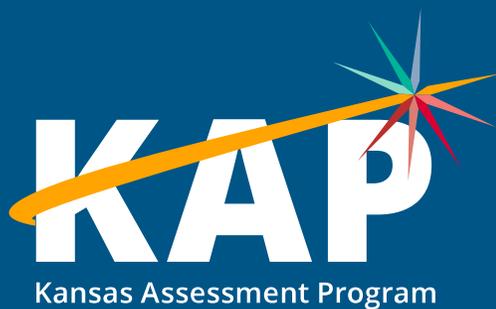


Kansas Assessment Program

Test Coordinator Training Webinar

February 19, 2026



Welcome KAP Test Coordinators!

Joining us for today's webinar:



KSDE

Chelsea Pelfrey, Cary Rogers (DLM), Lee Jones (ACT)



ATS

Susan Martin, Emily Richardson, Katherine Kocen, Mitch Montague



ATLAS

Aletra Johnson



Today's Agenda

- Welcome and General Updates
- KAP updates
- KELPA updates
- Kite[®] Technology updates
- Dynamic Learning Maps[®] (DLM[®]) updates
- ACT updates



KAP Test Coordinator Webinars

- Use the following calendar invites to add to your personal calendar
- Each invite includes the Zoom link

August	<u>Add to Calendar</u>
September	<u>Add to Calendar</u>
October	<u>Add to Calendar</u>
November	<u>Add to Calendar</u>
December	<u>Add to Calendar</u>
January	<u>Add to Calendar</u>
February	<u>Add to Calendar</u>
March	<u>Add to Calendar</u>
April	<u>Add to Calendar</u>
May	<u>Add to Calendar</u>





Kansas Assessment Program



Security and Ethics Training

- All District Test Coordinators must complete *in-person* Security and Ethics training held by KSDE and train staff before testing.
- All *in-person district training* must be completed by **March 13, 2026** for anyone administering a **KAP** assessment in ELA, Math, Science, and/or cPass.

***These dates may vary depending on the needs of your district. Please note that **all staff** administering summative assessments must complete Security and Ethics training **before** the testing windows open.

- Documentation of training should be kept at the building and district level.



Special Circumstance Codes

- All Special Circumstance Codes must be entered before the end of the testing window for the assessment it is requested for.
 - You will not enter a code anywhere for WIDA. That will be taken care of after the window closes by KSDE.
- SC codes should be used in extreme circumstances and are not widely available.
- In most cases, an attempt should be made to assess the student before requesting an SC code.



Special Circumstance Codes

- SC-11 KELPA and WIDA Alt ACCESS only
 - Reserved for those students who cannot complete one domain due to a disability such as not being able to speak.
 - Fill out the form for approval from KSDE.
 - Access form from Educator Portal.
 - Go to the KELPA Assessment.
 - Help > Special Circumstance Code > KELPA and WIDA Special Circumstance Request Form
- SC-08 and SC-39
 - Fill out application for approval from KSDE and email to Chelsea Pelfrey.
 - Access application from any assessment program in Educator Portal.
 - Help > Special Circumstance



Unique Accommodations

- If you have a unique situation and accommodation request for a student, please email cary.rogers@ksde.gov or call Cary Rogers at 785-296-0916 to discuss the student's specific needs.
 - We do have a Unique Accommodations form that we will provide to the DTC after the initial conversation.



TTS Passages and Graphics

- Text-to-Speech Passages and Graphics Applications
 - All applications have been reviewed and sent back to the DTC with approved/disapproved stamp.
 - **Make sure the PNP is set to TTS Passages and Graphics by February 26th end of day.**
 - ATS will begin approving the accommodation in Kite for those students approved.
 - If a student was disapproved, make sure TTS passages and graphics is not set on the student's PNP.
- Double check your SIS system to ensure students are marked correctly for WD (with disability) or a 504 plan for all students with submitted applications.



SC-35

- If a student was disapproved for the TTS passages and graphics, but the team feels very strongly about the student having the accommodation, the district can request SC-35.
- Requests must be emailed to TTSpassages@ksde.gov by February 26th – email us the SSID.
- The PNP must be set to TTS passages and graphics by end of day February 26th.
- KSDE will then activate the accommodation.
- When the test window opens, the district must enter SC-35.



Testing Violations

- In the event of a testing violation, please report to Chelsea Pelfrey.
- KSDE Testing Violation Report
 - Help > Testing Violation Report > KSDE Testing Violation Report
 - Fill out the form and submit.
 - KSDE will respond within 48 hours with a resolution to the violation.



Grade 11 Science Summative

- Test will be administered this year.
- Standard Setting will take place over the summer.
- Scores will be released Fall 2026 once the State Board of Education approves the new cut scores.
- **Reminder! Summative assessments contain 2 sessions and should be administered over the course of 2 days. Please do not administer both sessions in one sitting.**



Grade 2 Reading Assessment

- Window 3/23-4/24/2026
- Measures both foundational reading skills and early reading comprehension

Schools that administer the Grade 2 Reading Assessment gain actionable information that can be used to:

- **Identify gaps in foundational literacy skills**
- **Monitor trends**
- **Ensure preparedness for grade 3 reading expectations**, where comprehension demands increase

New this year: Enhanced Kite reporting tools make it even easier to analyze student strengths and areas for growth, supporting more efficient instructional decisions.



What questions do you have?





KELPA

Kansas English Language Proficiency Assessment



KELPA Scoring and Rater Materials

- KELPA Rater Training Materials and KELPA Test Administration and Scoring documents are available in the **HELP** Tab

Home SETTINGS ▾ MANAGE TESTS ▾ SCORING ▾ REPORTS ▾ DASHBOARD SURVEYS **HELP**

Welcome to the help content screen. This screen can be used to find answers to frequently asked questions. Choose a topic below.

- [? KELPA Rater Training Materials](#)
KELPA Rater Training Materials for Speaking & Writing.
- [? KELPA Test Administration and Scoring Documents](#)
KELPA Test Administration and Scoring Documents for Speaking & Writing.

Second Rater Scoring

- Schools with 10 or more EL (English Learner) students at a grade/grade band are randomly selected for double scoring.
- Educators are not assigned for second rater scoring in EP
- It is up to the District / School to determine who will complete the secondary scoring
 - Allows for added flexibility
 - District and Building level users have access to score all students in the building
 - Teachers completing second rater scoring will require an additional scoring assignment to be created.



Second Rater Scoring Cont.

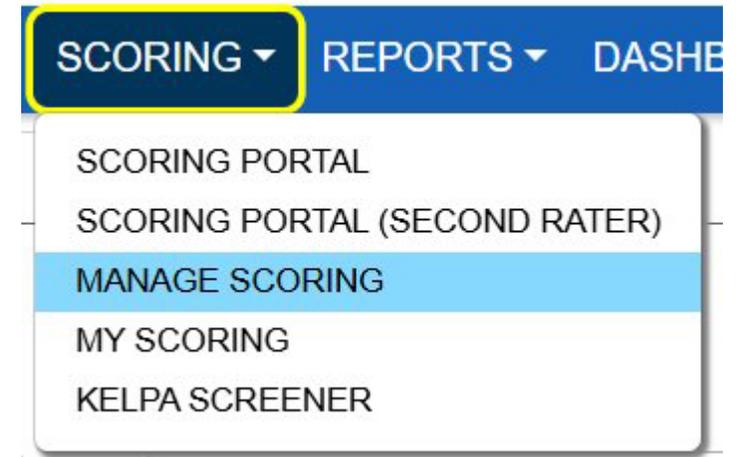
- How do I see students marked for 2nd rater?
 - Reports > Data Extracts > Select the Test Administration and Monitoring tab > Select "New file" in the Monitor Scoring row > Open the file
 - Review **column N (Rater)**. This column will state Secondary if the student is flagged as requiring 2nd rater scoring.

M	N	O
State Student Identifier	Rater	Subject
123456789	Secondary	English Language Proficiency



Second Rater Scoring Cont.

- How do I create an additional scoring assignment for a 2nd rater?
 - As a Building or District level user:
 - Scoring > Manage Scoring > Assign Scorers. Complete the required fields and select Search
 - Select the students to be scored > select Add > select the Scorer > select Add > select Save, and then Done.
 - **Reminder:** Once a scoring assignment is created, manually it cannot be deleted. If it was created in error, there is no harm in leaving it in the system.

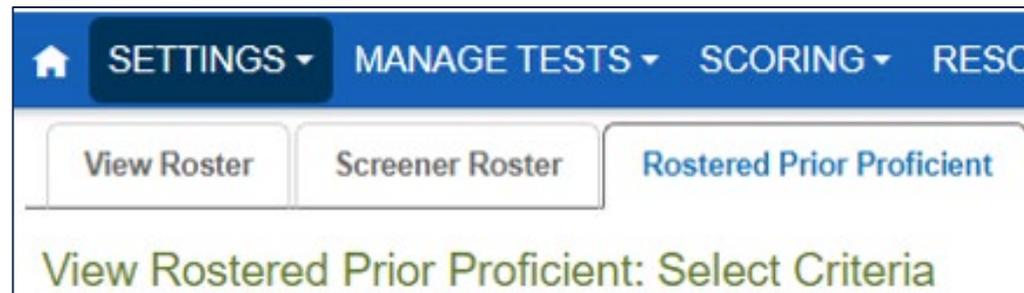


Rostered Prior Year Proficient

- Provides a list of students that are currently enrolled in KELPA that have received a 3 / Proficient in the last year.

State Student ID	Student Last Name	Student First Name	Roster Name	School Name	Grade
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- Located: Settings > Rosters > Rostered Prior Proficient
- Requirements: Student Uploaded via TEST record for KELPA



Rostered Prior Year Proficient by District

District	Number of Students
Ashland	1
Chanute Public Schools	2
Chase Raymond	2
Cimarron Ensign	1
Circle	3
Concordia	2
Derby	2
Dodge City	3
Dodge City Catholic Diocese	7
Ell Saline	1
Erie Galesburg	1
Ft Larned	1
Garden City	12

District	Number of Students
Gardner Edgerton	3
Hutchinson Public Schools	2
Kansas City Catholic Diocese	25
Kiowa County	3
Leavenworth	1
Life Preparatory Academy	2
Louisburg	1
Macksville	1
Maize	1
Manhattan Ogden	1
Montezuma	1
Moundridge	1

District	Number of Students
Norton Community Schools	12
Oberlin	1
Olathe	2
Piper Kansas City	1
Remington Whitewater	1
Rock Creek	1
Satanta	2
Shawnee Mission Pub Sch	5
St Francis Comm Sch	1
Ulysses	2
Wichita	18
Wichita Catholic Diocese	58
Winfield	1

Technical Support

- Having Testing Issues?
 - Reach out to the Service Desk:
 - WHO:
 - The user/teacher of the student **directly** experiencing the issue
 - WHAT:
 - Device Make
 - Device Model
 - Operating System Version
 - Student + Test + Item (If applicable)
 - Extra features in use (touch screen, tablet mode, external screen, bluetooth mouse)
 - WHEN:
 - If this is directly affecting testing, call us as soon as possible.
 - If a restart or log out/in allows the student to continue, gather the information and submit after the session



What questions do you have?

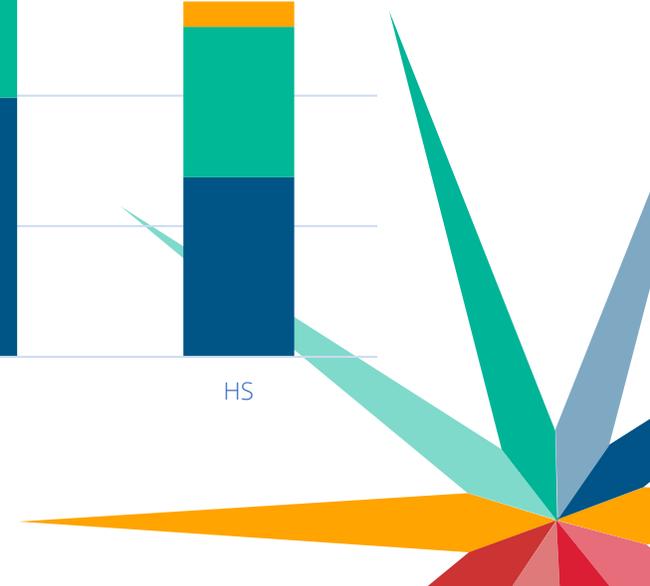
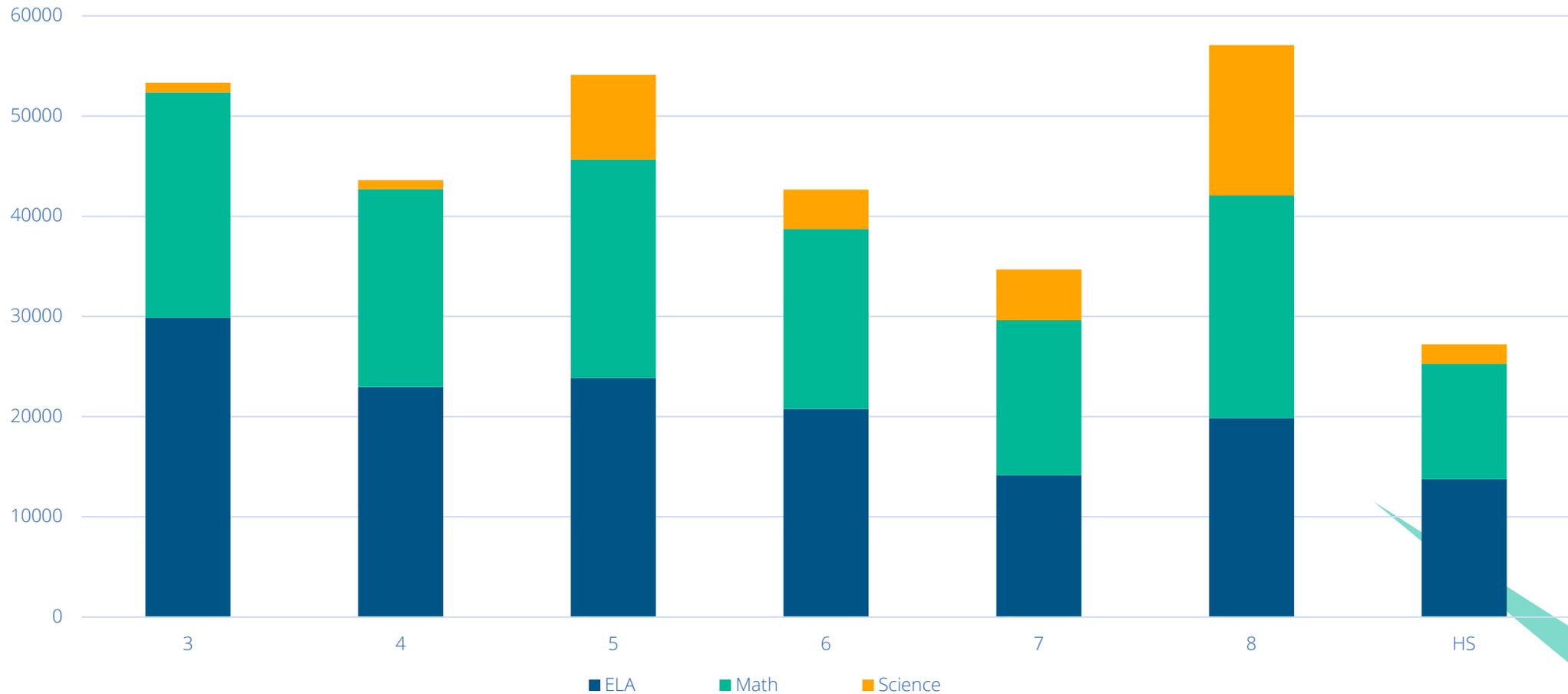


Kite ™



Instructional Mini Tests

Mini Tests, by Grade



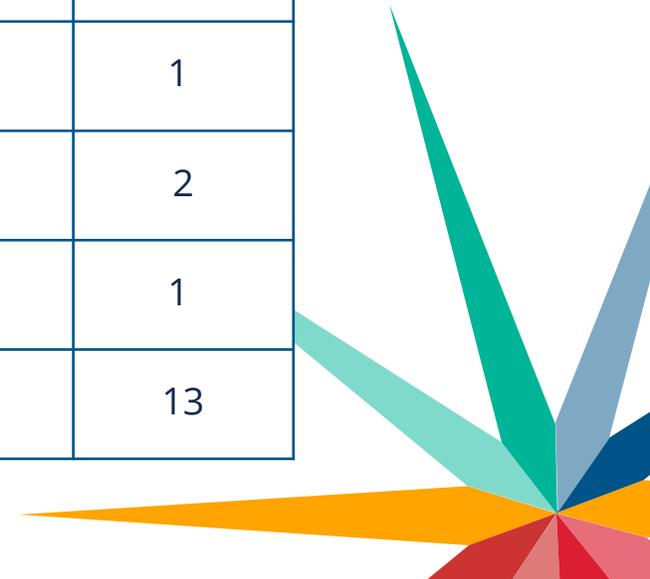
Instructional Mini Tests

- Mini Tests Added in 2025-26: ELA – 277; Math – 196; Science – 53
- Reminder! Build your own Instructional Mini Test feature available
 - Download & complete the Excel Spreadsheet from the **HELP** Tab in EP
 - Email the completed document to ats_management_dl@ku.edu
 - Kite will build your Mini Test and alert you once it is available in EP
- New Resource: [Available Mini Test Items Spreadsheet](#)



Custom Mini Tests Requests

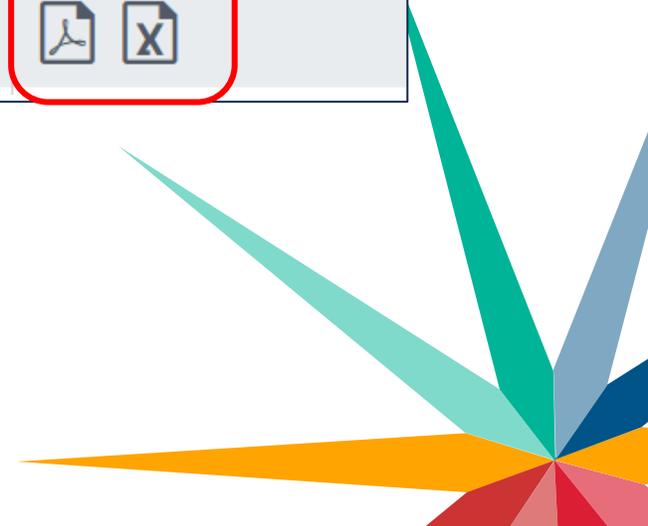
District	Grade	ELA	Math	Science	Total
Kansas City Public Schools (500)	3	1	2		3
Kansas City Public Schools (500)	4	1	1		2
Kansas City Public Schools (500)	5	1	1		2
Salina (305)	5			2	2
Piper (203)	5		1		1
Pittsburg (250)	3	1	1		2
Louisburg (416)	3	1			1
Total		5	6	2	13



Mini Test Student Logins – Excel

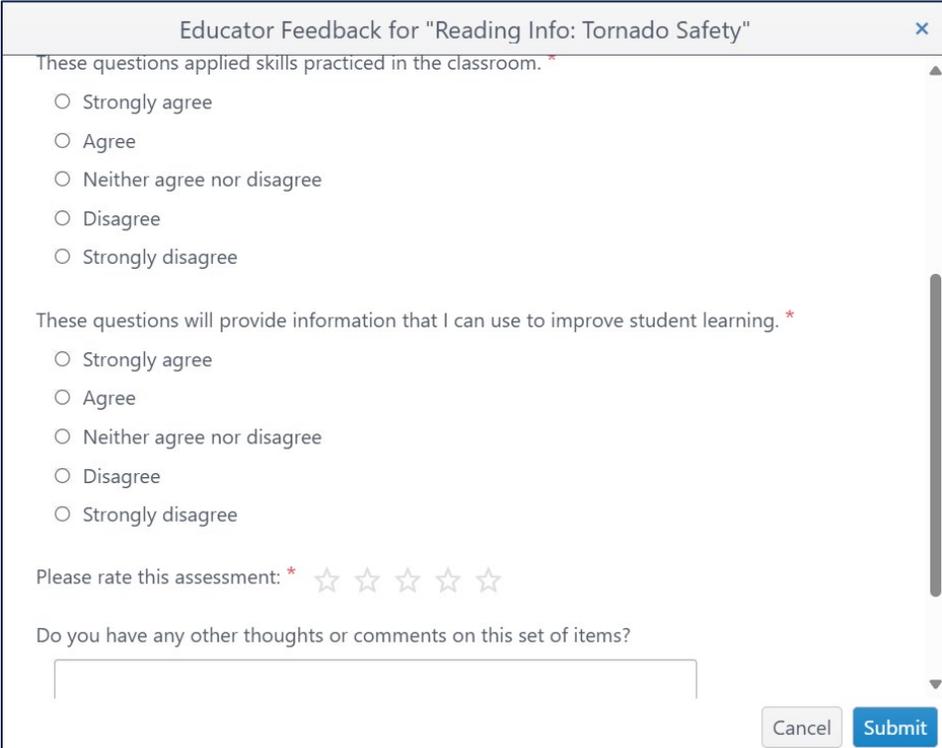
- Tickets column contains Excel and PDF Files to download
- Instructional Mini Test
- All users – Including Teachers can download Excel and PDF tickets

Test Name ↑	:	Form	:	Testing Cycle	:	Subject	:	Tickets	:
Mini Test ELA		General		N/A		English Language Arts		 	
RI.KID 12.10.24		General		N/A		English Language Arts		 	



Instructional Mini Test Feedback

- Share your thoughts on Instructional Mini Tests
 - Interim > Build a Test
 - Your Feedback – lets you leave comments and review feedback you've already shared on that test.
 - All Feedback – shows feedback from educators across Kansas.
 - "All Feedback" will only provide data after at least 5 educators have entered feedback
- All roles can leave feedback
- Leave feedback on all three subjects!



v Your Feedback All Feedback

Educator Feedback for "Reading Info: Tornado Safety" x

These questions applied skills practiced in the classroom. *

Strongly agree
 Agree
 Neither agree nor disagree
 Disagree
 Strongly disagree

These questions will provide information that I can use to improve student learning. *

Strongly agree
 Agree
 Neither agree nor disagree
 Disagree
 Strongly disagree

Please rate this assessment: * ☆ ☆ ☆ ☆ ☆

Do you have any other thoughts or comments on this set of items?

Cancel Submit

NAEP Practice Tests – Available!

- NAEP tests are scheduled for administrations in select districts/schools in January – March 2026.
- To allow for easier access to NAEP Practice Tests, Kite provides sample practice items that can be taken in Student Portal
- Test are available as Instructional Mini Tests and will be found within Build or Copy a Test
 - Form names: NAEP ELA Practice Test & NAEP Math Practice Test
 - Grades 4 and 8

AVAILABLE TESTS:

<input type="checkbox"/>	Test Name ↓	# of Items	Cluster(s) Assessed	Standard(s) Assessed
<input type="checkbox"/>	NAEP ELA Practice Test	13	ELA.4.RL.KID	



Desmos Calculator

- Based on district feedback have added the Desmos Calculator to Kite!
 - Share your feedback on student use at your school
- Desmos Calculators mirror the functions available on the TI Calculators
 - Basic / Scientific / Graphing
- TI Calculators will continue to be available in Kite Student Portal
- Desmos Calculators have been added to Instructional Mini Tests, and the Practice tests
- Available on the **Spring Interim** and the **Summative Assessment**



PNP Updates

- PNP Summary tab – Users with view only
 - Detailed information on PNP set for students

Summary

Selected PNP Profile Settings

Embedded Selections

(Included in the Kite Student Portal)

Accommodations

Text to Speech
Passages & Graphics

Designated Supports

Color Contrast
Foreground: #fefe22
Background: #000000

ABC

Magnification
3x

Special Circumstance Codes

- Three options to apply SC Codes manually for KAP
 1. Test Session (Existing option)
 2. Student
 3. Subject

View Students | **Special Circumstance Codes** | Upload PNP

Apply Special Circumstance Codes: Select Criteria

STATE:* QA Kansas QC x ▾ DISTRICT:* Sunflower x ▾ SCHOOL: Select ▾

SUBJECT: Select ▾

Search

SC CODE LEVEL: Student | **Subject**

State Student ID	Grade	Special Circumstance English Language Arts	Save English Language Arts	Special Circumstance Status English Language Arts
8275332	Grade 4	Select ▾		N/A

Special Circumstance Codes

- Two options to apply SC codes for KELPA manually
 1. Test Session (Existing option)
 2. Student
- SC-11 is now restricted in EP to be applied to **one** domain
 1. If entered on 2 or more domains
 - Manually - Receive a pop-up error message
 - Upload – Row on upload will be rejected



What questions do you have?





DYNAMIC[®]
LEARNING MAPS



DLM Dates

DLM Dates	Date open	Date closed
Required training	August 5, 2025	April 24, 2026
Fall testing window	September 8, 2025	December 19, 2025
Spring testing window	February 2, 2026	April 24, 2026



Spring Test Window – ELA and Math

- ELA and math are instructionally embedded
 - Teachers must create instructional plan and assign testlet once instruction is complete.
 - Make sure teachers understand how to meet the blueprint requirements.
 - Encourage use of [Kansas Essential Elements Blueprint/Selection Record - Math and English Language Arts by Grade \(PDF\)](#).
 - Student may receive 0 or 1 field test per subject. Encourage teachers to have students complete these.
- Review Testlet Information Page (TIP) access for the fall test window
 - Make sure teachers understand the importance of accessing the TIP
 - Make sure they know how to access the TIP

Review the Testlet Information Page

- Click on the kebab. 



ELA.EE.L.5.5.c ✕

Distal Precursor: The student can identify relevant words for describing familiar people, places, things, or events.

Mini-Map 

Testlet Information Page 



Spring Test Window - Science

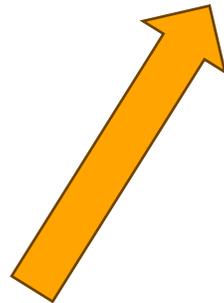
- 9 science testlets per student (grades 5, 8, and 11)
- The system chooses the EE from the blueprint and selects the linkage level – based on the first contact survey. Teachers cannot change the linkage level.
- Linkage levels are adjusted by the system based on the student's performance on the previous testlet.
- Students will only receive one testlet at a time. You must wait up to 30 minutes for the next testlet to appear.
- Retrieve the Testlet Information Page for testlet in Test Management. Gather needed materials before beginning assessment, including printing the picture-response cards when needed (initial linkage level)



Retrieving the Testlet Information Page

- Go to test management

<input type="checkbox"/>	Actions	Test Session Name	Tickets	Test Information	Assessment Name	Test Progress	Grade
<input type="checkbox"/>		[blurred]			Students with Significant Cognitive Disabilities	Testlet 6 of 6	Grade 1
<input type="checkbox"/>		[blurred]			Students with Significant Cognitive Disabilities	Testlet 6 of 6	Grade 1



Science Field Testing

- Every student grade 5, 8, and 11 will receive 4 science field test testlets.
 - 2 batches with 2 testlets
- Teachers are asked to administer both batches of science field test testlets.
 - This is necessary for the new science assessment that will be operational in 2027.
- Testlet Information Pages for field test testlets are accessed in the Test Management section.



DLM Webinar Schedule

April 9: [DLM wrap-up What needs to be finished by April 24th?](#) (TASN registration)

Content is subject to change at any time due to current events



WIDA Alternate ACCESS

[WIDA KS State Page](#)



2/2/26 - 3/13/26

Test Window



1/21/26 - 3/6/26

Additional Test Material Ordering Window in WIDA AMS

3/25/26

Deadline for Shipping Completed Test Materials to DRC -
Postmark date

4/27/26 - 5/1/26

Pre-Reporting Data Validation – LEAs in WIDA AMS

5/19/26

Alternate ACCESS Data Available to SEA - Posted in WIDA AMS

5/19/26

Districts Receive Alternate ACCESS Reports and Data - Posted
in WIDA AMS

6/9/26 - 6/10/26

Printed Reports Received in Districts



WIDA Alternate ACCESS Contacts

- **Cary Rogers** - *WIDA Alternate ACCESS eligibility*
 - Cary.Rogers@ksde.gov (785) 296-0916
- **Emily Scott** - *EL support, KELPA, and WIDA Alternate ACCESS*
 - Emily.Scott@ksde.gov (785) 296-4941
- **Chelsea Pelfrey** - *WIDA Secure Portal and WIDA AMS*
 - Chelsea.Pelfrey@ksde.gov (785) 296-0040

*If you are new or this is your first year with a student taking the Alt. ACCESS please email me at Cary.Rogers@ksde.gov to get added to the WIDA email list.



What questions do you have?



ACT[®]



Spring 2026 ACT

- Materials for February 24 Test Window have been shipped.
- Standard paper testing may only be administered on February 24.
- Accommodations paper testing may be administered February 24-March 6.
- Online testing may be administered February 24-March 6.
- Materials for make-up testing for the April 7 Test Window may be ordered February 24-March 27.

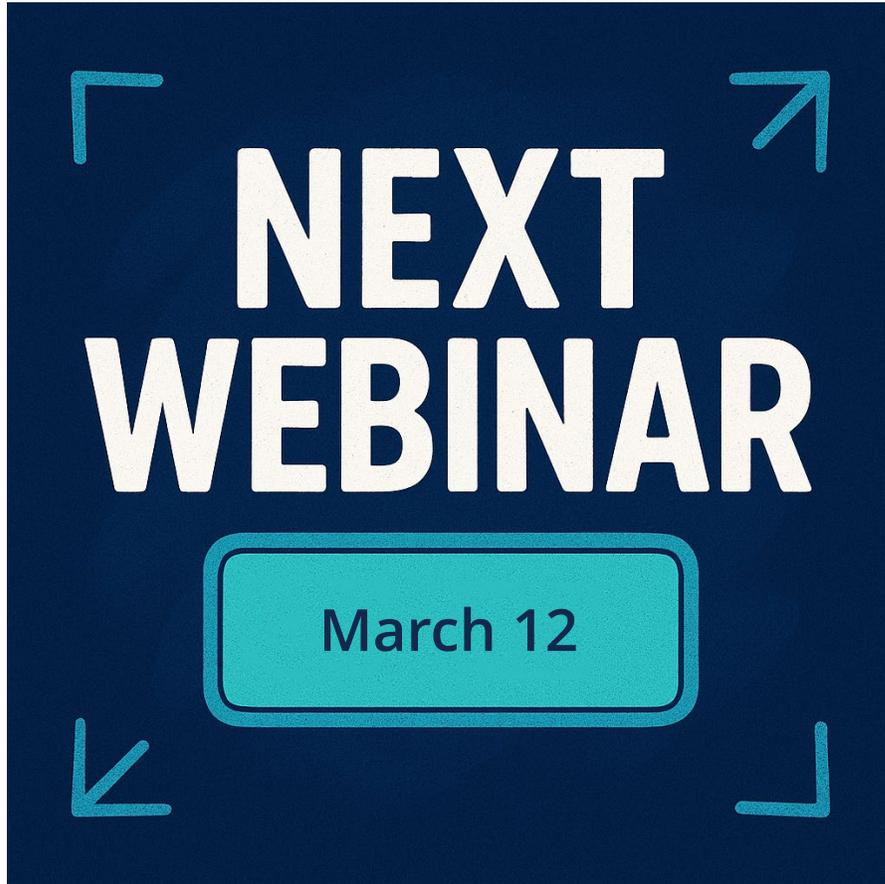


Spring 2026 WorkKeys

- Materials for the February 25 Test Window have been shipped.
- Standard paper testing may only be administered on February 25.
- Accommodations paper testing may be administered February 25-March 9.
- Materials for make-up testing for the April 8 Test Window may be ordered February 25-March 27.
- Online testing may be administered February 25-May 1.



Webinar Wrap Up



A PDF copy of the slides and a recording of this webinar will be available within a few days on the KAP website's [Test Coordinator Training page](#).



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