



# TEDS Monthly Notes

CTE Technical Education Database System November 2019

## ***GIVE the Drummer Some*** - *Hidden Beach Recordings* -

The often unsung hero. The one who keeps everyone else marching in-step and on-time. In past monthly memos, I have found various ways to say thank you and remind us all why we do what we do. No matter how it came to be, the responsibility is now yours. This month, I want to just be frank. Some may not fully grasp the necessity of what you do (at least not until something looks funny when we start looking at accountability). As the one who is responsible for this process and the training of those using it, I know first hand. So, instead of just bobbing my head to the steady beat of clean data entered by all the worthy TEDS users, I am going to take this moment to, you guessed it, give the drummer some. I mean, let's face it, without drums, a band is just an ensemble and Phil Collins' "In the Air Tonight" is just a meh song.

To all the TEDS users who work diligently, and often quietly, to ensure the fidelity of the data. On behalf of parents and students across the Commonwealth, to those who are preparing our students for their next steps, to all those who are documenting and tracking, I say thank you. You are appreciated.

## **Never GIVE Up** - *Yolanda Adams* -

### **Phased Out Pathways**

The first set of phased out pathways are gone. This is just another reminder that although the old options are gone, you should never give up. Never give up on trying to help kids attain their goals. Never give up on helping them learn to adapt. Never give up on scheduling based on their desires. Keep in mind that although the pathways were phased out, the students were not. Remember, new pathways are not automatically added. Each school must begin planning now for what new pathways you want to add for next year. If you no longer see a pathway because it has been phased out, you will need to enroll your students in a different pathway. Although you may have to wait get new pathways added for 2020-2021, you can still have students in the classes that are valid for the pathway.

To see which pathways were or will be phased out and when, review the [Pathway Phase-out Guidance](#).

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## I Won't GIVE Up

- Deborah Cox -

### Teds Training Schedule

I have to admit, I appreciate the mindset and tenacity of some who say I won't give up. I also live in that mindset. Part of my responsibility is to ensure we are properly handling the data we have for our students in CTE, maintaining the fidelity of TEDS. What that means for me is that I won't give up on my duty to protect the process as well. Don't wait until the ninth hour to become tenacious.

Check your last training date. Training is required every two years and users are required to log in at least **once every four months**. If you're close to two years, or you're new to TEDS, register for a training session. There will be one session in November and one session in December. Dates are posted to the website. Before you ask, yes, there will be other dates throughout the year. No, they are not scheduled yet.

As always, any dates that are posted are first come, first served. Training dates are posted on the [TEDS Website](#) and on the [KDE Professional Learning Bulletin Board](#)

## GIVE It Up Let It Go

- Mary Mary -

### Automation Is Here

Several processes in TEDS are now programmed to run automatically. If you are reading this information for the third time, thank you. For those who are still trying to figure out how to change the federal indicators, it's time to give it up; let it go. We got this. Just remember that clean data ensures your school is properly represented in both state and federal accountability measures.

Beginning with the students who graduated in May 2019, OCTEST is automating the following reports for all secondary schools:

- Follow-Up for secondary students
- Terminations
- Federal Indicators

Your first imports of the year should be just about completed . Always keep these things in mind:

- When students are enrolled in pathways, the correct credit hours must be posted. Then, the information must be updated when anything about the student record changes. This includes if the student drops, fails or transfers out of a class.
- **DO NOT** enter termination dates on the TEDS tab in IC
- When a student earns an industry certification for their chosen pathway, it should be properly entered in TEDS the same school year it is earned.
- Once a student meets the definition of concentrator, that should be properly noted in IC and imported into TEDS when it happens. Do the same if that status changes back to exploring.
- The TEDS vs. IC Data Cheat Sheet is your friend

## **GIVE the People What They Want**

- *The O'Jays* -

### **Industry Certifications Coming Soon**

We're almost there! Data entry for industry certifications in TEDS will soon be available. We have been working to combine what is necessary for accurate data and trying to give the people what they want: an easier process. We think we have it. There will likely be updates along the way, but this is the beginning of a cleaner process for entering and tracking industry certifications for career readiness. You do still have to pay attention, though. From year to year, some certifications may change based on industry needs, updated information, state accountability, etc.

These updates help ensure students and their schools are properly credited for the industry certifications they earn.

We plan to release the new version of the industry cert screen by the end of November (watch for the announcement on the TEDS page and inside TEDS when you log in). Until then, we are asking everyone to please hold any documentation (results and earned/awarded certifications). In the meantime, note that:

- ◆ An industry certification must be valid the year it is taken, and the results must be entered in TEDS the year it is taken.
- ◆ Once an industry certification is earned, it will always count for the student toward transition status.
- ◆ Industry certifications, like any other license, are valid for a specific length of time. If earned early in the students' career, the actual value of the certificate as a license may expire before the student graduates.

In the meantime, feel free to peruse the current list of [Valid industry Certifications](#).

## **GIVE Me the Reason**

- *Luther Vandross* -

### **Updated Step-by-Step Instructions**

Many of you have at one time or another gone to the TEDS Step-by-Step website and downloaded instructions for how to operate within TEDS. Why, because you feel more comfortable with paper in your hands. We understand. I have some of my technophobes (people who don't like computers and technology whose job it is to work with computers and technology) say to me, "Give me the reason for spending more time online than I have to. I have my instructions, let me be". Well, we have a really good reason: TEDS has changed, right along with Perkins V. Many of you have not looked at the step-by-step instructions in a while. Now would be a good time to check it out. Some things no longer work the way they used to, and others no longer exist. We are still updating information based on the rule changes and definitions. Over the next couple of months (in the order of need), we will be working on updates on our [TEDS Step-by-Step website](#). If you printed copies of instructions from the website, here's your reason: Things have changed. Watch the [TEDS Step-by-Step website](#) to make sure you have the most up-to-date information.

**EOP Test  
Tickets Should  
Be Visible in  
TEDS  
Beginning  
December 1**

## I'd GIVE Anything

- Gerald Levert -

### The "No Pathway" Pathway

We, as educators, are responsible for preparing all students for their next steps after high school. For students thinking, "I'd give anything to have someone walk with me through this minefield we call high school." "Three paces behind, please." Can't seem to clingy or needy. Anyway, the basic plan is that we provide counseling and career guidance to help them find a passion. Everybody won't land on one immediately. That's OK. Everybody didn't stick to their original college major, either. Should a student get far into their high school career and have not found that potential passion, or maybe the student really qualifies for exceptional work experience, you might consider using the "No Pathway" pathway. If you make this choice, be aware of what "no pathway" carries with it.

There are important rules for using a pathway that is not a pathway. If you use this pathway:

- The student must be entered on the TEDS tab in Infinite Campus in the pathway with zero credits and zero attend hours. The student record would then be imported to TEDS through the normal import process.
- Once the student is showing in the pathway titled "No Pathway" in TEDS, you can follow the normal process for entering industry certifications or exceptional work experience information for the student in TEDS.
- **Industry Certifications earned through this process do not count in Perkins accountability.**
- **Enrollments in No Pathway (99.9999.00) do not count towards Perkins funding.**
- **Attend hours do not count towards state CTE funding.**
- **Perkins funds cannot be used to fund the industry certifications.**

REMEMBER: If the student is going to take an industry certification assessment, and the school intends to use it for state accountability, the student must be enrolled in a pathway through Infinite Campus and the results must be entered in TEDS.

# July 26-29, 2020

# Save the Date!

**For Kentucky's Most Comprehensive Career and Technical Education (CTE) Professional Development Conference**

*"I think this was the best so far in my 23 years of teaching.  
I came back ready and refreshed for school to begin."*

**Registration will be available Feb. 1, 2020, at [www.kacteonline.org](http://www.kacteonline.org).**



*The 2019 CTE Summer Program, attended by more than 1,750 CTE professional educators in all teaching disciplines at all instructional levels, school counselors, and administrators, received a 4.3 (out of 5) evaluation as a professional development learning event.*

# GIVE Me One More Shot

- Alabama -

## Who Can take an EOP? Who Should?

Perkins V gave us a new definition. Concentrator. **A concentrator is any student that has completed 2 courses in a single program of study (career pathway).** In Kentucky, a course is defined as 1 credit on the student's official transcript.

So, what does that have to do with EOP? For a student to be eligible to take an EOP, they must be identified as a concentrator in TEDS before the deadline of February 1. Being eligible does not constitute a must.

⇒ Any student identified as concentrator in a pathway where a CTE EOP Assessment is available may test as an option to meet Career Readiness and earn articulated credit.

What we must remember is this is an end of program assessment. Rushing a student to take the assessment before they are ready is not likely to encourage them to say, "Give me one more shot" if they are not successful the first (or second) time they were made to take the test simply because they were "eligible". The only "must" situation is this:

⇒ Any SENIOR concentrator must test in a CTE EOP Assessment (when available), **IF** the student has not previously tested in a CTE EOP Assessment and is not planning to take an industry certification.

So when the test ticket comes around, consider how close the student is to completing the pathway before taking that first shot. Don't just give them one more shot, give them the best shot.



## Save the Date

### CTE: MUSIC TO OUR EARS

## 40TH ANNUAL NATIONAL PERKINS LEADERSHIP CONFERENCE

MAY 11 - 14, 2020

Gaylord Opryland Resort & Convention Center  
Nashville, Tennessee

Receive policy and legislative updates from national and state CTE leaders, contribute to national work group discussions, and discover "best practices" in CTE.

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# Never Gonna GIVE You Up

- Rick Astley -

## Upcoming Deadlines

"We're no strangers to love. You know the rules and so do I. A full commitment's what I'm thinking of. You wouldn't get this from any other guy. I just wanna tell you how I'm feeling. Gotta make you understand... Never gonna give you up, never gonna let you down..."

You know you started singing a little... and you hated it. Some things, like getting Rick Rolled, become timeless. For other things, there is our handy dandy [Secondary Schools Timeline](#) on the main [TEDS website](#). Don't be mad. I could have stuck "Gilligan's Island" in your head. Oops! Use this sneak peak at upcoming dates to bring you back to the present.

<b>November 1</b>	Locally Operated Centers need to have all fall data in TEDS and reports submitted ATC Home School Report due
<b>November 15</b>	All 1st Semester Enrollment data completed in TEDS
<b>December - January</b>	Suggested Time for Student Data Cleanup (ALL Students) ⇒ Verify enrollment status, pathway credits and student objectives (in preparation for EOP and TRACK assessments)
<b>February 1</b>	Deadline for students to be marked Concentrator for EOP and TRACK

## GIVE Us A Chance

- The Sounds of Blackness -

### Contact Us

This year, I have seen a lot of new faces in TEDS training. As I said then, I say again now. We do not expect you to become overnight TEDS/Perkins/IC experts. You have help, if you'll give us a chance. It might surprise you to know that we are not experts at everything either. We help each other and want to help you as well. What have you got to lose? Call us. Give us a change to help you stay on track.

<b>OCTEST website</b> <a href="https://education.ky.gov/CTE/Pages/default.aspx">https://education.ky.gov/CTE/Pages/default.aspx</a>	<b>Phone</b> (502) 564-4286
<b>Career Readiness</b> <b>Scott U'Sellis</b> <a href="mailto:scott.usellis@education.ky.gov">scott.usellis@education.ky.gov</a>	<b>Perkins</b> <b>Karla Tipton</b> <a href="mailto:karla.tipton@education.ky.gov">karla.tipton@education.ky.gov</a>
<b>Infinite Campus</b> <b>Tanya Fluke</b> <a href="mailto:tanya.fluke@education.ky.gov">tanya.fluke@education.ky.gov</a>	<b>TEDS</b> <b>Claude Christian</b> <a href="mailto:claudio.christian@education.ky.gov">claudio.christian@education.ky.gov</a>