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About This Guide

Author/ Contact: ODE CTE Data Analyst, Rebecca.Amodeo@ode.oregon.gov

Audience

- CTE Regional Coordinators and SCP Direct Recipient Grant Managers
- CTE Local Admin and CTE Lead Teachers reviewing SCP reports

Focal Report: Secondary Career Pathways (SCP) Milestones Report

Report Year: 25-26

Guide Publication/Update Date: 10/19/2026

Advisements

For grant information, see the [ODE Secondary Career Pathway page](#), or contact ODE CTE Grant Manager Sandy.Cassio@ODE.oregon.gov and Grant Specialist Jeff.Rhoades@ODE.oregon.gov. Please include *both* the grant manager *and* grant specialist in inquiries.

For CTE terms, see the [Oregon CTE Policy Guidebook](#), section CTE Terms and Common Acronyms.

For information on CTE programs and/ or support resources, contact the Career Learning Area (CLA) Content Specialist:

- AC: Arts, Information & Communications Jeff.Rhoades@ode.oregon.gov
- AG: Agriculture, Food & Natural Resources Systems Reynold.Gardner@ode.oregon.gov
- BM: Business & Management Deron.Fort@ode.oregon.gov
- HE: Health & Biomedical Sciences Liz.Rain@ode.oregon.gov
- HR: Human Resources Johnie.Ferro@ode.oregon.gov
- IE: Industrial & Engineering Systems Daniel.Findley@ode.oregon.gov

Data Security

Remember to store and handle SCP Milestones Report securely because it has student personally identifiable information (PII). Such data should not be shared publicly or with unauthorized district staff. **Even when sharing with district staff, email should not be used to share data that can reveal PII because it is not secure; Secure File Transfer must be used.** This includes protecting data about individual students through adequate processes around student PII and through suppressing¹ aggregate² data that could reveal private student information.

See the District Site [Student Data Privacy](#) page for details.

Figure 1 Screen Snip from Student Data Privacy page graphic for FERPA



SCP Milestones Report

Delivery & Review

The Secondary Career Pathways (SCP) Milestones Report 25-26 will be sent to each CTE School District's CTE grant manager, CTE Local Admins, and CTE Lead Teachers in early November 2026. It will be sent by email through ODE's Secure File Transfer (from ode.helpdesk@ode.oregon.gov) because the report contains student PII.

ODE invites institutions to review their SCP report in the week following the SFT (review period) and let us know if they see incongruity with their submissions. **This review & feedback is not mandatory;** it is opt-in only. *If your question includes any student PII for reference, always use [ODE Secure File Transfer](#).*

If you wish to review any portion of the report, open the Secure File Transfer and save the report right away because the link in the email will expire after 7 calendar days.

If inquiry during the review period reveals errors in the initial report, it will be corrected and reissued later in November.

The Milestones report has 3 components in 25-26: **Program SCP Qualification Details, Student-Program SCP Details**, and the

¹ **Data Suppression:** The process of redacting and/or re-coding aggregate data to reduce the risk of revealing personal information about a student.

² **Aggregation:** Data about clusters or groups, such as counts, averages, medians, or percentages; certain types of aggregation are calculations for specific subsets of students (or former students) such as focal student group stats.

Milestones Points Summary.

Program SCP Qualification Details

Program SCP Qualification Details displays multiple flags relevant to determining whether a program can count SCP Milestones for the report year plus a flag indicating whether the program qualifies.

- This includes all CTE programs approved in both the report year and disbursement year.
- This does not include programs that closed at the end of the report year.
- This does not include programs in their first year of approval in the disbursement year, even if they are starting out as fully approved Programs of Study.

See **Table 1 Program SCP Qualification Details Data Map** for field names and descriptions.

Qualifying to count SCP Milestones for the report year does not directly confer points or funds.

Student-Program SCP Details

Student-Program SCP Details displays unsuppressed³ student-program level information on aspects of CTE engagement considered in the Secondary Career Pathways grant allocations process.

This report only includes CTE programs with a Program Qualification Flag = 'Y' in the Program SCP Qualification Details component. It includes programs with 0 points.

For all qualified programs, this displays report year SCP Portfolio status and up to 5 years of CTE Course in-program history for program students meeting *any* of the following

- Appears in SCP report year Spring Membership as a HS student in any institution.
- Appears in SCP Report year CTE Course Collection in any institution.
- Appears in SCP report year CTE Student Collection with at least 1 first-reported met CTE IRC in the CTE program.

See

Table 2 Student-Program SCP Details Data Map for field names and descriptions.

Milestones Points Summary

For all Program Qualification Flag = 'Y' programs (including programs with 0 points), the Milestones Points Summary displayed unsuppressed⁴

- Counts of unique SSID with either or both Milestones
- Counts of Persistence Milestones
- Counts of Portfolio Milestones

³ See the SCP Milestones Report [Data Security](#) section for information on protecting student PII in the report.

⁴ See the SCP Milestones Report [Data Security](#) section for information on protecting student PII in the report.

- Persistence and Portfolio Milestone Counts Sum

See **Table 3 Milestones Points Summary Data Map** for field names and descriptions.

Data Review Tips

Program Qualification Details

The [CTE Information System \(CTE IS\)](#) contains information on disbursement year statuses based on data submitted in CTE Program Applications, CTE Program Renewals, Program Yearly Updates, and the [Dormancy Notification Form](#).

When looking further into a program's report year submission status (i.e., whether the program completed CTE Course):

- Use the CTE Site Summary of Both Collections report in the Consolidated Collections Reports Tab to see the CTE Course Summary.
- Or examine the complete submission in the CTE Course Production Download Report from the report year.

The CTE Site Summary of Both Collections Report and Production Download Report access info is in the [CTE Course 25-26 User Guide](#) pages 20 – 22.

Student SCP Portfolios

When looking further into a student's Report Year Portfolio Flag, use the CTE Student Consolidated Collections Report "Student IRC Met History Report" to identify and evaluate submitted CTE IRC. Do not count overreported CTE IRC toward SCP Portfolio flags.

Student IRC Met History Report info is in the [CTE Student 25-26 User Guide](#) pages 24 & 25.

Student SCP Credits

When looking further into a student's SCP credits in a listed school year:

- Do not count overreported class sections toward SCP credits.
- Use the CTE Site Summary of Both Collections report in the Consolidated Collections Reports Tab to see the CTE Course Summary for the desired year.
- Or examine the complete submission in the CTE Course Production Download Report from the desired year.

The CTE Site Summary of Both Collections Report and Production Download Report access info is in the [CTE Course 25-26 User Guide](#) pages 20 – 22.

Data Maps

Table 1 Program SCP Qualification Details Data Map

Column	Program SCP Qualification Field	Description
A	Report Year	A 4-digit code indicating the maximum school year of student activity included in the report.
B	Disbursement Year	A 4-digit code indicating the school year in which SCP funds would be disbursed. Also, the CTE Program Yearly Update year used to evaluate CTE POS qualification for SCP.
D	Support Grant Fiscal Agent ID	The institution ID of the SCP fiscal agent institution.
E	Support Grant Fiscal Agent Name	The Name of the of the SCP fiscal agent institution.
F	School District ID	The School District Institution ID for the CTE Site.
G	School District Name	The School District name for the CTE Site.
H	CTE Site ID	The institution ID of the CTE Site that directly provided the CTE programming
I	CTE Site Name	The name of the CTE Site that directly provided the CTE programming
J	CIP Cd	CIP code identifying the CTE Program in the Disbursement Year.
K	Program Name	Program Name of the CTE Program in the Disbursement Year.
L	Dormancy Processing Date	Indicates the date of processing dormancy into the CTE IS, <i>if</i> the program is listed dormant. NULL or empty otherwise.
M	Submissions Req Flag	'Y' if the program was listed "active" and completed CTE Course in the report year. Otherwise 'N'.
N	Listed Active Flag	'Y' if the program is approved in the Disbursement Year and is not marked dormant in the CTE IS. Otherwise 'N'.
O	Program Type Req Flag	'Y' if the program fully approved (POS status) in the Disbursement Year. Otherwise 'N'.
P	Program Credit Req Flag	'Y' if the program offers at least 3 credits in the disbursement year. Otherwise 'N'.
Q	Program Qualification Flag	'Y' if the program is eligible for counting SCP Points if any are earned. Submissions Req, Listed Active, Program Type Req, and Program Credit Req Flags must all = 'Y'. Otherwise 'N'.

Table 2 Student-Program SCP Details Data Map

Column Position	Student-Program SCP Details Field	Description
A	Report Year	A 4-digit code indicating the maximum school year of student activity included in the report.
B	Disbursement Year	A 4-digit code indicating the school year in which SCP funds would be disbursed. Also, the CTE Program Yearly Update year used to evaluate CTE POS qualification for SCP.
D	Support Grant Fiscal Agent ID	The institution ID of the SCP fiscal agent institution.
E	Support Grant Fiscal Agent Name	The Name of the of the SCP fiscal agent institution.
F	School District ID	The School District Institution ID for the CTE Site.
G	School District Name	The School District name for the CTE Site.
H	CTE Site ID	The institution ID of the CTE Site that directly provided the CTE programming
I	CTE Site Name	The name of the CTE Site that directly provided the CTE programming
J	CIP Cd	CIP code identifying the CTE Program in the Disbursement Year.
K	Program Name	Program Name of the CTE Program in the Disbursement Year.
L	Program Qualification Flag	'Y' if the program is eligible for counting SCP Points if any have been earned. Otherwise 'N'.
M	SSID	Student SSID.
N	Legal First Name	Student's legal first name.
O	Legal Last Name	Student's legal last name.
P	HS Entry Year	Student's HS entry school year.
Q	Enrolled Grade Code	Student's enrolled grade in the report year.
R	Report Year Portfolio Flag	'Y' if the student has at least 1 report year CTE IRC in the program that has not been reported for the student before. Otherwise 'N'.
S	Has Any Credit Flag	'Y' if Total SCP Credits > 0. Otherwise 'N'.
T	Has 3 Credits Flag	'Y' if Total SCP Credits >= 3. Otherwise 'N'.
U	Total SCP Credits	Sum of SCP credits earned by the end of the report year. CTE class credits completed by the student with earned grade A, B, C, D, or P and reported in the appropriate collection year CTE Course.
V	SCP Credits 25-26	Report Year SCP Class Credits. Sum of SCP credits completed by the student with an earned grade of A, B, C, D, or P and reported in the respective collection year CTE Course.

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Column Position	Student-Program SCP Details Field	Description
W	SCP Credits 24-25	Sum of class credit completed by the student with an earned grade of A, B, C, D, or P and reported in the respective collection year CTE Course.
X	SCP Credits 23-24	Sum of class credit completed by the student with an earned grade of A, B, C, D, or P and reported in the respective collection year CTE Course.
Y	SCP Credits 22-23	Sum of class credit completed by the student with an earned grade of A, B, C, D, or P and reported in the respective collection year CTE Course.
Z	SCP Credits 21-22	Sum of class credit completed by the student with an earned grade of A, B, C, D, or P and reported in the respective collection year CTE Course.

Table 3 Milestones Points Summary Data Map

Column Position	Milestones Points Summary Field	Description
A	Report Year	A 4-digit code indicating the maximum school year of student activity included in the report.
B	Disbursement Year	A 4-digit code indicating the school year in which SCP funds would be disbursed. Also, the CTE Program Yearly Update year used to evaluate CTE POS qualification for SCP.
D	Support Grant Fiscal Agent ID	The institution ID of the SCP fiscal agent institution.
E	Support Grant Fiscal Agent Name	The name of the of the SCP fiscal agent institution.
F	School District ID	The School District Institution ID for the CTE Site.
G	School District Name	The School District name for the CTE Site.
H	CTE Site ID	The institution ID of the CTE Site that directly provided the CTE programming
I	CTE Site Name	The name of the CTE Site that directly provided the CTE programming
J	CIP Cd	CIP code identifying the CTE Program in the Disbursement Year.
K	Program Name	Program Name of the CTE Program in the Disbursement Year.
L	Program Qualification Flag	'Y' if the program is eligible for counting SCP Points if any have been earned. 'N' if the program is not eligible in the period.
M	SSID with Milestone	Count of individual students represented in either or both SCP Milestone types.
N	Persistence Milestones	Count of individual students in Program Qualification Flag = 'Y' with Has 3 Credits Flag = 'Y'
O	Portfolio Milestones	Count of individual students in Program Qualification Flag = 'Y' with Report Year Portfolio and Has Any Credit flags = 'Y'
P	Total Milestones	Sum of report year Persistence and Portfolio Milestone Points.