

# TEDS Monthly Notes

CTE Technical Education Database System

March 2021



**“You Might *THINK*”**

- *The Cars* -

What a year. The whole world has been turned upside down. COVID-19 has affected friends and loved ones in ways that could once have only been imagined in movies. Now, a year into a “new normal”, you might think things will never be the same. In fact, things are never the same. The decisions we wrestle with daily. Mask or no mask. Vaccine or no vaccine. EOP or industry certification. Chicken or pork. Some of these may seem silly, but they are all things we think about. Now, our not-so-easy job to close out this school year, is to teach our kiddos “how” to think (not “what” to think), so they will be best prepared for their next steps and decisions. So, you might think that this year is a bust, but it is not. We have a responsibility, even now, to move forward. There is no do over. We may not think it is fair, but, as always, we can get through this... Together. **#CTEstrong**

**“What Was I *THINKin*”**

- *Dierks Bentley*-

## Taking Multiple EOP Assessments

If a student has already passed another EOP or completed an industry certification, they are considered transition ready. However, while we all occasionally look back at something we did and wonder, “what was I thinking?”, others look forward to more of the same. If there are additional EOP assessments for which the student is eligible, let the student and parents decide whether to take the assessment. You never know; they may well be thinking, “I do not want to pay tuition when a test can exempt me.” At any rate, let them think it over.

### Learn what precautions you can take with the coronavirus

Call the KY Department for Public Health’s COVID-19 hotline at (800) 722-5725 or visit its [COVID-19 webpage](#).

More information also is available on [KDE’s COVID-19 webpage](#).

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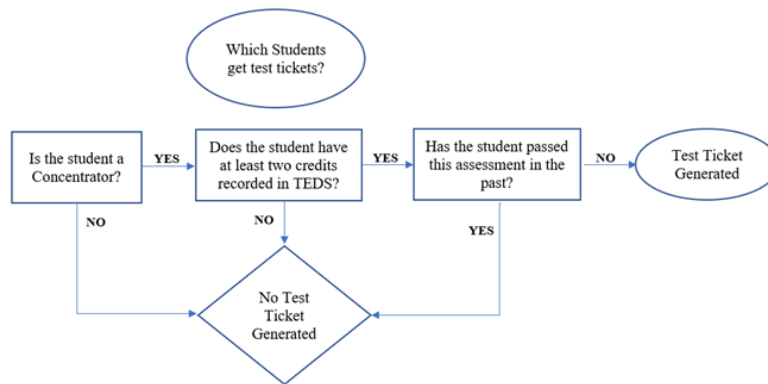
## “Wishful THINKing”

- Mercy Me -

### Missing Test Tickets

**NOTICE: At this time 2020-2021 federal Perkins accountability has not been waived and no final decision is anticipated prior to completion of testing administration.**

This should not be a case of wishful thinking. All users should have reviewed their last import before the March 1 deadline. Remember: For a student to generate a test ticket, they must meet ALL requirements for the ticket. The flow chart shows how tickets are generated. It is too late to make changes to test tickets based on school or district level errors. However, if you believe our system is the culprit, we will review it and, if it is a system error, we will fix it. If it is user error, remember that students can still take industry certifications in order to meet requirements to become state transition ready. Lastly, if the student is an underclassman, there is always next year.



## “Can’t Stop THINKing ‘Bout You”

- Take 6 -

### Moving Forward

This year, thanks to all the trouble with COVID-19, you received an additional month to review and verify your TEDS data in preparation for test tickets. This extra time was an excellent opportunity for verifying the fidelity of your data. We are now past that window, but I can’t stop thinking ‘bout you. I wonder how many will find themselves in a “teachable moment” as they realize a step was skipped, or a student record forgotten. If you find that you did miss something, be prepared to talk with students, parents and administrators to explain what happened. Remember: the deadline has passed, and we can no longer make changes or add tickets. Prepare to move forward with a plan to ensure that we can think on other things next year.

## “THINKin About You”

- Trisha Yearwood-

### Adding New Pathways for 2021-2022

We are a couple years into using data to determine the best pathways to offer in our schools. Reviewing and responding to that data is a way to tell your students they are important. If your data shows that you should offer a new pathway, here is how you do that. Review the instruction on how to [Request to ADD or REMOVE a Pathway](#) so you can say to your students with confidence, “We are thinkin’ about you”.

## **“Don’t *THINK* Twice”**

*- Peter, Paul and Mary -*

### **TEDS Training**

TEDS training is required every two years because it is still important that those entering the data understand how and what they are entering. Additionally, users are required to log in at least once every four months (if you’re following the timeline, that shouldn’t be a problem). Don’t think twice. If you’re not sure about the last time you logged in, log in now and see where you are. You can check your training date by looking below your name in the upper right corner of the screen.

Speaking of thinking twice, CTE Best practices for TEDS access suggests at least two people in every school have full access to TEDS to help ensure the accurate and timely data entry. Having someone to double check our work is a good thing. Each TEDS Monthly Note goes through at least three editing reviews before it is ever posted. Why? Because my mind will autocorrect anything written by me to say exactly what I intended. Someone else looking can bring to light errors in my logic, syntax and grammar. Likewise, as we enter the last few months of the year, remember the importance of checking and double checking your data. We are now automating many of the end of year processes. Our automation will process whatever data exists. It is up to each school and district to ensure that we are not dealing with garbage in, garbage out.

We have developed virtual training sessions that have been very successful. Can’t make the next training? Don’t think twice about it. Additional dates will be posted on the [TEDS website](#) as they become available.

## **“*THINK*”**

*- Aretha Franklin -*

### **How Clean Is Your Data?**

Think. TEDS automation will follow your train of thought... to a point. Computers are still relatively “mindless” machines. They do what we tell them to do, how we tell them to do it. So again, I say, “think”. It is extremely important that your data be clean because once the automation takes over, it will be like trying to “un-throw” a ball.

- ◆ 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.
- ◆ 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.

Don’t wait until next year. This must be done to include the student credits and status as of the end of this year. Think. Mind your data.

## **“What Cha *THINK* About That”**

- Gerald LeVert -

### **But What If the Class Is Not Part Of Our Pathways?**

Every once in a while, someone will ask me, “What cha think about that?” Today, I address one of those brain teasers. Some schools offer courses that can be counted as part of a CTE pathway, but do not count them as part of the pathway. Here are some standard rules for addressing such a situation:

- ◆ If a student takes a course that is in a CTE pathway, then they are enrolled in the pathway and are put in TEDS, unless it is a required course at that school.
- ◆ If the school offers a course that does not count for any of its pathways and they do not have an approved modification for it to be in a pathway, it cannot be entered in TEDS.
- ◆ If the school wishes to offer a course under what was once identified as “above and beyond”, it can only be offered to students who have completed the required four course sequence for their selected pathway.
- ◆ If an ATC offers a course that does not count for any existing pathway and they have no approved modification for it to be in the pathway, the student must be enrolled in TEDS as Multi-Program Exploration (40.0700.00) and the credit cannot be counted toward any other pathway.

## **“The *THINKer*”**

- George Benson-

### **Food For Thought**

Here are a few items you should take the time to think about that affect the CTE world.

#### **CTE Learn - KACTE Online Learning Center**

Comprehensive professional development opportunities for Career and Technical Education (CTE) teachers and administrators are available through [CTE Learn](#).

#### **Revised Perkins V State Levels of Performance**

NOTICE OF PUBLIC COMMENT PERIOD: Any individual or organization may submit written comments and feedback on the [proposed Perkins state performance goals](#). Written comments shall be accepted through April 2, 2021.

**The CTE EOP Assessment and Skilled Trades TRACK** (Carpentry, Electrical) Assessment testing windows are March 22-April 30.

These assessments will **only** be available **in-person** following [Healthy at Work / Healthy at School, Kentucky Summative Assessment Administration Guidance 2020-2021 School Year](#) and other COVID guidance available on [KDE’s Covid-19 webpage](#). Also, these assessments **must be** proctored **in-person** pursuant to the [703 KAR 5:080](#), Administration Code for Kentucky’s Educational Assessment Program and [703 KAR 5:070](#), Inclusion of Special Populations in the State-Required Assessment and Accountability Programs. Test tickets will be available in E-SESS, the online testing system, by March 15 in preparation for testing. At this time, District Assessment Coordinators (DACs) and CTE EOP Assessment Coordinators at each school should verify access to [E-SESS](#) with their account information previously provided by Technological Fluency Institute, Inc. (TFI). More details are forthcoming to assessment coordinators.

## **“All I Do Is *THINK* Of You”**

**- Babyface -**

### **Avenues to Finding Career Opportunities**

When it comes to work force, business and industry have long said, “All I do is think about you”. The Kentucky Department of Education (KDE) Office of Career and Technical Education (OCTE) has partnered with the Kentucky Center for Statistics (KYSTATS) to build and launch a new interactive data system that allows employers to connect with our CTE programs. This data will be updated twice a year to keep it current. We have also been using this system to conduct asset mapping, program viability evaluations and gap analysis reviews with districts. This system allows you to look at a specific zip code to find information about CTE programs located between 10-50 miles from the zip code. We advise you to use this as a part of your Perkins Comprehensive Local Needs Assessment (CLNA) and your CTE program advisory committee meetings. Please feel free to explore the [Employer Connector Tool](#) and review the recorded webinar to determine how you and your partners can utilize this resource to its fullest potential.

## **“All Day*THINKin*”**

**- Babyface-**

### **Timelines**

This month, my third-born daughter will get married. We have known for a while now, and having a calendar keeps me from spending all day thinkin’ about it. Otherwise, it could feel like it has snuck up on me as the days seem to pass very quickly. TEDS deadlines can feel just as sneaky and should be watched the same way. Please make sure you always reads these Monthly Notes and then review the Secondary Schools Timeline on the main TEDS website.

**June 15**

TEDS End of Year Data entered in IC and imported to TEDS

- End of year data includes updating credits, student objectives, etc.) **DON'T WAIT TO UPDATE NEXT SCHOOL YEAR**

\*\* Best if completed BEFORE IC End of Year Script is run

## **“*THINK* About Me”**

**- Tom Petty and the Heartbreakers -**

### **Contact Us**

I'd like to believe that I'm not the first thought on your mind. However, if your thoughts lean towards TEDS, I hope you think about me. I have not yet reached guru status (I am in training under our true guru, Karla Tipton), but I'm pretty good at what I do. We all are here at OCTE. We want to help you think through the moves you make so they are always in the best interest of the kids and your school. So, think about calling us. We are here.

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