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June 07, 2017

GUIDANCE MEMORANDUM #17-14

TO: School District Superintendents
State Public Charter School Authority

FROM: Steve Canavero, Ph.D.
Superintendent of Public Instruction

SUBJECT: Statewide Implementation of Infinite Campus

The statewide implementation of Infinite Campus (IC) is complete and Nevada becomes one of only a handful of states with a single statewide student information system. The roll-out of IC in all districts and charter schools in Nevada has led to many improvements in state and district data collection and reporting. The system is accurately calculating and reporting Average Daily Enrollment (ADE) and the districts can monitor and report on their ADE at any time or for any period of time. Enrollment and withdrawal codes have been standardized and are now the same in every district. The IC system is now issuing State Unique Identifiers (SUID) for all students upon their first enrollment in Nevada and we have the fewest duplicates in the history of state student data collection. This process is creating SUIDs for students as young as age 3 and that SUID will remain with that student through High School graduation.

Costs and fees for the implementation of the statewide student information system were incurred by the Department to move all district and charter schools to a common platform. Now, with 100% participation, it is necessary to ensure Nevada continues to develop the statewide system and continues to improve the quality of student data.

According to NRS 385A.820 powers are granted to the Superintendent of Public Instruction to *"Prescribe a uniform program throughout this State for the collection, maintenance and transfer of data that each school district must adopt, which must include standardized software;"*. In order to guarantee the continuity of student data collection and reporting and to continue to realize the benefits a statewide student information system offers, the Superintendent is hereby declaring Infinite Campus the uniform student information system to be used in all public school districts and charter schools.

The Department will continue to lead the efforts to further improve the statewide functionality of IC. A statewide Infinite Campus Governance Board (ICGB) has been created with representation

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from all districts and the SPCSA. The Board is tasked with reviewing all requests to enhance IC and to prioritize those requests that are approved for development. Currently the ICGB has approved development to add all state assessments to IC and to be able to publish assessment results from the state down to the district level, develop business rules to utilize the Electronic Student Records Transfer capability of IC and train users for deployment in the fall of 2017, modify and enhance the reporting capability of Special Education and Gifted and Talented students, develop a statewide Class Size Ratio report, develop a Positive Attendance process and method of reporting, enhance audit log capabilities, and create new IC districts for Achievement Schools and Early Learning.

Thank you for making the statewide student information system implementation a huge success. The Department looks forward to working with our district and charter schools to further enhance and improve the Infinite Campus system.

Respectfully,

A handwritten signature in blue ink, appearing to read "Steve Canavero".

STEVE CANAVERO Ph.D.
Superintendent of Public Instruction