



TEDS Monthly Notes

CTE Technical Education Database System

May 2020

“Let’s Stay **TOGETHER**”

- Al Green -

“Oh baby
Let’s, let’s stay together ('gether)
Lovin’ you whether, whether
Times are good or bad, happy or sad
Oh, oh, oh, oh, yeah
Whether times are good or bad, happy or sad...”

We are in the final stretch of a very different school year. During this difficult time, several issues have arisen, and we have addressed them as well as we can. We are going through a difficult time that we will never have to endure again in our lifetime. We may have differing ideas of what it will take to get to the other side of this storm, but as we look for solutions, relief and peaceful normalcy (whatever that will look like), I ask that we remain kind to one another. Each of us will emerge, in our own way, from this storm. It is very important to see beyond what is seen at first glance. We are all on different ships during this storm experiencing a very different journey. Realize that and be kind. Please, let’s be the example. Let’s stay together.



Learn what precautions you can take about 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](#).

ADDITIONAL CTE INFO

[COVID-19 Guidance Regarding End-of-Program \(EOP\) Pilot Assessments for 2019-2020 \(April 3, 2020\)](#)

[COVID-19 Guidance Regarding End-of-Program \(EOP\) Assessments and Industry Certifications \(April 1, 2020\)](#)

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“Someday We’ll Be *TOGETHER*”

- Diana Ross and the Supremes -

TEDS Training

We have a responsibility to our students to ensure the accuracy of the data we maintain. Some of that data is entered and monitored in TEDS. It is important that those entering the data understand how and what they are entering. In the past, we held at least one training session per month to help users stay abreast of changes and requirements for this data. Additionally, TEDS training is required every two years and users are required to log in at least once every four months. As in-person meetings are currently suspended, we must temporarily alter our processes.

Know that we will get through this and someday we’ll be together. Until then, as we work on a solution, all accounts scheduled to close for two-year training will be extended until September 30, 2020.

“Broken *TOGETHER*”

- Casting Crowns -

Industry Certifications

I can’t say this enough. This is new. We have been granted certain exceptions as we move through this learning curve. For example, the Industry certification window is now closed. If the students are seniors, please keep in mind that state and federal accountability for 19-20 have been suspended. Please refer to the notice, [COVID-19 Guidance Regarding End-of-Program \(EOP\) Assessments and Industry Certifications \(April 1, 2020\)](#) posted on the [CTE EOP website](#) for more information. If they are underclassmen, the data can be entered next year with the actual date test taken and results. This is not what we would normally do, but for the moment, we are broken together. As we learn and change, we will grow through this. Stay tuned for updates.

“Forever *TOGETHER*”

- Randy Travis -

EOP Scores

As of April 16, 2020, **2019-20 CTE End-of-Program (EOP) Assessment results** (for students tested from 2/24/2020 to 3/13/2020) are now available in E-SESS. Even in the midst of this pandemic, we are forever together in our efforts to ensure students are prepared for their next steps. There may be options for seniors who did not test before the original window was closed to take the EOP. Again, please refer to the notice, [COVID-19 Guidance Regarding End-of-Program \(EOP\) Assessments and Industry Certifications \(April 1, 2020\)](#) posted on the [CTE EOP website](#) for more information.

“We’ll Be **TOGETHER**”

- *Sting* -

Closing Tasks

Don’t do this alone. Even in a small school, handling data can be a daunting task. When we advise each school to have at least two users and the district to have two different users for TEDS, it is for the purpose of ensuring no one person gets burned out and to ensure there is a “partner in crime” watching your back. Having someone to double check our work is a good thing. It is incredibly important that you check and double check your data. When all is said and done, for better or worse, we’ll be together. Our automation will process whatever data is entered. Help each other out. Check 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.** What shows on the transcript at the end of the year BEFORE you leave for the summer?
- **Student Objective.** Is this student exploring or a concentrator? Are you sure?

REMEMBER: DO NOT TRY TO DO TERMINATIONS IN IC OR TEDS

“Get It **TOGETHER**”

- *India.Arie* -

Phasing Out Pathways

Don’t lose a kid in the rush to get done. We have to confer with our teachers and administration and get it together. Check on whether you have pathways that are being phased out. There are some basic rules for dealing with phased out pathways.

- An asterisk (*) is placed next to the name of a pathway that is being phased out
- When a pathway is being phased out, new pathways are not automatically added. Each school must make decisions and request to add new pathways.
- Once the pathway is identified for phaseout, schools will have two years to either get students currently enrolled in the pathway to completion status or move the students to a different pathway.
- Unless you are absolutely certain what your replacement will be, select all suggested replacements for your phased-out pathway because it is better to have it available and not need it than to need it and not have it available

For complete details on the phaseout process and to see which pathways were or will be phased out and when, please review the [Pathway Phase Out Process](#).

“Put Your Hands *TOGETHER*”

- Smokie Norful -

It’s Automated. “You Can’t Be Doing That”

I am admittedly stealing a catch phrase. “You can’t be doing that”. In the midst of this pandemic, our governor has coined that phrase for activities that put us at risk. I am using it for a different reason: To keep you from trying to do unnecessary work. As any good emcee will say, “Put your hands together” for the changes in TEDS that have taken work out of your hands. As of September 1, 2019, we now automate terminations and the identification of best records for Perkins accountability (formerly done through federal indicators) for all high schools, CTCs and ATCs. Not only can you no longer alter this information, it has been removed from view. Raise a cheer because you don’t have as many tasks as in the past. However, the tasks you do have are more important. Why? Because TEDS reports what it sees. Can anyone say, “clean data is important”?

“Cry *TOGETHER*”

- The O’Jays -

How Clean Is Your Data?

Communication is key. Most TEDS users are not responsible for every pathway in the school and some are not responsible for any. That means we must talk to each other. As you do, keep these things in mind:

- 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.
- The TEDS vs. IC Data Cheat Sheet is your friend

We don’t want to cry together any more than necessary. Let’s not make data one of our reasons to cry. Remember, once the automated processes run, it will be too late to correct or update data. For the sake of your kid’s data, make sure to observe all closing tasks early, then have someone else (peer, immediate supervisor or anyone else with knowledge of what you’re doing and how it should look) check your work.

“Let’s Come *TOGETHER*”

- Kevin Levar -

Adding and Removing Pathways

We are currently in the window for adding and removing pathways for next year. This year, we have an additional hurdle with working from home. Let’s still ensure we have what we need. Let’s come together (virtually, of course) and make sure our pathways are in order. Let’s hold ourselves to the same standards to which we hold our students. No excuses. No hypocrisy. Communicate with ALL individuals (leadership, teachers, etc.) who work with CTE to make sure you have the correct pathways listed in your TEDS. If you need to update your list, follow the instructions for how to [Request to ADD or REMOVE a Pathway](#). Do it now. The times they are a changing.

“Back *TOGETHER* Again ”

- Donnie Hathaway and Roberta Flack -

State Conference (KACTE)

We are still hoping that by July we will be back together again. Mike Stone of KACTE recently sent this email concerning the upcoming conference.

We are still moving forward with plans for the 2020 CTE Summer Program. If the state moves to Phase III of the re-open plan prior to July 1, we will be obligated to fulfill our hotel commitment.

On the other hand, we are not delusional. Phase III may not be in place by July, which would cause the CTE Summer Program to be cancelled or modified into a virtual event of some kind. We are exploring alternatives. The Office of Career and Technical Education and Student Transition will be involved in the decision process and any announcements will be distributed as timely as possible through e-mail from both OCTEST and KACTE. KACTE has sent two e-mails to all those who registered for the 2019 CTE Summer Program and the 2020 Summer Program (already nearing 1,000 registrants) explaining the status.

I hope this addresses your question. Please advise whether we can provide further information.

Take care, be well and stay healthy at home,

Mike Stone, Executive Director

Kentucky Association for Career and Technical Education (KACTE)

502-223-1823



Our Mission: Student Success

2020 Career and Technical Education Summer Program
July 26-29, Galt House Hotel, Louisville, Kentucky

[Click Here for More Information](#)

“TOGETHER”

- Spyro Gyra -

Upcoming Deadlines

As always, we are in this together. Data timelines have not changed much, but it is always best to check the [Secondary Schools Timeline](#) on the main [TEDS website](#). To be sure.

“Stick TOGETHER”

- Minnie Ripperton -

Upcoming Deadlines

We. Are. Family. In this time of uncertainty, we must stick together. We want to help our students be successful. If you are uncertain about what to do to ensure your CTE, TEDS, Perkins or transition readiness data is accurate, call us. Together, we will get through this.

<p>Career Readiness Scott U'Sellis scott.usellis@education.ky.gov</p> <p>Infinite Campus Tanya Fluke tanya.fluke@education.ky.gov</p>	<p>Perkins Karla Tipton karla.tipton@education.ky.gov</p> <p>TEDS Claude Christian claudio.christian@education.ky.gov</p>
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2019-2020 TEACHER APPRECIATION WEEK

Gracias Dankie Dėkuju Faleminderit



Ačiū Asante धन्यवाद Je vous remercie

謝謝 Ua tsaug rau koj Grazie شكرا لك

Спасибо Terima kasih Obrigado

Vielen Dank 감사합니다 Köszönöm Mulțumesc

faafetai hatur nuhun Spas dikim Takk skal du ha

Mahalo Matur suwun ありがとうございました

Ngiyabonga Paldies Ευχαριστ Diolch Grazzi

ankthay ouyay Salammat ΓΡΑΤΙΑ Hvala vam T H A N K Y O U

No matter how you say it, we at OCTE appreciate the work of our teachers and staff now more than ever. Thank you for being there for our students and families!

#TogetherKy #TeamKentucky #HealthyatHome