



State of New Jersey

DEPARTMENT OF EDUCATION

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June 27 , 2011

TO: Chief School Administrators (Secondary Districts)
Charter School Lead Persons (Secondary Charter Schools)

FROM: Marie Barry, Director
Office of Career and Technical Education

SUBJECT: 2010-2011 Vocational Education Data System (VEDS)

All secondary districts with approved career and technical education (CTE) programs must submit enrollment and performance data annually. As you may be aware last year, this data was collected through both the NJ SMART CTE Collection and VEDS to begin the transition to solely utilizing the NJ SMART CTE Collection. Analysis of the data submitted in NJ SMART and VEDS reveals significant discrepancies. As a result of these discrepancies, we have determined that a parallel data collection is needed again this year to verify accuracy of data. All districts with CTE programs will be required to submit data on NJ SMART and VEDS again this year. In addition to the NJ SMART and VEDS file, a placement survey must be submitted through the New Jersey Department of Education's secured website: <http://homeroom.state.nj.us/>. There is a secondary placement survey file at the secured website for the district to download. This file lists last year's (SY 2009-2010) graduated completers. Districts without graduated completers will not have this file on their secured website. Therefore, no placement data will be required for those districts. The placement survey is designed to determine if the listed students were employed, in the military services, in postsecondary advanced training or unemployed by the end of calendar year 2010 after they graduated from high school.

For this reporting year, the data fields in the data collection remain the same as the previous year. For consistency purpose, we recommend districts enter the accurate data into the NJ SMART CTE Collection first, then download the file from NJ SMART system, and add the data columns that are not collected by NJ SMART to complete the VEDS file. Those data columns are:

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Data Field Name	Data Type	Field Length	Definition of the Data Field
RPT_YR	Text	4	Enter "2011" for this column.
CO	Text	2	Two digit county code for the county where the district is located: 01=Atlantic; 03=Bergen; 05=Burlington; 07=Camden; 09=Cape May; 11=Cumberland; 13=Essex; 15=Gloucester; 17=Hudson; 19=Hunterdon; 21=Mercer; 23=Middlesex; 25=Monmouth; 27=Morris; 29=Ocean; 31=Passaic; 33=Salem; 35=Somerset; 37=Sussex; 39=Union; 41=Warren;
DIST	Text	4	4 digit district code
SCH	Text	3	3 digit school code
ADDRESS	Text	50	
CITY	Text	50	
STATE	Text	2	
ZIP	Text	12	Format this column to text in order to enter the front zero
GRADE	Text	2	Enter grade 09-12
GENDER	Text	1	Enter "M" for male, "F" for female
RACE (1997 Revised Standards, seven categories)	Text	1	Race: "1" for White--A person having origins in any of the original peoples of Europe, North Africa, or the Middle

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			<p>East (except those of Hispanic origin)</p> <p>"2" for Black, non Hispanic--A person having origins in any of the black racial groups of Africa (except those of Hispanic origin)</p> <p>"3" for Hispanic--Cuban, Central or South American or other Spanish culture or origin, regardless of race.</p> <p>"4" for Asian --A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This includes people from China, Japan, Korea, the Philippine Islands, American Samoa, India, and Vietnam</p> <p>"5" for American Indian or Alaskan native --A person having origins in any of the original peoples of North America (not the people from India), and who maintains cultural identification through tribal affiliation or community recognition.</p> <p>"6" Native Hawaiian or other Pacific Islander</p> <p>"7" for two or more races</p>
Migrant Status*	Text	1	<p>Enter "Y" for migrant status, "N" for non-migrant status.</p> <p>Definition: Student is eligible for migrant education services. (1) The child is younger than 22 and has not graduated from high school or does not hold a high school equivalency certificate; (2) and the child is a migrant agricultural worker or a migrant fisher or has a parent, spouse, or guardian who is a migrant agricultural worker or a migrant fisher; (3) and the child has moved within the preceding 36 months in order to obtain (or seek) or to accompany (or join) a parent, spouse, or guardian to obtain (or seek) temporary or seasonal employment in qualifying agricultural or fishing work; and (4) such employment is a principal means of livelihood; and (5) the child has moved from one school district to another.</p>
Earned Industry Credential Certificate	Text	1	Enter 1=Yes, 2=No

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Disability			Student with disability. Enter 1=Yes, 2=No.
LEP	Text	1	<p>Limited English Proficient: Enter "1" for Yes, "2" for No.</p> <p>The term "individual with limited English proficiency" means those learners whose native language is other than English and who have sufficient difficulty speaking, reading, writing or understanding the English language as measured by an English language proficiency test so as to be denied the opportunity to learn successfully in the classroom where the language of instruction is English.</p>
ECONOMIC	Text	1	<p>Economically Disadvantaged: Enter "1" for Yes, "2" for No.</p> <p>Individuals from economically disadvantaged families, who require special services and assistance in order to enable them to succeed in vocational education programs. At the secondary level, economic disadvantage can be determined if the learner is in a free or reduced lunch program, work study program or eligible for AFDC.</p>
Seniors' HSPA LAL Proficiency Level*(Not SRA)	Text	2	<p>This data is for senior students only. Enter one of the codes below for the best Proficiency Level the senior student ever had:</p> <p>1= Advanced Proficient 2= Proficient 3= Partially Proficient 4=No Score A1=Advanced Proficient on APA (exclude SRA) for student with disability. A2=Proficient on APA (exclude SRA) for student with disability A3=Partially Proficient on APA (exclude SRA) for student with disability</p>
Reason for senior never had HSPA LAL	Text	2	

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<p>Seniors' HSPA Mathematics Proficiency Level*(Not SRA)</p>	<p>Text</p>	<p>2</p>	<p>This data is for senior students only. Enter one of the codes below for the best Proficiency Level the senior student ever had:</p> <p>1= Advanced Proficient 2= Proficient 3= Partially Proficient 4= No Score A1=Advanced Proficient on APA (exclude SRA) for student with disability. A2=Proficient on APA (exclude SRA) for student with disability A3=Partially Proficient on APA (exclude SRA) for student with disability</p>
<p>Reason for not having HSPA Mathematics score</p>	<p>Text</p>	<p>2</p>	<p>This data is for senior students only. Explain why the student's HSPA Math proficiency level did not receive a result.</p> <p>XT = Exempt from Taking because of I.E.P. AL = Only used alternative exam, never had HSPA VD = Void with other Reasons of never having a score in 11th or 12th grade</p>
<p>EXITSTAT</p>	<p>Text</p>	<p>1</p>	<p>Exitstat: High School Exiting Status (not the program).</p> <p>Enter "1" for Graduated from high school "2" for Transfer to another district; "3" for Drop out High School; "4" for Continuing High School Study.</p>
<p>SENDDIST</p>	<p>Text</p>	<p>4</p>	<p>Only vocational schools, special services schools and charter schools need to fill in this column of sending district code in order to get Perkins grant allocation transferred from the students' home school. Sending district is the share time students' home district or the districts the full time students would have gone to if they did not come to voc school.</p>
<p>Sending District Name</p>	<p>Text</p>	<p>50</p>	<p>Please enter the name of the sending district (vocational, special services and charter schools only).</p>
<p>Sharetime or Fulltime</p>	<p>Text</p>	<p>1</p>	<p>Enter "S" for sharetime student, "F" for fulltime student district (vocational, special services, and charter schools only).</p>

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All files needed for completing the 2010-2011 *Vocational Education Data System (VEDS)* report are available online at www.state.nj.us/njded/data/veds. The VEDS system is maintained by the staff of the New Jersey Department of Education (NJDOE) Office of Career and Technical Education to collect information on all students enrolled in approved career and technical education programs. These materials continue to be revised on a yearly basis to more completely meet the data requirements of the Carl D. Perkins Career and Technical Education Act of 2006.

For security reasons, the VEDS data must be submitted through the NJDOE's data collection website at <http://homeroom.state.nj.us/> under the "VEDS" category. Every district must log in to its own secured website to upload and submit the VEDS file. The district's web-user administrator should have the district's ID and password to access the website. The VEDS data can be submitted either in Access format, or in Excel format.

All VEDS and the Placement Survey must be submitted no later than September 15, 2011. You should receive a confirmation from the website if your submission is successful. Failure to submit this data in a timely manner may impact the district's Perkins funding and performance data.

For technical assistance related VEDS, please call Shinlan Liu at (609) 633-1056 or e-mail shinlan.liu@doe.state.nj.us.

Details on CTE data submission on NJ SMART are at <http://www.nj.gov/education/njsmart/cte/>. The CTE data submission on NJ SMART starts on July 6, 2011 at 8 AM. **The deadline for the NJSMART CTE Submission is August 3, 2011 at 5 PM.** Questions related to NJ SMART can be directed to the NJ SMART Help Desk by calling (800) 254-0295 or e-mailing njsmart@pcgus.com

MB/RK/SL

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