



# TEDS Monthly Notes

CTE Technical Education Database System

December 2020

**“Rock the BELLS”**

- LL Cool J -

We are almost to the point of ringing in the new year. Thank goodness! 2020 is undoubtedly one for the record books. We have seen... well, a lot. COVID-19, social distancing, masks, elections, more masks, virtual learning, hybrid classrooms, more masks. Through it all, we can still quote Maya Angelou and say, “Still I rise...”. As we close out this calendar year, we have many reasons for bells. Some bells will toll for those we lost this past year. Regardless of reason or cause, those who have gone on, I feel, are in a better place. Other bells will toll for the start of new life. Those recently born souls face the possibility of growing up in a place we can make better. We have an obligation to those newly arrived and to those a bit “seasoned” to strive for better. Charles Osgood said it best years ago, “[Pretty Good](#) is, in fact, pretty bad”. So, as we close out this year, let’s strive for better. Let’s not just ring the bells, let’s rock the bells. Let’s give our all to help our students be more than pretty good. With that in mind, I thank all of you and I salute you.

**“Sound of the BELL”**

- Veruca Salt -

## Training

TEDS training is required every two years and users are required to log in at least once every four months because it is still important that those entering the data understand how and what they are entering. Unfortunately, you won’t hear the sound of the bell when your two years is up, but you will get notifications beginning 120 days out that your time is nearing. Of course, that means you will have to be regularly logging into TEDS to see that notice.

With COVID-19 in play, we have developed virtual training sessions that have been very successful. Maybe you haven’t logged in in a while and didn’t know your TEDS account was locked, and now you need to attend a training session. There are currently no more scheduled dates, but additional dates will be posted on the TEDS website. Again, there won’t be the sound of the bell, but it will be posted on the TEDS website. Don’t let missing data have your school or district down for the count. If you have not already trained or if you need to, watch for future dates and get signed up.

## In This Issue

- ◆ [Training](#)
- ◆ [Attend Hours Update](#)
- ◆ [Industry Certifications](#)
- ◆ [Perkins Report Updates](#)
- ◆ [How Clean Is Your Data?](#)
- ◆ [Employer Connections](#)
- ◆ [Upcoming Deadlines](#)
- ◆ [Contact Us](#)



## ***“If I Were A **BELL**”***

*- Teena Marie -*

### **Attend Hours Update**

I cannot emphasize this enough. I could not make this issue plainer, even if I were a bell. The way to calculate attend hours has been reworked. In the midst of virtual, in-person and hybrid classes, we have had to refine the way attend hours are calculated. There is new information, provided by Mr. Scott U'Sellis, that has been posted to the TEDS step-by-Step page. If you still have questions after reviewing the new documentation, please feel free to reach out to Scott U'Sellis.

## ***“One Less **BELL** to Answer”***

*- The 5th Dimension -*

### **Industry Certifications (Past and Present)**

With the onset of COVID-19 last March, we encountered some very quick changes in our processes. For example, we closed the Industry Certifications submission tab in TEDS. With accountability suspended for the 2019-2020 school year, we did not have to enter industry certifications for our seniors, giving us one less bell to answer. However, now that our underclassmen have returned, we need to take care of them. You can now go back and enter industry certifications earned during the 2019-2020 school year. You must remember three basic requirements:

1. The industry certification must still be valid this year (otherwise, you won't see it in the list)
2. Industry certifications can be awarded for both active and inactive (not in a CTE class in the pathway this year) students.
3. When you enter the industry certification, it **MUST** have the actual date it was taken. That means if they took it in 2019-2020, the date must be from 2019-2020.

Moving forward, the basic rules apply again. The industry certification must be valid when it is earned, and it must be entered as soon as possible after it is earned.

## ***“Turn The **BELLS**”***

*- White Lies -*

### **Perkins V Reports Being Updated**

We are in a new era. Yes, we have a new normal because of COVID-19, but we are also working through new legislation. Accountability for Perkins V will look a bit different compared to Perkins IV. We are in the process of developing new reports based on the new requirements. We ask that you be patient as we turn the bells (and whistles) of TEDS to ensure we have a useful and accurate tool for reporting data as we move forward. Once the reports are ready we will stop turning and flat out ring the bells!

## **“Tubular BELLS”**

- Mike Oldfield -

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

Most of us don't recognize this song title. It is the theme from The Exorcist. You may ask why such an ominous song in conversations about TEDS. Well, because it could feel that kind of scary if your data is not accurate and you find out too late. We don't want anyone to experience Exorcist-like fear and despair. We want to constantly remind you of the ways to help keep your data clean. No head spinning... No falling down flights of stairs... and no hateful name calling. We must stay ahead of the game, so we don't hear those tubular bells. Here are your constant reminders:

- ◆ 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 put yourself in a scary position. Monitor your data regularly and ask questions often.

## **“Wedding BELL Blues”**

- The 5th Dimension -

### **Employer Connector Tool**

Business and industry have long been interested in how our schools could contribute to their growing needs. 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. The system was requested by our business and industry partners who are interested in finding programs related to the occupations in their geographic areas. In the system we have three pieces of information for each of your pathways. We have included the total active enrollment, the number of 12th graders with 3 or more credits in the pathway, and the total number of students that have 3 or more credits in the pathway. 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 wanted districts and schools to be aware of this tool before our business and industry partners reach out to you. No worries and no wedding bell blues, as we have not provided a specific contact name for your school, only your school's address and phone number. This is a great chance to better connect with your partners. We are also advising 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.

## "The BELLS"

- The Originals -

### Upcoming Deadlines

Bells can be very enchanting. Christmas bells... The Bluebells of Scotland... even Bell(e) of the Ball. However, you don't want to get caught when you hear THE bell. The alarm bell that signals a deadline. It is always a good idea to check the [Secondary Schools Timeline](#) on the main [TEDS website](#) to be prepared for the next bell.

<b>December / January</b>	Begin Updates to Enrollments Based on 1st Semester Transcribed Grades Verify EOP Status For All Concentrator Students
<b>February 1</b>	Deadline to Identify Students as Concentrators for EOP and TRACK Assessments
<b>March 31</b>	2nd Semester Enrollment Data completed in TEDS

*"Nothing in the world can take the place of persistence. Talent will not; nothing is more common than unsuccessful men with talent. Genius will not; unrewarded genius is almost a proverb. Education will not; the world is full of educated derelicts. Persistence and determination are omnipotent."*

- Calvin Coolidge

### 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](#).

## "Ring My BELL"

- Anita Ward -

### Contact Us

Not sure what to do in a certain situation? Having a moment of doubt about whether you can spend Perkins money on that? Or if that class is really part of that pathway? You can reach out to Scott, Karla, Tanya and Claude for help. Just let us know how we can help. In other words, if you have questions, we are here when you need us. Just, you know... ring my bell.

#### Career Readiness

**Scott U'Sellis**

[scott.usellis@education.ky.gov](mailto:scott.usellis@education.ky.gov)

**Infinite Campus**

**Tanya Fluke**

[tanya.fluke@education.ky.gov](mailto:tanya.fluke@education.ky.gov)

#### Perkins

**Karla Tipton**

[karla.tipton@education.ky.gov](mailto:karla.tipton@education.ky.gov)

**TEDS**

**Claude Christian**

[claude.christian@education.ky.gov](mailto:claude.christian@education.ky.gov)