Hello and welcome to the first webinar of the CTE Data Reporting webinar series, “Understanding the CTE Data Collection Process for 2018-19.” I’m Mai Choua Thao, CTE Data Consultant for the Wisconsin Department of Public Instruction. This webinar is designed to help you understand what the new CTE data reporting process will look like.
We understand that the data collection process is a new learning experience for you and so it might feel a bit intimidating. But we hope that the resources, including this webinar series, recent communications, and ongoing DPI staff support will help you and your district successfully and accurately submit CTE data as required by the Carl Perkins Act of 2006.
Many of you are probably familiar with the Career and Technical Education Enrollment Reporting System, also known as CTEERS. CTEERS is made up of two sets of files or reports. The first, and largest, is the Composite Enrollment Report or the CER. This report required your district to submit all students in grades 11 and 12 along with their demographic information. It also required your district to identify CTE participants and concentrators, and report on student participation and completion in certified programs (such as Youth Apprenticeship or a business industry recognized program) as well as dual enrollment.
The second report, known as the Graduate Follow up Report, required your district to follow up with students identified as Concentrator Completers in order to gather information about the student’s education status and employment status after high school completion.
CTE Data Reporting

Graduate Follow Up Report
Depending on your district, you may have had to manually enter some if not most of the data before submitting the file to either your designated CTEC or LVEC or directly to DPI through the secured FTP site, Accellion.
The goal of the CTE Data Integration Project, which began in 2017, is to improve the overall data collection process in order to ensure 1) accurate and consistent data, 2) provide for a more streamlined process and data management, 3) reduce burden at the local level, and 4) reduce data entry errors.
The CTE Data Integration Project will replace how your district collects and submits information for the Composite Enrollment Report. This means that there will be no change in how the Graduate Follow up Report is collected and submitted including the deadline for when the Follow up Report must be submitted. The CTE Data Integration Project only applies to the collection of the Composite Enrollment Report.
You may be wondering then, how should my district submit CER data to DPI now?
The data will now be entered and submitted through your district’s student information system or SIS. This means you will no longer have to submit your data in a spreadsheet format. You may notice new screens in your SIS created specifically to enter CTE data and data that is also required for college and career readiness reporting requirements.
One of the goals of the CTE Data Integration Project is to ensure data accuracy. DPI has worked with SIS vendors to put in place data validation checks including warnings or error alerts into the system. Districts will have the opportunity to review their data and resolve any data warnings and errors in the WISEdata Portal.
What is the WISEdata Portal? The WISEdata Portal is an application used by districts to verify their submitted data, conduct data quality checks, and finally to submit their data to DPI. The WISEdata Portal is not a new data tool or application. District staff or team members who normally are responsible for entering student data should already be familiar with how to navigate the application. If the data entry person is new or is not familiar with the portal, please submit a WISE Help ticket immediately to receive the latest updates including training on the portal.
Because 2018-19 is the first year of implementation of the CTE data collection process, it is especially important that the local district CTE coordinator or CTE content expert who normally collects the CER data works closely with their data team or colleagues when it comes to entering and reviewing any data validations and errors. This will help provide transparency in how the data is collected at the local level and create team collaboration to ensure data accuracy.
Once your district has reviewed and completed data warnings or errors in the WISEdata portal, DPI will take a snapshot of the data. The snapshot becomes the district’s certified CTE data. Districts will submit their CTE data by the annual deadline of July 15th. A snapshot will take place after the deadline although a specific date has yet to be determined. We will have more information about the snapshot date as soon as it becomes available.
We are excited to share the CTE Data Integration Project with you. The transition to this new data collection process will ensure greater security of our student data, increase data accuracy, and provide valuable data that will help inform policies and program improvement.

This concludes our overview of the CTE data collection process. Please join us for the next webinar in the series, which will go over CTE data reporting requirements and definitions, and how the data satisfies new college and career readiness reporting requirements.