



# Monday DAC E-Mail

November 5, 2018

## QUESTION OF THE WEEK

**Q:** Are End-of-Course (EOC) exams available for Early Graduate students?

**A:** To enable students to meet the requirements set forth by [704 KAR 3:305](#), which include taking and scoring proficient on four EOC assessments, the Kentucky Department of Education (KDE) is providing EOCs for students participating in the Early Graduation Pathway during the 2018-2019 school year. These paper version EOCs are only available to students in the Early Graduation Pathway, flagged as such in Infinite Campus (IC), with a letter of intent signed prior to October 1.

DACs must order the Early Graduate EOCs through an order report in IC. The directions for ordering and return shipping are included in the [linked guidance document](#).

## [Assessment Calendar](#)

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## Important Dates

Nov. 5- Dec. 14:	Alternate K-PREP Window 1 Test Administration
Nov. 5:	PearsonAccess <sup>next</sup> and TAA Opens for the ACT Deadline: ACCESS Test Materials Ordering Window Closes
Nov. 6:	Election Day
Nov. 8:	Administration Code/Inclusion of Special Populations Training for Allegations in Frankfort DAC Monthly Webcast at 11 a.m. ET
Nov. 12:	Veteran's Day Observed – KDE Offices Closed
Nov. 15:	Administration Code/Inclusion of Special Populations Training for Allegations in Frankfort
Nov. 20:	ACT Question and Answer Session at 2 p.m. ET
Nov. 27:	ACT Face-to-Face Test Administration Training, 8:30 a.m. – 12 noon ET, Embassy Suites, Lexington ( <b>new location</b> )
Nov. 28:	ACT Face-to-Face Test Administration Training, 8:30 a.m. – 12 noon CT, Holiday Inn University Plaza, Bowling Green

## ACT FACE-TO-FACE TEST ADMINISTRATION TRAININGS

District Assessment Coordinators (DACs) should share the following information with high school principals and ACT school test coordinators.

ACT school test coordinators or district and school administrators that are assisting with ACT test administration should plan to attend one of the annual face-to-face ACT Test Administration Trainings.

The training sessions will be:

November 27 (8:30 a.m. – 12 noon ET) at Embassy Suites Lexington (**new location**)

November 28 (8:30 a.m. – 12 noon CT) at Holiday Inn University Plaza in Bowling Green

The half-day training is an opportunity to learn how to successfully administer the ACT in the spring of 2019. Representatives from ACT and KDE will be present to provide information and answer questions regarding all aspects of the ACT test administration.

Topics will include:

- KDE policies
- Key Dates
- Important Pre-test tasks
- Events surrounding test day
- Post-test responsibilities
- Testing with accommodations

If you have any questions please contact [statetesting@act.org](mailto:statetesting@act.org).

[Register for Training.](#)

## INPUT REQUESTED FOR POSSIBLE ONLINE TEST ADMINISTRATION

The Kentucky Department of Education (KDE) is gathering information to explore the possibility of online test administration at the elementary and middle school levels. The Office of Assessment and Accountability (OAA) is trying to determine the amount of time elementary and middle schools will need to administer state assessments online. Building Assessment Coordinators (BACs) are asked to complete a [Survey Monkey](#) about the assessments purchased for their district's elementary and middle schools. Also, provide the types and number of electronic student devices available. This is a similar survey that DACs completed in July. BACs are asked to complete the survey on or before Wednesday, November 21.

## NOVEMBER 8 MONTHLY DAC WEBCAST

The Office of Assessment and Accountability (OAA) will host its live monthly District Assessment Coordinator (DAC) webcast on

## Applications

[SDRR](#)

[Secure Web App](#)

[SRD](#)

[PearsonAccess<sup>next</sup>](#)

- [ACT](#)
- [K-PREP/EOC](#)

## @KDE

[ACCESS for ELLs](#)

[ACT](#)

[Alternate K-PREP](#)

[End-of-Course](#)

[K-PREP](#)

[DAC E-Mails](#)

[School Report Card](#)

[Open House](#)

## Helpful Links

[ACT](#)

[Admin Code Training](#)

[Registration](#)

[KAAC](#)

[NAEP](#)

[Pearson](#)

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Thursday, November 8 from 11 a.m. – 12 noon ET. Future broadcasts are scheduled for the second Thursday of each month.

The webcast will be hosted by Jennifer Stafford, Director, in the Division of Assessment Support. Topics include re-opening the Kentucky Accountability System regulation (703 KAR 5:270), recommendations for growth, the 2018-2019 assessment plan, and EOCs for Early Grads. The PowerPoint presentation will be shared in a Special DAC E-mail early Thursday morning.

Please join Jennifer at 11 a.m. ET on Thursday for the [live broadcast](#) from the Kentucky Department of Education (KDE) Studio in Frankfort. Questions may be asked by sending an e-mail to [KDE DAC Information](#).

These sessions will be recorded and posted on the [KDE Media Portal](#) and the [KDE Meetings and Trainings](#) page with any pertinent materials.

## DAC Spotlight

The Russell Independent School District is located in North Eastern Kentucky. It is located on the banks of the Ohio River and serves two small suburban cities, Flatwoods and Russell, Kentucky. Russell Independent Schools was founded in 1892, serving a student population that is approximately 2,200, with a staff of 176 certified employees and 232 classified employees.

A priority focus for the district is to have a culture where the focus, drive, and motivation is “ALL about the kids”. Russell Independent’s mission is to inspire and empower all students to reach their maximum potential: ***one student, one lesson, one day at a time.*** Russell Independent is a district where you will find open communication with all stakeholders, a place where transparency is evident, and we hold ourselves and our students to a high level of accountability.

Over the past ten years the district has been very fortunate to have teachers transform their classrooms into digital spaces. Through area grants, teachers have been able to purchase the technology needed to implement technology driven practices. The district is one that values job embedded professional learning and seeks opportunities to collaborate, share and seek out the latest instructional strategies utilizing technology. Currently we have 31 Google Level I certified teachers and 4 Level II certified teachers within our district of 176 certified teachers. The goal is to continue to increase our percentage of Google Certified Teachers each year. We currently have over 50 teachers registered for Google Boot Camp that is provided through the technology department. Our culture supports this transformational change. We share our learning experiences through professional learning days, Ed Chats, community networks, grade level or content level learning communities, and faculty meetings. We ensure that the learning continues throughout the year and not simply at the beginning of school. We know that for true learning to occur and change to be transformational, teachers will need support for the



[Heather Aldrich](#)  
Russell Independent  
Schools

duration of the school year. We support this learning in small segments based upon the needs of the teachers and the age ranges of the students.

The elementary schools and middle school focus each year on creating positive culture, care and concern for fellow peers through various motivational methods and programs such as Thrive, KRUSH, DARE and CARES. Additionally, high school students benefit greatly from 20 AP classes and 14 dual credit classes offered through Morehead State University. All programs at the Area Technical Center have Industry Certifications where students can gain industry recognized credentials through an examination process.

As the District Assessment Coordinator, Heather states that she is truly blessed to work with an amazing team. Each year the district focuses on a theme/book for encouragement and strength. She greatly encourages others to read the *Power of a Positive Team* by Jon Gordon which is Russell's theme for the year "Stay Positive!" They even have shirts to wear on certain days with the Stay Positive motto.

*Disclaimer: Any views or opinions presented in the article are solely those of the author and do not necessarily represent those of the Kentucky Department of Education (KDE).*

## Previous Topics

### **READ TO ACHIEVE (RTA) AND MATHEMATICS ACHIEVEMENT FUND (MAF) GRANT ASSESSMENT TAB INFORMATION**

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#### **New this year**

Read to Achieve (RTA) and Mathematics Achievement Fund (MAF) grant schools are collecting student level assessment data in Infinite Campus (IC). This will occur three times a year October 30, January 30 and May 30. If your district has a school(s) with either one or both of the Kentucky Department of Education (KDE) grants, the Read to Achieve (RTA) teacher or the Mathematics Intervention Teacher (MIT) will be sending a CVS file to District Assessment Coordinators (DAC) or Infinite Campus coordinators to import into the assessment tab in IC. The RTAs and MITs have received detailed information on how to create the CSV to either be imported manually or by batch.

Please see the step by step directions [here](#) on how to upload these scores either manually or by batch import.

For questions in regard to Read to Achieve, contact [Whitney Hamilton](#); for the Mathematics Achievement Fund please contact [Erin Chavez](#).

### **ACT ACCOMMODATIONS Q&A WEBINAR**

ACT is hosting an accommodations Q&A webinar on Tuesday, November 20 at 2 p.m. ET. The session is scheduled to last one hour.

School Test Coordinators and Test Accommodations Coordinators are encouraged to attend. District Assessment Coordinators (DACs) are also welcome to attend.

[Webinar Registration](#)

## **EXPECT E-MAIL FROM ACT: PEARSONACCESSnext AND TAA OPENING**

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This week, ACT Test Coordinators (TCs) will receive an e-mail from [NoReplyTestAdmin@act.org](mailto:NoReplyTestAdmin@act.org) announcing the Monday, November 5 opening of PearsonAccess<sup>next</sup> and the Test Accessibility and Accommodations (TAA) System. District Assessment Coordinators (DACs) will be copied on the e-mail. The e-mail message will include directions for accessing the systems and completing required tasks within the systems. It will also include links to system user guides with more detailed information.

After logging in to the system, TCs will be able to submit participation information (deadline: November 30).

Test Coordinators will use the TAA system to request ACT-approved accommodations and manage the status of those requests. The deadline to request ACT-approved accommodations is January 25, 2019. Additional resources can be found at [www.act.org/stateanddistrict/kentucky](http://www.act.org/stateanddistrict/kentucky).

If School Test Coordinators have changed since 2018 testing, DACs should forward the ACT e-mail to the current Test Coordinator and then make the change to TC contact information in PAN when it opens on November 5. Directions for changing TCs can be found in the [PAN User Guide for ACT](#) or the [Managing Contacts video](#).

New DACs that do not have an account in PearsonAccess<sup>next</sup> for ACT should e-mail [Jenni Larkins](mailto:Jenni.Larkins) or call 502-564-4394.

## **ALTERNATE K-PREP COMBINED OVERVIEW/ATTAINMENT TASKS (AT) TRAINING TO CLOSE**

The 2018 Alternate K-PREP combined Overview/AT training and online quiz that opened on August 28 will close Friday, November 2. This training is a requirement for anyone who plans to administer an Alternate K-PREP Attainment Task in November or April. **No tasks should be administered until the training and quiz have been completed.** For any questions regarding the training, contact [Kevin O’Hair](#) by e-mail or by phone at (502) 564-4394.

## **ALTERNATE K-PREP TESTING WINDOW 1 ADMINISTRATION TO BEGIN**

The first Alternate K-PREP testing window to administer Attainment Tasks (AT) will begin Monday, November 5. This will be the first of two windows set to assess content standards for reading, mathematics, science, social studies and writing. **No tasks may be administered before Monday, November 5.**

Instruction may continue into the testing window as long as the content provided is not derived from the actual Attainment Tasks being administered. Once the task administration begins, all instruction for that standard should cease until after the task administration has been completed. The first testing window will end December 14.

## **Contact Information**

Office of Assessment and Accountability  
Division of Assessment Support  
(502) 564-4394

[KDE DAC Information](#)

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