

KECS LEAD Extract (Kentucky)

Last Modified on 05/14/2025 10:07 am CDT

[Available KECS LEAD Extract Reports](#) | [Report Editor](#)

Tool Search: KECS LEAD Extract

The Kentucky Educator Credentialing System (KECS) Local Educator Assignment Data (LEAD) Extract includes data on classes, staff, schoolwide, and caseload with student counts and individual data on staff. There is also an issues report that details any issues with the data used in the other reports. The data format produced by Campus (CSV or HTML) will be provided to users for further analysis and use. The data collected allows users to detect data issues before sending their data to the state.

KECS LEAD Extract ☆

Reporting > KY State Reporting > KECS LEAD Extract

KECS LEAD Extract

This tool extracts data to complete the Local Educator Assignment Data (LEAD) Extract. Calendars and enrollment marked 'exclude' are included in this report. Only schools with a State Classification of A1, A2, A3, A4, A5, A6, A7, A8, B1, B2, C1, C2, or D1 can show on this report. Choose the format you would like to produce the data in for testing / debugging.

Extract Options

Date Range

07/01/2024 - 06/30/2025

Format

CSV

☒ Exclude Cross-Site Data

Report(s):

☐ Detail
 ☐ Staff (Detail)
 ☐ Caseload (Aggregate)
 ☐ Classes (Aggregate)
 ☐ Schoolwide (Aggregate)
 ☒ Issues

Generate Extract

Submit to Batch

Select Calendars

Which calendar(s) would you like to include in the report?

☒ active year
 ☐ list by school
 ☐ list by year

24-25 Dr. J. Blaine Hudson Mid
 24-25 Dr. William H. Perry Ele
 24-25 Dunn Elementary
 24-25 Dupont Manual High
 24-25 Eastern High
 24-25 Echo Trail Middle School
 24-25 Eisenhower Elementary
 24-25 Engelhard Elementary
 24-25 Fairdale Elementary
 24-25 Fairdale High
 24-25 Farmer Elementary
 24-25 Famsley Middle
 24-25 Fern Creek Elementary
 24-25 Fern Creek High
 24-25 Field Elementary
 24-25 First Steps Early Interv
 24-25 Foster Traditional Acade
 24-25 Frayser Elementary
 24-25 Georgia Chaffee Teenage
 24-25 Goldsmith Elementary
 24-25 Grace M. James Acad High
 24-25 Grace M. James Acad Mid
 24-25 Greathouse/Shryock Tradi
 24-25 Greenwood Elementary
 24-25 Gutmuth Elementary
 24-25 Hartstern Elementary
 24-25 Hawthorne Elementary
 24-25 Hazelwood Elementary
 24-25 Head Start
 24-25 Heuser Hearing & Languag

CTRL-click or SHIFT-click to select multiple

Refresh

Show top 50 tasks submitted between 01/23/2025 and 01/30/2025

Batch Queue List

Queued Time	Report Title	Status	Download

KECS LEAD Extract

Available KECS LEAD Extract Reports

The following reports are available. Follow the link to see specific report logic and instructions on generating individual extracts:

- [Detail](#)
- [Staff \(Detail\)](#)
- [Caseload \(Aggregate\)](#)
- [Classes \(Aggregate\)](#)

Copyright © 2010-2025 Infinite Campus. All rights reserved.
Page 2

- [Schoolwide \(Aggregate\)](#)
- [Issues](#)

Report Editor

LEAD Extract Editor Options

Field	Description
Date Range	Determines a date range for the report. Dates are entered in mmddyyyy format or used the calendar icon to select a date. The Start Date field may be left blank in order to pull data from the beginning of the selected school year. The End Date field can have an end date of the last day of the school year, or the current date.
Format	Determines how the report will be generated. Options include CSV and HTML to review data prior to submission.
Exclude Cross-Site Data	When marked checkbox is marked, the report does not include cross-site homeroom data. Cross-site must be enabled at the district level for this checkbox to display. This checkbox defaults to marked.
Report(s)	<ul style="list-style-type: none"> • Detail: Generates a detail list for other reports to pull information from. • Staff (Detail): Generates a list of active staff for a given calendar. • Caseload (Aggregate): Generates an aggregated list of information for each case manager. • Classes (Aggregate): Generates an aggregated list of course sections for a given calendar. • Schoolwide (Aggregate): Generates an aggregated list of information for the school. • Issues: Generates a list of issues with the data used in other reports.
Select Calendar	Determines the Calendars to include on the report. Calendars can be sorted by Active Year, List by School or List by Year. Multiple calendars can be chosen by using the CTRL and SHIFT keys.

Generate the KECS LEAD Extract

1. Enter a **Date Range** for the report.
2. Select the **Format** of the report.
3. When applicable, mark the **Exclude Cross-Site Data** checkbox.
4. Choose which **Report(s)** to include.
5. Select the **Calendars** to include on the report.
6. Click **Generate Extract** or **Submit to Batch**.