



Monday DAC E-Mail

March 25, 2019

[Assessment Calendar](#)

QUESTION OF THE WEEK

Q: When will practice tests for high school online testing be available?

A: TestNav 8 practice tests (reading, mathematics, on-demand writing and science) are now available to support the implementation of the upcoming online high school assessments. The practice tests will give students the opportunity to engage with the various test item types (multiple-choice, multiple-select, extended response and essay) they will encounter on both the grade 10 and 11 assessments.

Having students complete the practice tests is encouraged. Students may use the practice tests as many times as necessary to become familiar with the testing system. Because the link is non-secure and URL-based, students may even access the practice tests at home or at the library. Links to the practice tests are provide below:

Grade 11 online operational test includes science and on-demand writing.

- [Science](#)
- [On-Demand Writing](#)

Grade 10 online field test includes reading and mathematics.

- [Reading](#)
- [Mathematics](#)

The practice tests are also located on the landing page of [PearsonAccess^{next}](#), and on the [K-PREP](#) page of the KDE website.

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Important Dates

March 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 29:	Career Technical Education (CTE) End-of-Program and Skills Trade Test Windows to Close
March 25-29:	Window 2 Alternate K-PREP Materials Ship (Option 1)

April 1-5:	Window 2 Alternate K-PREP Materials Ship (Option 2)
April 8-18:	Student Data Review and Rosters (SDRR) Open for Test Window Selection
April 12:	Deadline to Order ACT Makeup and Additional Materials
April 15:	Alternate K-PREP Window 2 Assessment Begins
April 24:	ACT Makeup Test
July 23:	K Screen Training of Trainers (TOT), Kentucky Department of Education (KDE), Frankfort

SCHOOL CALENDAR PULL FROM INFINITE CAMPUS (IC) FOR SPRING ROSTER DEVELOPMENT

The Office of Standards, Assessment and Accountability (OSAA) will extract the calendar information from IC to populate SDRR. All IC calendars should be updated by **Friday, April 5 at 5 p.m. ET** to allow time for the roll-up of data from the District to State Edition of IC. OSAA will extract data from IC after April 5.

OSAA uses the IC calendar information in two ways:

- To determine when the last 14 instructional days will occur in a district;
- To calculate and pre-load student information for 100-day accountability based on the student enrollment in IC (extracted just before rosters open)

SDRR will be open during **April 8-18** to allow DACs to enter the date of the first day of K-PREP testing for elementary, middle, and high schools in the district. There is only one date for each level. District-level users may make changes to the K-PREP test windows in SDRR, while School-level users may *view* the test window dates. These windows are checked against calendar information in IC. A listing of the earliest possible 14 day testing window start dates for each district, based on current IC information is available. If these dates are not correct for your district, please update IC calendars.

Pre-loading of student accountability data is accomplished by using both IC and SDRR information. To reduce the workload for schools and districts, OSAA tries to pre-load as much accountability information into SDRR as possible. Maintaining accurate calendars makes this process work for everyone.

Please note that the spring summative testing window must fall within the last 14 instructional days of the school year. It is crucial that all IC school calendars are checked for accuracy early, including preschool/alternative programs that may change the district calendar.

Applications

[SDRR](#)

[Secure Web App](#)

[SRD](#)

[PearsonAccess^{next}](#)

• [ACT](#)

• [K-PREP](#)

@KDE

[ACCESS for ELLs](#)

[ACT](#)

[Alternate K-PREP](#)

[K-PREP](#)

[Kindergarten Screen](#)

[DAC E-Mails](#)

[DAC Monthly Webcasts](#)

[Forms](#)

[DAC E-Mails](#)

[School Report Card](#)

[Open House](#)

Helpful Links

[ACT](#)

[Admin Code Training](#)

[Registration](#)

[KAAC](#)

[NAEP](#)

[Pearson](#)

Detailed information and screen shots are available via the red I NEED HELP button , which is accessible from every page within SDRR.

If after using the “I NEED HELP” button, districts still have questions, e-mail [KDE Assessment](#) for assistance.

ALTERNATE K-PREP ATTAINMENT TASK MATERIALS TO SHIP FOR WINDOW 2

Districts will receive materials during the weeks of March 25-29 or April 1-5 if Shipping Option 1 or Shipping Option 2 was selected earlier this spring. **Upon receipt**, District Assessment Coordinators (DACs) may disperse materials to the school Building Assessment Coordinator (BAC), who may then share them with teachers to make any needed adaptations for their students before testing begins. Any teacher planning to administer the tasks must have reviewed the combined Overview/Attainment Tasks training and completed the online quiz this school year. For additional questions regarding materials, please contact Tina Buster (859) 257-7672.

CAREER TECHNICAL EDUCATION (CTE) TESTING WINDOWS TO CLOSE

This is a reminder that **all CTE End-of-Program (EOP) and Skilled Trades TRACK (carpentry and electrical) testing must be completed by March 29**. CTE EOP Assessment results are scheduled to be released April 16. For questions contact [Sherri Craig](#) or by phone at (502) 564-4286 ext. 4226.

ACT MAKEUP AND ADDITIONAL MATERIALS ORDER DEADLINE IS APRIL 12

Students who did not test on the March 12 initial test date and are eligible for makeup testing should plan to test on the April 24 makeup date.

Reason Student Did Not Test on Initial Test Day

Eligible for Makeup Testing?

Was absent on the initial test date	Yes
Transferred to your school after initial test day (did not test in previous school/district)*	Yes
Arrived too late to begin testing	Yes
Did not complete required non-test portions of the answer document	Yes
Began but did not complete testing (partially completed answer documents)	Yes

Completed testing

No

Was dismissed for prohibited behavior

No

*Grade 11 students who transfer to your school/district after March 12 should have taken the ACT. **Please check with the student’s previous Building or District Assessment Coordinator to determine if the student tested on initial test day.** If the student did not test, please order makeup materials and plan to test the student on makeup day.

If you have students who were not able to test on the March 12 initial test date and are eligible for makeup testing, please order April 24 makeup materials for them **prior to the April 12 deadline.**

Students who need to participate in makeup accommodated testing (not typical) will also need to order materials prior to April 12. Non-college reportable accommodations materials are ordered through [PearsonAccessnext](#). ACT-approved accommodations (previously approved only—no new applications) must be requested through the ACT Accommodations Department at (800) 553-6244, ext. 1788, or ACTStateAccoms@act.org. All accommodated makeup testing must be completed between April 24 and April 30. There is no makeup window for online testing.

Directions for ordering makeup materials begin on page 15 of the [PearsonAccessnext User Guide for the ACT](#).

REVISED KENTUCKY ACADEMIC STANDARDS ADOPTED FOR 2019-2020 SCHOOL YEAR

(FRANKFORT, KY) – After undergoing a rigorous revision process that began in 2017, revised standards for health education, physical education, reading and writing, and mathematics have been adopted into law.

The process included revisions by Kentucky educators and community members, public input and review by the Kentucky Board of Education before undergoing final legislative review and adoption. New computer science standards also were developed and adopted into law.

The newly adopted standards will be implemented in Kentucky classrooms beginning in the 2019-2020 school year and can be accessed on the [Content Area Standards webpage](#).

Senate Bill 1 (2017) called for the Kentucky Department of Education to implement a process for reviewing all academic standards and aligned assessments beginning in the 2017-2018 school year. The current schedule calls for one or two content areas to be reviewed each year and every six years thereafter on a rotating basis. The rotation schedule began in summer 2017 by soliciting feedback on English/language arts, mathematics and health/physical education standards. For more information regarding the standards revision

process, please visit the [Kentucky Academic Standards Revision Process webpage](#).

Please contact the [Standards Team](#) with any questions regarding the newly adopted standards or the standards revision process.

DAC Spotlight

Rockcastle County Schools has a proud tradition of excellence in education and a genuine desire to help the students and families in the Mt. Vernon community. The school district is located in southcentral Kentucky with Interstate 75 running through the heart of the county. The county is mostly rural serving an enrollment of over 2,800 students in preschool through grade 12. Teachers, administrators and staff in each school provide consistent and caring support to all students to guarantee every opportunity for their success. The first priority is to ensure the safety of students and staff. Next, work is ongoing to meet the mental, physical and social needs of each student, combined with the delivery of a world-class instructional program in beautiful, state-of-the-art facilities.

Rockcastle County has three elementary schools, one middle and one high school, one Area Technology Center, and one Academy for Academic Achievement. Every school in the district is staffed with highly qualified teachers who strive to provide individualized instruction for their students by determining individual learning needs and developing strategies to address those needs so that each student has an opportunity to learn. Rockcastle County was named a District of Distinction in 2016, along with its middle school, high school and one of its elementary schools being named Schools of Distinction.

Teachers at the middle and high school levels have participated in Assessment for Learning Strategies and are engaged in PLC activities that constantly address individual student growth. Elementary school teachers participate in PLCs that address curriculum alignment as well as data analysis of formative assessments to pinpoint areas of growth for all students.

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).



[Jason Coguer](#)
Rockcastle County
Public Schools

Previous Topics

K-PREP RESOURCES

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}.

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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.

RESOURCES FOR GRADES 10 AND 11 TESTING

To assist with the spring high school Grades 10 and 11 (not the ACT) online test administrations, Pearson and the Division of Assessment and Accountability Support (DAAS) have created easy to follow directions.

CREATING TEST SESSIONS GUIDE

The *Creating Test Sessions Guide* provides specific, detailed instructions for completing the series of steps required in PearsonAccess^{next} for creating test sessions, printing student tickets, preparing test sessions, and starting tests. Additionally, the *Creating Test Sessions Guide* includes directions for pre-caching by test or test session. Not all districts are required to pre-cache. Please check with the District Technology Coordinator on the need to pre-cache. Note: The last two pages include Important Dates for test administration for Grade 10 and Grade 11. These dates indicate when the activity can **begin** in the system. The dates are not deadlines.

The [Creating Test Sessions Guide](#) is located on the [K-PREP](#) webpage of the KDE website.

ADDITIONAL INFORMATION FOR TEST PROCTORS

The [TestNAV8 Additional Information for Test Proctor](#) document provides instructions for test proctors. The directions include how to start test sessions using TestNAV 8 on a Chromebook and iPad. There is a different start up process for Windows and Mac OS.

OFFICE OF STANDARDS, ASSESSMENT AND ACCOUNTABILITY (OSAA) VACANCIES POSTED

The Division of Assessment and Accountability Support (DAAS) and the Division of Accountability Data and Analysis (DADA) have vacancies in the OSAA. DAAS has an opening for an Education Administration Program Consultant II ([31089569](#)) and DADA has an opening for a Systems Consultant IT ([31088634](#)). The application postings are open through March 29. The posting lists the job descriptions and duties for anyone interested in working with the state's assessment and accountability systems. The positions are both located in Frankfort.

Please share this information with your colleagues who may be interested in this position. We look forward to filling these positions quickly.

KENTUCKY ASSOCIATION FOR ASSESSMENT COORDINATORS (KAAC) ACCEPTING PROPOSALS FOR WORKSHOP ([LINK CHANGE](#))

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) 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](#).

Contact Information

Office of Standards, Assessment and Accountability

Division of Assessment and Accountability Support

(502) 564-4394

[KDE DAC Information](#)