NC Early Learning Inventory
Infinite Campus Data Integration Guide

This guide provides key information about how principals of elementary schools, kindergarten teachers, and student accounts are created via the data integration with Infinite Campus since Infinite Campus is the authoritative source of principal, teacher, and student data and those data are integrated nightly.

Infinite Campus Data Elements

1. ***All Local Education Agencies (LEAs)*** are currently included in the data integration from Infinite Campus.

2. ***Charter Schools, Regional Schools, and other Educational Entitie*s** currently are not required to complete the NC Early Learning Inventory therefore, their principals, teachers, classes, and students are not currently included in the data integration from Infinite Campus. If a Charter School, Regional School, or other Educational Entity is interested in learning more about the NC Early Learning Inventory they may contact their OEL Early Learning Regional Consultant.

3. ***The English Language Arts (ELA) 1050 Infinite Campus course code*** is used to identify kindergarten teachers and students who will be integrated into the platform. Please note the following:
   ● All ELA 1050 courses with at least one kindergarten student enrolled are included in the Infinite Campus export and uploaded nightly to the platform.
   ● Infinite Campus course codes for self-contained and homeroom classes are not used to identify kindergarten teachers and students because these classes may include non-kindergarten students and the use of these course codes varies greatly among LEAs.

4. ***Principals*** of elementary schools with kindergarten teachers and students are included in the Infinite Campus export to the platform. Please note the following:
   ● Principal records in Infinite Campus **mus**t contain email addresses. Principal accounts will not be created in the platform if the Infinite Campus export does not contain an email address.
   ● Principal records in Infinite Campus **must** reflect an active status for the current home school.
   ● Principal records **must** be coded with "0: Standard Administrator" under K-3 TS Admin Role in Infinite Campus to be included in the data integration.
   ● Assistant principals are not included in the Infinite Campus export.

5. ***Teachers*** with at least one kindergarten student enrolled in an ELA 1050 course will be included in the Infinite Campus export and uploaded to the platform with the teacher role. Please note the following:
   ● Teachers are defined as the "Teacher of Record" in Infinite Campus.
   ● Teacher records in Infinite Campus **must** contain email addresses. Teacher accounts will not be created if the Infinite Campus export does not contain an email address.
   ● Teacher records in Infinite Campus **must** reflect an active status for the current home school.
   ● The SmartTeachTM platform will allow a student to be associated with only one teacher. Therefore;
      ○ If a teacher has more than one ELA 1050 course and with the same student in each course, then only one of the class rosters will be uploaded to the platform.
      ○ If a teacher has more than one ELA 1050 course and with different students in each course, then both class rosters will be uploaded to the platform. The teacher will toggle between the two classes.

- If two teachers share the same class roster, then the class roster will be uploaded to the platform for only one of the teachers. The other teacher may be added by a LEA/site administrator as a co-teacher.

6. ***Students*** enrolled in an ELA 1050 course will be included in the Infinite Campus export and will be uploaded to the platform. Please note the following:

- Students **must** be enrolled by the school in an ELA 1050 course.
- Student records **must** contain dates of birth (DOB) younger than 15 years old. A DOB older than 15 years old will prevent the student account from being uploaded.
- Student records **must** contain a start date that is **after** the student's birthdate. A date on or before the student's DOB, will prevent the student account from being uploaded.
- Student records for middle initial **may** be blank or contain a single character for the middle initial. A student record with a character other than a single letter such as a "*", will prevent the record from being uploaded.
- Individual student evidence and other data in the system remains with the student in the platform even if they move/transfer or become associated with another ELA 1050 course or another LEA or if they become unassociated with a teacher.
- An administrator **may** archive or delete a student from the platform if the student is no longer included in the Infinite Campus data integration.
- Exceptional Children (EC) are included in the Infinite Campus data integration if they are enrolled in an ELA 1050 course.
- Students enrolled in Spanish Dual Language/Immersion (DLI) courses are included in the Infinite Campus data integration if they are enrolled in a Spanish Dual Language/Immersion (DLI) course.

7. ***For additional information***, please contact your school's SIS/Data Manager or contact your OEL Early Learning Consultant.