

Preparation for Spring 2021 State Assessments February DAC Q&A Session Checklist

Understanding administration guidelines and instructions presented by the Office of Assessment and Accountability (OAA) is one of the best ways to prepare for Spring 2021 spring assessments.

[February DAC training videos](#) and handouts have been created to assist with the administration of state tests. District Assessment Coordinators (DACs) should watch each training video and review all handouts. Building Assessment Coordinators (BACs) should watch each training video and review the handouts relevant to their responsibilities.

February DAC Training Virtual Question and Answer (Q&A) Sessions will be held on Wednesday, [Feb. 24](#) and Wednesday, [March 3](#). Since the one-hour Q&A sessions will not include full presentations of content already covered in the video recordings, DACs and BACs should be prepared for the Q&A sessions.

Before attending the Q&A Sessions, DACs and BACs can be prepared by completing the following the steps in the Checklist. Following these steps may help DACs/BACs get the most benefit from the Q&A Sessions.

- Watch all (or pertinent) training videos on the administration of Spring 2021 spring assessments.
 - Alternate K-PREP
 - Accommodations
 - SDRR
 - K-PREP
 - High School
 - Test Security
 - PearsonAccess^{next}
 - TestNav

- Facilitate a Professional Learning Community for new and experienced BACs.
 - Identify areas of uncertainty after watching the videos.
 - Collect questions from test administrators to bring to the Q&A Sessions.

- Schedule time to attend the Q&A Sessions on Wednesday, Feb. 24 and Wednesday, March 3. NOTE: EILA credit will be offered for the February DAC Trainings that does not include the Q&A sessions. **Details on EILA credit will be shared in the Monday DAC Email on March 1.**

- Locate Teams Meeting Link to access the Q&A Sessions in the Feb. 22 Monday DAC Email.