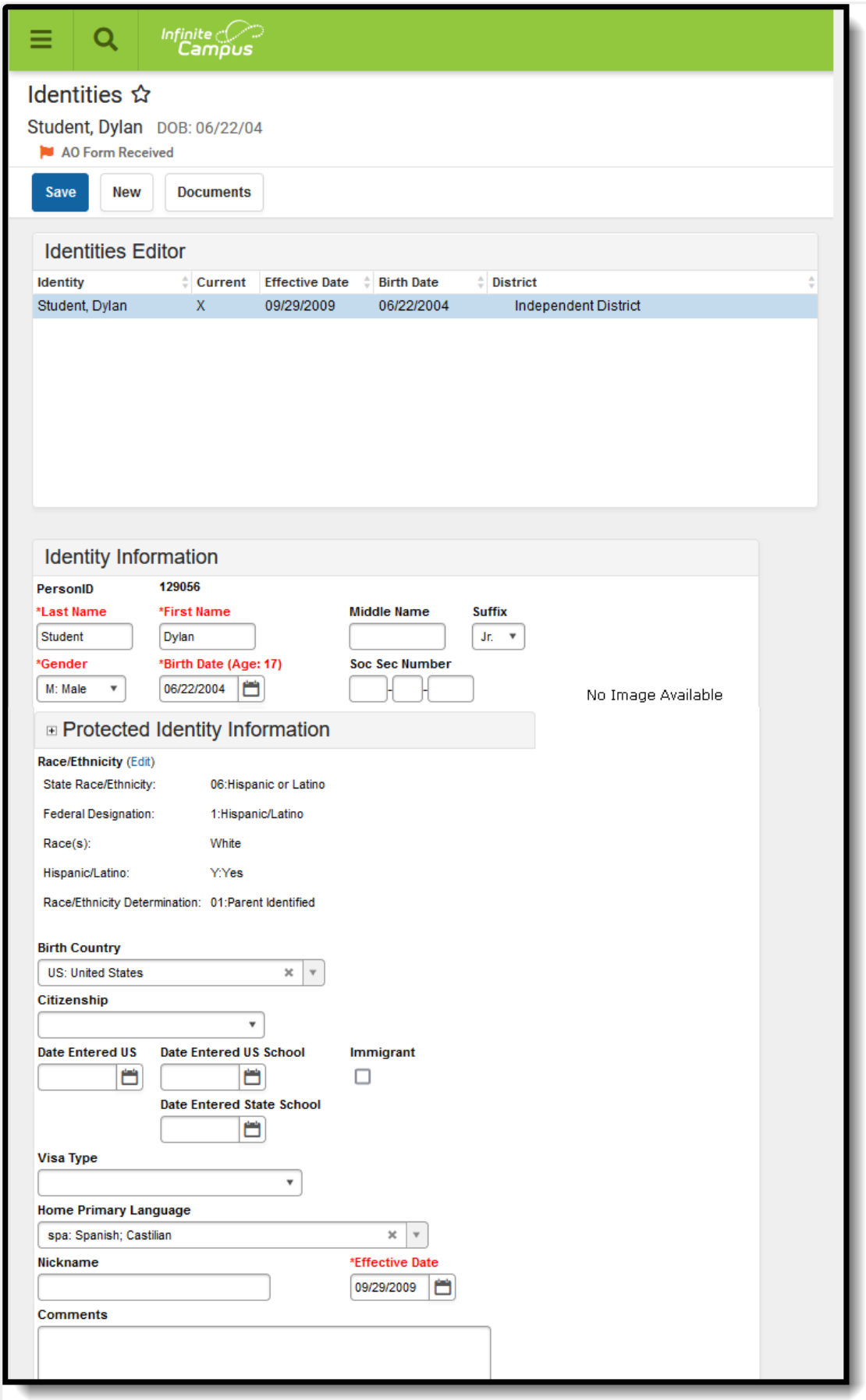

Identities Editor

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Name Fields

Last Name, First Name, Middle Name and Suffix (Jr., III, etc.) are the legal names of the person.

Click here to expand...

Gender

Indicates the person's gender. At this time, the state of Idaho acknowledges Male and Female gender only.

Click here to expand...

Birth Date

Indicates the person's date of birth.

Click here to expand...

Race Ethnicity

The Federal government has adopted standards for defining racial and ethnic data to be used by the Department of Education. See the Race/Ethnicity article for more information.

Is the individual Hispanic or Latino?

Indicates whether the student is of Hispanic descent.

Click here to expand...

Race Ethnicity

Indicates the person's race/ethnicity.

Click here to expand...

Birth Country

The Birth Country is the country listed on the student’s birth certificate during initial enrollment. Please refer to the International Organization of Standards directory for more information on country codes.

Click here to expand...

Citizenship

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Indicates whether the student is a US Citizen.

Click here to expand...

Date Entered US

Indicates the date the student entered the United States.

Click here to expand...

Date Entered US School

Indicates the date on which the student enrolled in a US school.

Click here to expand...

Date Entered State School

Indicates the date on which the student enrolled in a school in the state of Idaho.

Click here to expand...

Immigrant

Indicates the person is an immigrant.

Click here to expand...

Visa Type

Indicates the student's Visa type.

Click here to expand...

Home Primary Language

The Home Primary Language field allows a district to record the language spoken in the student's home, as determined by the student's home language survey. Please refer to the International Organization of Standards directory for more information on language codes.

Click here to expand...

Demographics

Classic View: Census > People > Demographics

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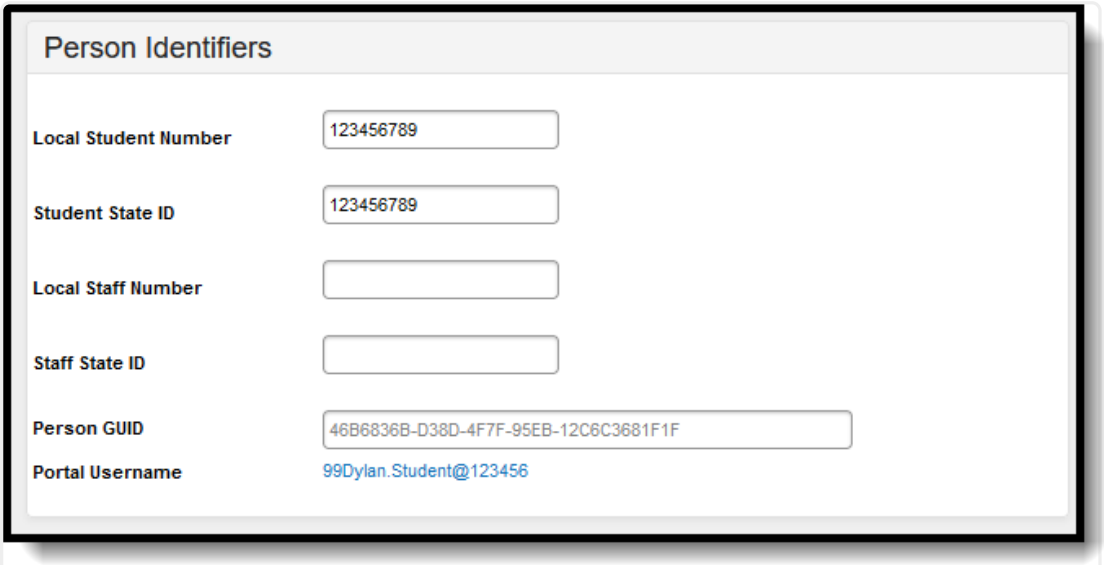
The Demographics tool is the basic area for viewing general person information within Campus. All people for whom data is tracked, including students, staff, parents/guardians, household members, etc., have a Demographics record, which includes name and gender from the Identities record, student and staff identification numbers and contact information.

See the core Demographics article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Demographics records.

Person Identifiers

Person Identifiers like Student Number and Student State ID are used in state reports to identity student records. Staff identification - Local Staff ID, State Staff ID - are also recorded here.

Follow district guidelines when creating or importing these values.



Person Identifiers

Student State ID

Student Unique State ID is a unique state identification number for the student provided by the Department of Education.

▸ Click here to expand...

Local Student Number

Local Student Number is a unique identification number for the student assigned by the district.

▸ Click here to expand...

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Staff State ID

Staff Unique State ID is a unique state identification number for the staff person provided by the Department of Education If this field is left blank, any courses or students tied to the staff member fail to report.

Click here to expand...

Local Staff Number

Local Staff Number is a unique identification number for the staff person assigned by the district.

Click here to expand...

District Employment

Start Date | End Date | Staff Exit Reason | Teaching Start Year | License Number | Education | Proficient Language | Not a US Citizen | Expected HQ Date | Means to HQ

Classic View: Census > People > District Employment

District Employment must have active district employment record. This record indicates the student is actively (no end date) or has been (end date) employed at the district. A District Assignment record is needed to indicate employment at a particular school/building within the district.

See the core District Employment article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing employment records.

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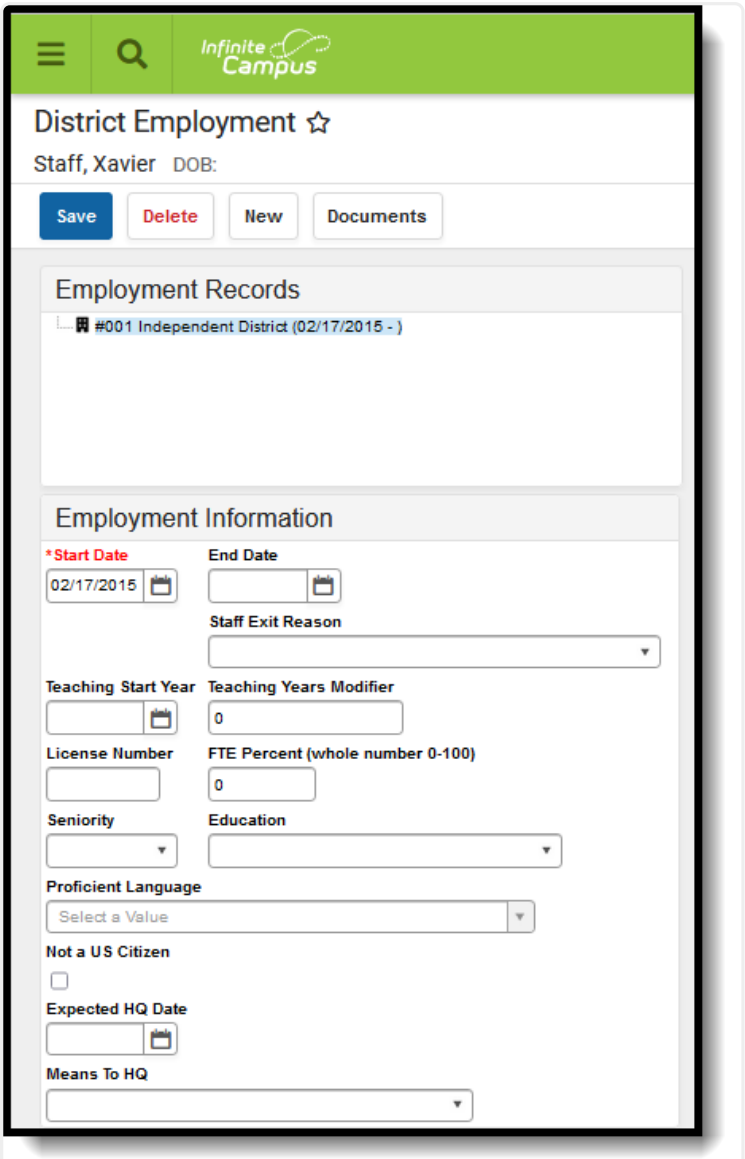

District Employment Record

Start Date

The date the employee was first hired by the school district.

Click here to expand...

End Date

Indicates the date the employee was no longer employed at the school district.

Click here to expand...

Staff Exit Reason

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The reason an employee reported last year is not reported this year. See the Staff Exit Reason Code List following this table. Reports District Employment Staff Exit Reason.

Click here to expand...

Teaching Start Year

Indicates the date in which the staff person began teaching (when the teaching license was received). This reports as the Certification Year on the Staff Demographics report for Type 02 Staff.

Click here to expand...

License Number

Click here to expand...

Education

Indicates the level of schooling the staff person has.

Click here to expand...

Proficient Language

Indicates the staff person is proficient in a language other than English.

Click here to expand...

Not a US Citizen

Identifies the staff person as NOT being a US citizen.

Click here to expand...

Expected HQ Date

Indicates the date a teacher is expected to become Highly Qualified.

Click here to expand...

Means to HQ

Click here to expand...

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District Assignment

Title | Start Date | End Date | Type | FTE of Assignment | Contract Type | Contract Number

Classic View: Census > People > District Assignment

The District Assignments tool lists the location where the staff member is working. Users can view the school where the person works, the start date and title, type of employment and assignment code. Fields that are specific to the state of Idaho are further described below.

Staff with multiple Titles have *multiple* District Assignments to the same school.

> See the core District Assignments article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing District Assignments records.

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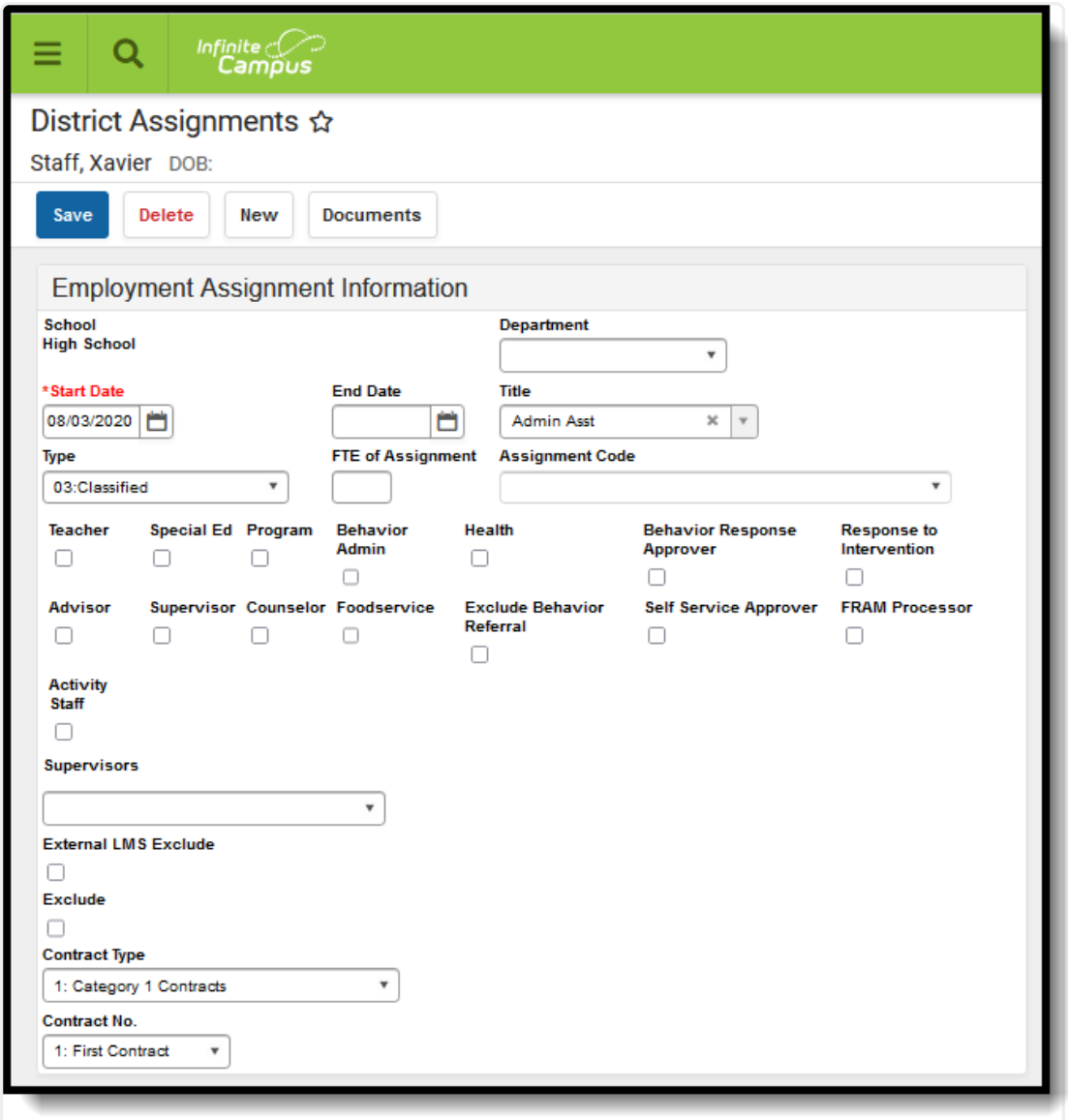

District Assignment Editor

Title

Lists the staff person's position - Teacher, Coach, etc. Options can be modified in the Attribute/Dictionary.

Click here to expand...

Start Date

Indicates the start date of employment at the specific school. This is the very first date the staff member was employed at the school.

Click here to expand...

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End Date

Indicates the end date of employment assignment. This is the very last date the staff member was employed at the school.

Click here to expand...

Type

Indicates the classification of the staff's employment assignment.

Click here to expand...

FTE of Assignment

Indicates what portion of the employee’s FTE percent this particular district assignment represents.

Click here to expand...

Contract Type

Indicates the type of certified staff contract.

Click here to expand...

Contract Number

Indicates the order of one or more contracts by greatest total FTE per District Employment that may have one or more District Assignments tied to each contract.

Click here to expand...

Credentials

Credential Type | Date Credential Obtained | Education Level | Degree Institution | Degree State | Major CIP Code Name, Major CIP Code | Minor CIP Code Name, Minor CIP Code | State Reported

Classic View: Census > People > Credentials

The **Credentials** tool lists the credential types of a staff member. Credentials are based on the date when the credential was earned. There are five types of credentials that can be added for a person. Multiple credentials can be entered for a staff member. The staff member may be highly qualified in two subject areas or may have multiple degrees.

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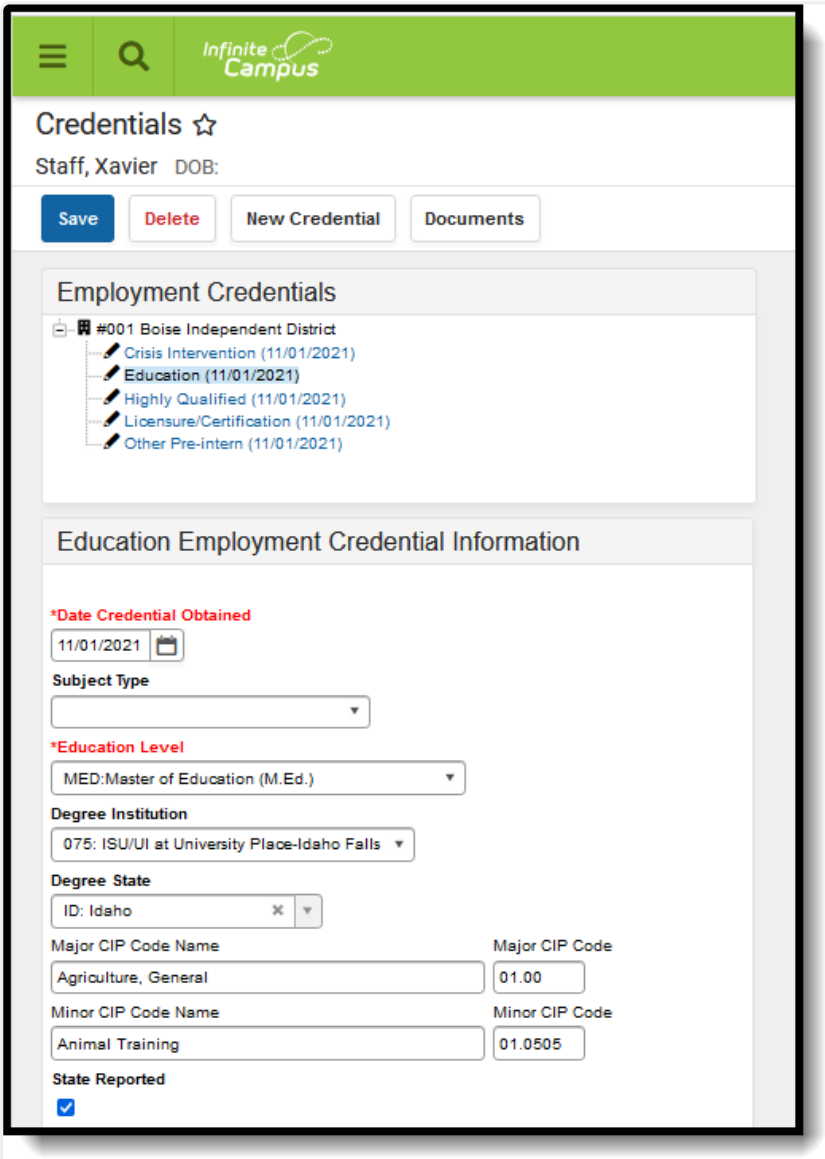
See the core Credentials article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Credentials records.



Credentials Editor

Credential Type

Indicates the type of credential the staff person has earned. This list is visible when creating a new credential and in the list of previously entered credentials.

There are five credential types that can be assigned to staff. The Education Credential and the values entered for that credential type are used in state extracts.

- CI: Crisis Intervention

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- ED: Education
- HQ: Highly Qualified
- LC: Licensure/Certification
- OT: Other

Click here to expand...

Date Credential Obtained

Indicates the date the Credential was granted to the staff person.

Click here to expand...

Education Level

Indicates the level of education the staff person has received.

Click here to expand...

Degree Institution

Lists the university or college where the staff person obtained their degree.

Click here to expand...

Degree State

Lists the state in which the staff person obtained their degree.

Click here to expand...

Major CIP Code Name, Major CIP Code

Lists the name and code of the degree the staff person received for their major course of study. CIP names and codes are federally maintained.

Click here to expand...

Minor CIP Code Name, Minor CIP Code

Lists the name and code of the degree the staff person received for their minor course of study. CIP names and codes are federally maintained.

Click here to expand...

State Reported

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Indicates that the data in this record is reported as the primary education information in the Staff Demographics and Employment record.

Click here to expand...

Military Connections

Status

Classic View: Census > People > Military Connections

The Military Connections tool tracks parent/guardian data for those who are military personnel. This tool works in conjunction with the Impact Aid tool, which tracks parents/guardians who are employed at federal sites (armed forces locations, reservation lands, etc.).

See the core Military Connections article for information on necessary tool rights, available Ad hoc fields, and guidance on adding and printing Military Connections records.

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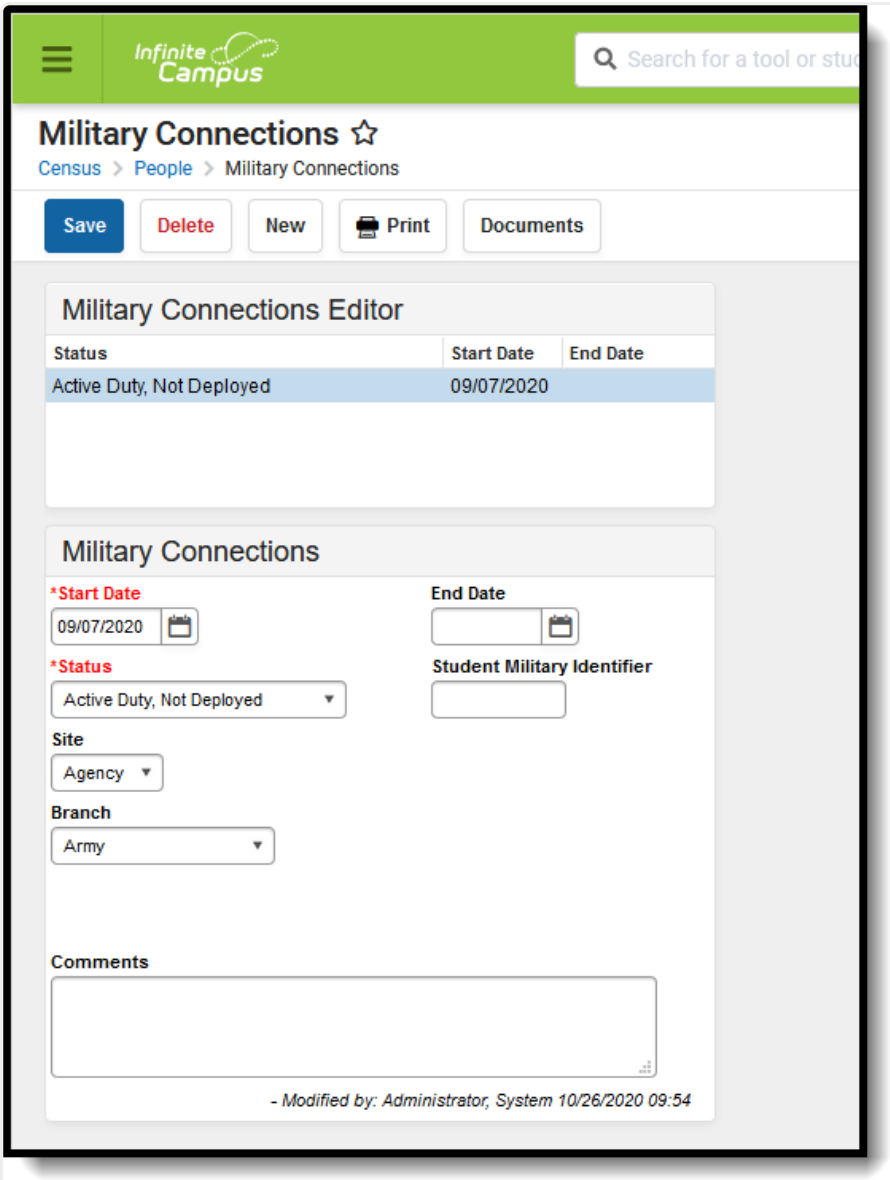

Military Connections

Status

Indicates the enlistment status of the parent/guardian.

Click here to expand...

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