TEDS Monthly Notes

CTE Technical Education Database System Updates   **June 2017**

Somewhere OVER the Rainbow
(Judy Garland)

This has been a good year for CTE and TEDS data. We have managed to implement several improvements and come closer to a fully streamlined process. Now that everybody's focus is slowly moving to somewhere over the rainbow, we present the last newsletter of the year. As always, read everything before you do anything. Enjoy your break and we hope to see many of you at state conference in July!

Don't Dream It's OVER
(Crowded House)

I know it's tempting to get lost in summer plans, but don't dream it's over just yet. Take a close look at the Secondary Schools Timeline/Checklist and make sure it really is over. Then you can run on to the summer fun! Here is a brief glimpse of what is coming…

June 15	TEDS End of Year Data should be entered and completed in TEDS ⇒ Semester Data (credits, student objectives, etc.) ⇒ Termination Status & Termination Dates ** *Best if completed BEFORE IC End of Year Script*
June 30	**All** Industry Certifications earned during the 2016-2017 school year must be entered Career Readiness Data will be entered by KDE where possible
July 23-26	KACTE State Conference—Louisville
August	Begin Enrolling/Updating 2017-2018 student data on the TEDS tab in Infinite Campus
Sept. 1	All 2016-2017 data locked TEDS Rollover begins

In This Issue

It's All OVER Now
(The Rolling Stones)

This one is short and sweet… Beginning with 2017-2018, there is one less thing that you need to do in TEDS. **Dual Credits are no longer required to be tracked in TED**S!

Let's Talk It OVER
(Lenny Williams)

This year, we have approximately 157 different pathways available. Some of those pathways don't have many students enrolled. Often times, it is because they don't know the pathways exist. What's the best way to ensure they are aware of all offerings? Find those who help our students make decisions about scheduling: school counselors, mentors, parents and anyone else who influences the scheduling decisions. Sit them down and tell them, "Let's talk it over". They **must** be helped to understand how CTE works for our kids. Share the **Preview to Career Pathways** and the **Programs of Study** documents because sometimes they forget. CTE is for everyone: College-bound, work-bound, military-bound and every student in between. Make sure they are aware of their choices.

Start OVER Again
(Joe)

This is an important reminder about the changes in the way credits can be counted toward preparatory status and pathway completion. We began announcing this at summer conference last year. There is no need to start over again, but this does bear repeating and it should be shared with students and those who advise their scheduling.

> **OR means OR**. If the pathway says Course A **OR** Course B, schools will not be able to count both courses towards Preparatory and Completer Status.

> **"May Substitute ONE"** means credits for only **ONE** of the courses in this section can count towards Preparatory and Completion Status.
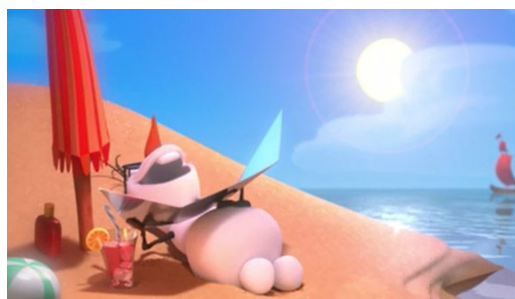
These changes go into effect beginning this coming school year (2017-2018). Note that it does not change anything about the total credits a student earns toward graduation and it does not take away anything that has already been earned.

Bridge OVER Troubled Waters
(Aretha Franklin)

Are you worried that when you do that next import from Infinite Campus that all your hard work in TEDS is going to disappear? Let me offer a proverbial bridge over troubled waters. The **TEDS vs IC** (Data Update Cheat Sheet) is designed to let you know what should be done in TEDS and what should be done in IC. What's so great about that, you ask? Well… **IF** you choose to read and follow **ALL** of the directions provided, you will NEVER have to worry about IC messing up TEDS data. Build your bridge right the first time!

OVER My Head

(Fleetwood Mac)

The school year is over. Retirement parties have happened. It just dawned on you that your TEDS person just left the building. Don't risk thinking, "I am in over my head". Remember the Best Practice for TEDS access. Each location (school, district, ATC, CTC) should have AT LEAST TWO people trained to change/edit student data in TEDS. It is important that we not risk creating data hostages by having no one to update student records in TEDS. If you are the only one, or are about to be the last one with access, it's not too late to get ready. Recruit someone and have them sign up for training. **Upcoming sessions are posted on the TEDS website** (http://education.ky.gov/CTE/teds/Pages/default.aspx).

Start All OVER Again

(New Direction)

KOSSA and WorkKeys data have been uploaded to TEDS. Please remember that the KOSSA data is uploaded wherever it counts in TEDS. This means that a KOSSA can be uploaded to more than one pathway if the student is in more than one pathway where the KOSSA is valid. **Take the time to review your data NOW**. If you find anything that is not showing correctly, please feel free to contact Kiley or Claude. You don't want to have to tell a student that they have to start all over again because you didn't notice their missing score until it was too late…

Remember that the Career Readiness screen is for CURRENT YEAR DATA. If you are looking for scores from previous years, you will need to run the Student Assessment Summary.

The Party's OVER

(Wynton Marsalis)

OK, I found the score from last year in the student assessment summary report. That makes my student college ready. Why does the Career Readiness screen say "NO" under College Ready?

Remember: College Ready and Career Ready only get calculated for seniors, and then not until the party's over. College Ready requires scores from state assessment, which are not released until mid-fall. Because of this, it will likely always so "No" in this spot. As always, verify your records to ensure that the student has what is necessary to be considered college and/or career ready.

It Ain't OVER 'Til It's OVER
(Lenny Kravitz)

This year we are running a statewide pilot on terminations. **You still have to do your own terminations for your 2016-2017 students**.

Early tests of the pilot process show that the biggest barrier we face is data that is not clean. Our/Your biggest problems include having accurate **credit hours**, **student status** and **SSID**.

Automated termination won't work if the data isn't clean. Now that you know the possibility of automatic terminations exists, whether or not it moves forward is up to each of you. I know you want to stop doing manual terminations, but it ain't over 'til it's over.

OVER and OVER
(Nelly & Tim McGraw)

It's that time of year when you get to hear this story over and over again. Each year, each school with a CTE program is required to complete terminations for all **preparatory seniors**, all students (exploring and preparatory, all grades) that transfer away from their home school (not just the ATC) and any students (exploring and preparatory, all grades) that dropped out of their home high school. Detailed instructions can be found in "Enter Termination Status in TEDS" on the **TEDS Step-by-Step Directions** website.

REMEMBER: It is best to complete your last IC export BEFORE the IC End of Year Script is run

- Seniors identified as "exploring" in TEDS will be terminated automatically

If a senior failed and is coming back in 17-18, Change them to 11th Graders on the termination screen in TEDS and **do not terminate them**

If an underclassman is going to graduate early, change them to 12th Graders in TEDS and **terminate them according to their status**

Terminations must be done **in TEDS,** under each pathway, on the Termination Screen.

DO NOT TERMINATE UNDERCLASSMEN THAT ARE RETURNING TO THEIR HOME HIGH SCHOOL

Contact Us	
OCTE website http://education.ky.gov/Pages/default.aspx	**Phone** (502) 564-4286
Career Readiness **Kiley Whitaker** kiley.whitaker@education.ky.gov	**Perkins** **Karla Tipton** karla.tipton@education.ky.gov
Infinite Campus **Tanya Fluke** tanya.fluke@education.ky.gov	**TEDS** **Claude Christian** claude.christian@education.ky.gov

HAVE A GREAT SUMMER!