QUESTION OF THE WEEK

Q: Please provide clarification concerning scribing and assistive technology for state assessments.

A: A clarification has been provided to the Office of Standards, Assessment and Accountability (OSAA) regarding the use of assistive technology and the Nonstandard Response (NSR) template allowed on state assessments. Previously, to use the NSR template on the K-PREP assessment, a student would have both a scribe and assistive technology marked on their Individualized Education Program (IEP) or 504 Plan. The clarification regarding this requirement is, scribe does not have to be marked on the student’s IEP to use the NSR. Therefore, if a student uses assistive technology, such as NSR, to provide responses to assessments without a human providing that accommodation, there is no requirement that a scribe has to be marked on the student’s plan for use on the state assessment. The only requirement in this particular situation would be that assistive technology was marked. A scribe would be marked if a human accommodation was needed to complete the assessment.

Important Dates

March 25-April 30: Grade 10 Additional Return Material Ordering Open in PearsonAccess

April 1-30: Administrative Support and Business Management CTE End-of-Program (EOP) Assessment PILOT Testing Window

April 24-June 12: K-PREP Rosters Open in SDRR

April 23- May 7: ACCESS for ELLs Post-Reporting Data Validation Window

April 29: SDRR Skype Session, 3 p.m.

April 30: Deadline for Applications for Standards and Assessment Committee Work

May 3: Districts Receive Paper Copies of ACCESS for ELLs Reports

May 9: DAC Monthly Webcast

May 10: Deadline for Submitting DAC/BAC Certification of Proper Test Administration Forms for Grade 10 Field Test

May 10: Deadline for Submitting Alternate K-PREP Standard Setting Participant Applications
DAC/BAC CERTIFICATION OF PROPER TEST ADMINISTRATION
FORMS AVAILABLE (updated)
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 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 scanned and e-mailed to Loretta
Johnson in the Office of the Commissioner.

TEXT READER UPDATES AND LOGIN ISSUES
Testing staff receive passwords and logins for TestNav and text reader for
Grades 3-8 and Grades 10 and 11. If switched between the two systems, these
credentials will not work. Helpful guidance below may reduce some testing
issues.

First, two e-mails will be received from Pearson. The first e-mail titled “K-
PREP Online Text Reader Memo Grades 3-8 and 11” will have the Lexiflow
text reader user guides attached, and a password at the bottom of the e-mail
that will be used to access the password protected Excel spreadsheet. The e-
mail will look similar to the example below.
The second e-mail received will have a password protected Excel spreadsheet attached with all of the user IDs and passwords. These will be used in the locked down browser session to access the Lexiflow Text Reader. How to access the text reader is dependent upon the device used. Accessing the text reader for your specific setup and test will be detailed in the Lexiflow Text Reader user guides attached in the first e-mail received. Please consult those guides for directions. The user ID and passwords should not be used in the TestNav system. They will not work. Conversely, the student testing tickets used for TestNav will not work for the Lexiflow Text Reader Lock Down Browser. Examples of each are below.

TestNav Testing Ticket examples: (Only used for the online test in TestNav – will not work for text reader)
Science and/or On-Demand Writing:

![TestNav User Ticket Example]

Text Reader password example: (Only used for Text Reader – will not work for TestNav)

6350901576 z5ZoST7cV

If the correct login information for Text Reader is used, and is within the correct platform (Lock Down Browser) as indicated above, and the student continues to have trouble logging in, then:

1. Check all uppercase and lowercase letters for accuracy (i.e., I/i; L/l; 0 or o),
2. Check and make sure all punctuation is correct on both the username and password.

Still cannot gain access to Text Reader? Call the Pearson Kentucky Customer Service number, (888) 437-1430 or click on the Contact Kentucky Support link on PearsonAccessnext. The hours of operation for Pearson Kentucky Customer Service are 7 a.m. – 8:30 p.m. ET.
GRADE 10 ACCOMMODATED MATERIALS AND TEST WINDOW EXTENSIONS
All text reader, audio CD and large print accommodated materials should have arrived in districts last week. Braille kits should arrive this week (April 29 to May 3). As communicated in the April Monthly DAC Webcast, due to the late arrival of accommodated materials, test window extensions are being granted to districts as needed.

If the district needs an extension to complete and ship all Grade 10 accommodated kits, please contact Jason.Howard@education.ky.gov to receive approval. Also, if any Grade 10 accommodated kits have not been received – aside from Braille – please contact Jason.Howard@education.ky.gov so OSAA and Pearson can be made aware of this and determine the status of the materials. Please include in the communication exactly how many of each type of kit is missing. For example, “District X still has not received X-number of text readers and X-number of large print kits.”

COLLEGE PLACEMENT EXAMS INCLUDED IN TRANSITION READINESS
The General Assembly passed Senate Bill (SB) 175 during the legislative session and was signed by the governor on Tuesday, April 9. Information on the possibility of including college placement exams, such as KYOTE, was first shared on the April DAC Webcast, Thursday, April 11. The April DAC Webcast PowerPoint and video are available on the KDE Media Portal and the KDE Meetings and Trainings page. The Kentucky Department of Education (KDE) presented the accountability regulation at EAARS on Monday, April 15. An accountability update followed on EdCast, April 16; both the recording and PowerPoint are available.

KYOTE will be accepted as part of Transition Readiness for 2018-2019 graduates, the same as if the student met the benchmarks on the ACT. See the CPE Assessment Benchmarks document from the Council on Post-Secondary Education (CPE) for the accepted benchmarks on various assessments.

The KYOTE User Guide contains the information needed to setup the assessments. For information and details concerning the KYOTE assessments, please contact,

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(859) 276-1048
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Northern Kentucky University
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newman@nku.edu
Taylor County School District serves approximately 2,800 students (preschool through grade 12). There are four schools: Primary, Intermediate, Middle, and High. The mission of Taylor County Schools is to set high expectations and work together to help all students succeed.

The Measure of Academic Progress (MAP) assessment is used in grades K-8 as a universal screener three times per year. The high school assesses through CERT (College Equipped Readiness Tool) three times per year. Data from these assessments, along with common unit assessments, are analyzed weekly during PLCs. Early release Fridays allow teachers time to implement the Plan, Do, Study, Act (PDSA) model to grow as professionals, target instruction and interventions, and help meet the needs of all students.

Taylor County Schools received a Work Ready Skills Initiative grant and partnered with Campbellsville Independent Schools and Green County Schools in order to give students equitable access and remove any barriers that would keep them from participating in career pathways. Plans are to open the Central Kentucky Career Academy in the former elementary building and offer a variety of programs, including SRNA, aviation, industrial maintenance, phlebotomy, and pharmacy tech, in conjunction with other programs at Green County Area Technology Center, to give students many opportunities to complete a pathway.

Another program the high school offers is through Jobs for America’s Graduates (JAG). This is an opportunity for students to go out into the workforce and gain skills on career and vocational development. It allows students to acquire soft skills, network with employers and job shadow. School staff continually tries to meet the needs (and requests) of students in offering pathways both wanted and needed. With all the changes in the state accountability system, one focus the school district is continuing to maintain is transition readiness for students. Preparing students to be life-ready is a priority.

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).
During the visit, OSAA staff will interview the Building Assessment Coordinator (BAC) and/or Principal. Staff will focus particularly on the testing environment and will examine posters/classroom materials, placement of students for overcrowding and student work surfaces.

Staff will ask the school to provide:

- 1 copy of a Good Faith Effort Checklist (if used)
- 1 copy of a Seating Chart (any 2 grades, group and individual)
- 1 copy of a testing schedule
- 1 copy of a Medical Non-participation Form (if applicable)
- 1 copy of an Extraordinary Circumstance Form (if applicable)

OSAA staff will ask to take a copy of the Good Faith Effort Checklist, Seating Charts, Testing Schedule, Medical Non-participation Forms and/or Extraordinary Circumstance Forms.

Individualized Education Program (IEPs) or Program Service Plans (PSPs) will be reviewed through the Infinite Campus (IC) student identification system; copies of 504 Plans may be requested by visiting OSAA staff. Alternate Assessment and Accountability Folders (AAAF) will not be requested during these site visits.

The document used by OSAA staff to collect information during the visits has been updated. Please share information about the visits and the document that will be used with your BACs and Principals or other appropriate staff.

GRADE 10 AND 11 TEST ADMINISTRATOR’S MANUAL DISCREPANCY

A discrepancy has been discovered in the order of the directions contained in the Grade 10 and 11 Test Administrator’s Manuals (TAM)/Scripts. The script (for all four content areas) has the test administrator read the section on logging in with the test ticket, then the seal code information followed by the honor code information. This is not the order that TestNAV flows. TestNAV asks for the test ticket information, honor code information and then seal code information. The TAMs have been corrected following the TestNAV directions and will be available on the KPREP page of the KDE website.

For the Grade 10 and 11 online tests, the TAMs are only 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.
SPRING ROSTERS OPEN IN STUDENT DATA REVIEW AND ROSTERS (SDRR)

With the opening of the Student Data Review and Rosters (SDRR) application for spring rosters on April 24, it is a good time to review some of the resources and tools that are available to assist school and district staff with their work. Please note that these resources will also be linked in the Announcements box on the home page of SDRR, and it’s a good idea to review that box periodically as the latest information is always posted there.

The primary resource to help SDRR users is the Help button, which is accessible to every user at the top right of every page within SDRR. This resource contains a large amount of information organized by assessment, and includes some helpful Frequently Asked Questions which are updated often as new questions come up, a number of brief narrated screencasts showing how to complete tasks, and step by step instructions for many SDRR activities. Also, please visit and bookmark the Accountability Tool which will walk one through determining the correct 100 day accountability for students, the anonymous Accountability Quiz to test your knowledge, and the new Cohort Tool. Lastly, the Office of Standards, Assessment and Accountability (OSAA) is committed to seeking user feedback so that we can continuously improve SDRR. To that end, an anonymous survey has been developed requesting your input about how to make the application better. Please share these resources with all SDRR users in your district, and if you have a suggestion to make any of these resources more valuable in your work, please feel free to e-mail OSAA at any time.

STUDENT DATA REVIEW AND ROSTERS (SDRR) SKYPE SESSION SCHEDULED TO ADDRESS SPRING QUESTIONS
The Office of Standards, Assessment and Accountability (OSAA) will be available to assist district and school staff via Skype during the spring roster window to answer questions about the Student Data Review and Rosters (SDRR) application. In the interest of customer service, Jill Darbyshire and Chris Williams will be available on April 29 from 3-4 p.m. ET (Conference ID 42376844). The dial-in number is +15026941960, or Skype for Business audio can be used.

Please note that this Q and A session (no PowerPoint presentation) is intended to answer general questions about using SDRR from District Assessment Coordinators (DACs), Building Assessment Coordinators (BACs), and any other users of SDRR. Please share this Skype meeting link with SDRR users in the district so that they can participate if they have any questions.

**Individual student information should not be shared during this meeting.**
*If you need assistance with a particular student's situation, please contact OSAA outside of the session.*

Future Q and A sessions for SDRR will be posted in the announcements box on the homepage of SDRR and in a Monday DAC E-mail.

**ACCESS FOR ELLS® SCORE REPORTS**
Kentucky’s ACCESS for ELLs score reports will be available online in WIDA AMS on April 23 as well as paper copies arriving in districts on May 3.

**ACCESS FOR ELLS SCORE® INTERPRETATION RESOURCES**
Wondering what to do with ACCESS for ELLs scores? Need some assistance in understanding your Individual Student Reports?

WIDA has several resources to support educators as they analyze ACCESS scores, communicate results, collaborate with colleagues, and take action to help EL students further their goals:

- **Finding Your Students’ Superpowers: Using ACCESS Score Reports** – This flyer is your one-stop shop for information, guidance, and additional resources.
- **ACCESS for ELLs and Alternate ACCESS for ELLs Interpretive Guides for Score Reports** – Learn how scores are calculated, how they can be used, and how to better understand all the reports you receive.
- **Individual Student Score Notes** template – Sit down with your student and discuss progress and future goals.
- **Score Report PowerPoint Slides** – Great for Family Night presentations!
- **Goal Setting Lesson Plans** – Help your students understand their strengths and learning styles, and help them set goals to further their English language development.
Q&A Webinar – The webinar was recorded and posted on WIDA’s Webinar Recordings page.

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Q&A Webinar – The webinar was recorded and posted on WIDA’s Webinar Recordings page.

PUBLISHING ASSESSMENT SCORES IN INFINITE CAMPUS (IC)
The Kentucky Department of Education (KDE) strives to publish student results data in IC as it becomes available. In this spirit, 2018-2019 KYOTE scores, and ACT National scores from the February 2019 administration of the National ACT have been imported into the State Edition of IC. KDE will publish these scores to all districts beginning on Tuesday, April 23. Please e-mail Raymond Carter with any questions on this matter.

**Contact Information**
Office of Standards, Assessment and Accountability
Division of Assessment and Accountability Support
(502) 564-4394
KDE DAC Information