TEDS Monthly Notes

CTE Technical Education Database System

END OF YEAR PREP - APRIL/MAY 2024

Technical Education Database System · Kentucky Department of EDUCATION · KENTUCKY CTE EMPOWERED Today's Career and Technical Education

"So Close"
- Hall ad Oates -

Early on when I started doing TEDS trainings (we were in person then), I used the introduction from the TV show Get Smart to address the need for data security. They went through so much to keep CONTROL operating efficiently. Agent 86 (Maxwell Smart) was always a step behind, often missing it by "that much". As we come to the end of another school year, I strive to be better than Agent 86. Our kids depend on us to help them be prepared for what comes next. I have no doubt we can do that. Hall and Oates sang, "We believe in tomorrow, maybe more than today", but we still have a bit of work to do. We are so close. So, let's take that second, third or fourth wind so we can keep up.

> **EOP Scores are in TEDS!!**
>
> **TRACK Coming Soon**

"Close to the Wire"
- The Kinks -

TEDS Training

Have you checked your training deadline lately? **Training dates are posted each month** for sessions from August through June. Now might be a good time to make sure you're not too close to the wire. Log into TEDS and check your training date in the upper right hand corner of your screen. Additionally, we inserted a countdown clock that kicks in at 120 days before your time is up. Wires can be dangerous. Don't get too close.

"Close to the Front"
- Amy Winehoouse -

4-Course Identification for Valid Pathways Is Open

The window is now open for schools to identify the primary 4-course sequence that will be offered to claim a valid, fundable pathway. Some of you have pushed ahead of the pack and already begun to identify your courses. For those of you who may not be certain what to do, a training video will be released soon. In the meantime, we have posted an **FAQ for Course Identification**. Accurate course identification determines whether your pathway can be funded. Remember, identifying four courses does NOT limit what you can offer in the pathway; it only shows one guaranteed way a student can become a completer. If you want to stay close to the front and get started now, you can find instructions on how to **Identify Courses for Each Valid Pathway** on the **TEDS Step-by-Step** web page. Again, training video coming soon!

In This Issue

- **TEDS Training**
- **Perkins 4 Course Sequence**
- **Closing Out the Year**
- **Adding New Pathways and Modifications for 24-25**
- **No Data Hostages**
- **How Clean Is Your Data?**
- **Timelines/Deadlines**
- **Contact Us**
- **Upcoming Events/Conferences**

"We're So Close"

- Carly Simon -

Closing Out the School Year

The end of the year is almost here. Can you feel it? But there is work to do and, hopefully, you are not doing the work alone. Having someone to double check our work is a good thing. It is incredibly important that you check and double check your data. Don't let it slip by. We're so close. Commit to checking the following:

- **School deadline.** Do you know when your school's Infinite Campus will close for the year? If you don't know, find out. You need to complete your last export before that date.

- **Credits.** Make sure what is in TEDS has been updated to match the transcript (through your final export/import process) at the end of the year BEFORE you leave for the summer.

- **Student Objective.** Again, make sure what is in TEDS has been updated to match the TEDS tab in IC (through the export/import process) Is this student exploring or a concentrator? Are you sure?

- **Industry Certifications.** Have all attempts at industry certifications been entered in TEDS? Have all the teachers verified that they have provided all the information?

  ⇒ SMALL PRINT, PART 1: You cannot remove an end date on the TEDS tab in IC unless the student is currently enrolled in a class in that pathway.

  ⇒ SMALL PRINT, PART 2: If you do remove the end date on the TEDS tab in IC then try to put it back, it will not stop the student from being active in TEDS and will be counted as a data violation and possibly a funding violation

  ⇒ SMALL PRINT, PART 3: If you remove the end date on the TEDS tab in IC AFTER YOUR IC HAS BEEN CLOSED FOR THE YEAR, the student will be active for 24-25 even if they are not in a pathway class in 24-25. This could be counted as a data violation and possibly a funding violation

"Nothing Comes Close"

- Journey -

Adding New Pathways and Modification Requests for 24-25

Your school decided to add another pathway for next year. You wrote it down and you'll get right on it. Don't let the thought slip away. It's right there, so why not knock it out now? We have provided a step-by-step guide for how to Request to ADD or REMOVE a Pathway. Just remember: if you want to add the pathway for 2024-2025, you will need to complete the process before September 1, 2024. After that, it's too late. Nothing comes close to the feeling of "I thought I did that."

"Close to You"

- Stevie Ray Vaughan and Double Trouble -

No Data Hostages

Speaking of the feeling of "I thought I did that", it can turn pretty good into pretty bad pretty quickly. Remember, Newton's third law cannot be undone. If our data is not checked and double checked for accuracy (like a test answer on the ACT), it can cause a loss for our students. Keep that thought close to you. Be on top of initial action to ensure the correct reaction (postsecondary readiness, earned articulated credit and/or dual credit). You don't want to have to explain to a family that their student did not get an earned opportunity because we thought it was done.

"Close Enough"

- Dionne Warwick -

How Clean Is Your Data?

Sometimes we will hear people say something is "close enough for government work". What they are suggesting is that it didn't quite work out, but it was pretty good. But think about it, do you really want to be operated on by a "pretty good" surgeon or have food prepared by a "pretty good" cook? Admittedly, none of us is perfect, but, as Charles Osgood once wrote, "Pretty good is, in fact, pretty bad". When you are working with data that affects our students, try to be more than pretty good:

- When students are enrolled in pathways,
    - ◊ They should know they are in that pathway (no surprises)
    - ◊ 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.
- You must review and update the data one last time at the end of the school year (before your local IC is locked for the year) to ensure data accuracy.

Don't settle for pretty good. NO DATA HOSTAGES ALLOWED!

"This Close"

- Flyleaf -

Upcoming Deadlines

My buddy, Maxwell Smart, believed in horseshoes and hand grenades. He always, "missed it by that much". I know we're in Kentucky but there are no horseshoes (unless you're in Ag). Don't be "this close" and not take advantage of the TEDS **Secondary Schools Timeline** on the main **TEDS website** .

June 15	TEDS End of Year Data entered in IC and imported to TEDS (Remember to check ALL students, not just active) - Semester Data (credits, student objectives, etc.) ** MUST be completed **BEFORE** local IC End of Year Script is run
July	Career Readiness data pulled for the Office of Assessment and Accountability (OAA)

"Closer Than Close"

- Bee Gees -

Contact Us

Sometimes, even when the answer is right on the tip of your tongue, you still can't spit it out. Not to worry. Thanks to the interwebs, we are closer that close. We don't know everything, but we know a good bit. Give us a call.

Career Readiness **Holly Tracy** holly.tracy@education.ky.gov	**Perkins** **Karla Tipton** karla.tipton@education.ky.gov
Infinite Campus **Amy Tracy** amy.tracy@education.ky.gov	**TEDS** **Claude Christian** claude.christian@education.ky.gov

2024 State Career and Technical Student Organization Competitions

(All Events in Louisville unless indicated)

FBLA - April 8-9, Galt House

SkillsUSA - April 17-20, Crowne Plaza

FFA - June 5-7, Central Bank Center (Lexington)

Empowering High Quality CTE for Students
KENTUCKY CTE
EMPOWERED
Today's Career and Technical Education
2024 Career and Technical Education Summer Program
July 8-11, Galt House, Louisville, Kentucky

For more information about **KACTE**: https://www.acteonline.org/kacteonline/summer-program/