



STUDENT ASSESSMENT NEWS

January 10, 2018

[Archived Student Assessment News](#)

CTStudentAssessment@ct.gov

860-713-6860



Connecticut SAT School Day Updates

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Testing Special Education, 504 and EL Students

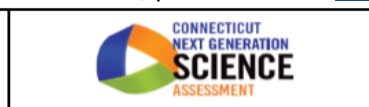
The administration of the Connecticut SAT School Day allows eligible students to receive accommodations on the Connecticut SAT School Day. Students with an active individualized education program (IEP) or Section 504 plan are allowed to apply or retain accommodations through the College Board Services for Students with Disabilities (SSD)—[Disabilities Accommodation Management Web site](#) (SSD Online). Additionally, English learners (ELs) are allowed to receive 50 percent extended time and a score that is college reportable by applying for this accommodation through the SSD State-Allowed Online web site.

The management of accommodations for Special Education, 504 and EL students is the responsibility of the school's SSD coordinator. The school's SSD Coordinator must maintain the most current information in the College Board's SSD site for all students. **In order for students to receive accommodations on the Connecticut SAT School Day they must be Special Education, 504 or EL students at the time of testing as indicated in the Connecticut State Department of Education (CSDE's) Public School Information System (PSIS) Registration Module.**

Therefore, SSD coordinators should work with their colleagues to identify students who have an active IEP or Section 504 plan or who are current EL students to ensure that their accommodation needs are entered in the SSD prior to administration. In some cases, it may be that students have exited special education status or they have a Section 504 plan that is no longer active, and they are somehow still approved for College Board accommodations based on past assessments such as the PSAT. The accommodations for these students should be removed from the SSD Online website because they are not eligible for accommodations on the Connecticut School Day SAT.

In order to remove SPED or 504 students from the College Board's SSD, the SSD Coordinator must login to the College Board SSD Online System. To access the eligibility roster, select the "Create Eligibility Roster" button at the top of the page. The eligibility roster includes all students approved by grade level, for the school code of their attending institution (AI). If the student(s) are no longer receiving accommodations in school (exited SPED or 504), the SSD coordinator will need to print the roster and mark the checkbox "No Longer Needs Accommodations" for each applicable student.

This adjusted roster needs to be submitted via fax to the College Board at 866-360-0114 by **January 31, 2018**. The update(s) on the roster will be processed, and a notification will be sent to students notifying them of the update. In addition to submitting the roster to remove student accommodations, roster updates may be submitted for additional student updates (i.e., graduation date, moved to new school). For additional information, please contact [Joe Amenta](#) or [Michelle Rosado](#).



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Connecticut SAT School Day Updates

Testing Grade 12 Students on the Connecticut SAT School Day

A *small* number of Grade 12 students will be required to take the Connecticut SAT School Day. Schools must test Grade 12 students if they “skipped” Grade 11 (i.e., student started this school year in Grade 11 then moved to Grade 12 before March 21, 2018, and did not test last year). **This is the only reason to test a Grade 12 student.** Students who were absent or refused to test in Grade 11 do not test in Grade 12. Grade 12 students who moved into your district from out of state do not test. No Grade 8, 9 or 10 students are permitted to take the Connecticut SAT School Day. Any tests received for these students will **NOT** be scored.

If your school has any such eligible Grade 12 students, please **FAX** a list of these students to Michelle Rosado at the CSDE at **860-326-0565** by **January 21, 2018**. *The list should be faxed and not e-mailed due to student privacy.* The list of Grade 12 students must include the following information as it appears in the PSIS registration:

- Student Name (First and Last);
- SASID;
- Date of Birth; and
- School and District.

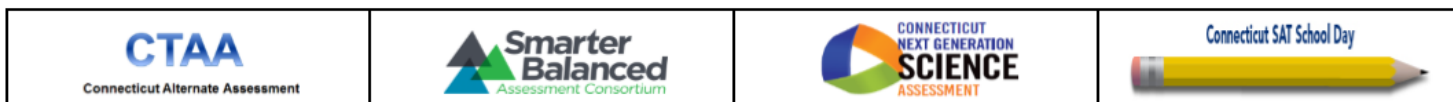
Please contact [Michelle Rosado](#) if you have any questions about student eligibility.

Test Center Supervisor Training

Test Center Supervisor training for the 2018 Connecticut SAT School Day will take place on February 13 and 14, 2018, at the [Institute of Technology and Business Development \(ITBD\) in New Britain](#). Schools may send **two** people to **one** of the four trainings. The session on February 14, 2018, from 12:00-3:30 p.m. is intended for **new** test center supervisors, but any test center supervisor may attend this session. We will spend more time on the details of the administration at this session. Registration information and details are included in the links below.

- February 13, 2018, AM Session **FULL**
- [Register for February 13, 2018, from 12:00-3:00 p.m.](#)
- [Register for February 14, 2018, from 8:30-11:30 a.m.](#)
- [New Coordinators Register for February 14, 2018, from 12:00-3:30 p.m.](#)

REMINDER: Schools do **NOT** need to order any test materials for students for the Connecticut SAT School Day. Test materials, including student labels, will automatically be sent to each Test Center Supervisor prior to the March 21, 2018, test. Quantities of materials will be based on enrollments in the CSDE’s PSIS Registration Module, as well as special materials for students approved for accommodations through the College Board’s Services for Students with Disabilities (SSD) system.



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Connecticut SAT School Day Student Rosters

For the 2018 administration of the Connecticut SAT School Day, the College Board has eliminated the Supervisor Online Attendance Roster (SOAR). The SOAR roster had provided schools with a list of students who were registered to take the SAT. For 2018, if schools or districts want to create a list of all students who are registered through PSIS to take the 2018 Connecticut SAT School Day, this roster can be created using PSIS. The district PSIS coordinator will need to follow these steps to print a roster:

1. log into the PSIS Registration Module;
2. click on the Downloads Link; and
3. select Active Registration and click on Download.

The file will show all of the students actively registered in the district and can be sorted by grade.

Schools will still have access to the Nonstandard Administration Report (NAR) through the College Board's Services for SSD system. However, the NAR now will provide a list of ALL students who are approved for accommodations in the SSD for the 2018 Connecticut SAT School Day.

SAT Practice Tests and Khan Academy

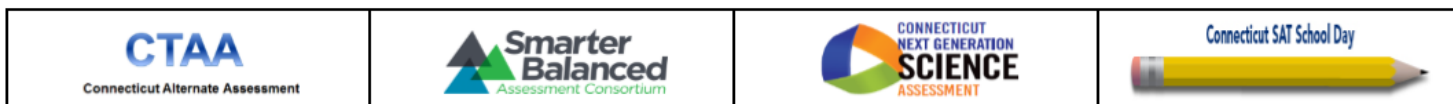
Schools can access full length SAT practice tests for students from the [College Board's Web site](#). Practice tests are also available for students using [MP3](#) or [Screen Reader or Assistive Technology](#). Schools can also request large print or braille SAT practice tests for students by contacting the [College Board's Services for Students with Disabilities \(SSD\)](#). Additionally, students may access free online SAT practice through [Khan Academy](#). Students *may* also choose to link their College Board account to their Khan Academy account. Students who link their accounts will receive personalized practice. Please contact [Alan Bernstein](#) at the College Board if you would like to know the percentage of students in your school who have linked their accounts.

Grade 11 Students Taking the Connecticut Alternate Assessment

As a reminder, please register any students who are taking the Connecticut Alternate Assessment (CTAA) in place of the Connecticut SAT School Day. Teachers Administering the Alternate (TEAs) should submit the [Learner Characteristics Inventory \(LCI\)](#) in order to register the student to take the CTAA. The LCI is entered on the [AIR Data Entry Interface \(DEI\)](#) by the primary teacher who completed the form. This **MUST** be entered by January 19, 2018, to have students removed from Connecticut SAT School Day registration.

Accommodations Deadline

All Connecticut SAT School Day accommodations for special education and 504 students must be entered into the [College Board's SSD online system](#) by **Tuesday, January 30, 2018**. A late request window will be available for those students who are newly enrolled, identified or classified as Grade 11 students. The window to enter accommodations for English learner (EL) students who need 50 percent extended time into the College Board's SSD online system is January 25-March 15, 2018. As a reminder EL students who receive 50 percent extended time will receive a college reportable score for the 2018 administration. If you have any questions, please contact [Joe Amenta](#).



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Smarter Balanced Educator Recruitment

The Connecticut State Department of Education (CSDE) and Smarter Balanced are seeking educators who meet all the qualifications outlined below to participate in, in-person content development activities beginning in spring 2018.

- Currently certified or licensed to teach ELA/literacy or mathematics in a K-12 public school or certified to teach English learners and/or students with disabilities.
- Currently teaching in a public school or currently employed by a public school, district or state education entity, including higher education in Connecticut.
- Within the past three years:
 - Have taught ELA/literacy or mathematics in Grades 3-8 or have worked in a classroom content support role such as a literacy content specialist.

AND/OR

Have taught students with disabilities and/or English learners in Grades 3-8 or have worked in a support role such as a district/school coordinator or instructional specialist. (Teachers who have specializations in visual impairments or teaching for students who are deaf and hard of hearing are encouraged to apply.)

- Have previously reviewed part or all of the Common Core State Standards for the content area in which they are interested in working.
- For item writing, all educators must submit a statement of interest upon request that describes (a) the reason(s) for their interest in developing items for the Smarter Balanced assessment system and (b) their qualifications for doing so.

Educators who have documented expertise in the areas of science and/or social science may apply for ELA/literacy item review. Some activities will have additional preferred experience qualifications.

The Smarter Balanced item development process involves educators, researchers, policymakers, and community groups in a transparent consensus-driven process to help all students succeed in a global economy. The 2018 item development meetings will be *Item Authoring and Review OR Ranges Finding and Data Review*.

All interested candidates, including candidates that have previously applied, must apply by submitting the [online application form](#) to Smarter Balanced by **February 9, 2018**.

The CSDE will recommend a limited number of qualified education candidates from Connecticut to participate. Smarter Balanced and respective contractors will then select educators to serve based on recommendations from each consortium state. The selection of educators will strive to represent a balance of geographic region, grade levels, years of experience, district-type, among other demographic data.

Lodging, travel costs, and applicable reimbursements will be provided by Smarter Balanced following the meeting and may include substitute reimbursement defined by local policy. The selected educators will need to complete additional travel and contract information.

Please contact Michelle Rosado at the CSDE by [e-mail](#) if you have any questions.



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Special Populations Updates

Assessing English Learners and English Learners with Disabilities Communication

A [memorandum](#) was e-mailed to English Learner Assessment Coordinators (ELAC) on December 20, 2017. This is a follow-up to the ELAC Workshop. It contains specifics regarding assessing English learners and English learners with disabilities. Topics include procedures and reminders for assessing English learners participating in alternate assessments, providing accommodations, testing students enrolled in Approved Private Special Education Programs (APSEPs) and ordering accommodated paper-test forms.

Participation Requirement Update for Alternative Assessments

The state must ensure that in Grades 3-8 and 11, the total number of students assessed in each subject using the alternate assessments does not exceed one percent of the total number of all students in the State who are assessed in such subject. Please read the memo sent on November 27, 2017, to Special Education Directors and District Administrators regarding [Connecticut's Alternate Assessments–Participation Requirements Update](#).

Submitting the Learner Characteristic Inventory

As a reminder, all Learner Characteristic Inventories (LCIs) must be submitted by **March 16, 2018**, for students in Grades 3-8, taking the Connecticut Alternate Assessments (CTAA) in language arts and mathematics, as well as the new Next Generation Science Standards (NGSS) alternate science test. However, for students in Grade 11, the deadline to submit LCIs is **January 19, 2018**.

Only educators who are up-to-date with their required CTAA training are allowed to submit the LCI on the American Institutes for Research ([AIR](#)) [Data Entry Interface \(DEI\)](#). District administrators (DAs) can access a list of their own educators to determine if they have been given access to the DEI in order to submit the LCI. This list is available on the [AIR TIDE Web site](#). From the main page in Test Information Distribution Engine (TIDE), DAs can access this list by clicking on:

Users, then
View/Edit/Export Users then
more info, and then
Trained Teacher Spreadsheet.

This spreadsheet is updated every Friday.

In referring to this list of educators, note the following color coding:

- RED-** indicates the educator needs training in order to submit an LCI. The [CTAA Online Training](#) is still available for these educators or for any educator who is not on the list, but needs this training.
- GREEN-** indicates the educator is up-to-date with their training and has been sent an e-mail from AIR to set up their Teacher Administering the Alternate (TEA) account. These educators are able to enter their students LCIs.
- WHITE-** indicates the educator is up-to-date with his or her training, **but critical information** is missing in order for AIR to set up an account. These educators or their DAs can contact AIR directly to supply the additional information which includes District Code; School Code; or E-mail. Contact AIR at 1-844-202-7583/cthelpdesk@air.org.

LAS Links Staff training Site Available

On January 2, 2018, Data Recognition Corporation (DRC) e-mailed English Learner Assessment Coordinators a [memo-
randum](#) which includes the link to access information for the LAS Links Staff Training Site.



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Special Populations Updates

Special Accommodations Requests

Students taking the Connecticut SAT School Day who require special accommodations must have their application ([Petition for Approval of Special Documented Accommodations 2017-2018](#)) submitted to the CSDE by **January 30, 2018**. Special accommodations include the use of a scribe or the use of the human signer (not including Signed Exact English or test directions) for any of the Connecticut SAT School Day. **Before** completing the application, the district administrator must contact Joe Amenta at 860-713-6855 to discuss these accommodation options.

Similarly, for students participating in the Smarter Balanced or NGSS Science Assessments, who require special accommodations to access the test, must have their application ([Petition for Approval of Special Documented Accommodations 2017-2018](#)) submitted to the CSDE by **March 1, 2018**. Special accommodations include the use of a scribe, Read Aloud for passages, print on Demand, the Human Signer Accommodation and the use of human signer (not including Signed Exact English or test directions) and for any accommodation not listed that is unique to the student. **Before** completing the application, the district administrator must contact Janet Stuck at 860-713-6837 to discuss accommodation options.

More information is available in the [2017-18 Assessment Guidelines](#) in Appendix B on page 41.

District Administrator Workshops

District Administrator (DA) Workshops are scheduled for January 17, 18, and 19, 2018, at the [Institute of Technology and Business Development \(ITBD\) in New Britain](#). There will be five sessions to choose from and each session will repeat the same content. The session on January 18, from 12:00-3:30 p.m. is for **new DAs**. **Training will be provided for the administration of the Smarter Balanced Assessments for English language arts/literacy and mathematics, the NGSS Science Field Test (including the Connecticut Alternate NGSS Science), and the CTAA for English language arts and mathematics.** Separate training for the Connecticut SAT School Day will be held on February 13 and 14, 2018, (See Page 3). District Administrators will be provided with information to support training School Coordinators and Test Administrators. Registration is limited to **two** attendees per district.

January 17, 2018, AM Session FULL	Register for January 17, 2018, from 12:00-3:00 p.m.
Register for January 18, 2018, from 8:30-11:30 a.m.	New DAs Register for January 18, 2018, from 12:00-3:30 p.m.
Register for January 19, 2018, from 8:30-11:30 a.m.	



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Accuracy of Demographic Status in the PSIS Registration Module for Statewide Summative Testing

Accurate reporting of individual student demographic status at the time of summative testing in the Public School Information System (PSIS) **Registration Module** is the only way to ensure accurate reporting for the annual summative statewide test results. Administrators responsible for statewide student testing will need to work with their [District PSIS Coordinators](#) to ensure that accurate student information is being reported in the PSIS **Registration Module**. The PSIS **Registration Module** data informs the following systems:

- AIR’s Test Information Delivery Engine (TIDE);
- DRC’s INSIGHT System; and
- The College Board testing system.

The District PSIS Coordinator should make all changes to student enrollment and demographic information directly into the PSIS **Registration Module**. During the summative test window, changes will appear in TIDE and in the Data Recognition Corporation (DRC) INSIGHT test delivery system the day after these changes are made in the PSIS **Registration Module** for all of the following statewide tests:

- LAS Links;
- NGSS Science Field Test;
- Smarter Balanced;
- Connecticut Alternate Assessment (CTAA) in English language arts and mathematics; and
- Connecticut Alternate Science.

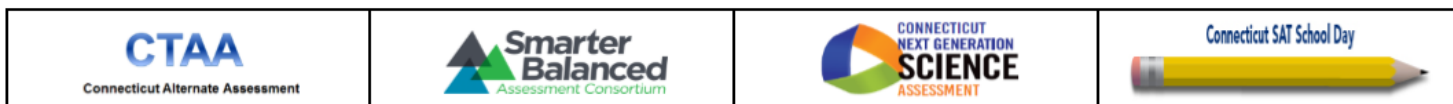
It is also important to keep these fields updated for the Connecticut SAT School Day in order to both generate appropriate student rosters and student labels and for accurate final reporting.

The following seven fields are available in the PSIS **Registration Module**:

- Special Education (SPED) Status;
- Free and Reduced Lunch (FRL) Status;
- English learner (EL) Status;
- Military Family;
- Homeless;
- Recently Arrived EL; and
- Section 504 Status.

These seven fields in the PSIS Registration Module must reflect the student’s status at the time of testing. The first five fields have been populated in the PSIS **Registration Module** using the October PSIS Collection Freeze Zero data (i.e., freeze file from the collection generated on November 3, 2017). The last two fields (i.e., Recently Arrived EL and Section 504 Status) appear in the PSIS **Registration Module** but could not be prepopulated from Freeze Zero because these fields do not exist in the PSIS October collection; they are necessary and must be updated in the PSIS **Registration Module** for testing and reporting purposes.

If the status of any of the first five fields changes from the value reported in the October PSIS Collection Freeze Zero, or if the student being tested was not in the PSIS October Collection Freeze Zero, the District PSIS Coordinator must update the student’s record in the PSIS **Registration Module**. The data from the PSIS **Registration Module** are updated on a nightly basis in both TIDE and DRC’s INSIGHT System.



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Accuracy of Demographic Status in the PSIS Registration Module for Statewide Summative Testing

To reiterate, these seven fields in the PSIS Registration Module must reflect the student’s status at the time of testing. These student demographic values will initially be saved and the fields locked in PSIS on March 9, 2018; this first snapshot will be used for the LAS Links assessment. The student demographic values will re-open on March 10, 2018, be saved and the fields locked again on May 25, 2018 (i.e., the last day of the Smarter Balanced summative test window). This second snapshot will be used for all other state summative assessments (i.e., Smarter Balanced, CT Alternate Assessment, CT SAT School Day, NGSS Assessments), so all corrections to a student’s status at the time of testing must have been made by May 25, 2018.

Please also note that in order to enter accommodations in TIDE, students must be identified as Special Education or Section 504 in the PSIS **Registration Module**. Similarly in order to be allowed to administer the LAS Links test on the DRC INSIGHT system, a student must be identified as an English learner in the PSIS **Registration Module**.

The state relies on districts to provide accurate reporting of these demographic fields at the time of testing because these data are used for public and secure reporting of statewide test results and are part of Connecticut’s Next Generation Accountability System.

PSIS and the Connecticut SAT School Day

Even though the Connecticut SAT School Day is not related to TIDE, PSIS demographic values should also be updated, as necessary to indicate a student's status at the time of testing for the Connecticut SAT School Day. Accurate reporting for these students in PSIS will help ensure accurate statewide test reporting for the Connecticut SAT School Day. Additionally, accuracy is very important since students will be registered for the March 21, 2018, Connecticut SAT School Day based on the PSIS database.

For any student who is participating in the March 21, 2018, Connecticut SAT School Day administration, the PSIS **Registration Module** should indicate their correct demographic status **at the time of that testing**. Likewise, for students who are participating instead in the makeup dates for the Connecticut SAT School Day (April 24 or 25, 2018), accurate status **at the time of that test** should be reflected in the PSIS **Registration Module**.

***Please note:** the grade recorded in PSIS should always reflect the grade in which the student is being educated.*

Want to find recent announcements regarding Connecticut’s assessments? Please visit the CSDE’s [Comprehensive Assessment Program Portal](#). You will find information about each assessment, as well as technology resources and information for students and families.

A new resource is available for schools and districts in preparation for 2018 testing. The **2018 Connecticut Summative Test Administration Resource Crosswalk** provides links to documents relevant to the Smarter Balanced, NGSS Assessment Field Test, NGSS Alternate Assessment Field Test, CTAA and Connecticut SAT School Day.



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Interim Assessment Hand Scoring Training

Half-day, in-person training of the trainers sessions will provide participants with an overview of the Smarter Balanced Teacher Hand Scoring System (THSS) used to score open-ended student responses on the Interim Assessment Blocks (IABs). Trainings will be held at the CSDE, 450 Columbus Boulevard, Hartford. This training is appropriate for beginners to the THSS; or new teachers, district and school administrators who will be hand scoring or training hand scorers of the interim assessments.

At each training, there will be a review of the scoring process and related scoring materials (rubrics, exemplars, and training guides) that can then be applied to the scoring of specific IABs administered in your classrooms. Participants will be led through a brief hand-scoring training of Reading and Writing, with a concluding presentation that connects results to the AIR Ways Reporting System and next steps for improving instruction. **Participants *must* have a Test Information Distribution Engine (TIDE) user account and *must* bring a laptop.** Please contact [Deirdre Ducharme](#) or [Cristi Alberino](#) if you have questions.

To register, select and click on the session date below:

[Register for January 29, 2018, from 1:00-4:00 p.m.](#)

[Register for February 15, 2018, from 9:00 a.m.-12:00 p.m.](#)



New Resource to Support Understanding of Growth Metrics

Growth is the cornerstone of Connecticut's Next Generation Accountability System for elementary and middle schools, accounting for at least 40 percent of a typical school's overall Accountability Index. The latest round of growth results was issued in September 2017 through [EdSight](#), but growth results likely will get a second look when 2016-17 accountability reports are issued in the coming weeks. The Performance Office has created a short video to help you explain the two different ways that Connecticut reports academic growth (i.e., growth rate and average percentage of target achieved) in English language arts and mathematics using Smarter Balanced results. The [8-minute video](#) is now available.



Updated Accountability Resource Available Now

In anticipation of releasing 2016-17 accountability reports, the CSDE has posted an updated edition of [Using Accountability Results to Guide Improvement](#). This third edition document is a comprehensive review of all accountability indicators including data sources, calculation methodology, and rationale for inclusion in Connecticut's Next Generation Accountability System. For every indicator, there is a set of resources including best practices, models used in districts and schools across the country, and contact information for CSDE program and data specialists. Readers will find a complete list of updates to the guide beginning on page 2.

There is one important change worth noting regarding Indicator 1. In the past, former English learners and students with disabilities were included in their respective subgroups for District Performance Index (DPI)/School Performance Index (SPI) calculations for up to two years after they exited those groups. The Every Student Succeeds Act (ESSA) eliminates this feature for students with disabilities, but extends the time period for the inclusion of former ELs for up to four years after they exit the EL group. Indicator 1 (DPI/SPI) calculations in 2016-17 accountability reports reflect this rule change.



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Important Dates

Event	Dates
The secure browsers for the 2017-18 school year must be downloaded for all 2017-18 online tests	Currently available
Learner Character Interface (LCI) Data Entry Interface (DEI)	Currently Open
English Language Proficiency LAS Links Form C ONLINE	January 3-March 9, 2018
District Administrator Workshops	January 17, 18, and 19, 2018
Learner Characteristics Inventory (LCI) <i>Final</i> Submission Deadlines	January 19, 2018—Grade 11 March 16, 2018—Grades 3-8
Connecticut SAT School Day State Allowed Accommodations Window	January 25, 2018-March 15, 2018
Connecticut SAT School Day Accommodations Window Deadline	January 30, 2018
Special Accommodations Petition	January 30, 2018—Grade 11 March 1, 2018—Grades 3-8
Connecticut SAT School Day TCS Workshops	February 13 and 14, 2018
Connecticut SAT School Day	Primary Test Date: March 21, 2018 Makeup Dates: April 24 and 25, 2018
NGSS Field Test	March 26-May 25, 2018—Grade 11 April 30-May 25, 2018—Grades 5 and 8
NGSS Alternate Science Field Test	April 30-May 25, 2018—Grades 5, 8 and 11 (Upload Window)
Connecticut Smarter Balanced	March 26-May 25, 2018
Connecticut Alternate Assessment	March 26-May 25, 2018

Register for email updates

To automatically receive the *Student Assessment News* and/or other announcements, [register for e-mail updates](#) on the Comprehensive Assessment Program Portal.

