

# KECS LEAD Extract (Kentucky)

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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. Chose the format you would like to produce the data in for testing / debugging.

**Extract Options**

Date Range:  -

Format:

Exclude Cross-Site Data

Report(s):

- Detail
- Staff (Detail)
- Caseload (Aggregate)
- Classes (Aggregate)
- Schoolwide (Aggregate)
- Issues

**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 Guteruth 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

Show top  tasks submitted between  and

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 \(Aggregate\)](#)

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

# Report Editor

## LEAD Extract Editor Options

Field	Description
<b>Date Range</b>	Determines a date range for the report. Dates are entered in mmddyyyy format or used the calendar icon to select a date. The <b>Start Date</b> field may be left blank in order to pull data from the beginning of the selected school year. The <b>End Date</b> field can have an end date of the last day of the school year, or the current date.
<b>Format</b>	Determines how the report will be generated. Options include CSV and HTML to review data prior to submission.
<b>Exclude Cross-Site Data</b>	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.
<b>Report(s)</b>	<ul style="list-style-type: none"> <li>• <b>Detail:</b> Generates a detail list for other reports to pull information from.</li> <li>• <b>Staff (Detail):</b> Generates a list of active staff for a given calendar.</li> <li>• <b>Caseload (Aggregate):</b> Generates an aggregated list of information for each case manager.</li> <li>• <b>Classes (Aggregate):</b> Generates an aggregated list of course sections for a given calendar.</li> <li>• <b>Schoolwide (Aggregate):</b> Generates an aggregated list of information for the school.</li> <li>• <b>Issues:</b> Generates a list of issues with the data used in other reports.</li> </ul>
<b>Select Calendar</b>	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**.