# Tools for Troubleshooting Data Associated with CTE Accountability



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#### CTE Accountability Overview

This presentation highlights data related to CTE Accountability and is designed as an **evolving** resource, growing each year with new topics.

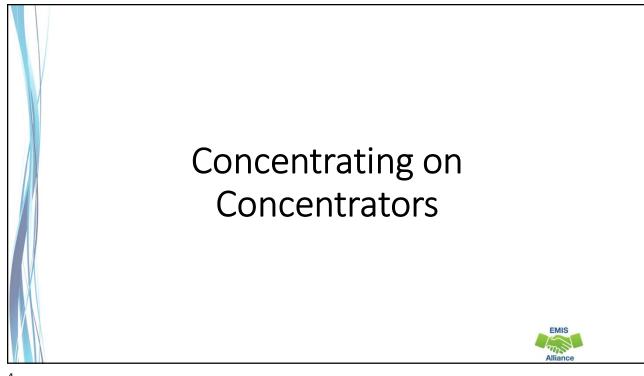
#### **Focus Areas:**

- Concentrating on Concentrators
- Understanding Work-Based Learning New for FY26



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#### CTE Concentrators and the Accountability System

- The CTE Program of Concentration is crucial to the CTPD Report Card, Perkins Performance (state and CTPD), and the Quality Program Reviews
- The CTE Accountability system is built upon CTE Concentrators
- We will concentrate on correctly reporting the CTE Program of Concentration during this presentation



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#### Concentrating on Concentrators Outline

We will be concentrating on:

- The pathway for a student to become a CTE Concentrator
  - Approved funded program and/or program of study
  - Course Completion
  - CTE Participant
  - CTE Concentrator
- Reporting the CTE Concentrator Programs of Concentration
- Level 2 Reports you can use to identify and troubleshoot the CTE Program of Concentration for your students
- Secure Data Center Reports



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#### Pathway to becoming a CTE Concentrator

A student becomes a CTE Concentrator after completing two workforce development courses within a single pathway

Coursework can span:

- Multiple school years
- Multiple LEAs



#### **Program of Study**

- Include at least four courses within the career field pathway
- Include all aspects of the industry-identified Career-Technical content standards for the chosen courses
- Include the opportunity for students to earn postsecondary credit in the technical area
- Include the opportunity for students to earn relevant credentials of value as appropriate for the technical area
- Integrate academic content as appropriate for the course
- Integrate career and technical student organizations to the extent possible
- Integrate work-based experiences to the extent possible; and
- Assess the attainment of technical skills within the program using the appropriate technical assessments identified in the program and assessment matrix

#### **Course Completion**

### State-approved and funded Career Technical Education Course

- Curriculum elements: VT, VP, VN, and PS, including job training programs
- Excludes Family and Consumer Sciences (FCS), Career Based Intervention (CBI), and Senior Only Credential Programs
- Minimum of 120 hours; two 60-hour courses as equivalent to one course
- Counts across districts and years
- Can be delivered to students in grades 7-12; and DOES NOT include VM Curriculum code courses



#### Course Completion, Cont'd

- To consider a student as having completed a course, they must have been enrolled for at least 90% of the scheduled instructional hours in a state-approved Career Technical Education workforce development course <u>and/or</u> earned HS credit (partial or full)
- Student must generate CTE Funding for the approved CTE course
- When determining if a student met the scheduled hours requirement, remember it is based on student enrollment, not attendance

Enrolled Hours ÷ Scheduled Course Hours = %



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#### Course Completion, Cont'd

In a case where a student did not meet the 90% scheduled hours requirement however, received partial or full credit, they are automatically considered as completing the course

- High School Credit Earned (GN150) = Y, N, or P
- Partial/Override Credit (GN152) = 0.00 9.99
  - Districts can only enter information into the Partial/Override Credit element if they report a "P" in the High School Credit Earned element.

Student	Scheduled Course Hours	Enrolled Hours	Enrolled %	Credit Awarded	Course Completion Status
Student A	180	180	100	No	Yes
Student B	180	120	67	No	No
Student C	180	170	94	Yes	Yes
Student D	180	90	50	Yes	Yes



#### **CTE Participant**

- Secondary students who meet course completion for not fewer than one course in an approved Career Technical Education program or program of study in the current year
- Use the current year participant students as a tracking tool. This year's participants could be next year's concentrators!
- Also, all current year concentrators are also considered participants



#### **CTE Concentrators**

- Secondary student(s) who complete at least two courses in a single approved Career-Technical Education program or program of study
- Course-based, not student cohort
- Students are concentrators before they complete a program
- Students can be concentrators before 9th Grade
- More than one entity can report a student as a concentrator



#### Who Reports the Program of Concentration

- Entities that have approved CTE Program(s) or Programs of Study will initially report the program of concentration the year the student meets the original requirement
- More specifically, to be reported as a CTE Concentrator within a year after meeting the Program of Concentration, the student must complete a workforce development course aligned to their previous pathway



#### Who Reports the Program of Concentration, cont'd

- Transfer student has completed an approved CTE course in the past school year(s). The student completes the second course at the new district in the same program of study and meets the course completion requirement; the new district reports the Program of Concentration
- Transfer student has been reported as a concentrator at the previous school district; if the student continues taking courses in the aligned previous pathway at the new district, the new district reports the Program of Concentration



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#### When to NOT report the Program of Concentration

- If a student has been reported as a CTE Concentrator in the past school year but does not take a CTE course in the current school year, then the district would NOT report the **POC**
- Districts do not duplicate reporting of other entities' Program of Concentration for the student
  - Do not match what the JVSD is reporting in their data
  - Do not match what was historically reported



#### **Quick Check**

The CTE Accountability system is built upon CTE Concentrators. Incorrect reporting of the POC can have a negative impact

- Do you understand the pathway a student must take to be reported with a Program of Concentration?
- What is the difference between a CTE Participant and a CTE Concentrator?
- Do you know when your district should or should not report the POC?



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#### **CTE Concentrator Reports**

Help districts track students who have taken a CTE Workforce Development (WFD) course or had a CTE Program of Concentration reported

- Traditional districts, JVSDs, community schools, and STEM schools could receive these Level 2 reports
- When reviewing the reports, if the district believes the generated potential CTE POC(s) are not correct, the student's course enrollment and earned credit data should be reviewed
- The opportunity to appeal POCs is in the year the student is a concentrator. The data cannot be appealed in the Graduate or Follow-Up Collections



#### CTE Concentrator Accountability All FY POC

#### CTAC-101 CTE CONCENTRATOR ACCOUNTABILITY ALL FY POC

This report provides a comprehensive list of CTE Concentrators in the district

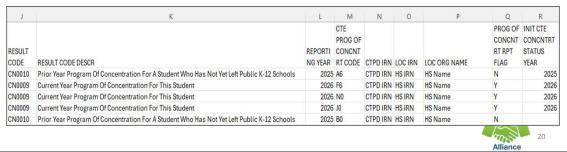
- The report includes students who are CTE Concentrators in the current FY and students who were last a CTE Concentrator in a prior FY and have not left public K-12 education
- A student is listed only once in the district(s) in which they last met the definition of a CTE Concentrator
- Only the last fiscal year and CTE POC in which the student was a CTE Concentrator are generated in the report



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## CTE Concentrator Accountability All FY POC CTAC-101 CTE CONCENTRATOR ACCOUNTABILITY ALL FY POC CONT'D

- Result Code CN0009 Current year program of concentration for this student
- Result Code CN0010 Prior year program of concentration for a student who has not yet left public K-12 Schools



#### CTE Concentrator Accountability FY POC Missing

### CTAC-102 CTE CONCENTRATOR ACCOUNTABILITY FY POC MISSING

This report lists students who do not have a CTE Program of Concentration (POC) reported in the current fiscal year

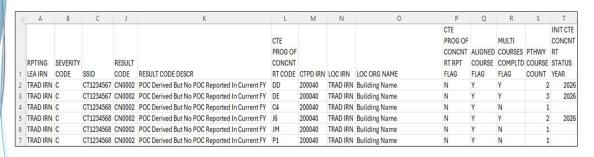
- Student has at least 1 aligned completed course in a POC that has at least 2 completed courses
- Any CTE Program of Concentration that aligns with a WFD course completed in the current year will have a row on the report
- Districts should review the potential CTE Program of Concentration on the report and report the appropriate CTE Program of Concentration on the FN Record



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# CTE Concentrator Accountability FY POC Missing CTAC-102 CTE CONCENTRATOR ACCOUNTABILITY FY POC MISSING CONT'D

• Result Code CN0002 - POC Derived but no POC Reported in Current FY





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#### CTE Concentrator Accountability FY POC Unexpected

### CTAC-103 CTE CONCENTRATOR ACCOUNTABILITY FY POC UNEXPECTED

This report lists students when the reported Program of Concentration does not align with a Program of Concentration derived by DEW

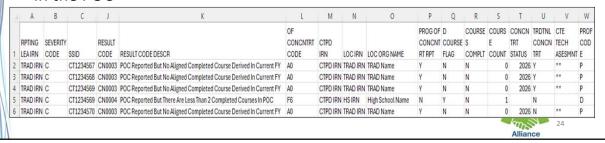
- Districts need to review the Program of Concentration along with the student's course enrollment and earned credit data
- Some districts report students as concentrators before the student meets the course completion requirement of their second course
  - These students will be flagged on the report due to the timing of the reporting



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# CTE Concentrator Accountability FY POC Unexpected CTAC-103 CTE CONCENTRATOR ACCOUNTABILITY FY POC UNEXPECTED CONT'D

- CN0001 POC Reported But Not Derived In Current FY
- CN0003 POC Reported But No Aligned Completed Course Derived In Current FY
- CN0004 POC Reported, But there are less than 2 completed courses in the POC



#### **CTE Concentrator Course Report**

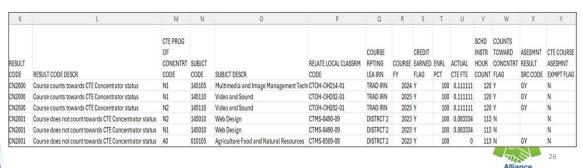
**CTAC-200** This report lists courses that factor into concentrator status

- Report aids districts in determining which courses are impacting concentrator status
- Provides the detail needed to research why a student is on the Missing or Unexpected Reports (CTAC 102 & 103)



#### CTE Concentrator Course Report CONT'D

- Result Code CN2000 Course Counts towards Concentrator status
- Result Code CN2001 Course does not count towards Concentrator status
- Result Code CN2002 Student has reported CTE technical assessment but no reported aligned course

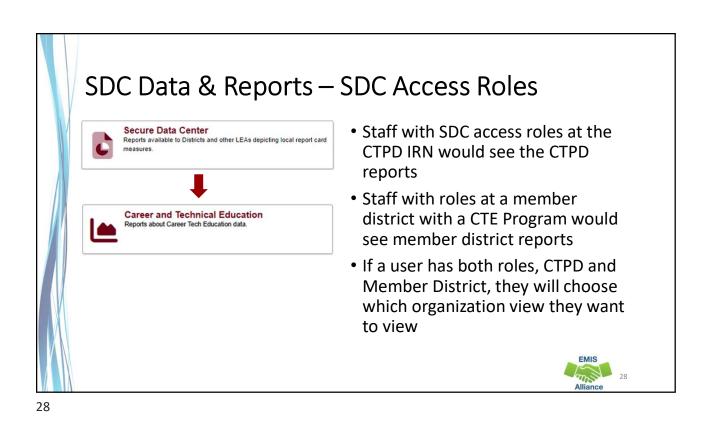


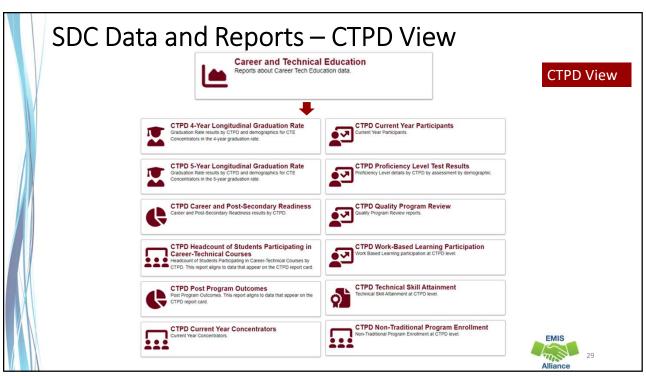
#### **Quick Check**

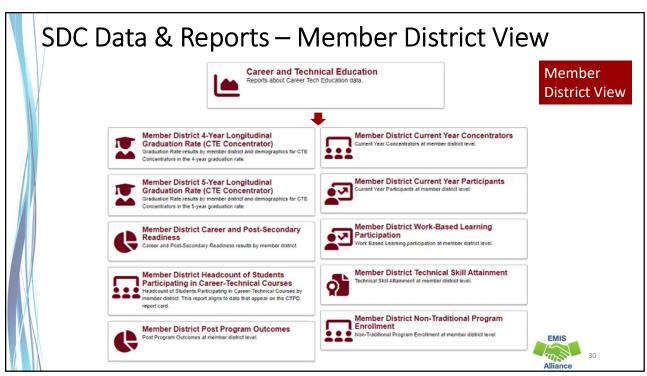
**CTE Concentrator** reports help districts track, evaluate, and identify potential data issues with their POC reporting

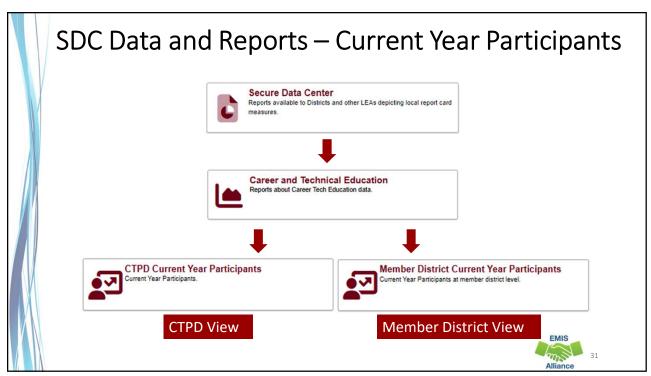
- Have you shared these reports with your CTE Coordinator?
- If a student appears on a report where DEW is deriving the Program of Concentration, what do you do?
- Are you reporting students with a Program of Concentration when you should not?

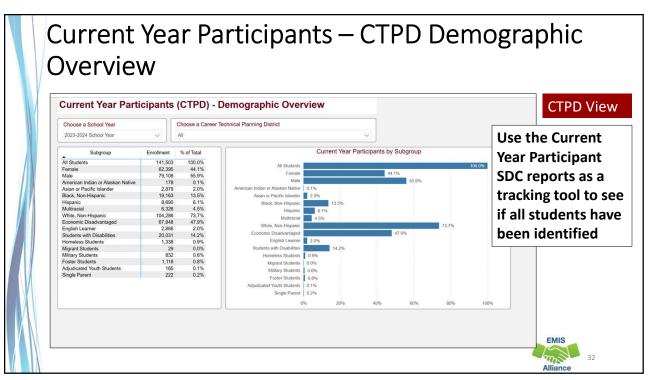


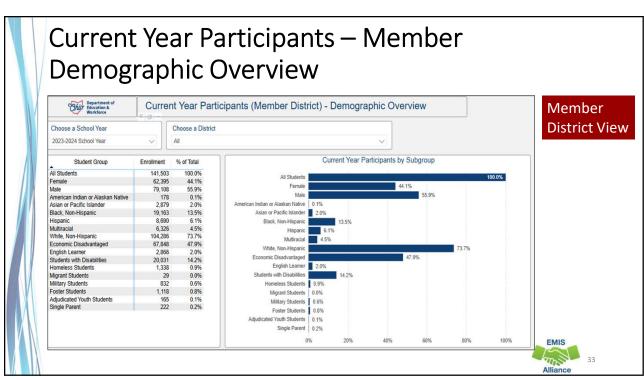


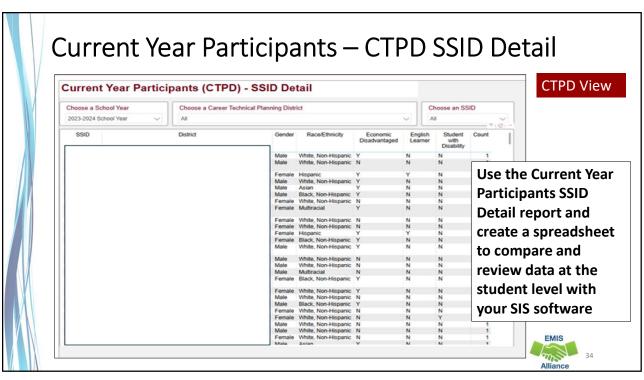


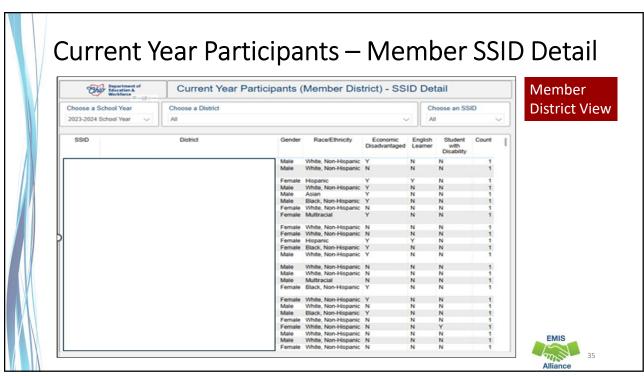


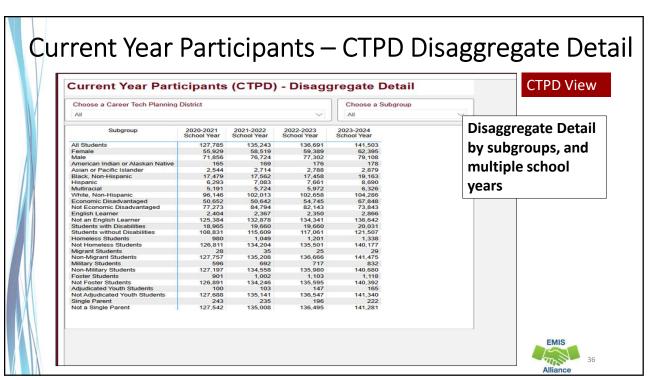


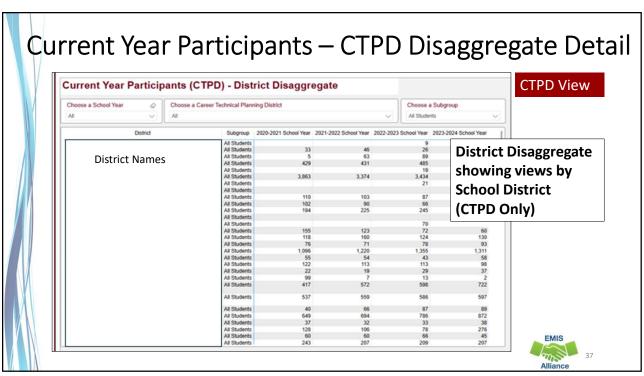


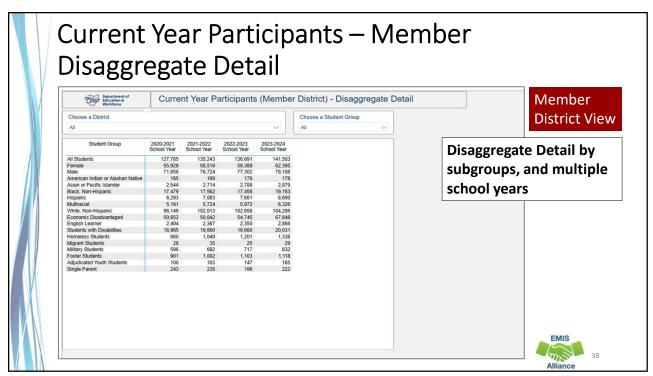


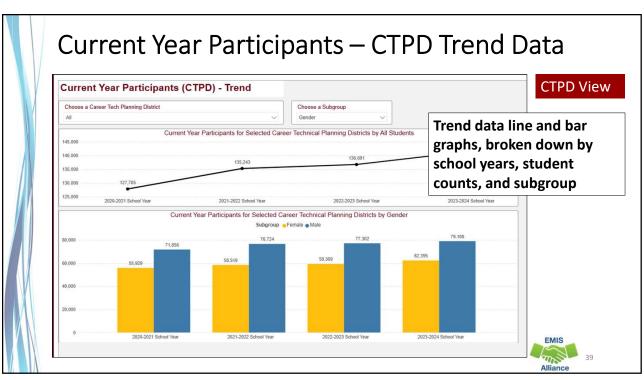


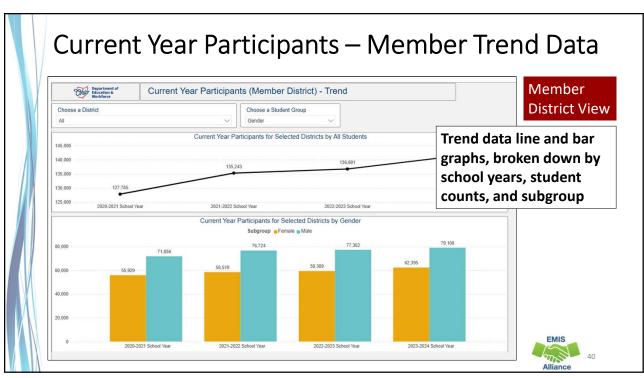


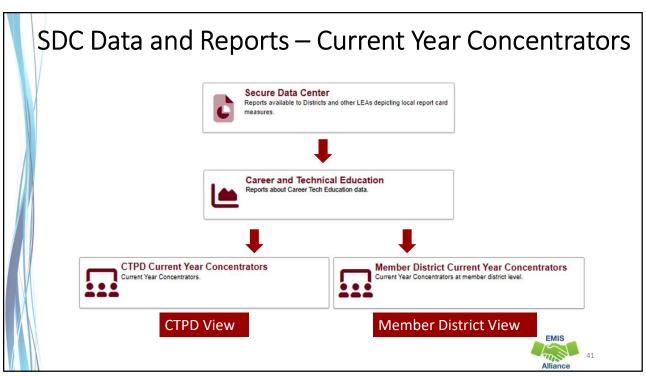


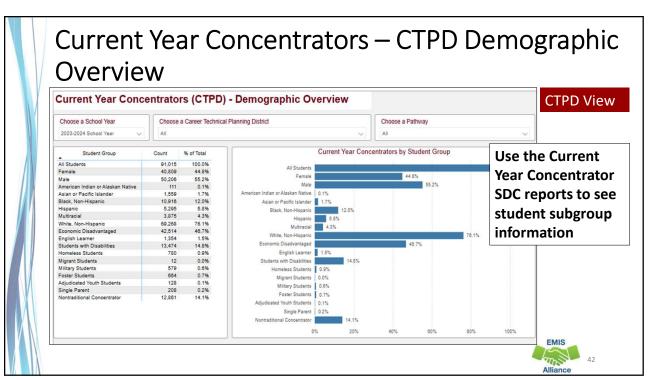


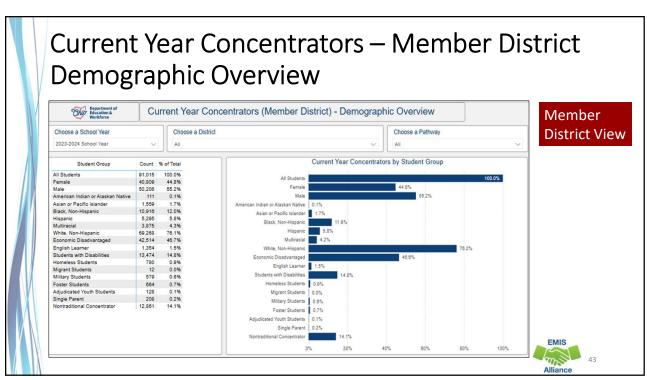


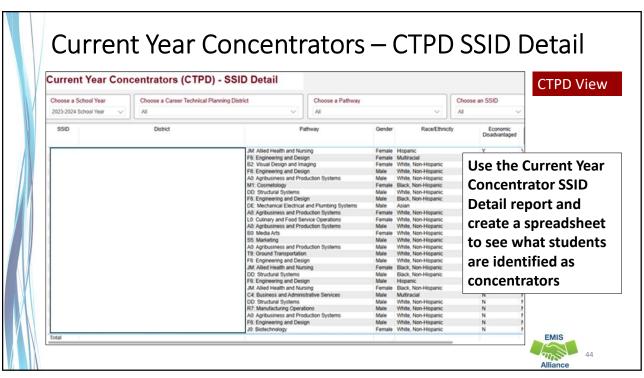


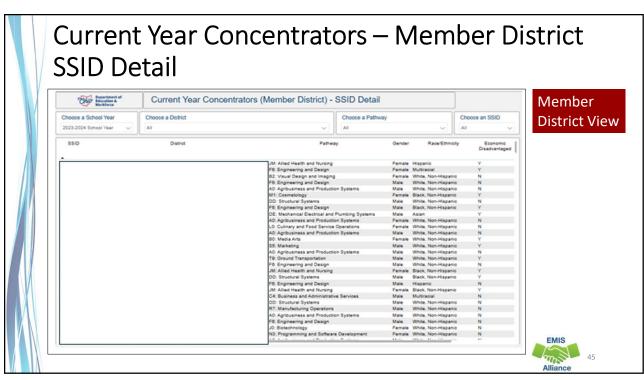


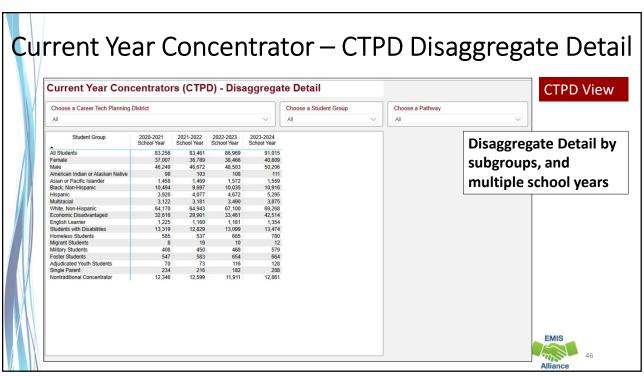


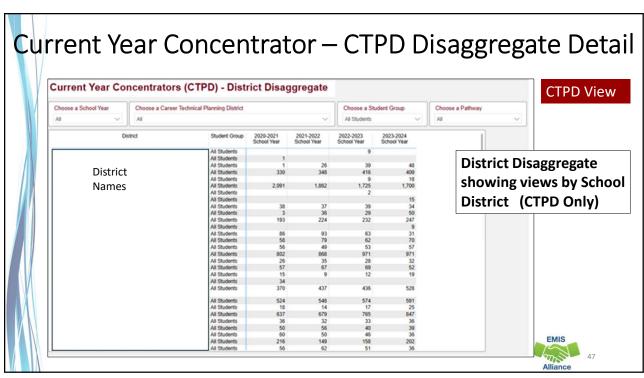


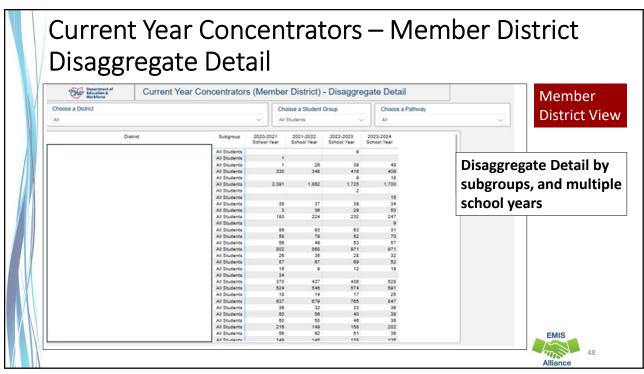


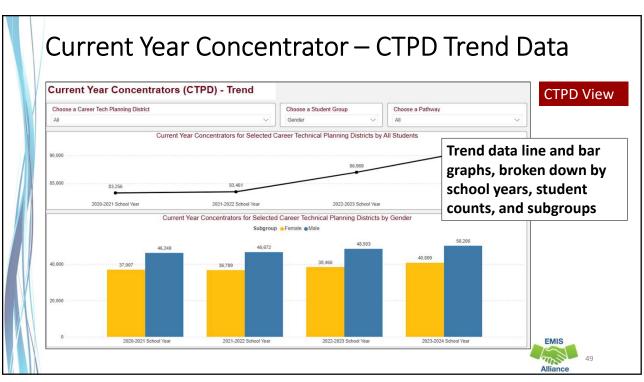


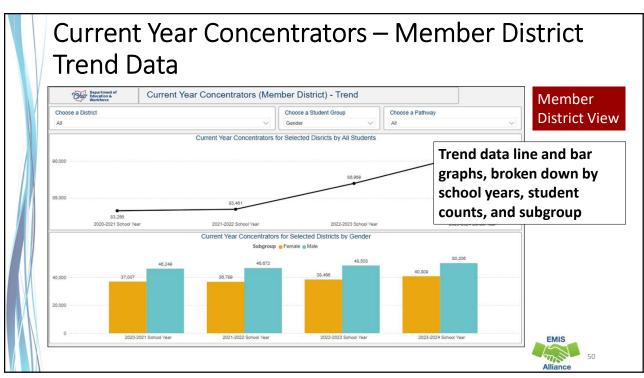










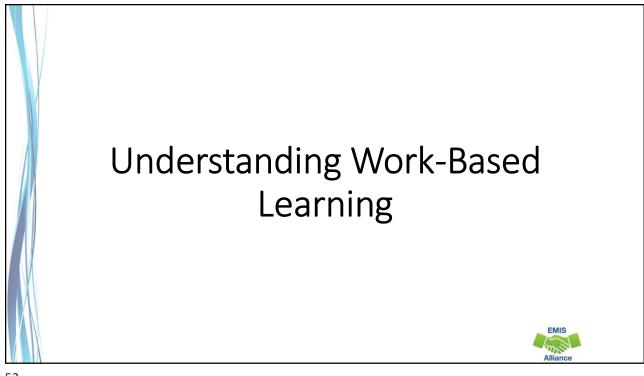


### **Quick Check**

Use your Secure Data Center reports to analyze your CTE Participants and CTE Concentrator students

- Did you find out what type of CTE access you have in the SDC?
- Were you able to pull a spreadsheet of your Participants and Concentrators?
- Have you shared the SDC reports with your CTE Data Team?





## Work-Based Learning and the Accountability System

- Work-Based Learning (WBL) plays a critical role across multiple accountability areas, including Graduate Reporting, Traditional District Report Cards, and CTPD Report Cards
- It also has a significant impact on Perkins Performance—both at the state and CTPD levels—as well as on Quality Program Reviews.
- WBL is reported for all students, not just concentrators, and can be accumulated and reported for any student if it aligns with their grad/success plan
- In this session, we will focus on how to correctly report Work-Based Learning data to ensure it is captured accurately within all accountability measures



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## Understanding Work-Based Learning Outline

We will focus on the following areas:

- What is Work-Based Learning?
- Earning Work-Based Learning hours
- WBL Program Code Reporting
- Key Points on Work-Based Learning Reporting
- Level 1 Validation and General Issues Reports
- WBL and Graduates: Alternative Competency Option Career Experience and Technical Skills option, CCWMR, and CPSR
- Use of Work-Based Learning in: CTPD State Performance Level Indicators and Traditional District Indicators
- Secure Data Center Reports



## What is Work-Based Learning

Work-Based Learning experiences take place at a work site during or after school and can also occur within school facilities through a defined learning experience (this should not occur during teacher-led instructional time).

WBL is designed to provide authentic learning opportunities that connect academic, technical, and professional skills.

There are 6 Types of WBL Experiences	
Off-Site Placement or Internship	Apprenticeship/Pre-Apprenticeship
Remote or Virtual Placement	Entrepreneurship
School-Based Enterprise	Simulated Work Environment

## What is Work-Based Learning, Cont'd

Key Components of Work-Based Learning

- Collaboration between business and education partners
- Evaluation and supervision of the student's experience by two mentors (one an educational representative and one an industry partner)
- Documented learning agreements outlining goals and expectations



## Earning Work-Based Learning Hours

When Can a Student Start Earning Work-Based Learning Hours

- Students can and should begin earning WBL hours as early as Grade 9
- Students should accumulate 250 hours of work-based learning aligned to their program of study or their student success or graduation plan, with evidence of positive evaluations
- Hours may be accumulated across multiple types of work-based learning experiences



#### Work-Based Learning Program Code Reporting **Work-Based Learning** How is it used? When can I report? **Program Codes** Reporting Element 305012: Internship Completion Used to calculate Can be reported in the performance on the CTPD & 305014:Apprenticeship/Pre-Student (S) collection or the Apprenticeship Traditional Report Cards. Graduate (G) collection. Experience Program 305016: Apprenticeship Acceptance 305018: Apprenticeship Completion 305099: Other Work-Based Learning Codes Work-Based Learning Hours Ranges: Used to calculate Can be reported in the performance for the CTE Student (S) collection or the Quality Program Review and Graduate (G) collection; 310040: >0 and <40hrs 310099: 40-99 hours Perkins V accountability should always represent the 310249: 100-249 hours **Hours Program Codes** systems; calculations occur at cumulative total of hours, 310499: 250-499 hours the pathway and CTPD level, across grades 9-12 in all 310500: 500+ hours respectively. Used to experiences and LEAs. determine graduation progress in ODDEX. m

## Key Points on Work-Based Learning Reporting

#### **Report Only Valid WBL Experiences**

Only include experiences that meet the guiding principles and official definition of WBL. Experiences that do not meet these criteria should **not** be reported in EMIS.

- 1. Work-based learning experiences must occur at a work site (a work site can also exist virtually or within the school facilities)
- 2. Work-based learning experiences must be co-supervised by an instructor or other educational representative and an employer or business mentor
- A learning agreement built on professional, academic, and technical competencies aligned to the student's program of study, student success, or graduation plans must be in place

Refer to the Ohio Work-Based Learning Pathway Options Overview



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# Key Points on Work-Based Learning Reporting Report Only Completed or Participated Experiences

WBL experiences should be reported only after they actually occur. Some districts report WBL program codes as soon as a student enrolls or registers in a pre-apprenticeship or internship program. However, these should not be reported unless the experience has taken place.

- For Internship (305012) and Apprenticeship Completion (305018), the experience must be completed before reporting.
- For **Pre-Apprenticeship or Apprenticeship Participation (305014)**, the student only needs to have **participated**, not necessarily completed the experience.

**Only Exception:** The WBL experience program code **305016** may be reported upon apprenticeship acceptance, even if the student has not yet participated. This reflects acceptance into an apprenticeship that begins after the student turns **18**. Participation is not required for this program code to be reported.



## Key Points on Work-Based Learning Reporting

#### Don't Forget to Include WBL Hours

If a student has a WBL experience code reported in EMIS, corresponding work-based learning hours must also be reported. This is critical for WBL general issues and manifest checks.

If reporting is absent or incorrect Level 1 validations and General Issues Reports will be generated.



## Key Points on Work-Based Learning Reporting

#### **Importance of Accurate WBL Reporting**

Accurate WBL reporting affects multiple accountability measures, including:

- Traditional report card (CCWMR)
- CTPD report card (CPSR)
- Perkins Performance (Work-Based Learning Participation)
- Districts' CTE Quality Program Reviews (Work-Based Learning Participation)



### **Quick Check**

Understanding how to report Work-Based Learning is critical for accurate Graduate, CTPD, and CCWMR data reporting.

- Are you only reporting valid WBL experiences that meet program requirements?
- Are you only reporting WBL experiences that students have completed or participated in?
- Did you include all WBL hours for each reported experience?



#### **Level 1 Validation errors**

GQ.0018a and GQ.0018b

Run in the Graduate and Final Student and Final SOES Student Collections starting in 2026.

- Flags students with WBL experience codes (305012, 305014, 305018, 305099) with no WBL hours code (310040, 310099, 310249, 310499, 310500) and vice versa
- Does NOT cross districts and years
- Does not include 305016: Apprenticeship Acceptance
- To resolve: Report the aligned hours/experience code



## **GNIS 497 – Work-Based Learning Experience Program Code** Reported, but no Work-Based Learning Hours Reported

- Check is run during the Graduate and Final Student and Final SOES Student Collections
- Level 2 report
- Flags students with WBL experience codes (305012, 305014, 305018, 305099) with no WBL hours code
- Crosses districts and years
- Pay attention to the WBL reporting LEA in grad, it may not have been you!
- Does not include 305016: Apprenticeship Acceptance



# **GNIS 498 – Work-Based Learning Hours Program Code Reported,** but no Work-Based Learning Experience Code Reported

- Check is run during the Graduate and Final Student and Final SOES Student Collections
- Level 2 report
- Flags students with WBL hours codes (310040, 310099, 310249, 310499, 310500) with no WBL experience code
- Crosses districts and years
- Pay attention to the WBL reporting LEA in grad, it may not have been you!
- Does not include 305016: Apprenticeship Acceptance



#### Do you have WBL General Issues reports?

- Determine which experience or hours code applies and report it in your Student or Graduate collections
  - If reported by another LEA, reach out to the other LEA
  - Data reported by any LEA is included in report card, Perkins and QPR calculations
- Issues reporting prior year WBL data should be escalated to your ITC



### **Quick Check**

It is important to review your Level 1 validation errors and check your General Issues reports to ensure your data is accurate.

- Do you know where to locate your General Issues reports?
- Have you reviewed your Level 1 validation errors?
- Have you shared the validation and General Issues reports with the appropriate staff?



# WBL and Graduates – Career Experience and Technical Skills

#### **Graduation Alternative Demonstration of Competency**

CTE students who have not met competency requirements for graduation and qualify to use one of the alternative competency options may demonstrate readiness through the Career Experience and Technical Skills option

To qualify, students must complete two career-focused activities:

- One Foundational option (required)
- One additional activity, which may be either Foundational or Supporting

Work-Based Learning (WBL) is considered a Supporting option and can be used once the student meets the Foundational requirement. Students who complete a 250-hour WBL experience and show evidence of positive evaluations may use it toward the Career Readiness requirement.

#### WBL and Graduates - CCWMR

#### Traditional District College, Career, Workforce, Military Readiness (CCWMR) Component – WBL Student Inclusion Criteria

A student who earns WBL learning experiences and WBL hours could be included in the CCWMR component's numerator (positive impact) if they earn one of the following:

- Acceptance into an Apprenticeship Post High School or
  - Program Code 305016
- Completion of an Apprenticeship or
  - Program Code 305018



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#### WBL and Graduates - CCWMR Cont'd

- OhioMeansJobs Readiness Seal AND has 250 Hours Internship/Work-Based Learning
  - OhioMeansJobs Readiness Seal
    - Program Code 510001, AND
  - Work-Based Learning Hours:
    - Program code 310499 250–499 hours, or
    - Program code 310500 500+ hours

Districts need to monitor their WBL and CCWMR data in the SDC during the graduate collection open window

Please reference the Office of Accountability Readiness Component Webinar & CCWMR Technical Document for more details of qualifications.

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#### WBL and Graduates - CPSR

# CTPD Report Card Post Secondary Readiness Component (CPSR) - WBL Student Inclusion Criteria

A WBL student will be included in the CPSR measure numerator (positive impact) if they earn points through any of the following workbased learning experiences:

- Completion of an Internship Program Code 305012
- Participation in a Pre-Apprenticeship or Apprenticeship Program Code 305014
- Participation in Other Work-Based Learning Program Code 305099

CTPDs need to monitor their WBL and CPSR data in the SDC during the graduate collection open window

Please reference the Office of Accountability Readiness Component Webinar & CPSR Technical Document for more details of qualifications.

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#### **Quick Check**

Work-Based Learning data is important to review and verify, as misreporting can impact Graduate data and the CCWMR/CPSR components.

- Do you have any students using the Alternative Competency: Career Experience and Technical Skills pathway?
- Are you reporting WBL hour program codes for all your WBL experiences?
- Is your data team reviewing your graduate and CCWMR/CPSR data?



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## Work-Based Learning – State Performance Level Indicator

- Work-based learning is one of the 7 State Performance Level Indicators on the Career Tech Report Card
- It is the percentage of Career-Technical concentrators in the 4yr graduation cohort who have participated in WBL and a minimum of 250 hours of work-based learning.
- This measure only includes concentrators who have graduated.



# Work-Based Learning – State Performance Level Indicator

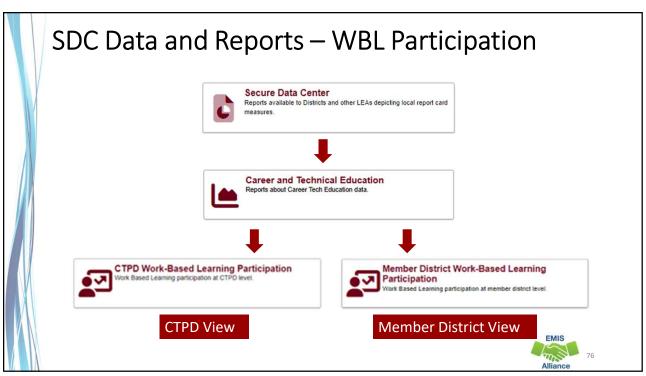
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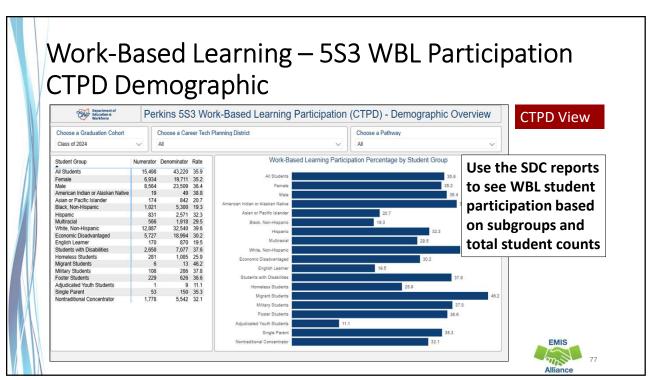
Program Quality – Work-based Learning Numerator: The number of Career-Technical Education concentrators in the 4-year graduation cohort who graduated and who participated in a minimum of 250 hours of state-defined work-based learning.

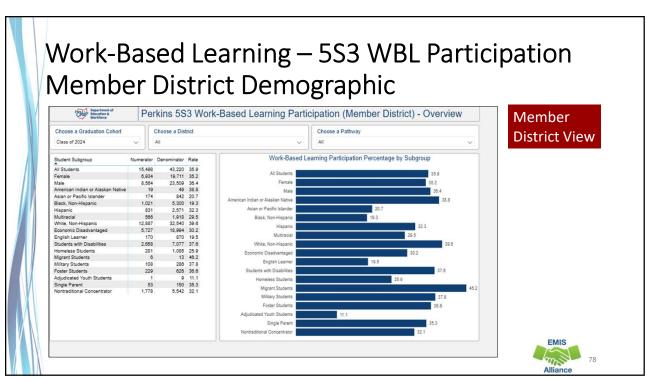
**Denominator:** The total number of Career-Technical Education concentrators who graduated in the 4-year graduation cohort.

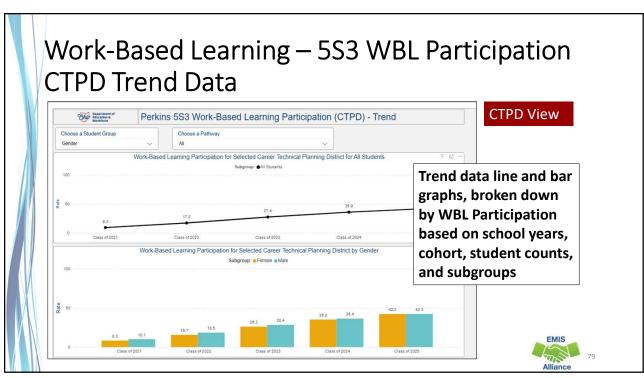


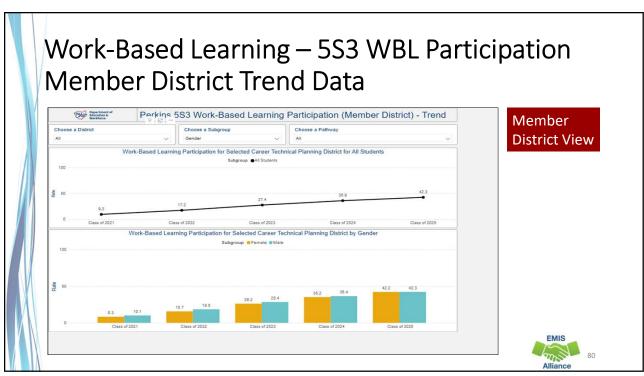
75

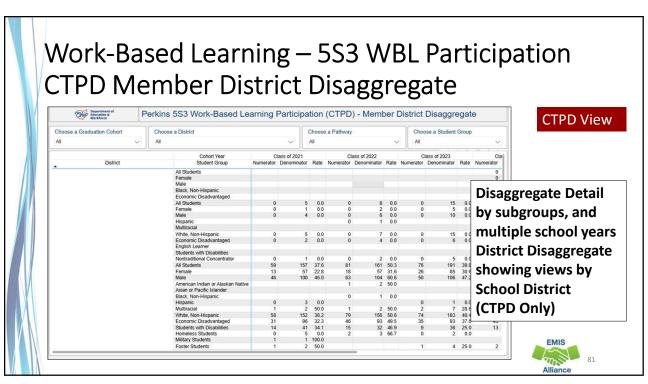


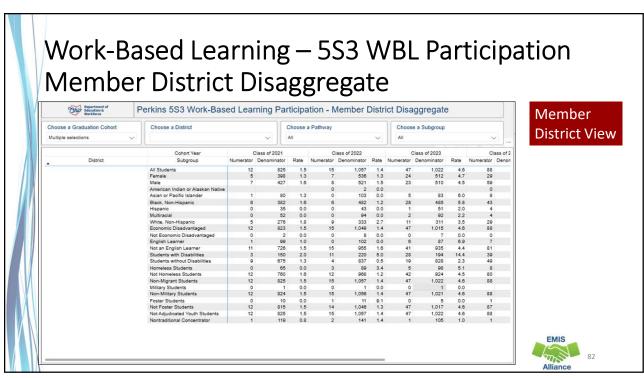


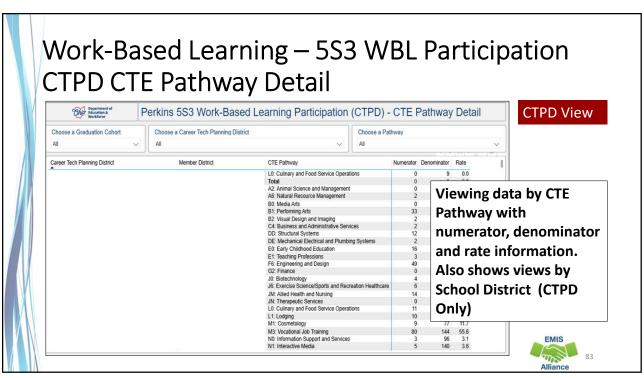


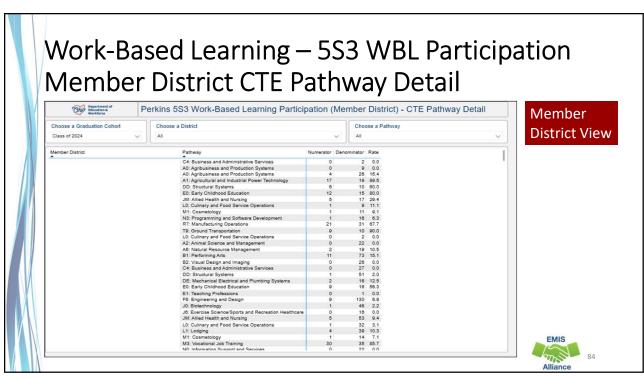


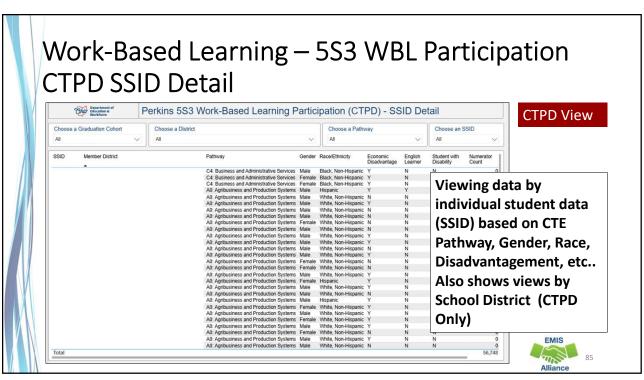


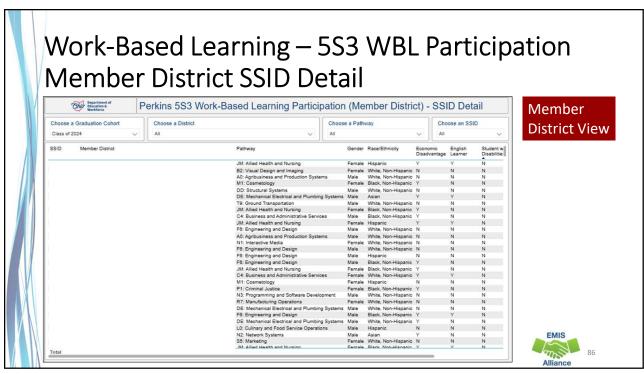












#### **Quick Check**

Use your Secure Data Center reports to analyze your Work-Based Learning participation lists.

- Were you able to locate the WBL Participation information in the SDC?
- Were you able to access the SSID Detail tab and pull a list of your students?
- Have you shared the WBL SDC reports with your CTE data team?



#### Resources

- DEW Accountability Webpage
  - Education.ohio.gov
  - Home > Data > Report Card Resources
- DEW Work-Based Learning Webpage
  - Education.ohio.gov
  - Home > Career Tech > Work-Based Learning
- DEW Career Tech Office
  - Accountability@education.ohio.gov
  - datamanagement@education.ohio.gov
- DEW Career Technical Education Data and Accountability
  - Home > Career Tech > Data and Accountability
    - CTE Matrix
      - https://education.ohio.gov/Topics/Career-Tech/CTE-Data-and-Accountability/Career-Technical-Education-Program-and-Assessment
    - Concentrator Reporting Examples Matrix EXCEL document



### Resources, cont'd

- Data and Accountability Guidebook 2024 (not available, being revised)
  - Home > Career Tech > Planning, Funding and Accountability > Accountability > Data and Accountability > Career-Technical Education Data and Accountability Guidebook
  - https://education.ohio.gov/getattachment/Topics/Career-Tech/CTE-Data-and-Accountability/Data-and-Accountability-Guidebook-2024.pdf.aspx?lang=en-US
- DEW Secure Data Center Status of Reports (Career Technical Education Tile Reports)
  - Home > Data > EMIS > Documentation > Secure Data Center Status of Reports
  - https://education.ohio.gov/Topics/Data/EMIS/EMIS-Documentation/Secure-Data-Center-Status-of-Reports#CT
- Your ITC



### Resources, cont'd

- Ohio Work-Based Learning Pathway Options Overview
  - https://education.ohio.gov/getattachment/Topics/Career-Tech/Career-Connections/Work-Based-Learning/Ohio-Work-Based-Learning.pdf.aspx?lang=en-US
- College, Career, Workforce, and Military Readiness Technical Documentation
  - Home > Data > Report Crad Resources > Traditional Report Cards
  - https://education.ohio.gov/getattachment/Topics/Data/Report-Card-Resources/Traditional-Report-Cards/Traditional-CCWMR-Technical-Document.pdf.aspx?lang=en-US
- Career and Post-Secondary Readiness Component Technical Documentation
  - Home > Data > Report Card Resources > Career Technical Planning District Report Cards
  - https://education.ohio.gov/getattachment/Topics/Data/Report-Card-Resources/Career-Technical-Planning-District-Report-Cards/CTPD-Career-and-Post-Secondary-Readiness-Component-Technical-Document.pdf.aspx?lang=en-US
- Traditional College, Career, Workforce, and Military Readiness and CTPD Career & Post-Secondary Readiness Component (Recorded Videos)
  - Home > Data > Report Card Resources > Report Card Training
  - https://education.ohio.gov/Topics/Data/Report-Card-Resources/Report-Card-Training
- Your ITC



