CSDE

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Panel Discussion of Best Practices for Test Administration for Connecticut Summative Assessments

September 11, 2018

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Panel Purpose

Is it possible to run a trouble free and smooth state summative testing window? This panel discussion, with four veteran Connecticut test coordinators, will overview some best practices for administering state summative assessments. The topics covered will be helpful to new test coordinators as well as experienced test coordinators.

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Agenda

- Staff Training
- Accommodations Entry
- Summative Test Scheduling
- PSIS/Testing Data
- Monitoring Participation
- Wild Card Topics

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Staff Training

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Staff Training

- Fall Training
  - Online Reporting System
  - TIDE
  - AIR Ways Reporting
  - Teacher Hand Scoring System
- Winter Training
  - DTC Workshop Presentation

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Accommodations Entry

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Tools, Supports and Accommodations

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COMPREHENSIVE ASSESSMENT PROGRAM PORTAL

STANDARD/ALTERNATE
SCIENCE

Smarter Balanced
Assessment Consortium

Universal Tools: *Available to ALL students*

Designated Supports: *Available to ANY student with a need determined by educators*

Embedded
- Breaks
- Calculator (Math)
- Digital Notepad
- English Glossary^
- Expanded Passages/Stimuli
- Highlighter
- Keyboard Navigation
- Line Reader- New
- Mark for Review
- Math Tools
- Strikethrough
- Writing Tools
- Zoom

Non-Embedded
- Breaks
- Scratch Paper/ whiteboard with marker
- Time Extension (Science)

^ NOT available for Science

Embedded
- Color Contrast
- Masking
- Mouse Pointer- New
- Print Size Online
- Text-to-Speech- Science, Math & ELA Non-Reading Passages
- *Translations-Math (Glossary)
- *Translations-Math (Stacked)
- *Translation Test Directions(Math, Spanish)
- Turn off any universal accessibility tool

Non-Embedded
- Amplification- New
- *Bilingual Dictionary (Science)
- Color Contrast
- Color Overlay
- Magnification Device
- *Native Language Reader Directions (Science)
- Noise Buffering
- Read Aloud
- *Read Aloud in Spanish (Math)
- Separate Setting
- Simplified Test Directions^
- *Translation Glossary (Math)
- *Translation Test Directions^

Accommodations: *Available to students with an IEP or 504 Plan*

Embedded
- American Sign Language (Video)^
- Braille^
- Braille Transcript (ELA Listening)^- New
- Closed Captioning-(ELA Listening)
- Streamline
- Text-to-Speech (ELA-reading Passages) Grades 3-8

^ NOT available for Science

~ Requires Trained Educator

Non-Embedded
- 100s number table- Grades 4-8
- Abacus
- Alternate Response Options
- Braille Booklet
- Braille supplemental math booklet for online fixed form test
- Calculator- Grades 6-8
- Large Print Booklet
- Multiplication Table-Grades 4-8
- # Print on Demand
- ~ # Read Aloud- (ELA-reading Passages) grades 3-8
- ~ # Scribe
- Sign Language for Test Items (Science)
- Speech-to-Text

Requires Petition for Approval of Special Documented Accommodations

*Intended for English Learners (EL)   ^ NOT available for Science

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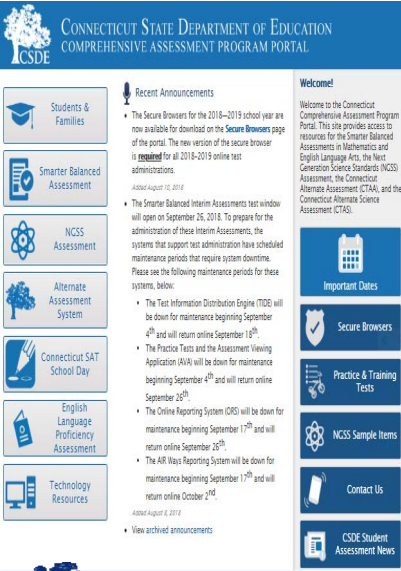
Process for Ensuring Accurate Selection/Input of Designated Supports and Accommodations

Planning/Communicating
- **Determine Responsibilities: District and School** Communicate Plan to School and District Leaders for Approval / Support
- Identify Key Staff: Building Test Coordinator (BTC), IT, SPED, EL and 504 Coordinators, High School SSD Coordinator
- Ongoing updates and deadline reminders

Training
- **Training session for Test Supports and Accommodations – Understanding and Process**
- Overview of Designated Supports and Accommodations and Resources
- TIDE: Setting review, input demo, upload review
- Process and Timeline - standard and alternate testing

Monitoring
- **Ongoing School Support**
- School Teams review student test settings in TIDE, prior to testing
- Resolve specific Supports/Accommodations Questions- CSDE support
- Petitions for Special Documented Accommodations
- Students with temporary disabling conditions
- CSDE Deadlines
- Materials for Non-Embedded Supports

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Special Populations Web Sites

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COMPREHENSIVE ASSESSMENT PROGRAM PORTAL

Recent Announcements

- The Secure Browsers for the 2018–2019 school year are now available for download on the Secure Browsers page of the portal. The new version of the secure browser is **required** for all 2018-2019 online test administrations.
  Added August 10, 2018
- The Smarter Balanced Interim Assessments test window will open on September 26, 2018. To prepare for the administration of these Interim Assessments, the systems that support test administration have scheduled maintenance periods that require system downtime. Please see the following maintenance periods for these systems, below:
  - The Test Information Distribution Engine (TIDE) will be down for maintenance beginning September 4th and will return online September 18th.
  - The Practice Tests and the Assessment Viewing Application (AVA) will be down for maintenance beginning September 4th and will return online September 26th.
  - The Online Reporting System (ORS) will be down for maintenance beginning September 17th and will return online September 26th.
  - The AIR Ways Reporting System will be down for maintenance beginning September 17th and will return online October 2nd.
  Added August 6, 2018
- View archived announcements

Students & Families
Smarter Balanced Assessment
NCSS Assessment
Alternate Assessment System
Connecticut SAT School Day
English Language Proficiency Assessment
Technology Resources

Welcome!
Welcome to the Connecticut Comprehensive Assessment Program Portal. This site provides access to resources for the Smarter Balanced Assessments in Mathematics and English Language Arts, the Next Generation Science Standards (NGSS) Assessment, the Connecticut Alternate Assessment (CTAA), and the Connecticut Alternate Science Assessment (CTAS).

Important Dates
Secure Browsers
Practice & Training Tests
NGSS Sample Items
Contact Us
CSDE Student Assessment News

CSDE Comprehensive Assessment Program Portal
https://ct.portal.airast.org/

Resources for State Assessments
- **Student Assessment News**
- **Look up teachers trained to administer the CTAA and CMT/CAPT Skills Checklist Science**
- **Access to TIDE for inputting and confirming student supports /accommodations (***TIDE User's Guide & Managing Student Test Settings Brochures Setting***)**

For CTAA and Skills Checklist Science, TEAs **must participate** in CSDE training.

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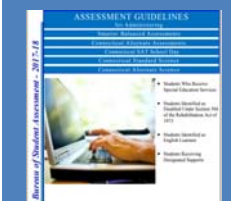
Optional course for greater understanding of universal tools, designated supports and accommodations.

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Special Populations Resources

ASSESSMENT GUIDELINES
Bureau of Student Assessment – 2017-18

- Students Who Receive Special Education Services
- Students Identified as Disabled Under Section 504 of the Rehabilitation Act of 1973
- Students Identified as English Learners
- Students Receiving Designated Supports

CSDE Assessment Guidelines
Guidance for Connecticut school district personnel who must make decisions about testing special student populations on Smarter Balanced, Science and Connecticut and Alternate Assessments
(Found on Connecticut Portal)

Resource for:
Planning and Placement Team (PPT)
EL Department
Scientific Research-Based Interventions (SRBI)

Test Accommodation Form for Special Education, 504 and EL students to indicate Designated Supports, and Accommodations
Submitted on TIDE, by individual student or by group upload

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TIDE: Selection and Student Settings

Step #1 – Search Students

Step #3 – Select Student's Supports/Accommodations

Step #2 – Select Specific Student

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Connecticut SAT Accommodations – SSD Web site

Students with Disabilities	Used for state accountability system and college admission: *Submit request on the SSD website*	
Students with an IEP or Section 504 Plan	• Abacus • American Sign Language (ASL)- test directions only • Braille • Color Overlay • Computer • Extra/Extended Breaks • Large Print Booklet • Magnification Device • Modify Setting • Multiplication table	• Noise Buffering • Reader • Scribe • Signed Exact English -test directions and test content • Speech-to-Text (CB Assistive Technology) • 4 Function Calculator • Text-to-Speech for all test content (CB MP3 audio) • Time Extension 50% or 100% • Examples of common accommodations, the list is not exhaustive
English Learners (EL)	Used for state accountability system and college admission.	

	No need to submit request on the SSD website
	• Written Test Directions in:
	  Albanian, Arabic, Bengali, Chinese/Mandarin, Gujarti, Haitian Creole, Hindi, Polish, Portuguese, Russian, Spanish, Urdu, Vietnamese
	  Native Language Reader – test directions only
	  Bilingual Dictionary Word-to-Word in: Languages above plus Bosnian, French, Somali, Italian, Cambodian (Khmer), Burmese, German, Hmong, Japanese, Korean, Nepali, Punjabi, Romanian, Swahili
		Applicable only for CT SAT School Day: *Submit request on the SAA website*
		• Time Extension - 50% extended time

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Summative Test Scheduling

Test Scheduling

- What is the best way to schedule testing in a district?
- The CSDE used to release schedules many years in advance.
- However, now it is often the spring/summer prior to the school year. This will likely not change anytime soon.

SAT Scheduling Facts

- We will likely use 2 primary dates going forward.
- We will likely use 2 make up dates.
- It is important that you select **only** one of the primary dates.
- One day soon, the CSDE may consider online testing for SAT.

Smarter Test Scheduling Facts

- Last year, there were about 695,000 Smarter tests completed.
- Only about 195,000 were completed in March/April. The balance of testing was done in May/June.
- May 9 and 10, were the busiest days with about 50,000 tests completed per day.

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NGSS Test Scheduling Facts

- Much of the Field Testing was done the last week of May.
- There is an expanded window for high school now. The CSDE is also considering ways to incentivize this test.
- The testing time will likely be close to 2 hours.

Test Scheduling

- Districts have to be careful about the potential for missing students in participation. Some districts have really done this well as we can see their participation rates zoom up on the last week. However, some have miscalculated the late start and missed some students in testing.
- The CSDE was angling to trim the window for a few years. However, it will likely stay similar for now.
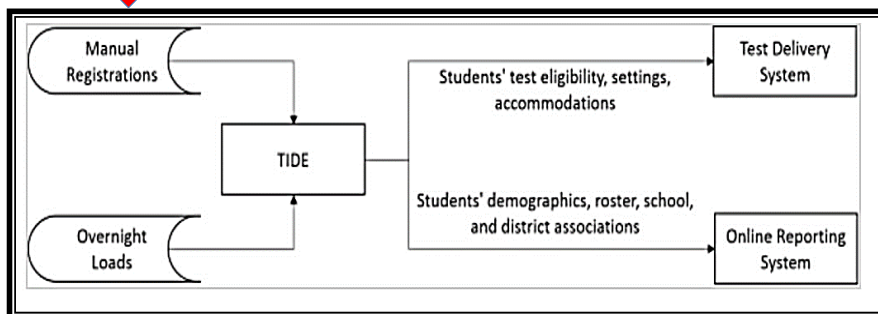
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PSIS/Testing Data

Public School Information System (PSIS)

The Foundation for TIDE

Other Systems Informed by PSIS

DRC's INSIGHT System (LAS Links)
The College Board (SAT's)

Screenshot of the Seven Fields in the PSIS Registration Module

Spring 2018 CT Testing Demographic Status
Only available during testing.
EL, Special Education, and Section 504 required for K - 12 during LAS Links; all required for 3 - 8 and 11 during CT Comprehensive Assessments.

English Learner (EL): No	Recently Arrived EL: No	Military Family: No
Special Education: No	Section 504: No	
Free/Reduced Lunch Eligible: Not Eligible	Homeless: 00 - Not homeless	

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Communications

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Performance Office

STUDENT ASSESSMENT NEWS
August 21, 2018

Archived Student Assessment News
CTStudentAssessment@ct.gov
860-713-6860

NEW 2018 Connecticut SAT School Day Results on EdSight and EdSight Secure

Use the quick links below to access articles and/or sections included in this newsletter.

- NEW Special Population Updates
- NEW Summative Assessment Updates
- NEW Summary of Timely/ Accurate Due Dates & Freeze Dates
- NEW Updated Sample Items Web

Aggregate results from the 2018 Connecticut SAT School Day for the state, districts, schools, and student groups are available on EdSight at http://edsight.ct.gov. Student-level results are available to authorized users through EdSight Secure. If you have any questions, please e-mail the EdSight helpdesk at EDsight.SDE@ct.gov. The 2018 reporting resources to support districts and schools are available on the Connecticut State Department of Education's (CSDE) SAT web page.

NEW College Board Provides Unlimited SAT Score Sends for Low-Income Students

In December 2017, the College Board announced that CSS Profile will be completely free for qualifying low-income students, starting in the 2018-19 school year. And, starting back in spring 2018, students who took the SAT, including the Connecticut SAT School Day, or the SAT Subject Tests with a fee waiver, will be able to send their official score reports to as many institutions as they want, for free.

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Communications

PSIS Coordinator

    Program Directors

        Principals and/or
        Building Coordinators

           School Secretaries and/or
           Enrollment Clerks

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Verifications

Enrollment Reports
    by School
    by Outplacement Facility

Programming
    Special Education Status
    Free and Reduced Lunch Status
    English Learner Status
    Section 504 Eligibility

Other Indicators
    Military Family
    Homeless
    Recently Arrived English Learner

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Hot Topics

Grade Changes (particularly for high school students)
Out-of-State Participation
Timely and Accurate Reporting
Cross-Checking Data

Monitoring Participation

An Improved School Classification System

Overview

Category 1 (Top Quartile)	**Indicator 3: Participation Rate**

- This does not contribute to the "accountability index" but impacts school classification

- A school that would otherwise have been classified in Category 1 or 2 *and* has a participation rate that is less than 95% for either the All Students group or the High Needs group in any tested subject will be classified into the next lower category.

Category 2 (Two Middle Quartiles)

- Schools of Distinction must meet the 95% standard for All Students and High Needs in all content areas.

Category 3 (Bottom Quartile – except 4 and 5)

Category 4 (New Turnaround/Focus)

Category 5 (Existing Turnaround/Focus)

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Next Generation Accountability Report: 2016–17

Choose a District
Waterbury School District

Participation Rate	Rate
ELA – All Students	98.9%
ELA – High Needs Students	98.9%
Math – All Students	98.8%
Math – High Needs Students	98.8%
Science – All Students	98.6%
Science – High Needs Students	98.5%

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14

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School	Grade	Student	SSID	Test	PLANNED FOR MAKEUP	TEST EXPIRED (must submit test security incident log to re-oper	REFUSED (left blank if logged into test, absent if did not log into test)	OTHER (please explain)
	7			Summative CAT - Math Grade 7				
	7			Summative CAT - Math Grade 7				
	7			Summative CAT - ELA Grade 7				
	7			Summative CAT - Math Grade 7				
	7			Summative PT - Math Grade 7				
	6			Summative CAT - ELA Grade 6				
	6			Summative CAT - Math Grade 6				
	6			Summative PT-Math Grade 6		X		
	8			NGSS Field Test Grade 8				
	8			Summative CAT - Math Grade 8				
	8			Summative PT - Math Grade 8		X		
	8			Summative PT - Math Grade 8		X		
	7			CTAA ELA G7				
	7			CTAA Math G7				
	7			CTAA ELA G7				
	7			CTAA Math G7				
	7			CTAA ELA G7				
	7			CTAA Math G7				
	7			CTAA ELA G7				
	7			CTAA Math G7				
	7			CTAA ELA G7				
	7			CTAA Math G7				
	7			CTAA ELA G7				
	7			CTAA Math G7				
	8			Connecticut Alternate Science Assessment Grade 8				
	8			CTAA ELA G8				
	8			CTAA Math G8				
	8			Connecticut Alternate Science Assessment Grade 8				

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Thank you.

Any questions, please e-mail
ctstudentassessment@ct.gov