

Career and Technical Education Data Reporting Workshop for SY 2021-22

*This workshop was recorded with each SIS vendor and can be found in
WISEdata Portal.*

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

Welcome!

Topic
Welcome
CTE Course Reporting and Setup <ul style="list-style-type: none">○ CTE Participant○ Advanced opportunities (AP, IB Dual Enrollment)
CTE Concentrator reporting
Certified and non-certified program reporting and setup (Work Based Learning)

CTE Updates

[CTE Data Resources webpage](#)

- Short recorded trainings and slides
- CTE Data Office Hours, first Thursday of the month 2:00-3:45pm

[2022-23 Professional Development](#)

- Track 2: CTE Data & Accountability - training opportunities

[CTE Participants WISEdata element](#)

- Starting in the 2021-22 school year, a student is identified as a CTE participant if they are in grades 9-12, enrolled in a CTE course, and must have completed and passed the CTE course.

[Work Based Learning - WISEdata elements](#)

- New webpage with how WBL is calculated for Perkins and School Report Cards
- [Work Based Learning - Academic Career Planning](#) - 6 criteria to meet WBL

WISEdata Portal Errors turned back on

- [Error 6800](#) - Invalid IAC code and Career Pathway Type
- [Error 6796](#) - Multiple CTE concentrator summaries submitted

What is a CTE course?

A secondary course offered through the recognized Wisconsin program areas listed below and must be taught by an appropriately licensed CTE instructor for that specific discipline.

1. Agriculture and Natural Resources
2. Business and Information Technology
3. Family and Consumer Science
4. Health Science
5. Marketing Management and Entrepreneurship
6. Technology and Engineering

There are multiple pathways to licensure to teach a CTE course, including [experience-based licensure in technical education](#). Additional information on license requirements and qualifications can be found on [the Pathways to Licensure](#) page.

CTE Courses

- Report CTE courses using Roster/State Code for 21-22 SY
 - Use CTE flagged course codes for CTE courses only
 - Grades 9-12
 - Rigor is determined by educators and administration laying out the order of challenge a course offers. Be sure to use the correct Roster Code (State Code field on the Course in Infinite Campus)
 - Important for determining your district's CTE participants and CTE courses

Roster/SCED/State Code

- All courses have Roster/State/SCED Code to be able to send to WISE
- [Courses](#)
- Select the reporting year and download
- Each year there are a few updates (a code no longer used usually causes an ed-fi error)

Courses

Course Reference: Roster



Courses refer to the classes students take throughout their school day. All courses are associated with an identifying code. DPI assigns a Roster code, but each LEA will also assign a local course code to any course offered in their system. Local schools/districts will also define the curriculum associated with their offered courses, the organization of subject matter for each course, and the related learning experiences each course will provide. Courses are available in the School Roster Detail of the WISEdata portal. Depending on grade level or program associations, certain courses may have specific reporting requirements.

You can download a complete spreadsheet of the DPI course catalog by clicking the blue buttons below. This download will include: a Roster code, a title, a subject area, course description, rigor level, any possible Program associations, and a SCED code.

Download all
2022-23 courses
as CSV 

Download all
2021-22 courses
as CSV 

Download all
2020-21 courses
as CSV 

Courses

- Use the sort feature in Excel to sort by column F-CTE course

	A	B	C	D	E	F	G	H	I	J
1	Roster Code	Title	Subject Area	Description	Rigor Level	CTE course	CTE career pathway Type	Course Program	SCED 7	Deprecated
2	12191	PLTW Envi	21	Following	No Specific	yes	Science, Technology, Engineering	n/a	21024X	n/a
3	12192	PLTW Envi	21	Following	Honors	yes	Science, Technology, Engineering	n/a	21024H	n/a
4	12193	PLTW Envi	21	Following	General or	yes	Science, Technology, Engineering	n/a	21024G	n/a
5	12194	PLTW Envi	21	Following	Enriched o	yes	Science, Technology, Engineering	n/a	21024E	n/a
6	12195	PLTW Envi	21	Following	Basic or Re	yes	Science, Technology, Engineering	n/a	21024B	n/a

CTE Participant (Course)

Definition:

a secondary student who has completed (passed) at least one CTE course in the reporting year.

- DPI determines CTE participants based on CTE course enrollment and performance base conversion type
- Calculated for students in grades 9-12
- Double check WISEdata Portal Export: CTE Participants
- Used for Carl Perkins and Civil Rights Compliance

Performance Conversion Base Type

- **Needed for CTE Participant data to be accurate**
- **Report performance base conversion (Grades Resource).**
 - Pass
 - Fail
 - Not completed
 - Not graded
- **Report for students in grades 9-12**

College and Career Readiness

- **Report advanced opportunities credit participation:**
 - Dual enrollment
 - Advanced Placement (AP)
 - International Baccalaureate (IB)
 - **Report for students in grades 9-12**
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CTE Concentrator

Definition:

a secondary student who has completed at least two CTE courses in a single career pathway throughout high school

- Report for students in grades 11-12
- “Once a concentrator, always a concentrator.”
- See the [Perkins V CTE Concentrator Guide](#)

CTE Concentrator Summary Details

- **For each CTE concentrator student, report:**
 - a single **IAC Code**
 - *Important for measuring concentrators in a non-traditional field as part of Perkins accountability!*
 - a single **Career Pathway**
 - one or more **Program Area(s)**

IAC Code to Cluster Mapping

- [IAC Code Type](#)
- **Download IAC Code to Cluster Mapping document**



IAC Code Type: Career Education



Instructional Area Code (IAC) Code Type identifies the number and description of the CIP Code associated with the student's CTE program.

It's submitted with CTE program information for CTE concentrators in 11th and/or 12th grade within a chosen pathway. Districts will continue to identify CTE concentrators on their end. This data element will not be collected as part of course offerings data.

View the IAC Code to Cluster Mapping tables below:

- For 2019-20, 2020-21, and 2021-22 School Years use: [IAC Code to Cluster Mapping for 2019-20](#) 
- 2018-19 School Year: [IAC Code to Cluster Mapping for 2018-19](#) 

IAC

- IAC download Column E (Cluster Title) should match Column G (CTE Career Pathway Type) on the Courses download

A	B	C	D	E	F	G
IAC	IAC Title	NTO	Cluster Code	Cluster Title		
3.03	Fishing and Fisheries Sciences and Management	F	1	Agriculture, Food and Natural Resources		
3.05	Forestry	F	1	Agriculture, Food and Natural Resources		
3.06	Wildlife and Wildlands Science and Management	F	1	Agriculture, Food and Natural Resources		
3.99	Natural Resources and Conservation, Other	F	1	Agriculture, Food and Natural Resources		
					CTE course	CTE career pathway Type
					yes	Agriculture, Food and Natural Resources
					yes	Agriculture, Food and Natural Resources
					yes	Agriculture, Food and Natural Resources
					yes	Agriculture, Food and Natural Resources
					yes	Agriculture, Food and Natural Resources

Single Parent Status

Definition:

a student who is unmarried or legally separated and has sole or joint custody of a minor child or children at any point during the reporting year. This includes single pregnant women.

- Report for **all** students in grades 11-12

Non-certified Career Education Programs

Career Education Programs

Report

- Internship/Local Co-op
- Supervised Agricultural Experience
- Simulated Worksite
- School-based enterprise
- Entrepreneurship Student Business

Career Education Programs

Career Education Programs: Career Education



Career Education Programs is an unordered collection of student Career Education program associations to the Career and Technical Education (CTE) or College Career Ready (CCR) program in which the student participates. It is required for all students who have participated and/or completed the programs in grades 9-12 no matter if they are a concentrator or not. If applicable you may submit two Career Education Programs for the same student.

For more information on CTE and CCR data reporting, refer to the [Career Education Data Reporting](#) document.

Below you will find Career Education program information, but if you would like **detailed descriptions** for each of the programs listed, refer to the list of Career Education Programs:

- [Career Education Programs for 2021-22 School Year](#)
- [Career Education Programs for 2019-20 and 2020-21 School Year](#)

Certified Career Education Programs

Report for students in grades 9-12, used to fulfill CTE and CCR data reporting

Career Education Programs Certificated Programs Status Type

- Youth Apprenticeship (WBL)
- State co-op educational skill standards
 - DPI Occupational (WBL)
 - Employability Skills (WBL)
- Industry Recognized Credentials (IRC)
 - WTCS, Embedded
 - WTCS, Technical Diploma
 - WTCS, Associates
 - Business and Industry
 - Not state approved

Certificated Program Status Type

- **Report status for each student program participation in a certified program:**
 - Student met the requirements of the certificated program and was or is to be awarded a certificate
 - Student is continuing in the certificated program
 - Student has left the certificated program before completion
 - Student completed program but did not meet the requirements for the certificate
- **Report for students in grades 9-12**

Work Based Learning

[Work Based Learning](#) - WISEdata element webpage

[Work Based Learning](#) - ACP webpage

6 Criteria

1. Sustained interactions = minimum of 90 hours
2. real workplace settings (as practicable) or simulated environments
3. Fosters in-depth, firsthand engagement
4. Aligns with a course
5. Must include a training agreement
6. Business and education partners work together to evaluate and supervise the experiences


Snapshot Date

*The 2021-2022 Career Education and Roster
Snapshot will take place on:*


Tuesday, December 6th, 2022



Final Tips and Reminders

- Review data errors in WISEdata Portal and WISEdash for District.
 - Resolve errors by making corrections in the SIS.
 - Acknowledge warnings in WISEdata Portal, only after the district has taken time to review the questionable data.
 - New updates or changes made to the data should be re-synced to DPI.
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Career Education Resources

1. [CTE Data Resources](#)
 2. [Career Education Help page](#)
 3. [Career Education FAQ](#)
 4. [Perkins V CTE Concentrator Guide](#)
 5. [Dual Enrollment Programs for Reporting](#)
 6. [Career Education Program definitions](#)
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Roster Work Plan 2

Roster Work Plan - Row 2

<p><u>Career Pathway Type</u> -ensure the Career Pathway/Cluster matches the Roster/State/SCED Code (16 to pick from) *What CTE courses are not in a Career Pathway? **Career Pathway exist in Perkins and Regional Career Pathway work</p>	<p><u>IAC/Cluster</u> -Is the school calculating Concentrators based on any 2 CTE courses or by setting up sequences of courses in a designed Career Pathway? Instructional Area Code *It is submitted with CTE program information for CTE concentrators in 11th and/or 12th grade within a chosen pathway. Districts will continue to identify CTE concentrators on their end. *Concentrators are identified by a sequence of courses tied together by IAC code. The IAC is showing what Career Pathway the student is interested in. IAC can be translated from existing Career Clusters developed by the CTE Department in your school, as part of Perkins and Regional Career Pathway work.</p> <p><u>IAC/CIP</u> Cluster *How is your district reporting IAC - course or student? *Where is your Career Pathway course sequence documented?</p>	<p>CTE Course Title/Local Course Code/Roster Code/State Code -<u>make sure your roster code aligns with the correct career pathway type and IAC</u> -<u>Career Pathway Type</u> -<u>Courses</u> - column F & G (CTE course & CTE Career Pathway Type) <u>IAC Code to Cluster Mapping</u> - column E (Cluster Title) -this is a group of CTE courses that are taught within the Career Pathway -<u>Health Science codes</u></p>	<p><u>Program (Department) Area Type/</u> Participation-path way of the concentrator -in the Roster Course file A,B,M,F,T,H -these are your elective departments -taught by CTE licensed teachers -<u>What is a CTE Course</u> -<u>Perkins-Health/Science</u> -<u>CTE crosswalk</u></p>	<p><u>Dual Enrollment</u> -is course taught by HS teacher -is course taught by <u>College instructor</u> <u>Career Ed Data Reporting</u> <u>Dual Credit</u> <u>How do I submit Dual Enrollment</u> *DPI is capturing all students in the course <u>Career Education Help</u></p>	<p><u>Career Education Programs/ IRC/Program Name</u> -descriptors of Certified & Non-Certified -<u>Career Education Data Reporting 21-22</u> *<u>CTE CCR Data Reporting</u> <u>CTE Incentive Grant List</u> could be a starting point but not all inclusive of the other Career Ed Programs <u>Approved Certifications from DWD by year</u></p>	<p><u>Work Based Learning</u> 6 criteria: 1. Sustained interactions = minimum of 90 hours 2. real workplace settings (as practicable) or simulated environments 3. Fosters in-depth, firsthand engagement 4. Aligns with a course 5. Must include a training agreement 6. Business and education partners work together to evaluate and supervise the experiences</p>	<p><u>Certificated Program Status</u> -indicates a students' progress within the Certified Career Education programs. A-Completed with Certificate B-Continuing C-Exited D-Completed without Certificate ***You need to check yes or no that this is a Certified Program. <u>Once the class is taken, confirm A,B,C,D for each student who took the course.</u> ***reminding Data Entry that you need to code completers by individual student or this will read as an error (Career & Tech Tab, <u>6795, 6874, 7115</u>).</p>

Roster Work Plan 3

Roster Work Plan - Row 2

<p><u>Career Pathway Type</u> -ensure the Career Pathway/Cluster matches the Roster/State/SCED Code (16 to pick from) *What CTE courses are not in a Career Pathway? **Career Pathway exist in Perkins and Regional Career Pathway work</p>	<p><u>IAC/Cluster</u> -Is the school calculating Concentrators based on any 2 CTE courses or by setting up sequences of courses in a designed Career Pathway? Instructional Area Code *It is submitted with CTE program information for CTE concentrators in 11th and/or 12th grade within a chosen pathway. Districts will continue to identify CTE concentrators on their end. *Concentrators are identified by a sequence of courses tied together by IAC code. The IAC is showing what Career Pathway the student is interested in. IAC can be translated from existing Career Clusters developed by the CTE Department in your school, as part of Perkins and Regional Career Pathway work.</p> <p><u>IAC/CIP</u> Cluster *How is your district reporting IAC - course or student? *Where is your Career Pathway course sequence documented?</p>	<p>CTE Course Title/Local Course Code/Roster Code/State Code -<u>make sure your roster code aligns with the correct career pathway type and IAC</u> -<u>Career Pathway Type</u> -<u>Courses</u> - column F & G (CTE course & CTE Career Pathway Type) <u>IAC Code to Cluster Mapping</u> - column E (Cluster Title) -this is a group of CTE courses that are taught within the Career Pathway -<u>Health Science codes</u></p>	<p><u>Program (Department) Area Type/</u> Participation-path way of the concentrator -in the Roster Course file A,B,M,F,T,H -these are your elective departments -taught by CTE licensed teachers -<u>What is a CTE Course</u> -<u>Perkins-Health/Science</u> -<u>CTE crosswalk</u></p>	<p><u>Dual Enrollment</u> is course taught by HS teacher is course taught by <u>College instructor</u> <u>Career Ed Data Reporting</u> <u>Dual Credit</u> <u>How do I submit Dual Enrollment</u> DPI is capturing all students in the course <u>Career Education Help</u></p>	<p><u>Career Education Programs/ IRC/Program Name</u> -descriptors of Certified & Non-Certified -<u>Career Education Data Reporting 21-22</u> *<u>CTE CCR Data Reporting</u> <u>CTE Incentive Grant List</u> could be a starting point but not all inclusive of the other Career Ed Programs <u>Approved Certifications from DWD by year</u></p>	<p><u>Work Based Learning</u> 6 criteria: 1. Sustained interactions = minimum of 90 hours 2. real workplace settings (as practicable) or simulated environments 3. Fosters in-depth, firsthand engagement 4. Aligns with a course 5. Must include a training agreement 6. Business and education partners work together to evaluate and supervise the experiences</p>	<p><u>Certificated Program Status</u> -indicates a students' progress within the Certified Career Education programs. A-Completed with Certificate B-Continuing C-Exited D-Completed without Certificate ***You need to check yes or no that this is a Certified Program. <u>Once the class is taken, confirm A,B,C,D for each student who took the course.</u> ***reminding Data Entry that you need to code completers by individual student or this will read as an error (Career & Tech Tab, <u>6795, 6874, 7115</u>).</p>

Data Privacy and Security Reminder

- Data privacy is of the utmost priority to us, and we take it very seriously
- For Resources, select Data Privacy from <http://dpi.wi.gov/wise>

Getting Help

- **Secure Home, ASM, WAMS Help Ticket**
 - <https://on.wisconsin.gov/WAMS/FormattedEmail>
- **Help Ticket for WISEdata**
 - <https://dpi.wi.gov/wisedata/help/request>
- **Help Ticket for WISEdash**
 - <http://dpi.wi.gov/wisedash/help/ticket>
- **Infinite Campus Community Support Ticket**
 - Work with your district's authorized support contact to submit a ticket or request additional training

Thank you

