

From: [Whitaker, Kiley - Division of Technical Schools and Federal Programs](#)
To: [Whitaker, Kiley - Division of Technical Schools and Federal Programs](#)
Subject: TEDS July Message
Date: Tuesday, July 28, 2015 1:51:25 PM

Coordinators:

First, it was nice to see so many of you at summer conference. I always enjoy talking with you face-to-face and hearing how things are going and things that I need to work on in the new school year. Hope everyone received needed and timely information during the conference this year.

We are now basically one month from the closing of the 2014-2015 school year in TEDS. There are several reminders that I want to give in this month's message, but very little in the way of new information. It is extremely important that you have addressed each of the reminders in this message though.

To start this message, I am giving a checklist of items that you need to ensure have been completed.

1. Terminations on all seniors and any underclassmen that have left their home high school
2. Federal Indicators on all students in all pathway with the exception of the Visual and Performing Arts (previously called Arts and Humanities) pathways
3. Dual Credit hours and Institution (For course during 14-15 that are part of your CTE pathways only, not articulated credit)
4. Took Program Assessment (For students that failed an industry certification and did not pass another industry certification or take a KOSSA)
5. Enter ASVAB AFQT scores for CTE students regardless of grade level that took ASVAB in 14-15
6. Verify KOSSA imported correctly for all 14-15 KOSSA test takers regardless of grade level
7. Verify WorkKeys imported correctly for all 14-15 WorkKeys test takers
8. Enter any industry certifications earned in 14-15

Hot Topics

KDE Job Opening

[Engineering Consultant Position](#)

If you are interested in learning more about this position, please use the link above to find more information on job duties and responsibilities. The current closing date for applying is August 1, 2015.

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New KOSSA and Industry Certification List for 2015-2016

The new list is available on the KDE website. There are a few changes to the format this year. We have added sections for New/Emerging pathways, Non-CTE pathways, Hybrid Pathways, and Pathways Being Phased Out. There is also a new column with information pertaining to upcoming information about individual industry certifications, KOSSA and/or pathways. [The list can be found by clicking here.](#) Requests to add Industry Certifications for 16-17 are due by October 1, 2015 and the form to complete can be found at the link above as well.

Pathway Requests for 2015-2016

Please remember that we have new rules and guidance for all pathway requests and special approval requests for 15-16. [A guidance document can be found here for information on how to submit these requests.](#) Requests are due by October 1, 2015 at the latest.

Distribution Lists

There are three roles for CTE on the People Manager system that your district WAAPOC updates with contact information. We have a few concerns with the information on this system. I am asking for your help in making this information more meaningful. Below are the roles and who should be listed there.

Primary Point of Contact for CTE – This should be the person in the district who is responsible for completing the Perkins Application and is in charge of reviewing Perkins expenditure requests. This is also the person who will be our main contact for any monitoring that is completed in the district. There should not be a contact for each school, but one for the whole district.

TEDS Coordinator – Each School should have a person listed who is responsible for entry and updating of student information in TEDS/TEDS tab in Infinite Campus.

CTE Coordinator – This is a role for individuals wishing to receive emails and information from CTE, but are not the data entry or Perkins contact.

Terminations

I will be sending reminder emails to any school that has less than 100% terminations next week.

Career Readiness Information

We will be pulling all data at the beginning of next week for the Office of Assessment and Accountability, which will be used by district contacts to verify CCR information. Please ensure that all information is entered this week if not already in TEDS.

TEDS Training

Claude Christian is finalizing locations and dates for all fall trainings. These will be sent out as soon as dates and locations have been finalized.

TEDS Access

In order to gain access to TEDS, you must attend a TEDS training. Training is required prior to receiving access and once every two years, beginning with the 2014-2015 school year. All new TEDS users will receive their access when they attend training.

August 1st Transfer

Please remember that on August 1st, Claude Christian will become your main point of contact for TEDS questions and I will remain as your main point of contact for Career Readiness questions.

If you have questions or concerns, please feel free to follow up with Claude or myself.

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