

TEDS Monthly Notes

CTE Technical Education Database System

June 2021



“**SUMMER**time ”

- Ella Fitzgerald -

“Summertime, and the livin' is easy. Fish are jumpin'...”

It's that time of year. After the last 15 months, we need a real summertime. Nerves are strained. Patience is more of a virtue than ever. Yet, we still made it to the summer. We found ways to celebrate and ways to safely gather because we needed to maintain a level of sanity that would keep us afloat. I know some of us suffered loss, and we are truly sorry for it. Hopefully, we are also stronger for it.

As we close out this year, I want to say THANK YOU. Thank you for paying attention to our kids. Thank you for keeping your head up when it felt like the whole world was pushing it down. Thank you for being the example that our kids need to see to understand what perseverance looks like. Thank you for EVERYTHING you have done to help prepare our kids for their future. Now it's summertime. Sit back and relax for a while. Breathe.

“**SUMMER** Song”

- Earl Klugh -

5th Year (Returning) Seniors in TEDS

A long time ago, when dinosaurs roamed the earth, the movie “Meatballs”, popularized the summer song, “Are you ready for the summer...?”. However, some who sing that song now may still have a little more school to go. If you have any current year (20-21) seniors who plan to return for school in 21-22, you will need to update their TEDS record **BEFORE AUGUST 1, 2021** so their data rolls over and stays with them. Here is what you will need to do:

1. Log into TEDS
2. Go to School Wide Enrollments
3. Click the Enrollment link next to the student's name
4. Change Education Level from 12th grade to 11th grade
5. Click Save

This will ensure that the student data rolls over and identifies the student as a senior for 21-22.

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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](#).



“SUMMER’s Comin’”

- *Clint Black* -

Upcoming TEDS Training Sessions

We have had regularly scheduled virtual training sessions each month this school year. Since summer’s comin’, we all need to take some time to recharge, update information and prepare for the upcoming year. **Training will resume in August** with multiple opportunities for users. We will post those August virtual training sessions on the [TEDS website](#) once they are scheduled.

TEDS training is required every two years and users are required to log in at least once every four months. You can check your training date by looking below your name in the upper right corner of the screen.

Remember the Best Practices for TEDS access. We suggest at least two people in every school have full access to TEDS. If there is no one to enter data the school/district could potentially lose future funding.

“The Last Rose of SUMMER”

- *Celtic Woman* -

How Clean Is Your Data?

There is a purpose for the guidelines and deadlines in place to keep our data clean. We must take care to not get “stuck” with bad data. Treat your data like a precious rose. Take care of it. Keep it clean. Automation will do the best with what it is given. Make sure you have done the following:

- ◆ When students are enrolled in pathways, credit hours must be posted and updated as changes occur.
- ◆ When a student earns an industry certification, it should be entered in TEDS as soon as possible.
- ◆ Once a student meets the definition of concentrator, update the IC record and import into TEDS as soon as it happens. Do the same if that status changes back to exploring.

Remember, even the last rose of summer is still a rose. And every rose has its thorns. Don’t get stuck. Be a good steward of the work. Verify now that the data is accurate.

“All SUMMER Long”

- *Kid Rock* -

Contact Us

Unlike most of our fortunate teachers, we at OCTE will be available all summer long. What that means for you is if help is needed, we’ll be there. Now, we will take a little time off, but we will not drop the ball. While we will slow down and recharge a bit, we will still be here for you. All summer long.

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“SUMMER Breeze”

- Seals and Croft -

Adding New Pathways for 2021-2022

Are you ready for next year? Did you go into TEDS and add any new pathways you plan to offer in the fall? If you have, enjoy the summer breeze (it makes you feel fine...). If not, you should get on that very soon. Your students are interested in CTE, but you are not sure if you have the pathway that will help them prepare for a future beyond high school. Review your pathways and the workforce information for your area to see what could/should offer. If you need to add a pathway, review the instruction on how to [Request to ADD or REMOVE a Pathway](#) soon. We don't want your summer breeze to turn in to a fall maelstrom.

“Hot Fun in the SUMMERTIME ”

- Sly and the Family Stone -

KACTE Summer Conference

“I cloud nine when I want to... Out of school, yeah

County fair in the country sun... And everything is true

Ooh, yeah, yeah... Hot fun in the summertime”

There's nothing hotter than the opportunity to get back with family this summer at the upcoming [KACTE State Conference](#).

The 2021 CTE Summer Program is planned as a full, in-person professional development conference. Programming will be available for CTE administrators and teachers in all CTE pathways. In addition to the full, in-person conference, this year's conference will offer a limited virtual program, and a virtual-only program registration fee is available. Come have some hot fun in the summertime with CTE. Join us live or virtually for the 2021 CTE Summer Program. See you there!

“Sweet SUMMER”

- Diamond Rio -

Upcoming Deadlines

Nothing is sweeter than days without timelines and deadlines. The best of those times is sweet summer. Before you step into those sweet days, make sure you have not left anything undone that can ruin your summer. Here is a snapshot of what's coming, but the [Secondary Schools Timeline](#) on the main [TEDS website](#) will help ensure a sweet summer.

June 15	<ul style="list-style-type: none">• TEDS End of Year Data entered in IC and imported to TEDS<ul style="list-style-type: none">* End of year data includes updating credits, student objectives, etc. <p>DON'T WAIT TO UPDATE NEXT SCHOOL YEAR</p> <p>** Best if completed BEFORE IC End of Year Script is run</p>
July	<ul style="list-style-type: none">• Career Readiness data pulled for the Office of Assessment and Accountability (OAA)
August	<ul style="list-style-type: none">• Follow IC Timeline to begin entering 21-22 Student data on IC-TEDS tab
September 1	<ul style="list-style-type: none">• 20-21 TEDS Data locked• 21-22 Rollover begins