



CTE News & More

PREVIEW of CTE Course Verification Reports for the 2024–25
School Year

December 5, 2024



Please Note: Clock Hour is only available for attendees who virtually attended the meeting on December 5, 2024.

Clock Hour Available!

Drop your name & local education agency (LEA) in the chat so we know who's here today!



1. Rename your Zoom name (First & Last Name) so we have an accurate attendance list.



2. Register for clock hours by using the link below or the link in the chat.



3. Take the pdEnroller survey that is automatically emailed to you.



4. OSPI will enter attendance, and the hour will show up on your transcript!

Registration Link: <https://www.pdenroller.org/ospi/catalog/179436>

Note: You must register by December 12, 2024, at 5pm to be awarded the clock hour for this session.

Tribal Land Acknowledgement

I would like to acknowledge the Indigenous people who have stewarded this land since time immemorial and who still inhabit the area today, the Steh-Chass Band of Indigenous people of the Squaxin Island Tribe.



Back By Popular Demand: CTE Course Verification Reports



Washington Office of Superintendent of
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Verification Report Overview

Reports have been prepared for all Local Education Agencies (LEAs), Skills Centers, and State-Tribal Education Compact Schools (STECs) with approved CTE Programs as reflected in OSPI approval systems. Course application information in the Educational Data System (EDS) and LEA enrollment reports for the 2023–24 school year were analyzed and evaluated for each LEA to develop the reports.

OSPI will NOT launch the Educational Data System (EDS) based application for program approval for 2025–26.



Report Purpose

- Review the report to determine the **status of CTE courses** and the actions that may be necessary for programs to be in **good-standing and eligible for enhanced funding**.
- **Note:** Courses are eligible for CTE enhanced funding from the date of course application approval.



Report Purpose Continued

- Useful as a **comparison of resources** to ensure that all planned coursework to be offered during the school year is currently approved.
- These resources can be:
 - ✓ Local course catalog
 - ✓ CEDARS course catalog
 - ✓ Course master schedule
 - ✓ CTE course approval signature pages



Report Guidance

- ✓ Any courses being offered during the 2024–25 school year **not reflected** in the Verification Report **requires new course applications** in the Application Management section of EDS.
- ✓ Contact the appropriate local business office personnel to determine if the course was claimed for CTE enhanced funding. Section 9 of the **Enrollment Reporting Handbook** provides instruction on how to revise reported enrollment.



What Does the Report Include?

- ✓ Action Required
- ✓ Application ID #
- ✓ LEA Name
- ✓ CIP Code
- ✓ CIP Name
- ✓ Program Area
- ✓ Learning Type
- ✓ Last Revised Date
- ✓ Current Status
- ✓ Enrollment/CEDARS
- ✓ Notes



What Do The Colors Mean?

Green–Approved

No action is required; maintain a copy of the assurances verification survey submission email on file along with this current report.

Red–Not Approved

Action Required: Submit a new course application.

Blue–Not Approved, Info Only

No action is required; information may be useful when cross-checking current course approvals.

White–Not Approved, Completion or Deletion Needed

Action Requested: Complete the submission or delete the application if the course is no longer valid.



Example Report

LEA Action	App Id	District Name	CIP Code	CIP Name	Program Area	Learning Type	Last Revised Date	Current Status	Enrollment/Cedars	Notes
Action Requested	38432	Awesome School District	30103	Environmental Studies	Agriculture Education and Science	Not Assigned	12/13/2023 10:58	Created		
None	32692	Awesome School District	30103	Environmental Studies	Agriculture Education and Science	High School	8/9/2019 14:56	Approved		
None	18549	Awesome School District	30198	Sustainable Design and Technology	STEM	High School	9/27/2021 10:48	Approved		
None - Info Only	15198	Awesome School District	30198	Sustainable Design and Technology	STEM	High School/Middle School	4/4/2012 13:44	Not Approved		
None - Info Only	13704	Awesome School District	30198	Sustainable Design and Technology	STEM	High School	10/23/2011 15:13	Not Approved		
Action Required	37000	Awesome School District	91001	Publishing	Business and Marketing	High School	5/7/2023 10:48	Pending User Action	Claiming \$ and not approved in EDS	



Report Improvements

- New and improved from last year—Legend & Guidance information will be a tab on your report instead of a separate document!

Action Requested	38432	Awesome School District	30103	Environmental Studies	Agriculture Education and Science
None	32692	Awesome School District	30103	Environmental Studies	Agriculture Education and Science
None	18549	Awesome School District	30198	Sustainable Design and Technology	STEM
None - Info Only	15198	Awesome School District	30198	Sustainable Design and Technology	STEM
None - Info Only	13704	Awesome School District	30198	Sustainable Design and Technology	STEM
Action Required	37000	Awesome School District	91001	Publishing	Business and Marketing
None - Info Only	28328	Awesome School District	91001	Publishing	Skilled and Technical Sciences
None - Info Only	25105	Awesome School District	91001	Publishing	Skilled and Technical Sciences

Legend & Guidance Export 2023-07-01-23 +

Receiving the Report

- Verification Reports will be sent to CTE Administrator(s) at every LEA that currently offers CTE courses by early **January 2025**.
- The reports will be sent via **email** with a **survey assurances link**.
- **Maintain a copy** of the assurances verification **survey submission email** on file along with this current report.



Resources

- [CTE Website](#)
- [CTE Staff Contacts](#)
- [Upcoming OSPI CTE Professional Development](#)
- [Apportionment Enrollment Reporting Handbook](#)



Next Meeting: January 2025

- **January 16, 2025, 12–1pm**
- **Topic: Deep Dive into Verification Reports**
- **Zoom Link:** <https://us02web.zoom.us/j/84550881416>



Q&A



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Contact Us!

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