

DTC Virtual Training 3-27-18

Recording and handout available on 3-30-18

www.ksassessments.org

Trainers for our session today:

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Mary Matthew, CETE

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KAP summative tests for ELA, Math, Science and HGSS

- Last day for testing **4-27-18**; **Student, Building and District reports will be available the week of May 7th for ELA, Math, Science**
- **HGSS – Administration and Scoring**
 - Submitting TEST records for HGSS
 - Reading and Writing the assessment – one day or two? Your choice!
 - SAVE button
- HGSS scoring:
 - All HGSS scoring must be completed by **May 11**
 - **Proctor role**
- **KAP Survey – coming soon!**
- **Reminder -- Calculator use** (applies for both science and math): Refer to pages 27-28 of the KAEM.
 - If students choose to use a handheld calculator, the **memory must be cleared** both before AND after each testing session.
 - Keep a **record** of each student using a handheld calculator. At the break between calculator active and calculator-inactive parts, collect handheld calculators from students.
 - **Session 1**
 - Calculator
 - Soft break
 - No calculator
 - **Session 2**
 - Calculator
 - Soft break
 - No calculator
- **Soft break**

Review: Test

Are you done?

Red boxes mean you are not done. Ask your teacher for help.

Green checks mean you are done. You can choose end.

Your Progress

1	2	3	4	5
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6	7	8	9	10
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Answered Not answered
 Answered and Marked for Review
 Not Answered and Marked for Review

You are not finished. Choose END to launch the next section.

KELPA2

- Complete KELPA2 **scoring** by 5 p.m. on **March 30, 2018**
- **Student reports will be available the week of May 7th for KELPA2**
- **KELPA2 Field Survey – we need your input!** An opportunity to tell us what went well, opportunities for improvement and suggestions!
 - This survey will remain open until March 30.
- Complete KELPA2 **SC coding March 30, 2018** by 5 p.m.
 - For Special Circumstances that require KSDE approval Please email ljones@ksde.org

Entering Special Circumstances Codes

In the event that a student cannot take or complete KELPA2, the Test Coordinator at the building or district level will need to enter the special circumstance code in Educator Portal.

To enter the special circumstance code for a student, perform the following steps.

1. Log in to Educator Portal.
2. Click MANAGE TESTS.
3. Select the Test Coordination tab.
4. Select the appropriate choices from the drop-down menus.
5. Click Search.
6. Locate the session that needs to be updated.
7. In the Test Session Name column, select the name of the test.
8. Select the appropriate student.
9. In the Special Circumstance column, select the applicable circumstance.
10. Click Save.

Kansas Assessment Examiner's Manual (KAEM) listing and description of special circumstance codes.

Category	Situation	Description	Testing Requirements, ESSA Implications, Notes	SC Code
Suspension	Long-term suspension	Grades 3–8: Student is suspended more than 4 weeks, overlapping testing window. Grades 10–11: Student is suspended for greater than 4 weeks during the second semester.	Student need not be tested and does not count against building for participation.	SC-01
Truancy	Student is truant at beginning of local testing window and has unexcused absences for greater than 2 consecutive weeks at the time of testing.	Papers have been filed for Child in Need of Care.	Student need not be tested and does not count against building for participation.	SC-04
Truancy		No truancy paperwork filed with county attorney	Student is required to be tested. If the student is not assessed, the student will be counted as not tested and will count against the school for participation.	SC-05
Absences	Chronic absences	Excessive and intermittent absences throughout the state testing window	Student is required to be tested. If the student is not assessed, the student will be counted as not tested and will count against the school for participation.	SC-07
Absences	Catastrophic illness or accident	Student has been seriously disabled by accident or illness.	Student need not be tested and does not count against school for participation. Must be approved by KSDE.	SC-08

Category	Situation	Description	Testing Requirements, ESSA Implications, Notes	SC Code
Private, non-accredited, or home school	Student is enrolled in a private, non-accredited school or is home schooled AND attends a public school.		Student MUST be tested in any assessed content area in which they are attending. Refer to KIDS documentation for appropriate enrollment and TEST codes.	SC-16
Previously tested at this grade level	Student took this grade level assessment last year.	A retained student took the same grade-level assessment last year.	Student is required to be tested. Test counts for participation. Score will not be included in accountability calculations.	SC-20
In jail or special center	Incarceration in an adult facility	If student is incarcerated in an adult facility, USDOE says the student need not be tested.	Student need not be tested. This does not count against school for participation.	SC-24
In jail or special center	Student is in a special treatment center or residential care center (long-term placement).	Student is in a substance abuse, mental, or behavioral treatment center.	Student must be tested. If the student is not assessed, the student will be counted as not tested and will count against the school for participation.	SC-25
In jail or special center	Student is in a special detention center (short-term placement facility).	Student is in a juvenile detention center.	Student need not be tested . This does not count against school for participation.	SC-26
Parent refusal	Parent refusal	Parent refuses to allow student to be assessed.	Student must be tested. If the student is not assessed, the student will be counted as not tested and will count against the school for participation.	SC-27
Cheating	Student is cheating.	Student is observed to be engaged in some inappropriate testing practice.	Notify your district test coordinator, who will call KSDE about possibly giving another form of the test. Test is invalid and the student is counted as not tested . Student counts against the school for participation .	SC-28
Homebound	Student is receiving homebound instruction.	General education or IEP student is receiving homebound services.	Student must be tested. If the student is not assessed, the student will be counted as not tested and will count against the school for participation.	SC-31
Foreign exchange student	Foreign exchange student	Student is required to be tested.	Student must be tested. If the student is not assessed, the student will be counted as not tested and will count against the school for participation. The score will not be included in ESEA calculations.	SC-32
Prohibited practices	English language arts	English language arts assessment PASSAGE was read to student.	Student counts as not tested . If this is discovered before the test window closes, notify your district test coordinator, who will notify KSDE.	SC-34
Prohibited practices	Math	Student used a calculator on the non-calculator portions of the assessment.	Student counts as not tested . If discovered before the test window closes, notify your district test coordinator, who will notify KSDE.	SC-36
Prohibited practices	Math	Student used either a teacher-generated or a student-generated math journal.	Student counts as not tested . If this is discovered before the test window closes, notify your district test coordinator, who will notify KSDE.	SC-37
Other	Other reason for ineligibility	Contact your district test coordinator, who will notify KSDE.	Student need not be tested and does not count against the school for participation. Must be approved by KSDE.	SC-39
Left (moved) during testing	Student took one full test and then moved during testing.	The student took one assessment at school and then moved before taking all of the required assessments.	Student is not tested this year on this assessment at this school. This does not count against this school for participation. Should be used if this is not the student's accountability school for this assessment.	SC-41
Mis-administration of assessment	Teacher incorrectly or unethically administered assessment.		Students count as not tested .	SC-98

Technology

- **SAVE button**



HELP Tab – trouble shooting document

System Status

Be sure to visit www.ksassessments.org for daily KITE system updates!

DLM reminders

Interim

Predictive Interim

- analysis of prediction work will be completed by the psychometric team at CETE upon completion of testing

Mini-tests:

- The interim system will remain open throughout the summative window.
- Almost 125,000 mini-tests have been administered so far this year!
- Friendly reminder: Mini tests are not designed as “practice” for the state assessment, but should be used as a formative assessment to determine what students have learned and still need to learn.

Next session: April 10 at 1:30