



Follow-up Training 2022

Main Purpose: To collect Perkins Core Performance Indicator – Post-program Placement (3S1)

- ▶ CTE concentrators who exited during the reporting year
- ▶ Were in placement 2nd quarter after exiting high school:
 - Postsecondary Education/Advanced Training
 - Employment
 - Military Service
 - National and Community Service Programs
 - Peace Corps Volunteers

Post-Program Placement - 3S1 (2021-22 data)

Year	Total eligible concentrators	Response Rate	Proxy Rate	Self-Survey	Placement	Employed	Continuing Education
2020-21	37,391	87.0%	20.9%	21.0%	93.4%	83.8%	67.5%
2021-22	35,266	84.5%	12.6%	21.3%	95.2%	86.2%	68.4%

Importance of Response Rate

- ▶ Understand the importance of response rate to the quality of the CPI post-program placement indicator—3S1.
- ▶ Perkins V requires states to report post-program placement of all CTE Concentrators. This means that we need to make a good faith effort to survey all qualified concentrators, as well as a good response rate to accurately portray all concentrators in the state.
- ▶ The value of the data collected through the Follow-Up Survey depends on an accurate report of the status of all concentrators. A good response rate is necessary to accurately portray all concentrators in the state.
- ▶ Previous verification studies have shown that districts with low response rates often under-report their placement rates because they failed to reach students who were employed during regular weekdays.

Low Response Rate

- ▶ A low response rate negatively affects buildings, CEPDs and the state by reducing the accuracy of the placement information used to evaluate CTE programs.
- ▶ Institutions with response rates below **80%** may be found to be in noncompliance during a TRAC onsite monitoring visit.
- ▶ Districts with one or more buildings with response rates below **50%** will be required to send a representative to a technical assistance workshop before next Follow-Up survey.

Tips

- ▶ **When to call.** It is particularly important that your follow up interviewers attempt to reach students in the evenings and on weekends in addition to during school hours.
- ▶ **Answering Machines.** It was helpful to leave a message stating the purpose of the call. Students were more apt to answer the next call. “A plea for help also works.”
- ▶ **Caller ID.** Make your calls from the school. Students are more likely to answer if interviewers call from the school or they recognize the interviewer’s name. Use a cell phone or calling cards which do not activate Caller ID.
- ▶ **Reaching students.** A phone survey provides the highest response rates. Contact students by e-mail to tell them of the coming survey and to get a current phone number. Ask for e-mail accounts, especially universal accounts like Gmail/Hotmail accounts, before they leave school.
- ▶ **Disconnects.** Try to call a relative listed on the student’s emergency card to get a current number. If that fails, try mailing a postcard to the current address or a relative. A disconnected number does not eliminate the student from the pool of concentrators, so you should make every effort possible to reach the student.
- ▶ Other recommendations for improving the response rate can be found on page 9 in the protocol manual.

Proxy Rate

- Buildings with proxy rates higher than **20%** will be required to attend a follow-up training before the next follow up survey. This will be included in the follow-up protocol manual and these buildings will receive a letter indicating the requirement.
- The proxy rate requirement for the TRAC risk analysis and compliance finding will be reduced.
 - For TRAC risk analysis: Regions that have 1 or more buildings with a proxy rate greater than **20%** will be flagged on the risk analysis.
 - For TRAC onsite visit: Regions that have a regional proxy rate greater than **20%** will receive a finding of noncompliance and be required to prepare a compliance plan.

Use of Follow-up Protocol Manual



HOME | STATEMENT | ADMINISTRATION | TRAINING | RESOURCES | REPORTS

FOLLOW-UP

Data Entry / Follow-U

Follow Up Reporting

Student Self-Survey Portal: StudentFollowUp.CTEIS.com

Follow-Up Reporting

- Follow-Up Instructional Guide
- **Follow-Up Protocol Manual**
- Follow-Up PowerPoint
- OCTE PowerPoint
- Follow-Up Training Videos
- Recording of Follow-Up Survey 10/14/2021
- Follow-Up Review Guide for FA
- Follow-Up Review Guide for CEPD
- Follow-Up Self Survey Guide
- [CTEIS 2022 Follow Up Survey of Concentrators Best Practices](#)

Follow-Up Report Guides

- X0610 Report Interpretation Guide
- X0611 Report Interpretation Guide
- T1608 Report Interpretation Guide

General Follow-Up Resources

- Follow-Up Workshop Schedule
- Follow-Up FAQ
- CEPD Admin Memo
- Local Contact Memo

Follow-Up Scripts

- Survey Form Intro Script
- Student Survey Form
- Proxy Survey Form
- Mail Survey Form

<http://support.cteis.com/Data-Entry/Follow-Up>

- ▶ Response Rate & Proxy Rate requirement
- ▶ Guidance on how to get survey items one by one
- ▶ Background and purpose of follow-up survey

Contact Information



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