



TEDS Monthly Notes

CTE Technical Education Database System

November 2018

TWO Against Nature

- Steely Dan -

It's a hard thing to do sometimes. Keep track of so many students and their futures, career and dreams. It can even be lonely. Although it may feel like it, you are not alone. You are not the first to travel this road. Hopefully, you will not be the last. Our predecessors did the same thing for our classmates and us when we were in high school. Did they do a stellar job? Did they help us reach our goals? I don't know. That is a personal call. However, we did learn from them. Whether it was how to do it or what not to do, we gained from their efforts. Now it's just us two against nature: The nature of the beast that is education, the beast that is a high school student, and the beast that is our goals for a bright future for our kiddos.

As we learn from others mistakes, we learn to get it better. Let's make sure that we are getting it better for our students and giving them the opportunity to reach where we are and higher. One day they will be in the driver's seat and feeling alone. Give them something to look back on as proof that, at the very least, it's two against nature.

TWO Occasions

- The Deele -

Technical Skill Attainment: End of Program Assessments

Let's be honest. Most of us only think of TEDS on two occasions (maybe three): The beginning of the year, January 15 and the end of the year. We are past the beginning of the year and most of you have met the November 15 deadline. Now it is on to that second occasion.

January 15 is the deadline for ensuring students are properly marked as preparatory in TEDS in order to sit for the CTE End-of-Program (CTE EOP) assessment. If you are not the CTE EOP Assessment Coordinator in your building, find out who is. The two of you will need to work together to ensure your second occasion to think about TEDS is a good one.

Your building coordinator will also get information from Sherri Craig concerning deadlines, when to check for CTE EOP test tickets and other important information. Details concerning the new CTE EOP can be found on the [CTE EOP website](https://education.ky.gov/CTE/endofprog/Pages/default.aspx) (<https://education.ky.gov/CTE/endofprog/Pages/default.aspx>). Additional

information can be found on the Accountability and CTE website (<https://education.ky.gov/CTE/Pages/CTE-St-Acc.aspx>).

In This Issue

- ⇒ [End of Program \(CTE EOP\)](#)
- ⇒ [Clean Data](#)
- ⇒ [Industry Certifications](#)
- ⇒ [Important Dates](#)
- ⇒ [TEDS Access Best Practice](#)
- ⇒ [Contact Us](#)

TWO Out of Three Ain't Bad

- Meat Loaf -

All Clean, All the Time

Two out of three is pretty good. As a matter of fact, according to the song, it ain't bad. But Charles Osgood of CBS News once reminded us that, "If you want to be great, pretty good is, in fact, pretty bad." (<http://holyjoe.org/poetry/osgood1.htm>)

Our goal is always perfection. The closer we can get the better. How clean our data is determines how clean our schools look on paper and in reality. For CTE, we are required to provide specific data for both state and federal reporting. We depend on TEDS users and those who provide information to them for the fidelity of that data. Here are five things that help us maintain clean data.

- When students are enrolled in pathways, the correct credit hours must be posted. Then, they must be updated when anything about the student record changes. This includes if the student drops class, fails class or transfers out.
- If a student is active or inactive in a pathway, that should be properly noted in TEDS.
- If a student transfers, drops out or graduates from their home school, it should be properly noted in TEDS.
- If a student earns an industry certification, it should be properly noted in TEDS the same school year it is earned.
- When a student meets the definition of preparatory, that should be properly noted in TEDS when it happens. It should also be updated if that status changes back to exploring.

So, we can accept pretty good but we don't want to settle for it. Let's continue to strive for clean data. Review and follow all instructions on the TEDS Step-by-Step website (<https://education.ky.gov/CTE/teds/Pages/TEDSStepbyStep.aspx>). When all else fails, ask questions. We are here to help. And we're pretty good at it.



TWO of a Kind, Workin' On a Full House

- Garth Brooks -

Technical Skill Attainment: Industry Certifications

There are currently two ways a student can validate technical skills attainment for federal Perkins accountability: Industry Certificates and the End of Program Assessments. Industry Certificates are one form of evidence that we are equipping our students with valuable skills in preparation for their next steps; be it college, career, additional training or entry into the workforce.

Changes in state accountability, supported by Senate Bill 1 of 2017, requires us to change the process we use for posting industry certifications in TEDS. What this means is we need to strive for a full house by remembering the following:

- Advise students of the requirements of the pathway, including any assessments they may have to take,
- Ensure the student is taking the correct (valid) certification assessment at the time it is taken,
- Ensure all industry certification assessments are entered in TEDS, pass or fail, with the date it was taken
- Ensure all industry certification assessments are entered in TEDS when the score is received. Certifications cannot be entered if they are no longer valid. Do not hold on to scores.
- Remember that all parts of a stacked certificate (industry certificates that requires multiple assessments) must be entered for the full credit for completing the assessment is automatically awarded

If you are responsible for TEDS data but you are not the one shuffling the cards, (the instructors giving the assessments), make sure to stay in touch with them. Go for the full house. Don't settle for two of a kind because no amount of doubling down will improve your hand.

TWO Steps Behind

- Def Leppard -

Upcoming Deadlines

It seems we are always playing catch up or juggling too many balls at any given time. Sometimes it just feels like we're two steps behind everyone else. Wouldn't it be nice to know when the pace is going to pick up or another ball is going to be thrown into the mix? Here's a little help: Check out the **TEDS Timelines & Checklists** on the TEDS website (<https://education.ky.gov/CTE/teds/Pages/default.aspx>). You might not be able to dodge the next ball, but at least you will see it coming from a long way off.

December	<i>Suggested Time for Student Data Cleanup (ALL Students)</i> <i>- Verify enrollment status, pathway credits and student objectives (in preparation for CTE End-of-Program and TRACK)</i>
January 15, 2019	<i>Deadline for identifying students as preparatory for CTE End-of-Program and TRACK</i>

It Takes TWO

- Rob Base and DJ Easy Rock -

Never Walk/Work Alone

Not only is one the loneliest number, it can be a problematic number. Recently, several schools and districts have lost their one TEDS person to retirement, reassignment or transfer. This went unnoticed until the deadline was looming. We have developed some **Best Practices for access to TEDS data** to help schools and districts better ensure the fidelity of the data they enter into TEDS. We strongly suggest that it takes two (at least). Specifically, we suggest the following best practices:

- ⇒ Identify **at least two people** at each school/location to have access and ability to make changes in TEDS (no more than three or four)
- ⇒ Identify at least **two different people** at the district level to have access and ability to make changes in TEDS (yes, even in small districts)

This will provide each school with a team of TEDS users who can back each other up to ensure fidelity. The district will also have someone who knows TEDS enough to review and monitor school submissions for accuracy, ensuring data accuracy to best help our students.

If you are interested in TEDS training, watch the following locations for training dates:

TEDS website (<https://education.ky.gov/CTE/teds/Pages/default.aspx>)

TEDS Monthly Memos (<https://education.ky.gov/CTE/teds/Pages/TEDSMMM.aspx>)

KDE Professional Learning Bulletin Board (<https://applications.education.ky.gov/PLBB/Home/PLBBHome>)

Dinner for TWO

- Michael Cooper -

Contact Us

It is Thanksgiving after all and sometimes TEDS can be a lot to chew on. You should never feel like you're alone. Need help? Have questions? Schedule a "dinner for two". Call or email one of us and we can help you try to get the work down to a manageable size.

<p>OCTE website https://education.ky.gov/CTE/Pages/default.aspx</p> <p>Career Readiness Kiley Whitaker kiley.whitaker@education.ky.gov</p> <p>Infinite Campus Tanya Fluke tanya.fluke@education.ky.gov</p>	<p>Phone (502) 564-4286</p> <p>Perkins Karla Tipton karla.tipton@education.ky.gov</p> <p>TEDS Claude Christian claudio.christian@education.ky.gov</p>
--	---