QUESTION OF THE WEEK

Q: What date is used to calculate 100-day accountability?

A: Accountability is based on a full academic year, which is any total 100 days enrolled in a school or district, including the first day of the 14-day spring summative testing window. Assistance with specific accountability questions is always available by using the Accountability Tool.

School and district staff can download a listing of the 14-day dates and testing start dates for all districts in the District Test Windows section of SDRR, to assist in determining correct accountability.

Note that there is an error in the DAC/BAC Manual indicating that 100-day accountability is based on the first day of the 5-day testing window. Accountability is instead based on the first day of the 14-day summative testing window for each district.

Important Dates

April 8-June 7: K-PREP Testing Window in Kentucky Schools
OSAA Site Visits During K-PREP Testing

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

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

May 9: DAC Monthly Webcast

May 9: 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

May 23: Administration Code/Inclusion of Special Populations Training for Allegations in Frankfort

July 23: K Screen Training of Trainers (TOT), Kentucky Department of Education (KDE), Frankfort

MAY 9 MONTHLY DAC WEBCAST
The Office of Standards, Assessment and Accountability (OSAA) will host its live monthly District Assessment Coordinator (DAC) webcast on Thursday,
May 9 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, and Helen Jones, Program Manager, in the Division of Assessment and Accountability Support (DAAS). Timely Assessment and Accountability updates will be provided. The PowerPoint presentation will be shared in a Special DAC E-mail early Thursday morning.

Please join Jennifer and Helen at 11 a.m. ET on Thursday, May 9 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.

2018-19 CTE EOP ASSESSMENT RESULTS AND CERTIFICATES
The Career and Technical Education End-of-Program (CTE EOP) Assessment results and certificates have been released to schools through the Technological Fluency Institute, Inc. (TFI) online assessment system E-SESS.

- CTE EOP Assessment Coordinators have access to CTE EOP Assessment results and certificates in E-SESS and are responsible for distribution of the certificates to students.


For questions regarding CTE EOP Assessment, please contact Sherri Craig by phone (502) 564-4286, ext. 4226 or e-mail.

 DAC Spotlight

Powell County is located in Eastern Kentucky and is home to Natural Bridge State Park. The school district’s current enrollment is 2,200 students and consists of three elementary, one middle and one high school (which houses the CTE program).

District leadership holds a monthly PLC in which resources such as Leverage Leadership and Driven by Data are used to guide improvement processes across the entire district. One result of the PLC was a districtwide implementation of interim assessments developed through a flexible PD plan. Leadership created an assessment and PD calendar, which communicates clear timelines for everyone involved. The plan allowed teachers to work in subject and grade level PLCs to create rigorous assessments. Elementary teachers were able to work in common PLCs across the district. Teachers worked to analyze the assessments to develop an action plan for re-teaching and to improve the rigor of lessons based on the results.

Powell County staff continues to build upon this work and have shifted to providing teachers with additional tools to increase rigor and student
engagement. The 2019-2020 school year will include a two-day Learning Academy in which teacher feedback has been used to build learning sessions focused on teacher requests and student needs. Sessions will include Project Based Learning, Teach like a Champion, KAGAN strategies, and Level up Lessons to include 21st Century skills. The academy will include a Learning Lab that teachers can choose as part of their experience in order to plan lessons and activities based on strategies learned in previous sessions. This lab will be facilitated by teacher leaders and principals. The Planning Lab will utilize our instructional PLC agenda to provide additional guidance for the PLC process.

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

UPDATE ON TESTNAV DICTIONARY/THESAURUS FOR ON-DEMAND WRITING
The Kentucky Department of Education (KDE) and Pearson are aware of a technical issue involving the dictionary and thesaurus. Both should be available to students during the on-demand writing (ODW) section of the Grade 11 online assessment within TestNAV. Some students are able to access them; other students are not. If students are unable to access these resources during ODW, please allow students to use a physical (hard copy) of a dictionary and thesaurus. Technical staff are working on a solution.

NONSTANDARD RESPONSE TEMPLATE CLARIFICATION
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.

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](mailto:loretta.johnson@kde.ky.us) 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 Testing Ticket example](image)

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 to receive approval. Also, if any Grade 10 accommodated kits have not been received – aside from Braille...
– please contact Jason Howard 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,

Paul Eakin
University of Kentucky
(859) 276-1048
paul@ms.uky.edu

Steve Newman
Northern Kentucky University
(859) 572-5332
newman@nku.edu

**Contact Information**

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