CTEIS User Group Meeting (Teams)

Thursday, November 21, 2024

9:00 – 10:00 am

**Notes from Microsoft Teams Meeting**

1. Attendance of CTEIS Representatives for each CEPD (obtained from **Chat**) – see last page.
2. Shawn introduced himself.
3. PTD Technology Update

* **Year-end Reports** – Previous year enrollment reports are available on CTEIS reports.
* **X0107 Expenditure Report** - 61a1 funding reports have been released.
* 61b funding report released.
* **CPI Reports** - Hoping to release in next couple weeks. In testing phase.
* No major issues with enrollment.
* Expenditures have just completed. Will start processing soon.
* **Follow-Up** - Currently undergoing follow-up. Going smoothly. Contact PTD if there are any issues.
* **CTEIS** - Before spring, hoping to get new import process in place.

1. Questions and Discussion

* Steven Billes is trying to do a longitudinal report with 61a1 funds. Pulling a x0107 .csv file for each year. Is the order the same on each file for each year? Using report tools to extract data may be problematic. Suggest contacting PTD outside of meeting.
* Sheila Brugger asked in the follow-up export, there is a column for “Agency Name” but it’s blank. Why doesn’t it pull the CSC Local Name? Doug will look into it. If there is a column that is blank, it shouldn’t be.
* Holly Anderson asked about student advancement report not pulling correct information. The person usually working on this report no available. PTD is aware and are working on cleaning up the report. All students may not have correct advancement at the moment.
* Steven Billes asked which version of the rank list was 24-25 funding based on? Will funding increase next year? Yincheng – the current funding based on 2019 rank list. New rank list will be applied to 24-25 data and generated for 25-26 funding. Jill stated it is up to the legislature.
* Margo Hazelman stated that Eaton RESA exports from PowerSchool into excel, then add CTEIS requirements and upload to CTEIS. Does PTD export form PowerSchool? PTD has resources on knowledgebase for PowerSchool. If you have problems exporting, contact PTD.
* Discussion about strategies to reach students for follow up.
  + Text students using google voice.
  + Remind app.
  + Mail merge directions.
  + School messenger and ask them to check their emails.
  + 80-90% response super hard to reach and takes more than 6 attempts.
  + District email systems stop sending emails after a certain number of emails (think it is spam)
* Can you copy the courses that are in there from last year. Yes, you can. You may have to click inactive classes or change dates.

**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.<http://support.cteis.com/Resources/User-Groups>

**CTEIS User Group Attendance**

\***Note**: If you participated in the **November 21, 2024,** Microsoft Teams meeting, and your CEPD is not checked, please email Shawn Sweeney to be added to the attendance list.

| **CEPD** | **Last Name** | **First Name** | **Representative** | **9-19-2024** | **11-21-2024** | **1-23-2025** | **3-06-2025** | **5-08-2025** |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 01 | Pantti | Becky |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 02 | Smith | Shannon |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 03 | Metras | Hannah |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 04 | Smith | Trisha |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 05 | Miron | Jennie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 06 | Jones | Patricia |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 07 | Sanderson | Hannah |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 08 | Jaroneski | Debbie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 09 | Kania | Angie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 | Tennant | Colleen |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 | Warren | Alexandra |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 | Koroly | Hannah |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 13 | Kulhawick | Lynn |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 14 | Teske | Jocelyn |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 15 | Smith | Amy Jo |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 16 | Behmlander | Patti |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 17 | Myers | Heidi |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 18 | Deans | Kim |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 19 | Nunn | Jodie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 20 | Graves | Kelly |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 21 | Mahn | Pam |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 22 | Gregory | Tricia |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 23 | Mieske | Terrie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 24 | Wehner-Palmer | Ashley |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 25 | Gordon | Shelli |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 26 | Navarro | Tracy |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 27 | Genaw | Tammy |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 28 | Ball | Kristen |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 29 | Villarreal | Norma |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 30 | Lloyd | Cari |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 31 | Courter | Jackie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 32 | Anderson | Holly |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 33 | Hadden | Laura |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 34 | Galvan | Debbie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 35 | Schomisch | Michael |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 36 | Miller | Jocelyn |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 37 | Jensen | Jennie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 38 | Blair | Kimberly |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 39 | Billes | Steven |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 40 | Williams | Shannon |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 41 | Wilcox | Sharon |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 42 | Evers | Jason |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 43 | Jones | Charlie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 44 | Seitz | Jacqueline |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 45 | Brugger | Sheila |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 46 | Rounds | Amy |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 47 | Steinberger | DyAnn |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 48 | Bressler | Elizabeth |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 49 | Kern | Trish |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 50 | Sallee | Samantha |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 51 | Fenning | Jennifer |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 52 | Hazelman | Margo |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 53 | Hills | Michele |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CEPI | Bernosky | Rod |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| PTD | Wiesner | Doug |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| OCTE | Sweeney | Shawn |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| OCTE | Milton | Valerie |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| OCTE | Kroll | Jill |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| OCTE | Ye | Yincheng |  |  |  |  |  |  |  |  |  |  |  |  |  |  |