



TEDS Monthly Notes

CTE Technical Education Database System

October 2019

25 or 6 to 4

- Chicago -

According to composer Robert Lamm, this song is about trying to write a song in the middle of the night. The song's title is the time at which the song is set: 25 or 26 minutes before 4 am.

“Waiting for the break of day, Searching for something to say...”

We have all been there at one point or another. The only constant is that tomorrow, we can do it all again. Don't give up, don't close your eyes while you're sitting cross legged on the floor... Think about what you're going to say. To your students and parents about how you are going to help them to reach those next steps. To your fellow teachers about how you can work together to help each other and our students. Most importantly, to yourself about whether you did all you could to help those entrusted to you daily. They need us and we need them. Personally, each day, I take a deep breath and take five for myself. You deserve it and you shouldn't deny yourself. Five will get you ten that, once you wake up the next day, you'll be ready to roll again. I have found that the easiest way to avoid feeling like it's 25 or 6 to 4, is to know that I did what I needed to when I needed to do it and I did it the best I could. Even when nobody else notices. Don't give up. You matter. Sometimes to people who won't ever realize it. That's no reason to give up.

High FIVE

- Big and Rich -

ROTC Certificates are BACK!

Can I get a high five for ROTC?! Yes, the ROCT 3- and 4-year certificates are once again valid for the pathway and will count for state accountability. Any student who has earned either a 3- or 4-year ROTC certificate will be counted for accountability. The student must have a TEDS record, and the certificate must be entered in TEDS with the actual date it was earned.



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FIVE Feet High and Rising

- Johnny Cash -

The “No Pathway” Pathway

We, as educators, are responsible for preparing all students for their next steps after high school. The basic plan is that we assist them, through counseling and career guidance, with moving toward their passion. Some students may earn an industry certification and never find a passion, or you may only be tracking them for exceptional work experience. Because the stakes sometimes seem to be five feet high and rising, we must have a way to document this. While it helps us stay ahead of the tide, schools need to be aware of what the use of this “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 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 entered do not count towards state CTE funding.
- ◇ Perkins funds cannot be used to fund the industry certifications.

If the student is going to take an industry certification assessment, they must be enrolled in a pathway through Infinite Campus and the results must be entered in TEDS.

FIVE Magics

- Megadeath -

Phased Out Pathways

The first set of phased out pathways are gone. We hope that everyone heeded the months of reminders and added new pathways to replace those that were phased out. New pathways are not automatically added. Each school makes decisions and requests to add new pathways. If you no longer see a pathway because it has been phased out, you will need to enroll your students in a different pathway. Even if you have access to all five magics in the world (can you name them?), it is now too late to add a pathway for 2019-2020. Keep in mind that although the pathways were phased out, the students were not. Until you can get the 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](#).

Take FIVE

- The Dave Brubeck Quartet -

Industry Certifications on Hold

Each year, in association with Kentucky Workforce Innovation Board, we publish a list of [Valid industry Certifications](#). From year to year, some of these certifications may change based on industry needs, updated information, state accountability, etc. It is important that you (and us) pay attention to what is valid for the pathway when the students take these assessments. With that in mind, we have found several changes that must be made in TEDS to ensure students are properly credited for the industry certifications they earn.

Until we complete necessary updates to programming in TEDS, we are asking everyone to take five on entering certifications. We must temporarily block the ability to enter industry certification information. Please ensure that you maintain copies of the assessment results and earned certifications. We will notify everyone when we have completed the necessary updates. 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.

FIVE More Minutes

- Scotty McCreery -

TEDS Training Schedule

"What do you mean I'm locked out?"

"But I have to get my data in TEDS."

"How are my kids going to get their points if I don't get the data in TEDS?"

"Can you just let me in for five more minutes so I can...?"

One of my former supervisors here at KDE had a favorite saying: "It doesn't matter until it matters". I always countered with, "Our kids always matter". This is one of those cases where it always matters. Timing is everything.

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. October dates are posted. 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](#).

FIVE Years

- David Bowie -

Credit Clean Up Reminder

It seems like we have been talking about Perkins IV reauthorization for almost five years, but Perkins V is finally here. With it have come some rather unique changes and challenges. Most of them insist that we ensure our data is clean. We have addressed most of the requirements of both Perkins V and our own state accountability system. However, five will get you ten that many people didn't read the September Monthly memo, so it is important that I repeat myself.

We wanted to ensure that our starting data was as clean as possible. So, what we have done is set every record in TEDS to meet the new definition for when a student record becomes accountable. That means all student records in TEDS that show the student with 2 or more credits will automatically be switched to Concentrator status.

You do not have to update every record in Infinite Campus. You will only need to update records for students being enrolled in a class in the pathway for 2019-2020. Hopefully, we can keep that pesky data nice and clean for more than the next five years...

Old FIVE and Dimers Like Me

- Waylon Jennings -

In With the New: TEDS Glossary Updates

"I like it the way it is, and I like it fine".

"If it ain't broke..."

Well, you get the picture. Change does not come easy. Especially for old five and dimers like me. I'm settled in my ways and I don't much care for changing. Less'n I have ta'. Well, Perkins V is here and it says we have ta'. Several definitions involving Perkins V and accountability have changed significantly. We can't make you like it, but it is here to stay and you have to know it. To make it a little easier, we have updated the [TEDS Glossary](#) with all the new terms and definitions.

For starters, preparatory no longer exists in the CTE world. Now we call it Concentrator. A concentrator is different in more than just name. For example, a secondary student is considered a concentrator once they have completed 2 courses in a single program of study (career pathway). Remember, in Kentucky, a course is defined as 1 credit on the student's official transcript. Don't let the past sneak past you. It has a mean bark and a worse bite.

So, does that mean I have to go back and change all that old stuff to the new stuff? Nope. You can still be an old five and dimer like me. We have done the heavy lifting for you. You do not have to update every record in Infinite Campus. All students who are in TEDS, and have at least two credits, will automatically be changed to Concentrator. You will only need to update records for students being enrolled in a class in the pathway for 2019-2020. Then, you do a regular enrollment on the TEDS tab and import into TEDS.

FIVE to One

- The Doors -

Updating the Step-by-Step Instructions

Perkins V has landed. We have new data to collect in different ways. We have made changes in TEDS to accommodate the new needs. If I had to guess, I would put odds at five to one that many have not looked at the step-by-step instructions in a while. Some processes will no longer work the way they used to work, and others will 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, you can bet, five to one, that something has changed. Watch the [TEDS Step-by-Step website](#) to make sure you have the most up-to-date information.



Save the Date

CTE: MUSIC TO OUR EARS

40TH ANNUAL NATIONAL PERKINS LEADERSHIP CONFERENCE

MAY 11 - 14, 2020

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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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FIVE to One

- Bobby McFerrin -

Taking a Few Things Off Your Plate

Anybody remember that little ditty, “Row, Row, Row Your Boat?” Maybe “Frère Jacques”? remember how you could all start at different times and say/sing the same thing? That was called a round or circle song. We have some of those in TEDS as well. No, we won't be singing, but we will be saying the same thing several times to make sure it sticks and is heard. We have set several processes in TEDS to run automatically.

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

As you prepare for your first import of the year, 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** terminate student records
- ◇ 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 a 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

For this to work, it requires clean data entry. We often find out too late when inaccurate data is entered. We have to pay attention on the front end. C'mon, let's chant the circle song: Clean data. Accurate reports. Clean data. Accurate reports. Clean data...

If we don't offer the pathway anymore, do we still have to give the EOP assessment?

If a student is a concentrator and they have not passed an available EOP assessment, a test ticket will be generated for that student. This does not change if the school chooses to not offer classes in the pathway. Until all students enrolled in that pathway have left the home high school (graduated, transferred or dropped out), the pathway will exist. Any student identified as concentrator that has not yet passed an EOP will be eligible to test.

FIVE Minutes to Midnight

- Boys Like Girls -

Upcoming Deadlines

I guess we can call it the Cinderella Complex.

“I knew it had to be done, but I got so tied up...”

“You see, what had happened was...”

We all have places to go and things to do. Personally, if it is not on my calendar, it doesn't exist! The key is to have a calendar. Then, follow the calendar. Without fail. Otherwise, it will be five minutes to midnight and your beautiful carriage is about to turn into a pumpkin with you as the only nut.. uh, seed inside. Keep up with the TEDS timeline on the main [TEDS website](#). Here is just a glimpse at ways to not be late to the ball (or the after party).

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

FIVE O'Clock World

- The Vogues -

Contact Us

“Up every morning just to keep a job, I gotta fight my way through the hustling mob...”

Well, you don't have to fight alone. There is much work to do and we are here to help you get it done before you get lost in that five o'clock world. With all the changes in the Perkins law that affect what we do in CTE, we don't want you to feel like a day has gone down the drain. Reach out to us for assistance. We'll try to be the *“reason you can still go on when every other reason is gone...”*

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