CTEIS User Group Meeting (Teams) Wednesday, January 19, 2022 9:00 – 10:00 am Notes from Microsoft Teams Meeting

- Attendance of CTEIS Representatives for each CEPD (obtained from Chat) see last page.
- 2. PTD Technology Update
 - <u>Follow-up</u> The Follow-up was due last week (January 13th). PTD Technology is checking the data, and making sure that things are working correctly.
 - 4483 Enrollment Report

The competencies for the **Automobile Technician program (CIP Code 47.0604)** have been revised. (See link below for memo concerning this change.) https://www.michigan.gov/documents/mde/Perkins Course Competency PCC Update for 47.0604 Au tomobile_Technician_745345_7.pdf

PTD Technology has been working to modify the competencies and codes for this Auto program in CTEIS. PTD anticipates that the competencies for all Automobile Technician programs will be reset back to the default **(A1, subsection A)** by the end of this week. <u>CTEIS Reporters who have already entered enrollment for this Auto program, will need to revise their course-sections to reflect the actual competencies being delivered</u>.

PTD Technology will also reassign the revised competencies to students who were enrolled in the Automobile Technician program last year, so that the students are credited for having completed the correct competencies.

- <u>PIC (Personnel Identifier Code) for Staff</u> PTD Technology is updating the PIC checker with newer tools provided by CEPI, to check staff. These tools do a more thorough check, so new staff issues may be identified for correction.
- <u>Rebuilding of Existing Reports</u> Because of compatibility issues with the new server, the existing reports no longer worked. So PTD Technology has been rebuilding all the existing reports. Within the next couple weeks, most (if not all) of the existing reports should be available and posted on CTEIS (**reports.cteis.com**).
- The Dashboards have been updated with the current CPI (Core Performance Indicator) data.
- PTD Technology is currently finishing up testing of MILogin. The transition to MILogin is scheduled to go live in mid-February. <u>School district staff must create a</u> <u>MiLogin for Third Party account and link that account to their MEIS account. (See attached instructions.)</u> Doug will be presenting a session on MILogin at the Career Education Conference.

- 3. Questions and Discussion
 - Steven Billes: When will the UIC matching begin? Doug indicated that the UIC checking is an on-going process that is already in place and functioning. Are the current CPI numbers final? Yes (per Doug and Yincheng)
 - Norma Villarreal: When trying to import students, CTEIS is not recognizing the sending district. PTD will check into this.
 - Michelle Hills: Is a CTE program required to offer experience in all 5 categories of Work-Based Learning (WBL) each school year? Jill indicated that questions concerning program requirements should be directed to the appropriate program consultant. Below is a link to the program consultant contact information. <u>https://www.michigan.gov/documents/mde/Career Cluster and CIP Codes by Consultant 699744 7.p</u> <u>df</u>
 - Tanya Lillie indicated that she was working with their UIC resolver to correct UIC errors, but not having success. Doug recommended that she contact the CTEIS Help Desk for assistance.
 - Colleen Tennant indicated that the mass update for high school credit is not working. PTD Technology will check into this.
 - Steven Billes: Is the list of approved credentials final, or will it be updated? Credentials are approved for Perkins V reporting through the Career Pathways Grants (CPG) process. OCTE announces the implementation timeline for newly approved credentials through official memos posted to the OCTE memo web page below. <u>https://www.michigan.gov/mde/0,4615,7-140-2629_106240----,00.html</u>
 CIP Codes for which there are current Career Pathways Grants awarded, can also be found in official OCTE memos. Occasionally, OCTE may add to the list of credentials approved for reporting, prior to the official implementation of the credential. <u>Districts should report ALL credentials earned by students in CTEIS as either</u> <u>approved or supplemental</u>. This ensures that districts get credit for credentials earned by students that are later approved. Questions about reporting credentials should be directed to Dr. Valerie Milton. Below is a link to the list of program CIP Codes that applied for CPG grants this year. <u>https://www.michigan.gov/documents/mde/Career Pathway Grant 2.0 Awards 744578 7.pdf</u>
 - Shannon Williams was interested in applying for an Enhancement Grant. (The Enhancement Grant process is used to add a credential to a CTE program that already has an existing credential.) Jill provided a website link to the CPG information below. https://www.michigan.gov/mde/0,4615,7-140-2629 82356 94990-512465--,00.html
 - DyAnn Steinberger indicated that their students could not get into the Follow-up Portal. Steven and others had issues as well it seemed to be an intermittent issue. Doug said that they checked into it early on, but it seemed to be working better.
 - Steven Billes asked if the group was experiencing a heightened amount of hostility toward the people making Follow-up calls. The group was in total agreement! With the pandemic and current state of the world, frustrations are being vented upon

people making the Follow-up calls. Steven wondered if we could focus on improving the electronic delivery of the Follow-up Survey – to avoid these issues. Teachers could possibly coach the students about the questions that will be asked in the Follow-up Survey – so that they expect it.

Jill indicated that OCTE is looking at other ways to get the Follow-up information, such as data-matching with Employment records, etc., but very little headway has been made. OCTE will revisit this effort.

 Doug Wiesner indicated that PTD Technology is compiling a document of Follow-up "Tips and Tricks" received from the field, to be included in a "Best Practices" document. Yincheng indicated that there will be a Best Practices panel presentation at the Career Education Conference (see below).

9:30-10:30 a.m. Breakout Sessions E - CTE Follow-up survey-best practice panel

SCECHs: 1 SCECH Type: Career

Panelists will share some good practices and experiences of how to achieve a high response rate and low proxy rate to get valid data for the CTE follow-up survey. Presenters: OCTE staff: Yincheng Ye and Follow-up staffs/CTE administrators from selected CEPDs CEPD 20. Gretchen Spedowske CEPD 29. Diana Allard CEPD 30. Charmian Fletcher CEPD 53. Beth Geldhof

Session Date	Session Time	Session Name	Presenters
Monday, January 31	11:00 am – 12:00 pm	Career and Technical Education Data on MISchool Data	Rod Bernosky, CEPI
Monday, January 31	1:45 pm – 2:45 pm	CTEIS 2021 – 2022: What's New and Upcoming	Dr. Doug Wiesner, PTD Technology
Monday, January 31	3:00 pm – 4:00 pm	How to Use Data to Improve Student Outcomes	OCTE Staff and University of Michigan Research Partners
Tuesday, February 1	11:00 am – 12:00 pm	Updates to the 61a1 State Funding Formula	Dr. Jill Kroll, OCTE

 Steven Billes asked if members of the CTEIS User Group (excluding CTE Administrators) will be attending the Career Education Conference. (Most were not planning to attend.) Steven expressed concern that topics and information pertinent to the CTEIS Users, was now shared at the Career Education Conference, and would not reach the CTEIS User Group. Below is a copy of this year's Agenda. <u>http://www.michigancareerconference.org/agenda-at-glance/</u>

- Doug Wiesner indicated that PTD Technology will be creating information sheets, documentation, instructions, and possibly short videos on new tasks associated with MILogin.
- Steven Billes asked about the May 15, 2022 (Sunday) deadline to enroll all students in course-sections with corrected UICs. (This date was reflected on the CTEIS home page.) The deadline should be <u>May 13th</u>; the CTEIS home page will be corrected to reflect this date.
- Shannon Williams: How can a person be added to the CTEIS listserv? Send the person's <u>name</u> and <u>email address</u> to: Jackie Martinez at <u>martinezj9@michigan.gov</u>.

As Always... We encourage the CTEIS User Group, as representatives for their CEPD, to share information gleaned from these conference calls with other CTEIS Users in your respective CEPDs. Forwarding the Notes and information received from the conference calls is a good way to keep everyone informed, and may help to reduce problems, concerns, and errors.

Please see the PTD Technology website below for Minutes of past conference calls and additional information. <u>http://support.cteis.com/Resources/User-Groups</u>

CTEIS User Group Attendance

CEPD	Last Name	First Name	Representative	9-22-2021	11-17-2021	1-19-2022	3-09-2022	5-4-2022						
01	O'Leary	Dawn		\square		\square								
02	Smith	Shannon						吕	吕					
03	Wilmot	Erin			H		H	H	H	┢═		┢	┟╞═	
04	Hauswirth	Abbey		H			H	日	日					
05	Miron	Jennie					H	片	日					ii
06	Darling	Emily				\square		同	一					
07	Sanderson	Hannah				\square		同	F					
08	Jaroneski	Debbie						同	同					
09	Kania	Angie				\square		П						ilF
10	Tennant	Colleen				\square								
11	Smolarz	Lyndsay	$\overline{\boxtimes}$			\square								
12	Young	Jay				\square								
13	Zirkle (Hammond)	Stacy				\square								
14	Teske	Jocelyn	\square	\boxtimes	\square	\boxtimes								
15	Smith	Amy Jo	\square		\square									
16	Behmlander	Patti	\square	\square	\square	\boxtimes								
17	Myers	Heidi	\square											
18	Deans	Kim	\square	\boxtimes	\square	\boxtimes								
19	Nunn	Jodie	\square	\square	\square	\boxtimes								
20	Graves	Kelly	\square											
21	Ferrier	Ashley	\square	\square	\square									
22	Gerlach	Sharon	\square		\square	\square								
23	Wright	Becky	\square											
24	Higgins	Terri	\square		\square	\square								
25	Gordon	Shelli	\square	\square	\square	\square								
26	Navarro	Tracy	\square	\square	\square	\square								
27	Genaw	Tammy			\square									
28	Ball	Kristen	\square	$ \square $										
29	Villarreal	Norma	\square	\square	\square	\square								
30	Nixon	Nicole	\boxtimes		\boxtimes	\boxtimes								

*<u>Note</u>: If you participated in the **January 19, 2022** Microsoft Teams meeting, and your CEPD is not checked, please email Joan Church to be added to the attendance list.

CEPD	Last Name	First Name	Representative	9-22-2021	11-17-2021	1-19-2022	3-09-2022	5-4-2022				
31	Courter	Jackie			\square	\boxtimes						
32	Anderson	Holly	\square		\square	\boxtimes						
33	Rehkopf	Jacquie	\square	\square	\square	\boxtimes						
34	Smith	Robert	\square	\square	\square	\boxtimes						
35	Schomisch	Michael	\square	\square	\square	\boxtimes						
36	Bowers	Katrina	\square	\square	\square	\boxtimes						
37	Woods	Delinda	\square	\square	\square	\boxtimes						
38	Blair	Kimberly	\square									
39	Billes	Steven	\square	\square	\square	\square						
40	Williams	Shannon	\square	\square	\square	\ge						
41	Bailey	Michelle	\square	\square	\square							
42	Evers	Jason	\square	\square	\boxtimes	\mathbb{X}						
43	Koch	Emily	\square			\boxtimes						
44	Keck	Jeannine	\square	\square	\square	\square						
45	Brugger	Sheila	\square	\square	\square							
46	Frank	Brenda	\square	\square	\square	\square						
47	Steinberger	DyAnn	\square	\square	\square	\square						
48	Lillie	Tanya	\square	\square	\square	\square						
49	Kern	Trish	\square		\square	\square						
50	Sallee	Samantha	\square	\square	\square	\square						
51	Fenning	Jennifer	\square	\square	\square	\square						
52	Hazelman	Margo	\square	\square	\square	\boxtimes						
53	Hills	Michele	\square	\square	\square	\boxtimes						
PTD	Wiesner	Doug	\square	\square	\square	\square						
OCTE	Church	Joan		\square	\square	\boxtimes						
OCTE	Milton	Valerie		\square		\boxtimes						
OCTE	Kroll	Jill			\square	\boxtimes						
OCTE	Ye	Yincheng	\square	\square	\square	\square						