



Office of CTE Newsletter
April 21, 2023

This update is provided by the Indiana Office of Career and Technical Education, housed under the Governor's Workforce Cabinet. We welcome your support in encouraging anyone who would benefit from the information to join our listserv. Individuals can [sign up here](#). Questions can be shared with CTE@gov.IN.gov.

Spotlight - CTE Data Hub

This newsletter's spotlight is the [CTE Data Hub](#), formerly referred to as the CTE Pathways App. Several features have recently been added or improved based on user feedback to assist counselors, principals, and other school personnel in easily accessing and utilizing the available information. The main features of the CTE Data Hub include the following:

- **Ability to lookup a single student/or an entire cohort by school to validate for Graduation Pathways**
 - To search an entire cohort at a specific school, [follow these steps](#). This will require a unique school login available only to school personnel at the specific school.
- When searching a student (or a group of students), [icons/badges](#) appear **identifying if the student has reached concentrator status**, attained an approved industry certification, is eligible for the technical honors diploma eligible and or has earned 9+ dual credits.
 - If a student has not reached concentrator status, users can view completed or currently enrolled courses and the remaining courses necessary to become a CTE concentrator.
- Review industry certifications approved for Graduation Pathways by cohort. Users can also find the assessment codes tied to each certification.
- View pathway/course information for school personnel/students/families
- Ability to view CTE data and links to important CTE sites/documents

Access the Data Hub from the [InTERS homepage here](#), by clicking on CTE Data Hub. The Data Hub is primarily designed for school personnel who do not have access to InTERS, Indiana's comprehensive data system where all CTE data is inputted by schools and career centers. The Data Hub provides a place for a broader set of users to access key information through the features identified above. All information in the CTE Data Hub comes from data inputted into InTERS.

Many of the features can be done without a login, but some features do require a login. Each high school building has a unique login that can be shared among all school personnel.

If you are unsure of your school's login or have general questions about utilizing the Data Hub, [email our data team](#). Additional information was shared through [a recent webinar](#) highlighting the newly available features.

Work-Based Learning Workshops

The Office of CTE will be holding two workshops in early May focused on key aspects of work-based learning experiences, with a particular emphasis on youth apprenticeship. The workshops will be facilitated in partnership with Ascend Indiana.

The dates and times for the two workshops are provided below. **The registration deadline is April 26.** More available spots are remaining at the Bedford location, so those without a preference on the site/date are encouraged to sign up for that workshop. To register, [click here](#). Specific locations and other information will be shared via email with registrants.

WBL Workshop #1:

Location: Elkhart

Date: May 4

Time: 9:30 AM – 3:00 PM

WBL Workshop #2:

Location: Bedford

Date: May 5

Time: 9:30 AM – 3:00 PM

Online/Virtual Policy

This past August, an updated online and virtual policy was shared for NLPS courses. The overview of that policy can be found on [Page 1 here](#), along with the [full guidance document](#). 15 NLPS pathways were approved for virtual delivery at that time and language was included indicating that our team was still reviewing additional NLPS pathways for virtual approval.

Following review from Office of CTE staff and selected stakeholders, **3 additional programs have now been added for virtual approval**. The programs are Agriscience, Biomedical Sciences, and Engineering. The full list of virtual programs is shown in the table below, with the new additions highlighted:

Business Administration	Entrepreneurship	Legal Studies/Paralegal
Business Operations	Finance and Investments	Marketing
Computer Science	Hospitality Management	Natural Resources
Digital Design	Human Services	Nutrition
Education Careers	Insurance	Software Development
Agriscience	Biomedical Sciences	Engineering

Adoption Forms and Nonstandard Course Waivers

Adoption forms and Nonstandard Course Waivers are due on May 1. Both can be completed in InTERS.

As a reminder, adoption forms should be used to indicate which programs of study and/or CTE courses a school/career center will be offering during the upcoming school year (2023-24). This is similar to program/course inventories that were previously required. There is an option within InTERS to propose a modification to the program of study. Guidance for completing adoption forms may be found [here](#).

Nonstandard Course Waivers (NSCW's) have 3 specific uses:

- To propose a nonstandard course (Pilot, Special Topics, Advance CTE College Credit and the newly created Locally Created CTE Concentrator Pathway). Nonstandard courses require that

the conducting school submit additional information including required competencies and standards. Please note that nonstandard course waivers will not be approved when a closely related or similar course exists.

- To request a waiver from course requirements (length, required prerequisites) to be eligible for CTE funding. The OCTE has worked hard to ensure that courses do not contain unnecessary requirements (like prerequisites).
- To request a nonstandard licensure when the instructor is needed to teach a course or program outside of their licensed area. The instructor must demonstrate that they have some outside work experience or training in the area to be approved.

Denial of a waiver does not prevent a school from offering a course, not meeting a requirement or having a specific teacher lead a course. It simply determines whether enrollments in that course will be eligible for CTE funding. Guidance for submitting a nonstandard course waiver is available [here](#).

Legislative Update

The 2023 Legislative Session of the Indiana General Assembly will conclude next Friday. Items of interest to the CTE community are still working their way through the final steps of the legislative process. Our next newsletter will include an update on any pieces of legislation that do ultimately pass and will have an impact on career and technical education.

Spring InTERS Trainings

Dates for upcoming in-person trainings and open labs are shared below. To register, email [Jedd Vance](#). A webinar will be held on April 25 at 10:00 am to kick off the spring InTERS trainings for those who prefer a virtual option. No registration is necessary for the webinar, [click here to join](#).

In-Person Training Dates:

April 27th @ [J. Everett Light Career Center](#)

May 4th @ [McKenzie Career Center](#)

May 17th @ [Walker Career Center](#)

May 23rd @ [McKenzie Career Center](#)

Open Labs:

June 13th & 15th @ [Central Nine Career Center](#)

Clarification on CTE Concentrator Status

When evaluating a student's eligibility for concentrator status, **a student must complete (pass/earn credit using the local district grading scale) each semester of a required course** in a concentrator sequence to be a concentrator. With NLPS, this means a student must complete each semester of both the Principles, Concentrator A, and Concentrator B courses. The student must also fulfill the C average requirement for Graduation Pathways. Previous guidance on meeting the C average requirement is shared again below:

(From 1/23 Newsletter): Students using NLPS courses to earn CTE concentrator status must receive a C average (as determined by your local grading scale) or higher in **All** concentrator sequence courses (Principles, Concentrator A, and Concentrator B) for the purposes of Graduation Pathways.

The Capstone course may be used if it would benefit a student’s GPA, supporting the C average requirement for concentrator status. A school may choose to include the cumulative grade average earned in this capstone to meet the C average requirement.

By using the capstone, the C average would be based on grades earned in all of the following courses: Principles, Concentrator A, Concentrator B, and the cumulative capstone grade.

C Average Requirement: If a student is enrolled in a CTE Program of Study fulfilling their Bucket 3 requirement for their Graduation Pathway, they must complete the required courses with a C average. As long as the grade is within the C range for your school district’s grading scale, concentrator status will be approved for Graduation Pathways. The specific GPA for the C average is a local decision determined by each school district.

Education Readiness Grants

Congratulations to this year’s recipients of an Education Readiness Grant. Grant award winners were [announced in early April](#). Five (5) schools received a grant for one of two eligible advanced manufacturing programs of study and four (4) schools received a grant for an eligible IT program of study. Check out [this recent piece](#) about how the grant is being used to support advanced manufacturing offerings in New Palestine!

CTE Awards for Excellence

The CTE Awards for Excellence ceremony is quickly approaching. Our team is looking forward to celebrating this year’s recipients in May.

The Office of CTE is excited to have Ivy Tech Community College President Dr. Sue Ellspermann as this year’s keynote speaker. The annual AFE ceremony celebrates accomplished secondary and postsecondary students, programs of study, employer partnerships, and school counselors and career coaches in CTE throughout the state. This year’s event will be held on May 3, 2023, in Indianapolis.