

*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 December 2019**

### **Key Dates**

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#### **Fall 2019 Ohio’s State Tests (OST) – Grade 3 English Language Arts**

<b>December 9</b>	Results for online tests available in the Online Reporting System
<b>December 9-January 31</b>	Rescore and verification request window open in <a href="#">TIDE</a>
<b>December 16</b>	Results for paper tests, returned on time, available in the Online Reporting System*
<b>December 23</b>	Results for late returned paper tests available in the <a href="#">Online Reporting System</a> *
<b>January 21</b>	Printed score reports due in district

\*Date is subject to change

#### **Spring 2020 Ohio’s State Tests (OST) – Grades 3-8 English Language Arts, Mathematics, Science**

<b>January 28-February 3</b>	On-time order window open in <a href="#">TIDE</a> to request materials
<b>January 28-February 3</b>	On-time order window open in <a href="#">TIDE</a> to request materials
<b>January 28-February 3</b>	Supplemental information task open in <a href="#">TIDE</a> to indicate pick-up dates for English language arts administration and for the mathematics and science administration
<b>January 28</b>	Score Report Label Request window opens in <a href="#">TIDE</a> to request spring 2020 report labels

#### **Spring 2020 Alternate Assessment for Students with Significant Cognitive Disabilities (AASCD)**

<b>January 16</b>	Deadline to enter pre-ID data in order to receive LCI assignments
<b>February 18-March 27</b>	Spring 2020 AASCD Operational Field Test administration (online and paper)

#### **Spring 2020 Ohio English Language Proficiency Assessment (OELPA)**

<b>January 20</b>	On-time test materials due in district
<b>January 21-March 25</b>	Additional order window open in <a href="#">TIDE</a>
<b>February 3-March 27</b>	<b>OELPA 2020 administration</b>

#### **2019-2020 Ohio English Language Proficiency Screener (OELPS)**

<b>July 10, 2020</b>	Last day for OELPS administration
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#### **2019-2020 Testing Dates**

The [2019-2020 testing dates](#) are posted on the Ohio Department of Education website.

## OST, OELPS, OELPA, AASCD, Diagnostics and KRA

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### New!

The [2019 Ohio's State Tests Rules Book](#) was posted in September. Please review for the most current information on all state tests including OST, OELPS, OELPA, AASCD, Diagnostics, OGT and KRA. The master version will not be changed but any changes that are made through the year will be posted on the Rules Book page under the heading *Changes*.

### New! Bilingual English-Spanish Toggle Function

Beginning in the 2019-2020 school year, there is a new toggle function for the Ohio's State Tests that allows students to switch between English and Spanish forms at the push of a button. This new function replaces the stacked format of the bilingual tests. When toggling between languages, the testing system maintains all student responses, as well as the approximate place on the page. To provide students an opportunity to use the new function, all practice tests and released test questions on all Ohio's State Tests in mathematics and science have been updated to include the toggle function and are available for use on the portal. English language arts items are not translated. To enable the toggle function, the Language setting must be changed to "Bilingual English-Spanish" on the test settings page before beginning the test.



### Scheduled System Maintenance

AIR will be conducting periodic maintenance of the testing systems to ensure system stability and reliability throughout the school year. These maintenance periods will occur approximately once a month on a Saturday and can last up to 24 hours. During a maintenance period some or all these systems may be inaccessible:

- TIDE;
- Student Testing Site and Practice Test Site;
- TA Interface and TA Practice Site;
- Online Reporting System;
- Teacher Hand Scoring System;
- Data Entry Interface;
- TA Certification Course;
- Assessment Systems Inbox.

#### Maintenance Windows

- Saturday, Dec. 14, beginning at 9 a.m.
- Saturday, Jan. 11, beginning at 9 a.m.
- Saturday, Feb. 8, beginning at 9 a.m.

### Translator Reimbursement for Ohio's State Tests

There has been a change in the Translation Reimbursement Policy. The translation reimbursement amount has increased. It is now \$90 per translated test administration for each part of the test for Ohio's State Tests and the Alternate Assessment for Students with Significant Cognitive Disabilities and \$180 per translated test administration for Ohio Graduation Tests. Please refer to the [Translation Reimbursement Guidance Document](#) for additional information on the policy.

All reimbursement applications for the 2018-2019 school year have been submitted for payment. The reimbursement application for the 2019-2020 school year is now available online. It can be found with the guidance document on the [Documents and Forms page](#) on the Testing website. Please contact Noël Nethers at [noel.nethers@education.ohio.gov](mailto:noel.nethers@education.ohio.gov) or (614) 728-2759 with any questions or challenges.

## Assistive Technology Manual

A new technical document is available on the [Technology Resources](#) page of the portal. The *Assistive Technology Manual* provides an overview of the embedded and non-embedded assistive technology tools that can be used to help students with special accessibility needs complete online tests. It includes lists of supported devices and applications, as well as setup instructions for those that require additional configuration.

- Embedded assistive technology tools include the built-in test tools in the Test Delivery System, such as the Text-to-Speech tool. These tools can be accessed without third-party software or hardware and do not require Permissive Mode to be turned on.
- Non-embedded assistive technology tools are the third-party hardware and accessibility software that students use to help them complete tests in the Test Delivery System. These tools require Permissive Mode to be turned on and may require additional configuration steps prior to testing.

Students should be familiar with assistive technology and accessibility features prior to testing and should have the opportunity to select, practice and use those features in instruction before test day. The best way to test compatibility with assistive technologies is to take a practice test administered through the secure browser with those technologies turned on.

## Ohio's State Tests (OST) – English Language Arts, Mathematics, Science

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### Fall 2019 Grade 3 English Language Arts Administration

#### New! Discrepancy Resolution Window

Districts will have an opportunity to resolve discrepant records in TIDE. District test coordinators must sign in to the "Ohio State Tests 2019-2020" administration of TIDE and check the Discrepancy Resolution Task to resolve any records that require resolution. Review the [Discrepancy Resolution Guidance](#) document for instructions. Districts must resolve all discrepant records. *Unresolved records will not be reported.*

#### New! Rescore and Verification Window

Districts will have an opportunity to submit rescore and verification requests in TIDE from **Dec. 9, 2019 – Jan. 29, 2020**. Review the [Rescores and Verifications Guidance document](#) for instructions.

A district can submit a **rescore** request in TIDE if it believes a student's score does not reflect expected student achievement. There is a \$25 charge for processing rescore requests unless the rescore results in a score change.

A district can submit a **verification** request if the following applies:

- 1) The district believes the student tested and did not receive a score, or
- 2) The district believes a score was incorrectly assigned to a student who took a **paper** test.

## Student Results Data Files

Districts' results for students who took the fall 2019 grade 3 English language arts tests online will be posted in the Online Reporting System (ORS) on **Dec. 9**. Students whose paper scorable documents were returned to DRC according to the instructions in the manual will be posted **Dec. 16\*** in ORS. Students whose paper scorable documents were returned to DRC late will be posted **Dec. 23** in ORS. Records that require discrepancy resolution will be reported after the records are resolved in TIDE.

*\*Date is subject to change*

## Alternate Assessment for Students with Significant Cognitive Disabilities (AASCD)

### New! 2019-2020 AASCD 2.0 Administration Manuals

The spring 2020 AASCD 2.0 Operational Field Test administrations manuals will be available for download from the AASCD [portal](#) starting **Dec. 4**. The AASCD test administration manuals will reflect the Ohio's State Tests manual format. The [Spring 2020 AASCD Test Administration Manual \(TAM\)](#) covers policies and procedures for districts and schools that are administering the AASCD online and on paper. District test coordinators, building test coordinators, test administrators and teachers must review the information in this manual prior to testing. This manual will not be included in any material order deliveries for paper accommodations; this manual is only available for download directly from the AASCD portal.

The [Spring 2020 AASCD Supplemental Instructions for Paper Testing](#) covers policies and procedures specific to administering the AASCD on paper. This manual is a supplement to the AASCD Test Administration Manual. Test coordinators and test administrators testing students on paper must review the information in the *Spring 2020 AASCD Supplemental Instructions for Paper Testing* prior to testing. Physical copies of this manual will be included in material orders for paper accommodations and is also available for download from the AASCD portal.

### New! 2019-2020 AASCD 2.0 Administration PowerPoint

The Alternate Assessment for Students with Significant Cognitive Disabilities ([AASCD\) 2.0 Administration PowerPoint](#) is now available on the AASCD portal for the 2019-2020 school year. This PowerPoint provides an overview of information regarding the spring 2020 AASCD 2.0 test design, policies, procedures and online systems used for the assessment, administering the assessment online, paper accommodations and more.

### New! Paper Accommodations for the AASCD 2.0

**Ohio's AASCD 2.0 is an online test.** Almost all students who take the AASCD 2.0 will test online through the Student Interface via the secure browser. For students who are *unable* to test in a purely online environment, there are two additional modes that can be provided as accommodations – a full paper version and a supplemental version. If a student is unable to take the full online version of the test, the test mode (full paper or supplemental) **must** be documented in the IEP and the decision for an alternate mode to online testing must be informed through a data-driven process. These additional test mode options are for students who, due to their unique needs such as a medical condition, are unable to take the full online version of the test, even with full supports such as a human reader and/or scribe.

Supplemental materials are for students who can be administered the test online but benefit from having paper manipulatives for answering the questions. For example, for students who may need more space between options, who need the options presented at a different angle than available with the testing screen, who cannot speak, point or use eye gaze for making selections with a computer screen or who need extra large response cards. Supplemental materials include paper response card options and sentence strips only. The student will view the questions and associated stimuli online via the Student Interface and can use the supplemental materials to indicate his or her responses. The test administrator will then enter the student's responses directly into the student interface as the student takes the test.

A full paper version of the test is available for students who cannot interact with the online testing system, even with supplemental materials and assistance from the test administrator. Similar to AASCD 1.0 testing, test administrators will use these kits to administer the test and then enter the student responses into the Data Entry Interface (DEI). Paper kits will be available for districts to order during the additional order window.

More information on conducting AASCD 2.0 using paper accommodations is available in the *Spring 2020 AASCD Supplemental Information for Paper Testing* manual.

## New! AASCD Online Practice Tests

The [AASCD online practice tests](#) have been updated for the 2019-2020 school year. Updates to the AASCD online practice tests include the following:

- The Mark for Review option will be removed from the context menu.\*
- A No Response option will be added to the context menu.\*
- The Congratulations screen will no longer include the option to go back and review test questions.\*

\*Once a response, including the no response option, has been entered for a question on the AASCD 2.0 tests and the student has moved on to the next question, the previous question should not be re-administered. Students and administrators should not go back and review or change responses on previously answered questions.

To ensure students are familiar with the online testing platform, it is imperative that students have access to the practice test prior to testing. The [practice tests](#) are available on the AASCD portal.

## REVISED Spring 2020 AASCD 2.0 Operational Field Test (OFT) Administration Window

**The spring 2020 AASCD 2.0 Operational Field Test administration window has changed. The spring 2020 AASCD 2.0 Operational Field Test will be administered Feb. 18-March 27, 2020. All testing and entry of student responses must be completed by 5 p.m. March 27, 2020.**

The window close date has been adjusted to facilitate the timely release of scores for the operational field test. Prior to releasing scores for the spring 2020 AASCD 2.0 Operational Field Test, the Department must conduct a standard-setting committee meeting. The standard-setting committee, comprised of Ohio stakeholders, will review data on student performance and make recommendations about the performance level cut scores for the test. The Department will then present the proposed performance standards to the State Board of Education for consideration. After State Board approval, the scores for the Operational Field Test will be released to districts. Districts should look for future communications regarding the exact release date of scores for the spring 2020 AASCD 2.0 Operational Field Test administration.

The administration deadline for the spring 2020 AASCD 2.0 Operational Field Test has been updated under the [Important Dates](#) section of the AASCD portal on the [2019-2020 Testing Dates](#) page on the Department website and all other resources containing the test window dates. Districts should ensure that staff involved in the administration of the AASCD are aware of the revised spring 2020 AASCD 2.0 Operational Field Test administration deadline. There will be no extensions to the administration window. For questions or concerns regarding the test window dates for the spring 2020 AASCD 2.0 Operational Field Test, contact the Office of Assessment.

## AASCD Learning Characteristics Inventory (LCI)

Unlike the AASCD 1.0, the AASCD 2.0 does not use Second Raters for test administration. However, during the spring 2020 AASCD test administration window, a Learning Characteristics Inventory (LCI) survey will be conducted to collect evidence to analyze for external validity purposes. The LCI is accessed through the Data Entry Interface (DEI) and is completed only by the test administrator. Students do not need to be present while the test administrator completes the LCI. Administrators should complete the LCI before administering the test to their students.

Approximately 10 percent of students in the statewide AASCD-test population will be required to have the LCI completed by a test administrator. For AASCD students preidentified in TIDE by **Jan. 16**, a random sampling procedure will be used to indicate those students selected for the LCI. District personnel should check TIDE on **Feb. 3** to confirm which of their AASCD students have been assigned the LCI. All LCI information must be entered in the DEI by the end of the test window.

## Ohio English Language Proficiency Screener (OELPS)

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### [New! OELPS Webpage](#)

For information about the Ohio English Language Proficiency Screener (OELPS), refer to the [OELPS webpage](#). As a reminder, the OELPS is available through July 10, 2019.

## Ohio English Language Proficiency Assessment (OELPA)

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### [New! Spring 2020 OELPA Pre-ID Window and OELPA Paper Materials](#)

Students who have been identified as English learners must be registered in TIDE for the OELPA. District test coordinators will access “Ohio State Tests 2019-2020” administration in TIDE and mark the “Test eligibility: OELPA” field “O” for students testing online or “P” for students testing using paper. For more information, refer to the [Pre-ID Guidance Document](#). All students, regardless of test mode, must be preidentified by **March 27**.

The on-time order window closed Nov. 15. Districts that preidentified their students by Nov. 15 will receive printed Pre-ID labels on **Jan. 20** with their on-time shipment of test materials.

### [NEW! Test Coordinator Manual Posted to the Portal](#)

The Spring 2020 OELPA Test Coordinator Manual is available for download from the [portal](#). This document should be reviewed prior to training test administrators for the spring OELPA administration. The manual covers important policies and procedures for districts and schools that are administering the OELPA online and/or on paper.

### [New! Elimination of K-1 Writing Supplemental Paper Materials](#)

The grade bands kindergarten and grade 1 are completely online for the 2020 spring administration. The K-1 Writing Supplemental Paper Test will not be used in the administration of the K-1 OELPA and will not appear as a choice on the order page in TIDE. Students may practice for the online OELPA using the [Student Practice Site](#).