



# Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

To: Superintendents, State Reporting Staff

From: Michelle Tubbs, Assistant Director of Data Reporting

Brenda Erbse, Assistant Director of Accountability

Chris Deaton, Governor's Workforce Cabinet

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This memo provides additional information and clarification on state reporting guidelines for Career Centers and CTE Cooperatives for the 2021/2022 school year.

## **Career Centers serving multiple LEAs**

These are traditional LEA hosted Career Centers that serve students from multiple LEAs. IDOE recommends these organizations report staff and course completion utilizing the state id of the conducting career center or may optionally report via the high school id. This includes 24 career centers that serve multiple LEAs (e.g. Century Career Center in Logansport, Richmond Area Career Center, etc.)

- Report Staff via the high school or conducting career center
- Report Courses via the high school or conducting career center
- Report Attendance and other information with accountability at the homeschool

## **Career Centers that serve as their own LEA (stand-alone)**

These are stand-alone, non-traditional LEA Career Centers that serve students from multiple LEAs. These organizations will need to report their data via state id of the career center. This includes organizations such as Heartland Career Center, Area 30 Career Center, Central Nine Career Center, Blue River Career Programs, as well as Southeastern Career Center

- Report Staff via the conducting career center
- Report Courses via the conducting career center
- Report Attendance and other information via the homeschool

## **Career Centers serving a single LEA**

These are traditional LEA hosted serving students from within their LEA. Depending on local organization within the corporation, these entities may or may not have a state assigned career center id. These organizations either report staff and course information via the high school or may report via the state-assigned career center id. This includes Gary Area Career Center, Pike Career and STEM Center, IPS Career & Technology Center, McKenzie Career Center, South Bend Community School Corp, and Lewis Cass Polytechnic Academy.

- Report Staff via the high school or conducting career center
- Report Courses via the high school or conducting career center
- Report Attendance and other information with accountability at the homeschool



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## **Career and Technical Cooperatives**

Cooperatives do not have state assigned school ids or career center ids. All data is reported via the student's local home high school. This includes three (Twin Rivers, Lost River, Wabash River), which have a state id for grants purposes and reporting form 9 financial data.

- Report Staff via the local high school
- Report Courses via the local high school
- Report Attendance and other information with accountability at the homeschool

Questions regarding this memo or state school/career center id should be directed to [schoolaccountability@doe.in.gov](mailto:schoolaccountability@doe.in.gov). Questions regarding state reporting should be directed to <https://help.doe.in.gov>