

TEDS Monthly Notes

CTE Technical Education Database System

SUMMERTIME - JUNE 2024



"It Ain't Over 'til It's Over"

- Lenny Kravitz -

*"So many tears I've cried; So much pain inside
But baby, it ain't over 'til it's over..."*

It has been a long year. We have borne witness to some wonderful triumphs and big wins. We have also suffered through some near tragedies caused by weather, loss, and other changes. When it is all said and done, we must ride it out to the end. This is one of the most important lessons we can ever provide our kids. We know that everything is not perfect. And yet, we have done our best to make it not so. We are not made to quit. We are designed to persevere and teach others the same skill. The year is almost over, and we can almost relax, but remember that no matter how many tears we cry, it ain't over 'til it's over. We are stronger than we sometimes give ourselves credit for. Let's set the right example for our kids as we close out the year. Who knows, maybe we'll rub off on each other as well. As it is said, iron sharpens iron.

"It's Over"

- Roy Orbison -

Can I Still Export from Infinite Campus?

Apologies in advance for the long explanation, but it is worth it. Remember that technology does what it is told to do (for now). What IC has been told is when someone makes an update in the main enrollment file, the update shows everywhere it is connected. However, the update is not final until the main enrollment file is told it's final. Why does this matter? Because it is possible for you to still create an export file even if your TEDS tab has an end date for a student you enrolled as active. Here's the deal: A student record becomes active each year and **stays active** once you remove the end date on the TEDS tab and hit save. After that, it is possible for an end date to be manually or automatically entered on the TEDS tab any time during the year, **BUT** the only time the record becomes inactive and stops the creation of an export file is once the end date has been entered on the student **Enrollment** tab in IC. Once the end date has been entered on the student **Enrollment** tab in IC, THEN IT'S OVER. **Then**, the record is inactive for the year, and you can no longer create an export file.

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"Don't Dream It's Over"

- Crowded House -

TEDS Training

The last 23-24 training session was on June 13. Sessions will resume in September. Dates will be posted after KACTE.

“Somewhere Over the Rainbow”

- Judy Garland -

4-Course Identification for Valid Pathways Closes August 31

The window is now open for schools to identify the primary 4-course sequence that will be offered to claim a valid, fundable pathway. Some of you have pushed ahead of the pack and already begun to identify your courses. For those of you who may not be certain what to do, here is a training video that walks through the steps. You can also review the [FAQ for Course Identification](#). Accurate course identification determines whether your pathway can be funded. Remember, identifying four courses does NOT limit what you can offer in the pathway; it only shows one guaranteed way a student can become a completer. Don't wait for the responsibility to flit off somewhere over the rainbow as you eye your summer plans. You can get started now if you like. The instructions on how to [Identify Courses for Each Valid Pathway](#) can be found on the [TEDS Step-by-Step](#) web page.

“It's All Over Now, Baby Blue”

- Bob Dylan -

Closing Out the School Year

Graduations are over and systems have begun to close for the summer. Before you run out the door thinking, “It's all over now, Baby Blue,” commit to checking the following (and don't forget the small print):

- **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.** Make sure what is in TEDS has been updated to match the transcript (through your final export/import process) at the end of the year BEFORE you leave for the summer.
- **Student Objective.** Again, make sure what is in TEDS has been updated to match the TEDS tab in IC (through the export/import process). Is this student exploring or a concentrator? Are you sure?
- **Industry Certifications.** Have all attempts at industry certifications been entered in TEDS? Have all the teachers verified that they have provided all the information?
 - ⇒ **SMALL PRINT, PART 1:** You cannot remove an end date on the TEDS tab in IC unless the student is currently enrolled in a class in that pathway.
 - ⇒ **SMALL PRINT, PART 2:** If you do remove the end date on the TEDS tab in IC and then try to put it back, it will not stop the student from being active in TEDS and will be counted as a data violation and possibly a funding violation
 - ⇒ **SMALL PRINT, PART 3:** If you remove the end date on the TEDS tab in IC AFTER YOUR IC HAS BEEN CLOSED FOR THE YEAR, the student will be active for 24-25 even if they are not in a pathway class in 24-25. This could be counted as a data violation and possibly a funding violation

“All Over Town”

- April Wine -

No Data Hostages

Keeping data hostages can quickly get out of hand. If our data is not checked and double-checked for accuracy BEFORE it is too late, our students lose. Make sure we set our kids up to succeed (postsecondary readiness, earned articulated credit and/or dual credit) with good data. Don't let the word get all over town that you have taken a data hostage.

“Over and Over”

- The Dave Clark Five -

How Clean Is Your Data?

I once promised to give you so much information that I would never have to say, “I told you so.” I have done my best to live up to that, primarily by saying the same thing over and over. So, one last time for the end of the year and good measure: when you are working with data that affects our students, verify everything:

- When students are enrolled in pathways,
 - ◊ They should know they are in that pathway (no surprises)
 - ◊ 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.
- You must review and update the data one last time at the end of the school year (before your local IC is locked for the year) to ensure data accuracy.

Don't settle for pretty good. NO DATA HOSTAGES ALLOWED!

“Starting Over”

- John Lennon -

Upcoming Deadlines

We are getting near the end of the school year, but before you begin worrying about starting over, check the [Secondary Schools Timeline](#) on the main [TEDS website](#). This way we can ensure we finish strong.

June 15	TEDS End of Year Data entered in IC and imported to TEDS (Remember to check ALL students, not just active) - Semester Data (credits, student objectives, etc.)
September 1	All 2023-2024 TEDS Data locked

“Come On Over”

- Shania Twain -

Contact Us

Sometimes, even when the answer is right on the tip of your tongue, you still can't spit it out. Don't worry. Thanks to the interwebs, we are closer than close. We don't know everything, but we know a good bit. Give us a call.

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“Over the Hill and Far Away”

- Led Zeppelin -

Adding New Pathways and Modification Requests for 24-25

Your school decided to add another pathway for next year. I know it seems like next year is over the hills and far away, but it will sneak up on you quickly. Don't wait to get your new pathways in order. We have provided a step-by-step guide for how to [Request to ADD or REMOVE a Pathway](#) on the [TEDS Step-by-Step](#) web page. Just remember: if you want to add the pathway for 2024-2025, you will need to complete the process before September 1, 2024. There is nothing worse than trying to cross a bridge you have already passed.

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For more information about **KACTE**: <https://www.acteonline.org/kacteonline/summer-program/>

Have a wonderful, relaxing summer!

