



Monday DAC E-Mail

March 18, 2019

QUESTION OF THE WEEK

Q: What are some of the K-PREP resources available for this spring's summative assessments?

A: Several resources for the upcoming K-PREP assessments are available and more are coming soon.

Grade 3-8 TAMs

The K-PREP Test Administrator's Manuals for grades 3-8 are now available on the [K-PREP page](#) of the KDE website. Two TAMs per grade are shipped with the K-PREP printed materials. The arrival date is dependent upon the shipment option choice in PearsonAccess^{next}.

DAC/BAC Manual

The DAC/BAC Manual is currently being printed by the vendor and will be available electronically on the [K-PREP page](#) soon. The DAC/BAC manual will be included in the shipment for districts with shipping option 2 and 3. For those districts with shipping option 1, it will arrive separately a few days later than the main shipment.

Grade 10 and 11 TAMs

The online TAMs for high school testing (grade 11 operational and grade 10 field test) are in development and will be available online soon. For the Grade 10 and 11 online assessment, the TAMs will be available electronically. Schools will not receive a paper copy of the TAM and will need to print copies if desired. **Note:** Test Proctors administering the paper version of the accommodated kits (Braille, large print, audio cd, and text reader) will need to print the TAM/script. A TAM will not be included in the accommodated kits. A link will be provided for the online TAMs as soon as they are completed.

Forms

Forms such as Medical Non-Participation, Extraordinary Circumstance Non-Participation, Medical Emergency, Nondisclosure, and Seating Charts are also available on the [Forms](#) page of the KDE website.

[Assessment Calendar](#)

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Important Dates

March 6-20: ACCESS for ELLs Pre-Reporting Data Validation in WIDA AMS

March 19-20: ACT Online Testing Window

March 18-22 and 25-26:	ACT Accommodations Testing Window
March 13-April 17:	ACT Rosters Open in Student Data Review and Rosters Application (SDRR)
March 25:	K Screen Training of Trainers (TOT), CKEC, Lexington
March 26:	K Screen Training of Trainers (TOT), Bob Kirby Library, Bowling Green
March 28:	Live Webcast for K Screen Training of Trainers (TOT), 10 a.m.
March 28:	Administration Code/Inclusion of Special Populations Training for Allegations in Frankfort
March 25-29:	Window 2 Alternate K-PREP Materials Ship (Option 1)
April 1-5:	Window 2 Alternate K-PREP Materials Ship (Option 2)
July 23:	K Screen Training of Trainers (TOT), Kentucky Department of Education (KDE), Frankfort

KENTUCKY ASSOCIATION FOR ASSESSMENT COORDINATORS (KAAC) ACCEPTING PROPOSALS FOR WORKSHOP

It's time to submit a proposal to present a workshop at this year's Scott Trimble Workshop on Assessment and Instruction, October 28-29, at the Galt House Inn and Suites in Louisville. This year's theme is "Building Bridges."

Is your school successfully closing achievement gaps? Is your school shifting the science focus? Does your school have innovative ways to address novice reduction? Can you share your successful formative assessment strategies or effective feedback?

Successful proposals will share practices to prepare students for college and career success. Share your impressive results with educators across the Commonwealth and receive one free registration to the Scott Trimble Workshop on Assessment and Instruction!

Deadline for [proposal submission](#) is close of business May 30. You will receive notification of acceptance in early August.

K-PREP ADDITIONAL ORDERS FOR REGULAR AND ACCOMMODATED MATERIALS (SHIPMENT OPTION #1)

PearsonAccess^{next} will open March 25 for districts with shipment option #1 (nine districts) to enter additional orders for regular and accommodated testing materials for grades 3-8. This opportunity will close on June 5.

DAC/BAC CERTIFICATION OF PROPER TEST ADMINISTRATION FORMS AVAILABLE

At the close of the Grade 10 reading and mathematics field test window and the K-PREP test window, the Kentucky Department of Education (KDE)

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](#)

[Kindergarten Screener](#)

[DAC E-Mails](#)

[School Report Card](#)

[Open House](#)

Helpful Links

[ACT](#)

[Admin Code Training](#)

[Registration](#)

[KAAC](#)

[NAEP](#)

[Pearson](#)

needs confirmation that proper testing has occurred. BACs will complete the [BAC Certification of Proper Test Administration](#) form for K-PREP and the [BAC Certification of Proper Test Administration form for the Grade 10 Field Test](#) (if applicable). Please do not remit the BAC forms to KDE.

BAC forms are returned to the District Assessment Coordinator (DAC) and kept on file in the district.

- Grade 10 Field Test forms are due by May 10.
- K-PREP forms are due two weeks after testing completion.

DACs will submit to KDE the completed the [DAC Certification of Proper Test Administration form for K-PREP](#) and the [DAC Certification of Proper Test Administration form for the Grade 10 Field Test](#) within two weeks of the completion of the district's testing administrations. The Grade 10 reading and mathematics field test forms are due by May 10.

DAC Certification forms should be returned as each test window completes to [Deborah Clemons](#) in the Office of Standards, Assessment and Accountability (OSAA). The DAC may choose one of following methods to return the DAC form(s):

- Scan and e-mail the form to [Deborah Clemons](#)
- Fax the form to (502) 564-3249
- Mail the form to:
KDE/OSAA
ATTN: Deborah Clemons
300 Sower Blvd.
Frankfort, KY 40601

KENTUCKY ADVANCED PLACEMENT (AP) EXAM ORDERING AND INVOICING WEBINAR

On April 13, 2018, Kentucky legislators passed a measure to fund AP Exams for low-income students for the next two years.

The Language is as follows:

(5) Advanced Placement and International Baccalaureate Exams: Notwithstanding KRS 160.348(3), included in the above General Fund appropriation is \$1,000,000 in each fiscal year to pay the cost of Advanced Placement and International Baccalaureate examinations for those students who meet the eligibility requirements for free or reduced-price meals.

School staff wishing to receive the AP exams funding for students with free or reduced-price meals, should make every effort to attend this webinar, **Thursday, March 21 from 3:15 p.m.-4:15 p.m. EST**. Join Dr. Damien Sweeney, KDE's AP State Coordinator and Gia Kaul from College Board in this webinar that will clarify final steps to secure funding for AP low-income exams and ordering for the 2018-2019 school year.

You must [register](#) in order to receive the link to the webinar. The webinar will be recorded and posted on KDE's AP for Administrators and AP Coordinators webpage. For more information on this webinar or AP funding for low-income students, contact [Dr. Damien Sweeney](#).

DAC Spotlight

Southgate Independent School District is located in Northern Campbell County, five minutes from downtown Cincinnati. Southgate is a unique district containing one school and one school building for grades Preschool through Eight. The total student population is 205 students. The school's mascot is a lion, and this drives the long time motto of "*Small School, Big Pride.*"

Southgate is a true neighborhood school and community steeped in history where 100 percent of the students walk to school or are transported by their parents. The oldest section of the school building is 117 years old. The building has had several renovations, including the most recent, a middle grades addition and science lab built in 2011. The setting and size of the school allows for the unique opportunity to have frequent contact with parents and community members. It enables us to engage in two of our foundational goals of establishing positive relationships and making a connection with each individual student. Pictures of alumni and graduating classes hang from the walls of the school auditorium and are the subject of frequent visits from former students and their relatives who return to visit this unique place.

A primary focus of the district presently is literacy. They are a recipient of the Striving Readers Grant and have been working diligently to implement literacy instruction that will equip each student with the tools essential to reading and critical thinking. They also strive to provide an education that is holistic and encompasses the development of the entire child in order to better prepare each student with the skills and education necessary to succeed in the 21st Century. Therefore, Character, Respect and sound Decision-Making are emphasized side by side with Academics.

School staff are proud of the program and opportunities they are able to provide for every student despite its small size. Every student participates in a weekly curriculum that includes their core classes as well as art, music, physical education, practical living, media/technology, along with a host of extra-curricular activities and athletics. Academically, they continue to look for growth and consistency. Academic achievement has included reaching "Proficient" and "Distinguished" benchmarks as a district in recent years. They look forward to continuing the tradition of the Southgate Independent School District and building on the success and culture of this unique place.

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).



[Eddie Franke](#)
Southgate Independent

Previous Topics

ACT ROSTERS AVAILABLE IN SDRR

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ACT Rosters will open in the [Student Data Review and Rosters](#) (SDRR) application at 9 a.m. ET on March 13, and will close for new tickets at 5 p.m. ET on April 17. Please note that the ACT roster window will not include 100 day accountability. Accountability change requests can be submitted during spring rosters later in April.

For this SDRR window, school and district staff can add students to the roster, annotate and delete students, mark that accommodations related to an Individualized Education Plan (IEP) or Program Services Plan (PSP) were used during the ACT assessment, create annotations for school/district use, and request approval for non-participation, if needed. Student demographics may be updated in Infinite Campus (IC), and SDRR will be updated from IC nightly. Also please be aware that ACT rosters will close in SDRR before the makeup date due to the ACT testing schedule. However, ACT will also be included during Spring rosters, so there will be another opportunity to make corrections. When the Office of Standards, Assessment and Accountability (OSAA) loads spring data, 100 day accountability will be pre-loaded for any student for whom it can be determined. During spring rosters, schools and districts can request accountability changes for any undetermined student, or if the school believes it is not correct. At that time, non-participations may be requested for any students who miss the ACT makeup date. Please be sure to review the Announcements box on the home page of SDRR, which includes helpful information and links to resources. Also be sure to use the Help button which is at the top right of every page within SDRR. This tool includes Frequently Asked Questions for each type of assessment, brief how-to videos showing how to complete tasks in SDRR, step by step instructions, and other information.

MARCH 14 MONTHLY DAC WEBCAST

The Office of Standards, Assessment and Accountability (OSAA) will host its live monthly District Assessment Coordinator (DAC) webcast on Thursday, March 14 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 and Accountability Support. Topics include online testing at the high school and other assessment and accountability updates. 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, March 14 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.

RECORDED FEBRUARY DAC MEETINGS

For those unable to attend an in-person February DAC Meeting, each section has been recorded by the staff in the Division of Assessment and Accountability Support (DAAS). For questions around any of the sections, please contact DAAS by [e-mail](#) or phone (502) 564-4394.

Welcome and Introduction contains the transition to new assessments, test security, regulations and accommodations

- [PowerPoint](#)
- [Video](#)

Alternate K-PREP Spring Testing

- [PowerPoint](#)
- [Video](#)

K-PREP Grades 3 through 8

- [PowerPoint](#)
- [Video](#)

SDRR Spring Rosters

- [PowerPoint](#)
- [Video](#)

High School Online Tests for Grades 10 and 11

- [PowerPoint](#)
- [Video](#)

Accountability

- [PowerPoint](#)
- [Video](#)

ACCOMMODATED MATERIAL ORDERING DATES (UPDATED W/GRADE 10)

For those who attended one of the DAC trainings over the last month you were told information would be forthcoming about ordering accommodated materials for the grade 10 field test. The following table shows the order dates for all accommodated materials for each test being administered this spring. The kits available are braille, text reader, audio cd and large print. In addition to the grade 10 information, directions for ordering extra materials for the K-PREP are included as well. If you missed one of the deadlines or just need to order extra kits, an additional material order date has been included as an option.

Grade 10 Field Test for Reading and Mathematics		
Test Window	Accommodated Ordering Window	Return Materials Date
April 15 – April 26	March 25 – April 24	March 25 – April 30

K-PREP: Grades 3-8, Grade 11		
Shipping Window	Original Deadline	Additional Material Order Date
#1	February 15	March 25
#2	March 1	April 8
#3	March 15	April 22

Contact Information

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

[KDE DAC Information](#)