



Kansas Assessment Program

Test Coordinator Training

August 8, 2023

Agenda Topics



- Welcome to 2023-24!
- General KAP updates
- KELPA
 - KELPA Screener
- Kite[®] Technology updates
- Dynamic Learning Maps[®] (DLM[®]) updates
- ACT information

Welcome KAP Test Coordinators!



Trainers for today's webinar:

ATS

Susan Martin

Lisa Braun

Charles Turner

Katherine Kocen

Drew Jarrett

ATLAS

Aletra Johnson

KSDE

Lee Jones (ACT)

Cary Rogers (DLM)

Julie Ewing

2023-24 Test Coordinator Training Webinars



All webinars are conducted online via Zoom. Additional information, including links, recordings, and additional resources, can be found on the [KAP website](#).

Webinar Dates	
August 8, 2023	January 9, 2024
September 12, 2023	February 13, 2024
October 10, 2023	March 5, 2024
November 14, 2023	April 9, 2024
December 12, 2023	May 14, 2024
	June 11, 2024

KAP Updates



Kansas Assessment Program

KAP Updates



- 2023-2024 Kansas Assessment Program Overview
 - [KAP website](#)
- Are you a new DTC?
 - Contact Julie Ewing at jewing@ksde.org
- Parent Portal – Emails must be added for new school year

August Timeline



Date	Event
3	Required DLM test administrator training opens for teachers. Complete by September 5.
7	DTCs make sure all personnel needing Educator Portal accounts have them.
7	DTCs update Educator Portal accounts, deactivate accounts for personnel no longer in the district or no longer involved with assessments.
8	DTC/BTC Virtual Training Webinar @ 1:00 p.m.
31	Enroll and roster students eligible for DLM.

DTC Roles & Responsibilities



- Communication
- Update Roles in Kite Educator Portal
- Complete Annual Test Security and Ethics Training
 - Train all staff involved in testing before testing window opens
- TEST & TASC Records

Document found on the Assessment page at ksde.org

Resources



- [Assessment Overview Calendar](#)
- [Test Coordinator's Manual](#)
- [Kansas Assessment Program Website \(ksassessments.org\)](#)
- [Assessments \(ksde.org\)](#)

Security and Ethics Agreement



- All District Test Coordinators must complete training Security and Ethics Training held by KSDE.
- All “in-district” training must be completed by **January 26, 2024**, for anyone administering a KELPA assessment.
- All “in-district” training must be completed by **March 8, 2024**, for anyone administering a KAP assessment in ELA, Math, and/or Science, plus cPass.

DTC Training Session



Join us for the KSDE Annual Conference October 25-27 in Wichita.
Visit the ksde.org homepage to register!

A registration banner for the KSDE Annual Conference. The banner has a black background with an orange top section. On the left, there is a logo of a lightbulb with a graduation cap on top, emitting rays of light. To the right of the logo, the text reads: "KANSAS STATE DEPARTMENT OF EDUCATION", "GREAT IDEAS", "in Education Conference", "Oct. 25-27, 2023", "Hyatt Regency, Wichita", and "www.ksde.org". On the right side of the banner, the word "EMPOWERED" is written in large, colorful, block letters. The text "CLICK HERE TO REGISTER" is written in white on the orange background at the top.

Braille Practice Booklets



- Braille practice booklets are available again this year.
- Created using KAP Subject Practice test content (ELA, Math, Science).
- Help familiarize students with the layout and formatting of different question types used in the Interim Predictive and Summative braille booklets.
- Online version tagged for text-to-speech will be available in Student Portal.
- If you had a student last year that had Braille marked on their PNP, KU will contact you in August regarding shipping practice booklets to you.

Resources for Teachers



- Assessment Development Guides
 - [Assessment Development | Kansas Assessment Program \(ksassessments.org\)](https://ksassessments.org)
 - ELA and math: 3-8, and 10
 - Science: 5, 8, and 11

2nd Grade Reading Assessment



Optional 2nd Grade Assessment

- Reading Foundational Skills
- Reading Comprehension
 - Reading Literacy
 - Reading Informational
- Testing window: April 24 – May 5, 2023
- Number of participants
 - Districts - 58
 - Schools - 95
 - Students – 3,583

Questions?

Please use the chat feature in Zoom to ask any relevant questions or clarifications.

KELPA Updates



KELPA

Kansas English Language Proficiency Assessment

KELPA Screener



- KELPA Screener opened on 7/31
- Checkbox added during Add Screener Student process to flag student to be retained for next school year (2024 – 2025)
 - Please contact the Kite Service Desk if you have any students who tested late spring or summer in 2023 that need to be added to 2023-24 KELPA screener rosters
- KELPA Screener resources can be found under the HELP tab in Educator Portal
 - Including a KELPA screener checklist, FAQ page, rubrics, scoring directions, and materials for the KELPA Screener

Screener Enrollment Details

DISTRICT.*

Select ▾

Screen student for next academic year

KELPA Screener Status Data Extract



- Reports > Data Extracts
 - Column R is scoring status if they made it to Session 3
 - Column S shows if a report has been generated or not
 - Column T shows Proficiency
 - *NEW* Column U shows Completion Date

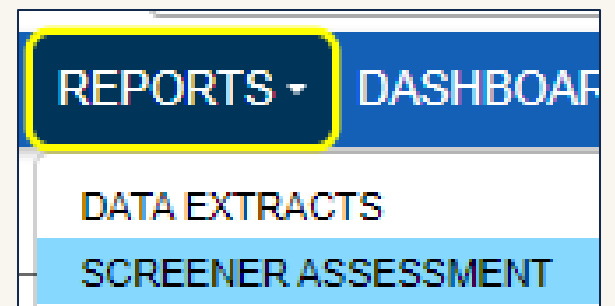
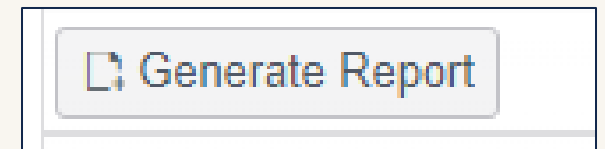
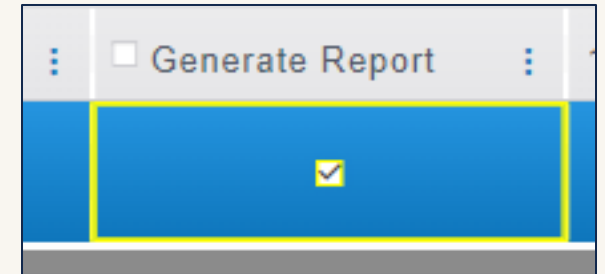


	A	B	C	D	E	N	O	P	Q	R	S	T	U
	Student Name	Local Identifier	State Student Identifier	District	School	Session 2 Status	Screener Test Session 3	Session 3 Status	Scoring Assignment	Scoring Status	Report Generated	Proficiency	Completion Date
1		6841746		Sunflower Di	Meadowlark	Passed	2023_1001_Grade10_	Failed	2023_1001_Grade10_	Completed	Yes	Not Proficient	8/22/2022
2		1768147		Sunflower Di	Meadowlark	Passed	2023_1001_Grade4_	Passed	2023_1001_Grade4_	Completed	Yes	Proficient	9/23/2022

KELPA Screener Reminders



- Reminders
 - If a student completes session 3, they need to be scored and the report can be generated after
 - If a student only finishes 1 or 2 and does not get session 3 assigned, they will have a report of 'Not Proficient' automatically assigned
- Reports are in
 - Reports > Screener Assessment
- Data collection for Kindergarten study is ongoing
 - Include non-EL students in screening by adding "ENG" to the end of local student IDs.



Kite Technology Updates



Updated Design



- Color Change
- Logo Placement
- Same navigation and functionality
- Horizontal space increased
- Screener Student area now its own section, not within students



ROSTERS
SCREENER STUDENTS
STUDENTS

Remove Users in Educator Portal



- Previously, only could add, activate, or deactivate users.
- District and building users can **remove** users.
 - Teachers cannot be removed if they have rosters
 - Cannot remove using Users Upload – only manually through UI..

<input type="checkbox"/>	Status	Last Name ↑	First Name	Educator Identifier	E
<input type="checkbox"/>	Active	N	Alison		
<input type="checkbox"/>	Active	S	Josephine		
<input type="checkbox"/>	Active	T	Ashlea		
<input type="checkbox"/>	Active	W	Dan		

Send Activation Email View Edit Activate Deactivate **Remove** Export to E

Data Extract Tabs




- Tabs have been added in Data Extracts to help you find relevant documents

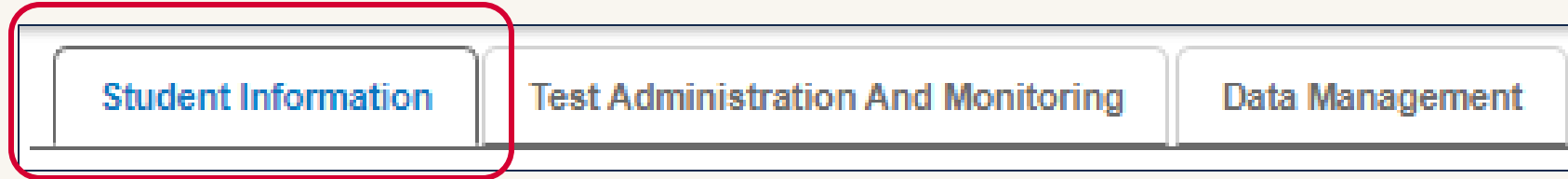
[Student Information](#) [Test Administration And Monitoring](#) [Data Management](#)

Data Extracts

Note: Data extracts may include Personally Identifiable Information (PII), take appropriate precaution to protect saved files.

Extract	Description	Requested	File	Action
Current Enrollment	Current enrollment information for active students.	07/27/2023 11:10 AM		New File

Data Extract Tabs and Examples



- Student Information (Tab)
 - Current Enrollment
 - PNP
 - Parents
 - Rosters
 - Student Logins

Data Extract Tabs and Examples



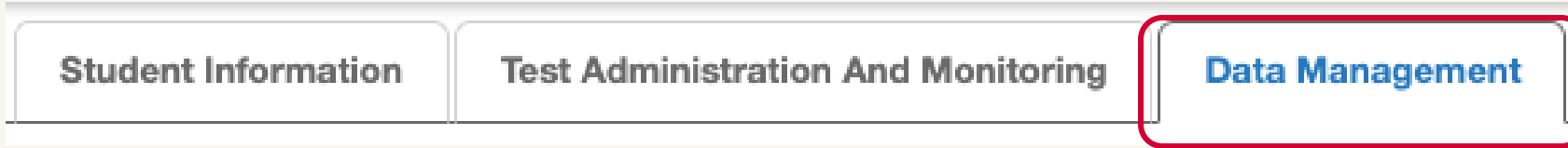
Student Information

Test Administration And Monitoring

Data Management

- Test Information and Monitoring (Tab)
 - KAP Student Scores Tested Students
 - KAP Test Administration Monitoring
 - KELPA Screener Student
 - Special Circumstances
 - Monitor Scoring
 - Testing Readiness

Data Extract Tabs and Examples



- Data Management (Tab)
 - Security Agreement Completion
 - Users

Student Portal Current Version



- There is no new version of Student Portal to download
 - Current versions can be found <https://ksassessments.org/technology-coordinators>
- We are developing a new accessible client and an Android client. Both will be available in the fall.

Kite Service Desk Contact Info



- Kite Service Desk
 - kap-support@ku.edu
 - 855-277-9752
 - Live Chat
- Hours
 - Monday – Friday
 - 7:00 AM – 5:00 PM

Questions?

Please use the chat feature in Zoom to ask any relevant questions or clarifications.

DLM Updates



DYNAMIC[®]
LEARNING MAPS

DLM Dates



DLM Dates	Date Open	Date Closed
Required Training	August 3, 2023	none
Fall Test Window	September 11, 2023	December 22, 2023
Spring Test Window	February 5, 2024	April 26, 2024

First Contact Survey Changes



- All students will need new First Contact Surveys completed in the fall due to changes in the First Contact Survey questions.
- [First Contact Survey Question 2023-24](#)

DLM Monitoring



Updates to the General Resource File form DLM now allows KSDE to identify districts/students who are not testing in both the fall and spring required test windows for ELA and math

- KSDE monitored outside testing hours and short duration testing that occurred last year.
 - Cary will be doing DLM test observations in the fall based on short duration testing
 - Goal is to assist teachers in engaging students in the testlets so that they are able to show what they know and can do.
- The testlet information page was only pulled for 20% of the testlets administered this past year.
 - Teachers are required to access the TIP page for important testing information specific to the individual testlet.
 - Testlet Type, number of items materials needed, materials use, suggested substitute materials, accessibility supports not allowed
 - ELA - DLM text title, type of text, DLM source book, familiar or unfamiliar
 - Students need to be exposed to the familiar text prior to taking the testlet.
 - Math – calculator use allowed; math vocabulary used
 - Science – picture cards needed to administer initial level testlets

DLM Webinars 2023-2024



ALL WEBINARS BEGIN 3:00 P.M. CENTRAL STANDARD TIME

August 24, 2023: What do I need to do to get ready for the fall test window?

September 14, 2023: How do I write instructional plans?

October 12, 2023: DLM resources – How do I prepare my students for the DLM?

December 7, 2023: DLM fall test window wrap-up – What needs to be finished by Dec 22?

February 8, 2024: DLM spring window

April 11, 2024: DLM wrap-up – What needs to be finished by April 26?

[Join Zoom Meeting](#)

Meeting ID: 897 7927 3623

Passcode: 947213

One tap mobile: +13462487799,,89779273623#,,,,,0#,,947213# US (Houston)

Early Literacy Instruction for Students taking the DLM - Webinars



ALL WEBINARS BEGIN 3:00 P.M. CENTRAL STANDARD TIME

August 31, 2023: Assessment of Early Literacy Skills

September 7, 2023: Alphabet Knowledge

September 21, 2023: Phonological Awareness

September 28, 2023: Shared and Independent Reading

October 5, 2023: Independent Writing

October 19, 2023: Predictable Chart Writing

[Join Zoom Meeting](#)

- Meeting ID: 897 7927 3623
- Passcode: 947213
- One tap mobile: +13462487799,,89779273623#,,,,,0#,,947213# US (Houston)

DLM Required Test Administrator Training



- Teachers, DTCs, and BTCs will use the Training tab in Educator Portal to access the DLM Required Test Administrator Training.
 - Will not use the Training Courses link
 - Will only need to sign into Educator Portal
- Facilitators who are not teachers, DTCs, or BTCs will access the training using the Training Courses link on the DLM website as in the past.
- Refer to the Guide to DLM Required Test Administrator Training for step-by-step instructions for accessing the training.

DLM Data Extracts Reorganization



Extracts and reports organized into tabbed categories

Student Information	Test Administration and Monitoring	Data Management
Current Enrollment	DLM Instructionally Embedded Monitoring	Security Agreement Completion
First Contact Survey File	DLM Blueprint Coverage Summary	Training Status
PNP Setting Counts	TIP Access	Users
PNP Settings		
Roster		
Student Roster and First Contact Survey Status		
Parent Portal Registration		
Parents		

DLM Training for District Roles



- Replaces discontinued Fall Training for District Roles and District and Building Administrator Training links
- Posted on Kansas' DLM website on Aug. 1
- Optional and self-guided
- Interactive lessons from which to choose

Dashboard Revisions



- New DLM data reporting is available
 - Students rostered: shows percentages based on the number of students enrolled
 - First Contact Survey Status: not started, in progress, Ready to Submit, and Completed
 - Testing progress: not started, one or more testlets completed towards meeting Blueprint Requirements, and Blueprint Requirements fulfilled

Questions?

Please use the chat feature in Zoom to ask any relevant questions or clarifications.

ACT Information



ACT[®]

Fall WorkKeys



- Pearson Access Next opened August 7. DTCs will need to be updated. Please get any changes to Lee Jones ASAP.
- Test dates have been added for WorkKeys to provide more flexibility for you to schedule. There are now two paper dates in the fall and two in the spring as well as a five-week window for online testing in both fall and spring.
- We hope this will allow more students to take advantage of the benefits WorkKeys results can provide. Only about 16,000 students out of a pool of 33,000 participated last year.

Fall WorkKeys



- If your district has not fully participated in WorkKeys, I encourage you to review the Benefits of WorkKeys document. In the resources section is an excellent video describing the WorkKeys assessment detailing benefits to students and employers.
- The document is posted on the Kansas ACT website under the WorkKeys tab. <https://www.act.org/content/act/en/products-and-services/state-and-district-solutions/kansas.html>

Fall WorkKeys



- Preparation for Fall WorkKeys testing begins August 7.
- See the Schedule of Events posted on the Kansas ACT website for steps to be completed prior to testing and deadlines.
- Also included in the Schedule of Events are links to upcoming training opportunities.

Questions?

Please use the chat feature in Zoom to ask any relevant questions or clarifications.

Session Wrap Up



A PDF of the slides and a recording of this webinar will be posted by Friday on the KAP website's [DTC Virtual Training page](#).

Next Webinar:
September 12

Contact Information

- **Kite Service Desk**

☎ (855) 277-9752

✉ kap-support@ku.edu

- **DLM Service Desk**

☎ (855) 277-9751

✉ dml-support@ku.edu

- **KAP Assessments**

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- **DLM**

Cary Rogers

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- **ACT**

Lee Jones

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✉ ljones@ksde.org

