CTE Training

Educational
Technology Service

Genesee Valley
Wayne-Finger Lakes

Goals

It is our goal that after today's workshop you…

1. Will have a firm grasp on what CTE is and what data needs to be reported

2. What qualifies a course to be considered CTE

3. Will know how to accurately report CTE program service records

Agenda

CTE Basics
- Who reports CTE data?
- What is a CTE Program?
- Identifying CTE students
- Why we report CTE?

Accurately Reporting CTE Records
- What gets reported
- Provider Details
- Program Intensity
- Ending Program Service Records
- Sample Program Service Records From SMS's
  - Infinite Campus
  - Schooltool
- CTE Assessments

Tech Endorsement
- Qualifying for Technical Endorsement

Verification
- SIRS 308

Regional Program Lists & Codes
- Endorsed Programs - Genesee Valley BOCES
- Endorsed Programs – Wayne Finger Lakes BOCES
- Non-Approved – Local High School

Credentials

Data Warehouse Data Loading Cycle

Resources

CAREER & TECHNICAL
THE UNIVERSITY OF THE STATE OF NEW YORK
THE STATE EDUCATION DEPARTMENT
EXCELSIOR
1784
ENDORSEMENT

CTE Basics

Who reports CTE data?

All school districts with students in CTE must enter program service records for such students.

The school district accountable for the student is responsible for this reporting even if the district's students receive their CTE at another program service provider (e.g., BOCES).

What is a CTE Program?

CTE programs are comprised of at least three CTE courses or units of study that together form a cohesive concentration. Located in high schools and BOCES, CTE programs provide academic and technical instruction in the content areas of:

- Agriculture
- Business and marketing
- Family and consumer sciences
- Health occupations
- Trade and technical education
- Technology education

Identifying CTE students

CTE students are those enrolled in any course that can be a part of a CTE cluster (i.e., agriculture, business and marketing, family and consumer sciences, health occupations, trade and technical education and/or technology education).

This includes students enrolled in:

1. A local high school
2. A BOCES or technical/CTE high school
3. An alternative education and a CTE program,
4. An approved High School Equivalency(HSE) program (AHSEPP) and a CTE program, or
5. A CTE program in a nonpublic school that participates in data reporting via the SIRS.

Why we report CTE

New York State receives approximately $38 million in Perkins funding for secondary students.

Each district is allocated a share of these funds based on a formula that uses census data concerning concentrations of school aged-children, with added weight given to economic need.

Districts having allocations over $15,000 can access their funds directly if they meet New York State requirements (found in application materials each year, see application for first time application at: www.emsc.nysed.gov/cte/perkins4/)

Schools whose allocations are below $15,000 cannot access funds directly, but must use the funds in locally formed consortia.

The funds benefit all participating members of the consortia.

Some consortia are made up of several school districts, but the majority of consortia are made up of a BOCES and its component districts. Any district assigning its allocation to a BOCES is a participating member of a Perkins consortium.

Accurately Reporting CTE Records

What Gets Reported

- Enrollment
- Program Fact Record-CIP Code
- Start Date
- Provider
- Program Intensity
- End Date and Ending Reason Code
- Technical Skills Assessment
- Diploma Endorsement

Enrollment

- Student is in a high school diploma granting program and CTE:
  - Residence district maintains 0011- Regular Enrollment in their public high school
  - BOCES creates a 0055-Instructional Reporting Enrollment in the CTE program
- Student is in an alternative education program (at BOCES) and a CTE Program
  - Residence district maintains 0011- Regular Enrollment in the BOCES location that is providing the program
  - BOCES creates a 0055-Instructional Reporting Enrollment in the Alternative Ed program with an additional 0055-Instructional Reporting only Enrollment in the CTE Program

Enrollment

- Student is in an approved high school equivalency (HSE) program and CTE program:
  - Residence District Enrollment
    - Residence district transfers student to an approved AHSEP program
    - End district enrollment using 289-Transferred to an approved AHSEP program
    - Create new enrollment using 5654-Enrolled in approved AHSEP program with the appropriate AHSEP location and reporting grade level of GD
  - BOCES District Enrollment
    - BOCES creates an enrollment 0055-Instructional Reporting Enrollment in the CTE program
    - BOCES also creates an enrollment in the approved AHSEP location

Program Fact Record

- All students taking CTE must have a program service record entered in the school year in which they first enroll in a CTE course
- A single program record is created for a student within a single CTE location
  - If student is taking CTE content in more than one area in a single location, create ONLY one record using the CTE program code where the student spends the majority of their time
  - If student is taking CTE content in more than one location during the school year, two program records need to be created and reported (one for each location)

Program Fact Record

Selecting the Program Provider:

- A school district offering CTE to its own students creates and maintains the CTE program service records **and** is the service provider.
- A school district that sends students to a BOCES for CTE creates and maintains the CTE program service records, which will document that the **BOCES is the program service provider.**
- Teacher-course linkage data must be reported by the service provider who employs the teacher or principal.

Program Intensity

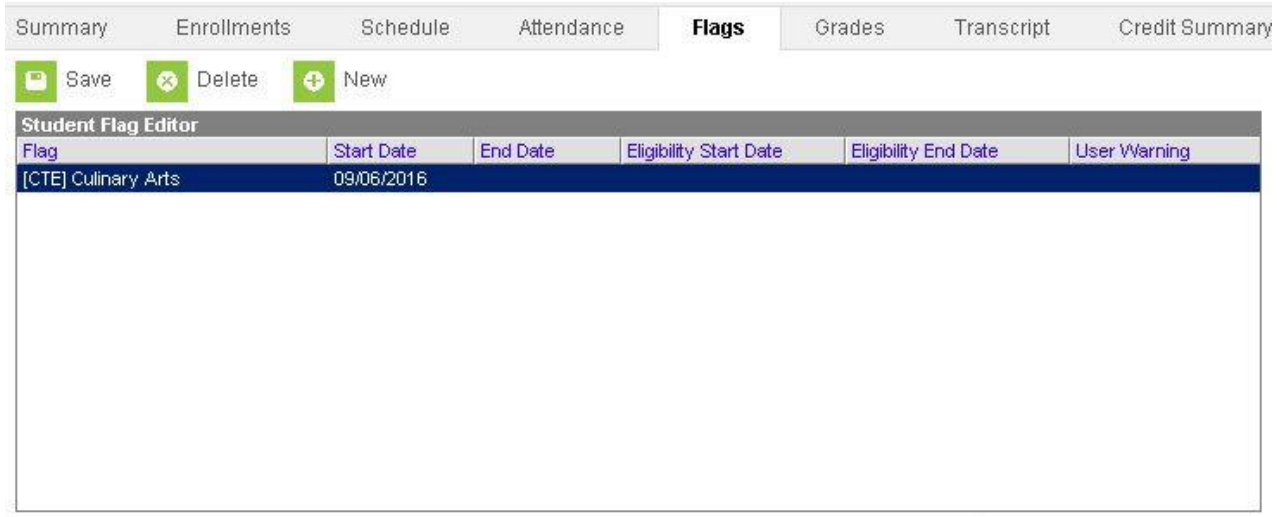
Level of Program Intensity is what the student has reached at the end of the school year.

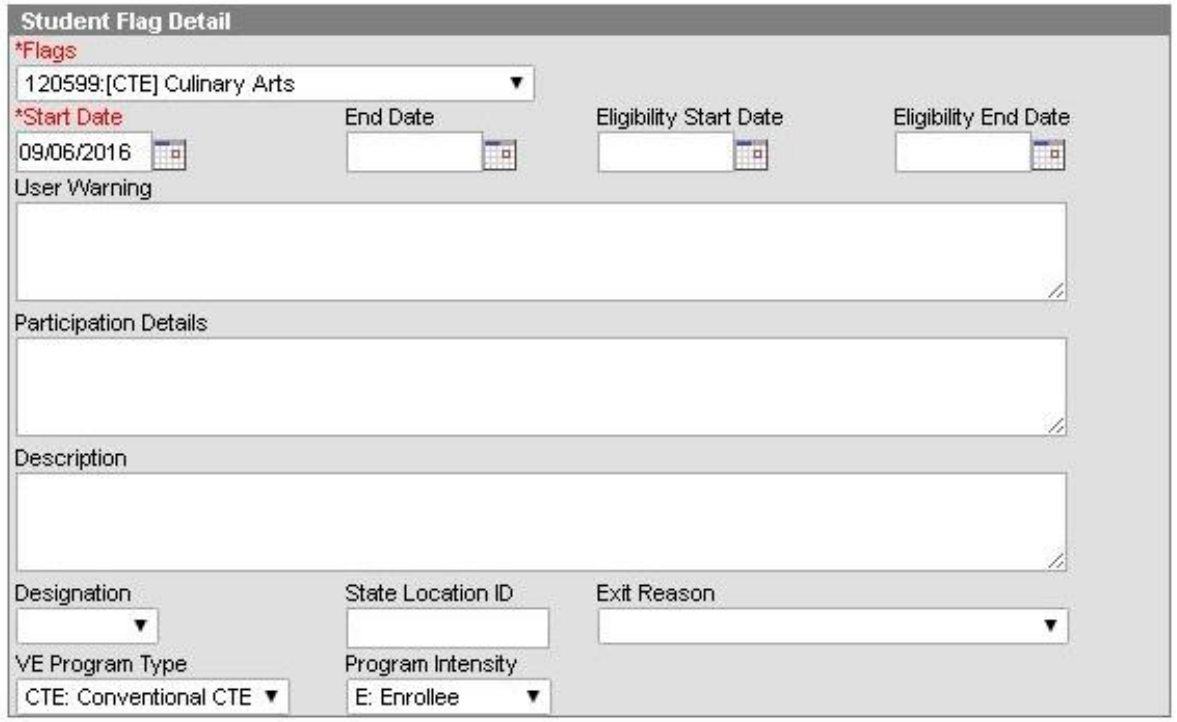
	Local High School CTE Student	***BOCES or Technical High School CTE Student***
Enrollee	…has begun instruction in any CTE course.	…has begun instruction in any CTE course.
Participant	…has completed at least one CTE course (equivalent to one full school-year course).	…has successfully completed one-third of his or her program. (In the case of a BOCES two-year program, 27 weeks = 1/3)
Concentrator	…has completed at least two sequenced CTE courses (equivalent to two full school-year courses) out of a three-course cohesive concentration.	…has successfully completed two-thirds of his or her program. (In the case of a BOCES two-year program, 54 weeks = 2/3)

SIRS Manual: http://www.p12.nysed.gov/irs/sirs/

Program Service Records

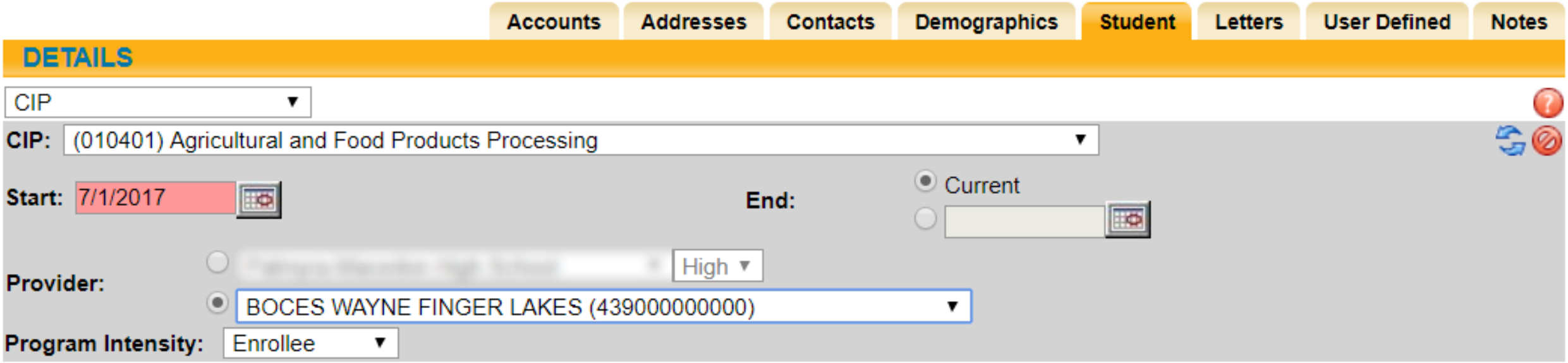
A CTE Record In Infinite Campus





Program Service Records

A CTE Record In Schooltool



Ending Program Service Records

End Program Service when student ends CTE or completes program

1. 663-Left without completing
   - Use if the student ends the program service without completing the program the year the student leaves or completes high school.

2. 646-completed CTE (must have program intensity of Concentrator)

If the student has not completed the CTE program by the end of the reporting year and program completion is still pending, leave Reason for Ending Program Service field blank.

CTE Assessments

- CTE Assessment Reporting Changes 2018-2019
  - Approved CTE Program Technical Assessment (0199)
    - Reported for students who are in a CTE Program that has been approved under the 2001 Regents Approval Process
    - Student must pass all three components of the technical skills assessment to receive a pass
    - Students must pass the three-parts of the technical skill assessment to qualify for the technical endorsement on their diploma and/or CTE Pathway

CTE Assessments

- **CTE Technical Assessment-Other (00C41)**
  - Reported for students who take a technical skills exam **NOT** associated with a CTE Program approved under the 2001 Regents approval Process
  - Students do not qualify for the Technical endorsement or CTE Pathway, but must be reported for Perkins reporting purposes
- **Nationally Certified CTE Exam (00C40)**
  - Reported for students who take a nationally certified CTE exam (definition TBD) not associated with a program approved under the 2001 Regents approved process
  - All assessments must be reported whether a student passes or fails

Technical Endorsement

Technical Endorsement

To Receive the Technical Endorsement on students' diploma:

1. CTE Program must be approved under 2001 Regents approval process

2. Must successfully complete CTE program

3. Must pass each part of the 3-part technical skills assessment

Regional Programs & Codes

Endorsed Programs
Genesee Valley BOCES

BOCES	School Year	Prog Code	Program Description
Genesee Valley BOCES	Jun 30, 2019	010302	Animal/Livestock Husbandry and Production
		039999	Natural Resources and Conservation, Other
		119999	Computer and Information Sciences and Support Services, Other
		120401	Cosmetology/Cosmetologist, General
		120599	Culinary Arts and Related Services, Other
		150399	Electrical and Electronic Engineering Technologies/Technicians, Other
		190709	Child Care Provider/Assistant
		430103	Criminal Justice/Law Enforcement Administration
		469999	Construction Trades, Other
		470603	Autobody/Collision and Repair Technology/Technician
		470604	Automobile/Automotive Mechanics Technology/Technician
		470605	Diesel Mechanics Technology/Technician
		480501	Machine Tool Technology/Machinist
		500402	Commercial and Advertising Art
		511614	Nurse/Nursing Assistant/Aide and Patient Care Assistant

Endorsed Programs
Wayne-Finger Lakes BOCES

BOCES	School Year	Prog Code	Program Description
Wayne-Finger Lakes BOCES	Jun 30, 2019	030599	Forestry, Other
		120401	Cosmetology/Cosmetologist, General
		120599	Culinary Arts and Related Services, Other
		131210	Early Childhood Education
		151001	Construction Engineering Technology/Technician
		159999	Engineering Technologies/Technicians, Other
		430107	Criminal Justice/Police Science
		460201	Carpentry/Carpenter
		460302	Electrician
		470302	Heavy Equipment Maintenance Technology/Technician
		470603	Autobody/Collision and Repair Technology/Technician
		470604	Automobile/Automotive Mechanics Technology/Technician
		470605	Diesel Mechanics Technology/Technician
		480599	Precision Metal Working, Other
		500401	Design and Visual Communications, General
		510808	Veterinary/Animal Health Technology/Technician and Veterinarian Assistant
		511614	Nurse/Nursing Assistant/Aide and Patient Care Assistant

Local High School Non-Approved

Local high school programs are often broad-based and need to use the following CIP codes:

- Agriculture: use CIP code 010599
- Business and Marketing: use CIP code 529999
- Family and Consumer Sciences: use CIP code 199999
- Health Occupations: use CIP code 519999
- Technology Education: use CIP code 151599
- Trade and Technical: use CIP code 489999

If a student is in programs from two of these content areas in the same location, the code to be used should be the one in which the majority of the student's time is spent.

Local High School Non-Approved

Identifying appropriately credentialed teachers that can provide Career and Technical Education:

- Career and Technical teachers in the following Subject Areas:
  - Business Management & Administration 7-12
  - Family and Consumer Science titles, 7-12
  - Agriculture titles, 7-12
  - Any Trade or Technical titles, 7-12
  - Health Occupations titles, 7-12

http://www.p12.nysed.gov/cte/policy/docs/WhoCanteachMLCTE.CDOS.pdf

AND teach a course which incorporates the Career Development and Occupational Studies Learning Standards that when combined with two other courses (fitting the same criteria) form a cohesive concentration

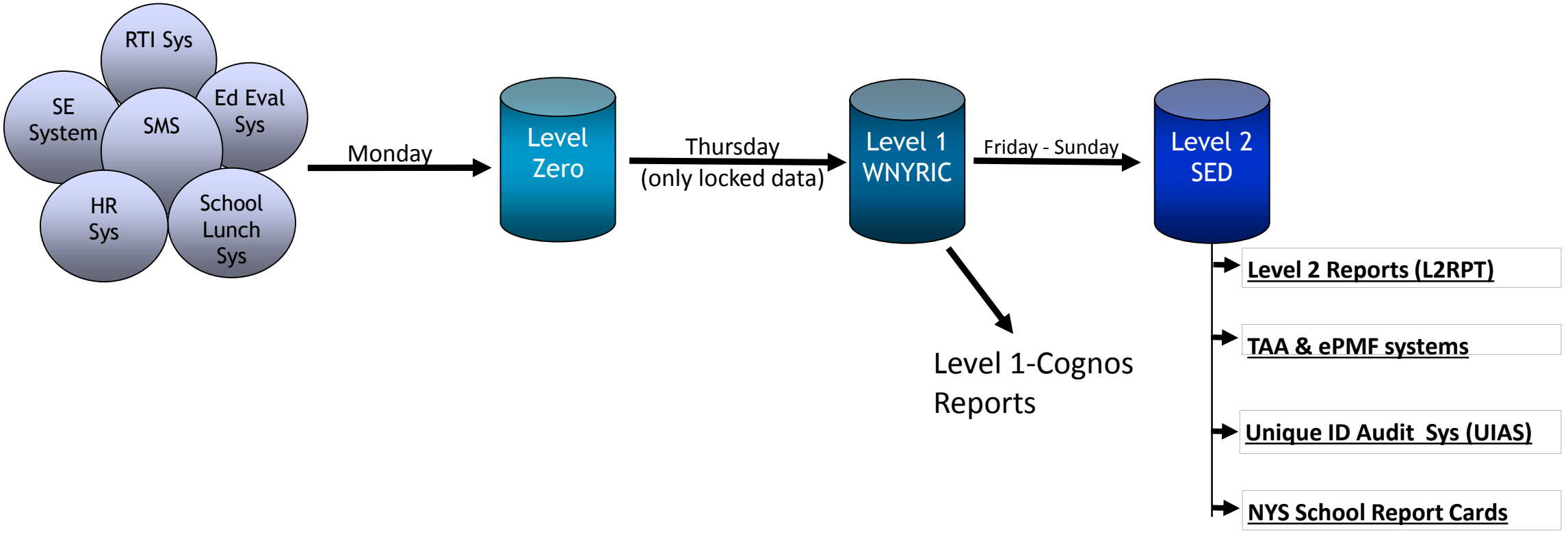
Credential Types

Credential Type	Description	Code	Diploma
Regents Diploma with Honors	Regents with Honors	762	Yes: Regents
Regents Diploma with Honors and with Career & Technical Education Endorsement	Regents with Honors&CTE	813	Yes: Regents
Regents Diploma without Honors	Regents	779	Yes: Regents
Regents Diploma without Honors but with Career & Technical Education Endorsement	Regents with CTE	796	Yes: Regents
Local Diploma without Regents Endorsement	Local Diploma	068*	Yes: Local
Local Diploma without Regents Endorsement but with Career & Technical Education Endorsement	Local Diploma with Career Ed	612	Yes: Local
Regents Diploma with Advanced Designation	Regents Diploma with Adv Designation	680	Yes: Regents
Regents Diploma with Advanced Designation with Career & Technical Education Endorsement	Regents Diploma with Adv Des & Career Ed	697	Yes: Regents
Regents Diploma with Advanced Designation with Honors	Regents Diploma with Adv Des & Honors	714	Yes: Regents
Regents Diploma with Advanced Designation with Honors and with Career & Technical Education Endorsement	Regents Diploma with AD&Honors&Career Ed	731	Yes: Regents
High School Equivalency Diploma (GED)	GED	738	No
Individual Education Program (IEP) Diploma	IEP Diploma	085**	No
Regents Diploma with Advanced Designation with Math Endorsement	Regents Diploma with Adv Designation Math	204	Yes: Regents

Credential Type	Description	Code	Diploma
Regents Diploma with Advanced Designation with Science Endorsement	Regents Diploma with Adv Designation Science	221	Yes: Regents
Regents Diploma with Advanced Designation with Math and Science Endorsement	Regents Diploma with Adv Designation Math and Science	238	Yes: Regents
Regents Diploma with Advanced Designation with Career & Technical Education Endorsement with Math Endorsement	Regents Diploma with Adv Des & Career Ed Math	255	Yes: Regents
Regents Diploma with Advanced Designation with Career & Technical Education Endorsement with Science Endorsement	Regents Diploma with Adv Des & Career Ed Science	272	Yes: Regents
Regents Diploma with Advanced Designation with Career & Technical Education Endorsement with Math and Science Endorsement	Regents Diploma with Adv Des & Career Ed Math and Science	289	Yes: Regents
Regents Diploma with Advanced Designation with Honors with Math Endorsement	Regents Diploma with Adv Des & Honors Math	306	Yes: Regents
Regents Diploma with Advanced Designation with Honors with Science Endorsement	Regents Diploma with Adv Des & Honors Science	323	Yes: Regents
Regents Diploma with Advanced Designation with Honors with Math and Science Endorsement	Regents Diploma with Adv Des & Honors Math and Science	340	Yes: Regents
Regents Diploma with Advanced Designation with Honors with Career & Technical Education Endorsement with Math Endorsement	Regents Diploma with AD&Honors&Career Ed Math	357	Yes: Regents
Regents Diploma with Advanced Designation with Honors with Career & Technical Education Endorsement with Science Endorsement	Regents Diploma with AD&Honors&Career Ed Science	374	Yes: Regents
Regents Diploma with Advanced Designation with Honors with Career & Technical Education Endorsement with Math and Science Endorsement	Regents Diploma with AD&Honors&Career Ed Math and Science	391	Yes: Regents
Career Development & Occupational Studies Commencement Credential	Career Development & Occupational Studies Commencement Credential	119	No
Skills and Achievement Commencement Credential	Skills and Achievement Commencement Credential	136	No

Data Warehouse Load Cycle

The Data Loading Process



Verification | SIRS 306

		Concentrators: (count of students whose highest reported level of intensity for a CTE program and service provider in the 2017-18 school year was Concentrator)				Participants: (count of students whose highest reported level of intensity for a CTE program and service provider in the 2017-18 school year was Participant)		Enrollee: (count of students whose highest reported level of intensity for a CTE program and service provider in the 2017-18 school year was Enrollee)	
Service Provider	Sum of Concentrators, Participants and Enrollees reported in CTE and/or Tech Prep Programs	CTE Programs (a)	Title II Tech Prep (b)	Total Concentrators c=(a+b)	Number of Concentrators Passing Technical Skills Assessment (d)	CTE Programs (e)	Title II Tech Prep (f)	CTE Programs (g)	Title II Tech Prep (h)
WAYNE-FINGER LAKES BOCES	51	0	0	0	0	18	0	33	0
Total	**51**	**0**	**0**	**0**	**0**	**18**	**0**	**33**	**0**

Service Provider	CTE or Tech Prep Student	Program Code	Program Description	Level of Intensity	Program Start Date	Program End Date	End Reason	CTE Assessment Score	Grade	Gender	Ethnicity	Economically Disadvantaged	ELL Eligible	Disability	Sin Par
WAYNE-FINGER LAKES BOCES	CTE	131210E	Early Childhood Education	Enrollee	Sep 4, 2018				11	Female	White	YES		Learning Disability	
WAYNE-FINGER LAKES BOCES	CTE	150803N	Automotive Engineering Technology/Technician	Participant	Sep 4, 2018				12	Male	Hispanic or Latino	YES		Other Health Impairment	
WAYNE-FINGER LAKES BOCES	CTE	430107E	Criminal Justice/Police Science	Enrollee	Sep 4, 2018				11	Male	White				
WAYNE-FINGER LAKES BOCES	CTE	030599E	Forestry, Other	Enrollee	Sep 4, 2018				11	Male	White	YES		Learning Disability	
WAYNE-FINGER LAKES BOCES	CTE	151202N	Computer Technology/Computer Systems Technology	Enrollee	Sep 4, 2018				11	Male	White			Learning Disability	
WAYNE-FINGER LAKES BOCES	CTE	430107E	Criminal Justice/Police Science	Enrollee	Sep 4, 2018				11	Male	White				
WAYNE-															

Additional Resources

The Approval Process:
www.emsc.nysed.gov/cte/ctepolicy/

A list of programs that hold current NYSED approval to issue technical endorsements can be found at:
http://www.emsc.nysed.gov/cte/ctepolicy/approved.html

All CIP Codes (Classification of Instructional Programs)
http://www.p12.nysed.gov/cte/Data/CIPcodes.html

SIRS Manual:
http://www.p12.nysed.gov/irs/sirs/

EDUTECH

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