Frequently Asked Questions

District Technical Liaison

The District Technical Liaison does **not** need a user account in Educator Portal. Their work can be done exclusively through KITE client. Educator Portal is for users who need to access user or student data.

Data File Definitions

Race and Hispanic Ethnicity – The race field cannot be blank. If a student is Hispanic, select "Yes" under the Hispanic Ethnicity field and enter another race in addition. Hispanic Ethnicity will override the Race field for the Federal Reporting category. The DLM Comprehensive Race field also separates Native American and Alaska Native, which is inconsistent with Federal Reporting categories. We will collapse Native American and Alaska Native for our reporting, so we are suggesting that the students in this category be coded as Native American in KITE.

ESOL – The ESOL field is based on funding criteria so it is determined by the funding status of the district combined with the EL status of the student. We have put together the following crosswalk to help with filling out this field.

0. Non-ELL
1. Districts that participate in Title III but do not receive ELPA – NEP, LEP, FEPm1, FEPm2
2. Districts that receive ELPA but do not participate in Title III – Nep, LEP, FEPm1, FEPm2
3. Districts that receive both ELPA and Title III – NEP, LEP, FEPm1, FEPm2
4. FEPm1 and FEPm2 students if they do not fit into another funding category
5. All NEP, LEP students that have a code 5 (parent refusal) for ESL/bilingual field
6. Districts that do not receive any ELPA funding and do not participate in Title III – NEP, LEP, FEPm1, FEPm2

School Codes

School codes in KITE use the District Code and then the School Code for a unique 8 digit code. The list of available school codes in KITE is available in the State Organizational Table on the [Colorado DLM Site](#).

Student Enrollment Upload

CDE Assistance with Student Enrollment

CDE can provide an initial student enrollment upload into KITE, if your district has at least 10 students taking the DLM assessment. This upload requires the district to update alternate assessment students in the Student Interchange so that their data is current and they are "Untagged" in both the Student Association and Demographics collections. For districts that contact Jasmine Carey (carey_j@cde.state.co.us) and request an upload, student data will be pulled on February 23rd and uploaded to KITE.