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 or have access to all articles throughout the year for your reference.

K-8 District Test Coordinator Bulletin December 2018

Key Dates

Ohio English Language Proficiency Screener (OELPS) 2018-2019

June 28, 2019	OELPS administration closes
July 2019	OELPS offline for maintenance

Ohio English Language Proficiency Assessment (OELPA)

January 21	K-1 writing supplements and K-12 paper materials due in districts
January 21	Additional order window open in TIDE
March 29	Registration window for spring administration 2019 closes

Fall 2018 Ohio's State Tests (OST) – Grade 3 English Language Arts

December 10	Results for online tests available in the Online Reporting System (ORS)
December 10	Rescore and Verification window open in TIDE
December 17	Results for paper tests returned on time available in the Online Reporting System
December 17	Discrepancy resolution window open in TIDE
January 22	Family reports due in district
January 30	Rescore and Verifications window closes in TIDE

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

January 29-February 4	On-time order window open in TIDE to request materials for English language arts, mathematics and science tests
January 29-February 4	Supplemental information task open in TIDE to indicate pick-up dates for English language arts administration and for mathematics and science administrations
January 29-February 4	Pre-ID window open in TIDE to receive pre-printed Pre-ID labels for the spring administration
January 29	Score Report Label Request window opens in TIDE to request spring 2019 score report labels

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

January 23	Deadline for submitting student pre-ID data in order to receive second rater assignments in advance of the test window

OST, OELPS, OELPA, AASCD, Diagnostics and KRA

Rules Book

The [2018 Rules Book](#) was posted in October. Please review the book for the most current information on all state tests including the OST, the OELPS, the OELPA, the AASCD, the Diagnostics, the OGT and the KRA. The master version will not be changed but any changes made through the year will be posted on the Rules Book page under the heading *Changes*.

Inbox Portal Card

A new system card has been added to the users pages for [teachers/test administrators](#) and [test coordinators](#). Clicking on the Inbox card will take you directly to your Ohio Assessment Systems Inbox, without the need to access TIDE or ORS first. This card provides a quick way to access files generated in [TIDE](#) or the [Online Reporting System](#) (ORS), such as student exports or results data files. Access the Inbox using the same login credentials you use to access all other secure testing systems.

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 Saturday and *can last up to 24 hours*. During a maintenance period, some or all systems may be inaccessible, including:
- 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.

The next maintenance is scheduled for **Saturday, Dec. 15, beginning at 9 a.m.** Please watch the [portal](#) for announcements regarding upcoming scheduled maintenance dates.

Requesting Exceptions to Online Testing

Recently, Senate Bill 216 was signed into law. The bill authorizes districts to request either paper or online state tests for grade 3 English language arts and mathematics starting in the 2019-2020 school year. More information about this legislation and requirements for the 2019-2020 school year will be forthcoming.

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

Fall 2018 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 2018-2019" administration of TIDE and check the Discrepancy Resolution Task to resolve any records that require resolution. Review the [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. 10, 2018 – Jan. 30, 2019**. Review the guidance document for instructions.

A district can submit **rescore** requests 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 **verification** requests 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 (this verification type only applies to students who took paper tests).

There is no charge for a verification request.

Student Results Data Files

Districts' results for students who took the fall 2018 grade 3 English language arts tests online will be posted in the Online Reporting System (ORS) on **Dec. 10**. Results for students whose scorable documents were returned to DRC according to the instructions in the manual will be posted **Dec. 17** in ORS. Records that require discrepancy resolution will be reported after the records are resolved in TIDE.

Alternate Assessment for Students with Significant Cognitive Disabilities

Spring 2019 AASCD Manuals

The spring 2019 AASCD manuals are available on the Alternate Assessment Portal. 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.

The AASCD Directions for Administration Manual outlines how teachers/test administrators should prepare for and administer the AASCD assessments. All teachers, test administrators and second raters should review the manuals in advance of the test window. The AASCD Test Coordinator's Manual outlines the responsibilities and procedures that district and building test coordinators are to follow for the AASCD assessments.

District Justifications for Alternate Assessment Participation Due by Dec. 10

The Every Student Succeeds Act (ESSA) requires each district or community school to submit a justification when it expects to test more than 1 percent of its students using the Alternate Assessment for Students with Significant Cognitive Disabilities (AASCD). If your district expects to test more than 1 percent of its students using the alternate assessment, you must submit the online justification by **Dec. 10**. Find samples here of this year's justification form and an optional school-level form.

Two webinars were presented in October to discuss alternate assessment updates and the revised 1 percent participation justification form. A PDF of the PowerPoint used during the webinar is available on the Department's AASCD webpage.

Ohio Learning Standards-Extended (Revised September 2018)

On Sept. 18, 2018, the State Board of Education adopted the revised grade-level Ohio's Learning Standards-Extended for students who are assessed using the Alternate Assessment for Students with Significant Cognitive Disabilities (AASCD).

Ohio's Learning Standards-Extended are specific statements of knowledge and skills linked to the expectations in Ohio's Learning Standards. The extensions build a bridge that provides grade-level access for students with the most significant cognitive disabilities to the content of Ohio's Learning Standards. The Ohio's Learning Standards-Extended can be found on the Department's website.

Spring 2019 AASCD Online Practice Tests

To differentiate the paper version of the AASCD from the online version of the AASCD, the Department is referring to the paper version as the AASCD 1.0 and the online version as the AASCD 2.0.

In preparation for the move toward online AASCD (2.0) testing, AIR released online AASCD (2.0) practice tests. The AASCD 2.0 practice tests are available for students and administrators on the AASCD portal via the Student Practice Test Site and TA Practice Site. The Practice Test Site gives students and administrators the opportunity to experience the sign-in process, navigate the online testing system, use the available tools and features, and familiarize themselves with online testing. For administrators, the TA Practice Site provides an opportunity for TAs to become familiar with the TA Interface, including setting up a test session and monitoring a student's test progress.

The Student Practice Test Site and the TA Practice Site can both be accessed via any supported web browser. For more information on AIR-supported web browsers, please refer to the Online Systems Requirements document available on the AASCD portal. The Practice Test Site also can be accessed via the AIR Secure Browser or Secure Test App, available for download on the AASCD Secure Browsers page. For more information regarding system requirements and installing the AIR Secure Browser or Secure Test App, please refer to the Technology Resources available on the AASCD portal. An AASCD Practice Test Guidance Document is available on the AASCD portal to provide districts with step-by-step directions on accessing and navigating the practice sites.

Authorized user accounts are required to log into the TA Practice Site and setup a practice test session. If you need a user account, talk with your test coordinator. The Practice Test Site sign in process allows for students to be logged in with their first names and SSIDs, as they are entered in TIDE. For this login option, the students also must be preidentified in TIDE as AASCD eligible to access the AASCD practice tests for their enrolled grades. Alternatively, students can access the practice tests as guests using the preselected guest session options to sign in.

The AASCD 2.0 practice tests are available by individual grade and subject and consist of approximately five items per practice test. The available practice test items reflect the item types that AASCD students are presented in AASCD 2.0 testing. Test results are not available for AASCD practice tests.

Spring 2019 AASCD Independent Field Test

From **April 15-May 31, 2019**, an independent field test (IFT) for the updated AASCD will be administered across the state. Participation in the independent field test is voluntary but will be an opportunity for alternate assessment test administrators and students to experience the new online format. It is highly encouraged that districts participate in the AASCD IFT, as doing so will help in the development of future online AASCD tests. Students who are marked in TIDE as eligible for the spring 2019 paper-based AASCD 1.0 automatically will be eligible for the spring 2019 online AASCD 2.0 IFT.

A Spring 2019 AASCD Overview is available on the AASCD portal under the Test Administration Resources. This document provides additional information to better assist districts with understanding the differences between the spring 2019 paper operational test (AASCD 1.0), the spring 2019 online independent field test and the spring 2020 online operational field test (AASCD 2.0).

The [Spring 2019 AASCD manuals](#), which include IFT information, are available on the portal. Districts should look for future communications on available resources for the AASCD 2.0.

Technology Preparedness for the Spring 2019 AASCD Independent Field Test

The spring 2019 AASCD Independent Field Test will be administered online via [AIR's secure browser](#) or the [AIRSecureTest app](#). Participating districts need to refer to the [Technology Resources](#) and the [Secure Browsers](#) pages on the AASCD portal for more information regarding installing the secure browser or AIRSecureTest app and the system requirements and technical specifications needed for online testing. Be aware that the online AASCD 2.0 requires two devices for test administration; one for the test administrator and one for the student.

Ohio English Language Proficiency Screener (OELPS)

NEW! Out-of-State Transfer Student

An enrolled student from an out-of-state district or school who *did not* meet the previous state's English language exit criteria is considered an English learner in Ohio and is required to take the OELPA and the state tests. A student from an out-of-state school *who met the previous state's exit criteria* is not considered an English learner in Ohio.

An enrolled student from an out-of-state school who *was screened and identified as an English learner* is considered an English learner in Ohio, is required to have services provided and be administered the OELPA.

Paper OELPS

The OELPS is a secure test. The OELPS is online; however, there will be a paper format for those students who are unable to use the online format. Districts with technology limitations should contact the Ohio Department of Education at statetests@education.ohio.gov to start the process to determine eligibility for an exception to online testing. Paper tests must be ordered when the enrolled students' needs become identified.

Districts **are not permitted** to order multiple copies of the paper format to store until it is known that a student needs to be screened. The student responses on the paper test must be entered in the Data Entry Interface (DEI), which is the same procedure as the OELPA.

Language Usage Survey

Ohio defines a student who is an English learner as one who has a primary or home language other than English and needs special language assistance to effectively participate in school.

Districts (including community schools) are required to identify and serve students who are English learners. The uniform process begins with the administration of Ohio's [Language Usage Survey](#) to **all new students** upon registration in the school or district. After identifying potential English learners with the Language Usage Survey, schools assess these students' English language proficiency with the OELPS. A school employee then validates the survey and assessment results to complete the identification.

The Department provides [translations of Ohio's Language Usage Survey](#) to assist schools with the identification of potential English learners, as well as immigrant children and youth and students with limited or interrupted formal education.

Districts Must Administer OELPS to Potential English Learners

Districts must administer the *OELPS* to students who are potential English learners. Vendor screeners are not to be used to identify students as English learners. Students who have been screened using a vendor screener are not to be re-screened with the OELPS.

OELPS and Vendor Screeners

The OELPS is the state screener that districts (including community schools) are required to use to identify potential English learners. A district may use a vendor screener to gain additional information, but vendor screeners may not be used in part or entirely for identification of English learners. Chartered nonpublic schools may use the OELPS but are not required to do so.

Scoring the OELPS Step 3

It is important that the test administrators read the Teacher Hand Scoring System User Guide before starting the OELPS. In Step 3, the test administrator will hand score the speaking questions using the scoring rubric presented in the THSS. Directions for the hand scoring and the rubric are on page 7 in the THSS User Guide. Please note, the Step 3 rubrics are specific to the items which is why the rubrics are not posted on the portal. The range of points for Step 3 items is 2-5. Step 3 hand scoring is completed after the student logs off. The test administrator must log in to the THSS. The hand and machine scores are merged for the final score.

Federal Timeline Requirement

The federal timeline of 30 calendar days at the beginning of the school year ended. Districts have two weeks to complete the identification process for the newly enrolled student during the school year.

Training

Training for the OELPS is provided through Skype. Districts that would like a Skype presentation on the training may contact Paula Mahaley paula.mahaley@education.ohio.gov.

Ohio English Language Proficiency Assessment (OELPA)

Pre-ID Registration Window

Students who have been identified as English learners must be registered in TIDE for the OELPA to be administered. English learners must be marked in TIDE with an "O" for online tests or a "P" for paper tests.