

Note: New articles/information or articles that have been updated since the previous newsletter will have “NEW!” in the title of the article. Articles will not be repeated more than 2-3 months. Please maintain a copy or have access to all articles throughout the year for your reference.

K-8 District Test Coordinator Bulletin April 2019

Key Dates

Ohio English Language Proficiency Screener (OELPS) 2018-2019

July 12, 2019 OELPS administration closes
July 13-31, 2019 OELPS offline for maintenance

Ohio English Language Proficiency Assessment (OELPA)

May 13 Scores available in the [Online Reporting System \(ORS\)](#) for spring 2019

Spring 2019 Ohio’s State Tests (OST) – Grades 3-8

March 18-April 24 Additional order window open in [TIDE](#) to request materials for English language arts
March 25-April 26 **OST spring 2019 English language arts administration**
April 1-May 10 **OST spring 2019 mathematics and science administration**
May 8 Additional order window closes in [TIDE](#) to request materials for mathematics and science
May 10 Deadline to request printed score report labels in [TIDE](#)

Summer 2019 Ohio’s State Tests (OST) – Grade 3 English Language Arts

May 20-24 On-time order window open in [TIDE](#)
May 20-24 Supplemental information task open in [TIDE](#) to indicate pick-up date for materials
May 24 Deadline to Pre-ID students in TIDE to receive preprinted print Pre-ID labels

Alternate Assessment for Students with Significant Cognitive Disabilities (AASCD) 2018-2019

February 19-April 12 **AASCD 1.0 spring 2019 test administration**
April 10 Additional order window closes in [TIDE](#) to request materials
April 12 5 p.m. **Deadline for submitting student scores in the Data Entry Interface (DEI)**
April 19 Deadline to return test materials to Pel Hughes
April 15-May 31 **AASCD 2.0 spring 2019 independent field-test administration**

OST, OELPS, OELPA, AASCD, Diagnostics and KRA

NEW! District Test Coordinators Quick Guide

The new District Test Coordinators Quick Guide is now posted to the Ohio Department of Education [Testing Webpage](#) under Resources. This guide provides links, acronyms, definitions, contact information and resources that will assist district test coordinators.

Technology Preparation for 2019-2020 School Year

Districts should watch for a document to be published in mid- to late-March that provides advanced notice about how system requirements, supported operating systems and supported browsers will change for the 2019-2020 school year. This document should assist districts with planning their technology for the next school year.

Ohio's State Tests – English Language Arts, Mathematics, Science

Spring 2019

Pre-ID Window

Districts must ensure all participating students are preidentified in TIDE in advance of the test window and have the appropriate subject mode field set to “O” for online and “P” for paper. All students, regardless of test mode, must be preidentified by **April 26** for English language arts tests and **May 10** for mathematics and science tests. Refer to the [Guidance Document for 2018-2019 Ohio Pre-ID Files](#) on the portal for more information.

Test Windows

Please note that for spring 2019, there are **two test windows**; one for the English language arts tests and one for the mathematics and science tests. Districts will schedule their 15-consecutive-school-day English language arts test administrations during **March 25-April 26**. Districts will schedule their 15-consecutive-school-day mathematics and science test administrations **April 1-May 10**. Make-up testing must be completed within each of the district's 15-consecutive-school-day test windows. The [Important Dates page](#) on the portal includes a summary of key dates.

Score Report Labels

Districts that wish to receive a set of spring 2019 Ohio's State Tests score report labels must access the Score Report Label Requests task in the Ohio's State Tests 2018-2019 administration in TIDE, select “Yes,” and click “Save” by **May 10**. All districts automatically receive printed Family Reports. If your district does not want to receive score report labels, no action is required.

Grade 3 Paper Option

Over the past five years, Ohio has transitioned state testing from paper-and-pencil to online administration. The percentage of third-grade students who take their English language arts tests online was nearly 100 percent in 2018, as noted:

- 99.5 percent of the grade 3 English language arts tests were administered online in spring 2018; and
- 99.7 percent were administered online in fall 2018.

A few exceptions to online testing are available for students' religious beliefs and students who require paper test forms as an accommodation documented in their individualized education programs (IEP) or 504 plans. In addition, there are rare exceptions based on a verified lack of technology infrastructure at a district or school. An additional opportunity allowing paper testing is now available.

LEGISLATION

Senate Bill 216, 132nd General Assembly, effective Nov. 2, 2018, allows districts the option of paper or online test administration only for the third-grade state assessments, beginning in the **2019-2020 school year**. Specifically, Ohio Revised Code Section 3301.0711(G)(4), as amended by SB 216 provides:

Beginning with the 2019-2020 school year, a school district, other public school, or chartered nonpublic school may administer the third-grade English language arts or mathematics assessment, or both, in a paper format in any

school year for which the district board of education or school governing body adopts a resolution indicating that the district or school chooses to administer the assessment in a paper format. The board or governing body shall submit a copy of the resolution to the department of education not later than the first day of May prior to the school year for which it will apply. If the resolution is submitted, the district or school shall administer the assessment in a paper format to all students in the third grade, except that any student whose individualized education program or plan developed under section 504 of the "Rehabilitation Act of 1973," 87 Stat. 355, 29 U.S.C. 794, as amended, specifies that taking the assessment in an online format is an appropriate accommodation for the student may take the assessment in an online format.

Because the election to use paper tests must be made by a district board of education or a governing authority, please advise your district board of education or governing authority to take action if paper-and-pencil test administration is desired and submit a resolution by May 1, 2019.

The option applies to the following tests in grade 3:

- Ohio's State Tests in English language arts and/or mathematics;
- Ohio's Alternate Assessment for Students with Significant Cognitive Disabilities (AASCD), English language arts and/or mathematics. **Note:** The online AASCD 2.0 to be administered in 2019-2020 is computer adaptive, while the paper version is not.

Districts should consider the following:

- Districts (including community schools) and chartered nonpublic schools may choose to administer paper tests to their third-grade students for the above tests only. The board's resolution to use paper tests is a general election but cannot supersede a student's individualized education program (IEP) or 504 plan. In other words, if the district chooses paper tests, a student on an IEP or 504 plan must test online if the plan specifies that mode;
- The board's decision applies to all schools within a district;
- The administration format choice (paper or online) is for the full school year (i.e., English language arts for fall, spring and summer administrations; mathematics for spring administration). Changes in the administration mode cannot be made midyear;
- If a district continues to administer the tests online, paper accommodations as accessibility features are still available as detailed in [Ohio's Accessibility Manual](#). A board resolution regarding accommodations is not required;
- Districts wishing to administer paper tests to their third-grade students must submit certified resolutions from their school boards or governing bodies to the Ohio Department of Education **by May 1 of each year** for test administration occurring the following school year;
- Districts that have requested and qualified for an exception to online testing (for example, for religious beliefs) must submit a certified resolution as well; and
- Any district that does not submit a certified resolution **by May 1 of each year** will be expected to test its grade 3 students online the following school year. A resolution needs to be submitted to the Department **only if a district is choosing paper**

The Department will release more information about the submission process for the resolutions later. For questions, please contact the Office of Assessment at (614) 466-1317 or statetests@education.ohio.gov.

Alternate Assessment for Students with Significant Cognitive Disabilities

NEW! Spring 2019 Operational Test Window Closing and Data Entry Interface Deadline

The Spring 2019 AASCD Operational Test window closes **Friday, April 12**. All AASCD testing must be concluded and all scores must be submitted in the Data Entry Interface (DEI) by **Friday, April 12 at 5 p.m.** Districts can run test completion rate reports in [TIDE](#) to confirm which students' tests have, or have not, been submitted.

New! Spring 2019 Operational Additional Orders and Materials Return Reminder

The Spring 2019 AASCD Operational additional orders window closes **April 10**. All test materials must be shipped to Pel Hughes no later than **Friday, April 19**. Districts should follow the instructions provided in the [Test Coordinator's Manual](#) for returning test materials. If there are material discrepancies to report, districts should complete and return the Secure Material Resolution form found in the return kit. If you need additional return labels or guidance on packaging materials for shipment, you may reach out to Pel Hughes at OhioAASCDsupport@pelhughes.com.

NEW! Spring 2019 Participation for the April 15-May 31 AASCD 2.0 Online Independent Field Test

Important: The AASCD Independent Field Test should be administered only to those students who were administered the spring 2019 AASCD 1.0 operational assessment. Students who are preidentified in TIDE for the AASCD 1.0 administration automatically be will preidentified, enrolled and eligible for the AASCD 2.0 online Independent Field Test.

Districts do not need to submit an intent to participate for the Independent Field Test. To participate, districts should complete the following tasks:

- Ensure teachers (TEs) and test administrators (TAs) who will administer the AASCD Independent Field Test are added in TIDE. Administrators must be in TIDE to be able to access the TA Interface and start an Independent Field Test session beginning **April 15**. Note that second raters (SRs) will not have access to the TA Interface since the AASCD Independent Field Test does not use second raters. It is highly recommended that administrators access the [TA Practice Site](#) and practice administering a test session prior to administering the AASCD Independent Field Test. More information on using the TA Practice Test Site can be found in the [AASCD Practice Test Guidance Document](#);
- Ensure students participating in the Independent Field Test are preidentified in [TIDE](#) for the duration of the AASCD Independent Field Test **April 15-May 31**. Reminder: Students who are preidentified in TIDE for the AASCD 1.0 administration automatically will be preidentified for the AASCD 2.0 Online Independent Field Test;
- Ensure your district has downloaded and installed the [AIR Secure Browser](#) or [AIRSecureTest app](#) on the device the student will use to take the Independent Field Test. Students will use the AIR Secure Browser or AIRSecureTest app to access the Student Testing Site between **April 15-May 31**. It is highly recommended that administrators use the AIR Secure Browser or AIRSecureTest app to access an AASCD Practice Test to experience the sign-in process, navigate the online testing system, use the available tools and features, and become familiar with online testing; and
- Ensure all teachers (TEs) and test administrators (TAs), review the [AASCD Directions for Administration Manual](#) in advance of the Independent Field Test. The [AASCD Test Coordinator's Manual](#) outlines the responsibilities and procedures that district and building test coordinators are to follow for the AASCD assessments. The spring 2019 AASCD manuals include information pertaining to both the AASCD Operational Paper (1.0) administration and the AASCD Online Independent Field Test (2.0) administration.

Spring 2019 Accessibility Features for the AASCD 2.0 Online Independent Field Test

In preparation for the AASCD 2.0 online Independent Field Test, AIR will be expanding the Test Settings feature in TIDE to include AASCD by mid-March. This will allow districts to set AASCD test settings in TIDE prior to testing. Districts should look for future communications regarding the test settings available for AASCD. Once available, districts will access the Student Information task in TIDE to ensure all accessibility features are appropriately marked for AASCD students who will be taking the AASCD 2.0 Online Independent Field Test.

To add a student's test settings in TIDE, the test coordinator can upload a student test settings file. Alternatively, test coordinators or test administrators can manually edit student records in TIDE. For directions on uploading or manually editing student test settings, refer to the [TIDE User Guide](#), located on the portal. If applicable test settings are not marked in TIDE prior to the test administration, the test administrator can indicate the setting in the Test Administrator Interface under "Test Settings" when approving a student to test.

As a reminder, Text-To-Speech (TTS) is on for all AASCD tests and cannot be turned off. Administrators should allow the TTS to play first to ensure the TTS reads any “hidden” text not displayed within the response option PicSyms. The administrator may then read the text to the student as many times as needed. Note: All devices have pre-installed or “native” voice packs that allow TTS to function on the device. Districts should select a voice pack option the students are familiar with and that has been confirmed to work with the Secure Browser. Districts can access the Practice Test Site via the Secure Browser to check the voice pack functions as expected within the Secure Browser. Refer to the [Technical Specifications Manual](#) for a list of voice packs that have been confirmed to work with the Secure Browser and for more detailed guidance on voice packs for text-to-speech.

Ohio English Language Proficiency Screener (OELPS)

July Screening

The OELPS will remain posted through July 12, 2019. AIR originally had scheduled OELPS maintenance the entire month of July. After discussion, however, AIR, has reduced the maintenance period to two weeks. The two weeks of added OELPS time will allow districts to screen in the summer for students entering school for the first time for school year 2019-2020.

Early Kindergarten Screening

Some districts choose to screen preschool students in the spring who will be enrolling in kindergarten in the fall. This screening is usually called Early Kindergarten Screening. The OELPS **cannot** be used for the Early Kindergarten Screening as the OELPS was not developed to screen preschool students and is not based on preschool standards. The OELPS was developed for K-12 students and is based on the K-12 English Language Proficiency Standards.

Districts that choose to screen preschool students would need to use a vendor screener for purposes other than identifying English learners. The OELPS is the only Ohio tool used to identify English learners.

Preschool students who are screened using a vendor screener need to be screened again using the OELPS for identification.

Ohio English Language Proficiency Assessment (OELPA)

NEW! Scores for Spring 2019 Administration

Scores for the 2019 OELPA Spring Administration will be available in [ORS](#) starting **May 13**. Paper Family Reports will be delivered in districts the week of **June 10**.

OELPA Test Window 2019

The 2019 OELPA test window will close on **March 29**. There are no extensions to the OELPA test window. Students who are screened and identified as English learners during the OELPA test window must be administered the OELPA. Reminder: English learners must take the required grade level OST in addition to the OELPA.

Please plan your calendar to allow testing within the test window. Waiting until the last week of the test window to administer the OELPA will jeopardize a student’s opportunity to test when unexpected incidents occur.

OST, OGT, OELPS, OELPA and AASCD 2019-2020 Testing Dates

The [2019-2020 testing dates](#) have been posted to the Department web site.