

# Career Education Data Team Development

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WISCONSIN DEPARTMENT OF  
**Public Instruction**  
Jill K. Underly, PhD, State Superintendent

# Agenda

- **Teamwork!**
- **Identify team members and roles**
- **Timeline for data entry, check/review, Snapshot (due date)**
- **Resources**

# Teamwork!

- **Organization is Key!**
- **Create a CTE data team to enter and review Career Education data**
  - **College & Career Readiness data**
  - **Perkins data**
- **Help school teams record Career Pathway data elements on paper**
- **Create a system within the school to record and archive what is happening in the classroom and give to Data Entry personnel**
- **Help Data Entry locate DPI WISEdata element definitions and stay up to date**
- **Help Data Entry and CTE team understand Career Education and CTE data**
  - **School Report Cards**
  - **Perkins V Accountability Reports**
  - **School Improvement...**

# Identify Team Members and Roles

- Some data teams already exist and can work together
- Name individuals and roles for your data team
- Each member contributes by staying up to date with information pertaining to their role
- Career Education and CTE data come from many places. It is the work of a team, not an individual

| Name all staff involved   | SIS/Registration Team | Sp Ed Team | Pupil Services Team | Graduation/Dropout/<br>Exit Type Team | Discipline/ISS/OSS/<br>Expulsion Team | Instruction, CCR & CTE<br>(Roster) Team |
|---|-----------------------|------------|---------------------|---------------------------------------|---------------------------------------|---|
| Data Entry:<br>Practices/Collection/Curriculum, DPI<br>rules:<br>Teach how to use SIS:<br>Who can ask SIS for help:<br>Review of data in WISEdata & WISEdash: |                       |            |                     |                                       |                                       |   |

# Timeline

- Create due dates for data entry and review (November, January, March, June)
- Career Education data is due on the December Snapshot date (data for the previous school year)
- Data should be reviewed in real time through WISEdata Portal and WISEdash for District
- The CTE data team will need to identify the data elements collected on the Roster Work Plan for Data Entry personnel to enter into the Student Information System
  - Updates to courses, Roster codes, Career Pathways, Work Based Learning, Industry Recognized Credentials, and Dual Enrollment should be identified in real time and recorded

# Timeline

- **December Snapshot**
  - 18.19 Roster/Career Ed data was January 28, 2020.
  - 19.20 Roster/Career Ed data was December 8, 2020.
  - 20.21 Roster/Career Ed data was December 7, 2021.
  - **21.22 Roster/Career Ed data will be December 6, 2022**
- **Tip: Enter your data in real time, during the actual school year**
- **Tip: Complete Career Education data before June 30**
  - Humans forget over the summer
  - Educators change jobs
  - New staff may not understand what happened the year prior
  - It is really hard to work on the previous school year data, when we are starting a new school year

# Timeline for Data Entry & Review

## Spring/Summer of Year Prior

- CTE courses are created with CTE Roster codes and WISEdata elements identified from the [Roster Work Plan](#)
- Perkins Career Pathways are created with Instructional Area Codes (IAC) and sequence of courses are aligned

## School Year Begins

- Student enrolls and demographic information is collected
- Student is scheduled into courses

## December after the School Year

- Snapshot of CTE data from the prior school year

## School Year

- SIS data flows to WISEdata Portal
- Data Team reviews WISEdata Portal student details and Exports
  - CTE Data Team reviews WISEdash fro District each quarter (November, January, March, **June**)
  - December is the Snapshot to certify CTE, Roster, Demographic data for the Prior School Year

## End of School Year

- CTE team provides lists of students with [Certificated Program Status](#) to Data Entry for [Work Based Learning](#) and [Industry Recognized Credentials](#)

# Resources

- [CTE Data](#)
  - [Career Education Data Reporting](#) - graphic
- [Work-Based Learning](#) - also refer to the CBLE guide
- [Career Based Learning](#) - definitions in the CBLE guide
  - [Wisconsin Guide to Implementing Career-Based Learning Experiences](#)
- [Roster Work Plan](#)
- [WISEdata Elements](#)
- [WISE](#)
- [CESA Data Specialists](#) - can help with understanding graduation cohorts and academic proficiency
- Jessie Sloan, WDPI, CTE Data Consultant, [jessica.sloan@dpi.wi.gov](mailto:jessica.sloan@dpi.wi.gov)
  - [CTE Office Hours](#), first Thursday of each month, 2:00-3:45pm

# Thank you

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