



Monday DAC E-Mail

February 4, 2019

QUESTION OF THE WEEK

Q: When does PearsonAccess^{next} open to complete important tasks for K-PREP?

A: PearsonAccess^{next} opens today, February 4, to allow districts and schools to complete tasks necessary for the 2019 spring assessment window.

As a reminder, please make sure that the following tasks are completed by their respected deadlines:

1. Select a Shipment Option. Choose a shipment option by **February 15** in PearsonAccess^{next} for district test materials delivery. **When choosing a shipment option, please refer to your district calendar to choose a date that will not interfere with spring break.** See the *2019 Important Dates* attachment below for K-PREP regular and accommodated ordering completion deadlines and shipment dates.
2. View student enrollment counts for K-PREP (grades 3-8, and 11). Please contact KDE if there is a discrepancy greater than 15 - 20% in the enrollment counts; otherwise, no action is needed.
3. Order accommodated testing materials (Braille, large-print, audio and text reader). Deadlines for accommodated materials orders are based on the shipping option, see *2019 Important Dates*.
4. Update district and school profiles (addresses, Building Assessment Coordinators).

Please refer to [2019 Important Dates](#) attachment for all K-PREP completion dates.

[Assessment Calendar](#)

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Important Dates

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|-------------------|---|
| Feb. 1 – Mar. 29: | 2018-2019 CTE End-of-Program (CTE EOP) Assessment/TRACK Testing Window |
| Feb. 4 – Feb:15: | PearsonAccess ^{next} Open for K-PREP Shipment Option Selection |
| Feb. 6: | ACT Test Administrator Question and Answer Session |
| Feb. 8: | ACT Accommodations Reconsideration Deadline |
| Feb. 12: | DAC Meeting at Russell County Natatorium in Russell Springs |
| Feb. 13: | DAC Meeting at Ralph Rush Professional Development Center in Florence |

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|-------------|---|
| Feb. 14: | DAC Monthly Webcast (cancelled) |
| Feb. 15: | Deadline for Selection of K-PREP Shipment Option |
| Feb 19: | DAC Meeting at Pike County Central High School in Pikeville |
| Feb. 20: | DAC Meeting at KEDC in Ashland |
| Feb. 21: | DAC Meeting at Center for Innovations in Laurel County |
| Feb. 27: | DAC Meeting at KDE , 300 Sower Blvd., Frankfort |
| Mar. 1: | Deadline for Additional ACT Standard Time Materials |
| Mar. 1: | Deadline for Alternate K-PREP Window 2 Shipping Options |
| Mar. 5: | DAC Meeting at GRREC in Bowling Green |
| Mar. 6: | DAC Meeting at Christian Co. Board of Education in Hopkinsville |
| Mar. 7: | DAC Meeting at Owensboro Board of Education in Owensboro |
| Mar. 25-29: | Window 2 Alternate K-PREP Materials Ship (Option 1) |
| Apr. 1-5: | Window 2 Alternate K-PREP Materials Ship (Option 2) |

COHORT GRADUATION RATE ACCOUNTABILITY CHANGE

The Every Student Succeeds Act (ESSA) now requires that foreign exchange students must be included in the cohort 4-year and 5-year graduation rate like all other students. Students who were previously exempted in the 2018 4-year cohort will be included in the 2018 5-year cohort unless they have an ending withdrawal status in Infinite Campus (IC) of:

- W07 (Withdrawn for health reasons)
- W08 (Withdrawn due to death)
- W20 (Withdrawn to home school)
- W21 (Withdrawn to private school/Job Corps)
- W29 (Moved, out of state or out of Country)

Please make sure to update these students in IC from a C01 (Close of Year) or W22 (Moved, re-enrolled in another Kentucky public school) to the appropriate withdrawal status as needed; otherwise these students will count against your cohort graduation rate. Foreign exchange students who graduate from your district will be included in your accountability in the same way other graduates count. Foreign exchange students who dropout or fail to re-enroll in school will be included in cohort and will count against the school where they were last enrolled.

Coming soon, Cohort students will be available in the Student Data Review and Rosters ([SDRR](#)) application for viewing purposes only. No changes or ticket will be allowed until data review time with other parts of accountability. A helpful [Cohort Accountability Resource Tool](#) is available

Please e-mail [KDE Assessment](#) with questions about cohort.

Applications

[SDRR](#)
[Secure Web App](#)
[SRD](#)
[PearsonAccess^{next}](#)

- [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](#)

ALTERNATE K-PREP WINDOW 2 SHIPPING OPTION

Anyone who has already confirmed their selection for Window 2 shipping may disregard this message.

With spring break occurring in many districts in late March or early April, it often affects the receipt of test materials for the Window 2 Alternate K-PREP assessment. The Division of Assessment and Accountability Support (DAAS) would like to provide districts with the opportunity to select from two shipping options to determine when the spring Alternate K-PREP test materials arrive. To create an e-mail response, please select one of the following options:

[Option 1](#): The week of March 25-29

[Option 2](#): The week of April 1-5

Submit the chosen option for the district to [Kevin O'Hair](#) by Friday, **March 1**. If no selection is provided, Option 1 will be automatically selected for the district.

ACT TEST ADMINISTRATION QUESTION & ANSWER (Q&A) SESSION

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ACT is hosting a test administration Q&A webinar on Wednesday, February 6, at 2 p.m. ET. This training provides Test Coordinators with an overview of how to administer a successful test day. Participants will understand procedures for administering the ACT, including receiving and returning materials. School Test Coordinators and Test Accommodations Coordinators are encouraged to attend. DACs are also welcome to attend.

[Register for the webinar.](#)

ACT ACCOMMODATIONS RECONSIDERATION DEADLINE

ACT will reconsider requests for ACT-approved accommodations or English Learner (EL) supports that were not initially approved. If you would like ACT to reconsider a request, you may use the [Test Accessibility and Accommodations](#) (TAA) System to submit additional documentation.

The deadline for requesting reconsideration of ACT-approved accommodations and/or supports on the ACT is **February 8**.

Directions for submitting a request for reconsideration begin on page 56 of the [TAA User Guide](#).

ACT WINDOW FOR SUBMITTING ADDITIONAL ORDERS

The window is now open **through March 1** to order additional standard time materials for the March 12 test date and non-college reportable (NCR) accommodations materials for the March 12–26 testing window.

Before test day, if you need additional test materials beyond what is received in your initial shipment or if you need to order non-college reportable materials, you can place an order for these materials in [PearsonAccess^{next}](#).

You will need to add new or transfer students to your school in PearsonAccess^{next} before additional orders of test materials can be placed for them. Use the instructions in the “Submit a Request to Enroll or Un-enroll an Examinee” section of the [PearsonAccess^{next} User Guide for ACT](#).

CAREER AND TECHNICAL EDUCATION END OF PROGRAM (CTE-EOP) ASSESSMENT WINDOW

The 2018-2019 CTE EOP Assessment window opened Friday, February 1. Schools have identified a two-week window to complete the administration of the assessments. Student accounts will be locked outside of the school’s identified testing window. If a school’s testing window must be changed due to school closure, notify [Sherri Craig](#). All 2018-19 CTE EOP Assessments must be completed by March 29.

DAC Spotlight

Estill County is located in the Foothill Region of the state, nestled in between beautiful mountains and 40 miles of Kentucky River winding its way through the heart of our county. Estill County Public Schools has a district membership of 2,405 students in grades K-12. The district also has a blended Preschool/Head Start Program with a membership of 176, and an Early Head Start program consisting of eight students. District campuses include: South Irvine Early Learning Center (Preschool), Estill Springs Elementary (K-2), West Irvine Intermediate (3-5), Estill County Middle School (6-8), Estill County High School (9-12), and Success Academy (alternative program). Since 2015-2016, district staff has collaborated with the Novice Reduction Team at KDE in its efforts to reduce novice learners and increase student achievement for all students. Staff has been engaged in systems work and focused on the research of how people learn in order to plan rigorous learning opportunities for both students and teachers. This year at West Irvine Intermediate, three classrooms are piloting the Continuous Classroom Improvement model by Shipley to further the Plan Do Study Act (PDSA) work down to the classroom level in order for students to take ownership of their own learning. Moving forward, the plan is to roll this initiative out to all schools beginning with small teams of teachers. The district’s mission of “Every Child Succeeds” drives their work to constantly improve and make schools a great place to work, learn and grow.



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Estill County

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

UPDATED FEBRUARY/MARCH DAC TRAINING SCHEDULE

Below is the list of the February/March DAC trainings scheduled around the state for the upcoming spring assessments. Registration is now open. Everyone planning to attend must register.

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We welcome BACs to attend but please keep in mind that DACs will receive preference in the event a venue is booked to full capacity.

- February 12, [Russell County Natatorium](#) in Russell Springs
- February 13, [Ralph Rush Professional Development Center](#) in Florence
- February 19, [Pike County Central High School](#) in Pikeville
- February 20, [KEDC](#) in Ashland
- February 21, [Center for Innovations](#) in Laurel County
- February 27, [KDE](#), 300 Sower Blvd., Frankfort
- March 5, [GRREC](#) in Bowling Green
- March 6, [Christian Co. Board of Education](#) in Hopkinsville
- March 7, [Owensboro Board of Education](#) in Owensboro

★★★ The Division of Assessment and Accountability Support is going **Green**. Attendees may bring their own paper copies, electronic copies or an electronic device to the meeting. Documents will be available to download from SharePoint prior to each meeting, during the meeting and from a jump drive at each location. Wi-Fi will be available. Materials will only be distributed electronically. ★★★

2019 SPRING TESTING FORMS

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The forms for spring 2019 testing have been updated and are available on the [Forms](#) page. Forms are updated as needed on this page. Recently updated forms include:

- Medical Nonparticipation
- Extraordinary Circumstance Nonparticipation
- Medical Emergency
- Group Seating Charts
- Individual Seating Charts

K-PREP Site Visit forms will be available in late spring.

Contact Information

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

[KDE DAC Information](#)