

*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.*

## 9-12 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 [Online Reporting System \(ORS\)](#) for spring 2019  
**June 10** Paper student reports due in districts for spring 2019

#### Fall 2018 Ohio’s State Tests (OST) – High School End-of-Course

**April 11** Rescore and Verification window closes in [TIDE](#)

#### Spring 2019 Ohio’s State Tests (OST) – High School End-of-Course

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

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

**February 19-April 12** **AASCD 1.0 spring 2019 operational 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**

#### 2018-2019 Ohio Graduation Tests (OGT)

**July 31, 2019** **OGT 2018-2019 test administration closes**  
**July 31, 2019** OGT Pre-ID window closes in [TIDE](#)  
**July 31, 2019** OGT [Data Entry Interface \(DEI\)](#) closes

### OST, OELPS, OELPA, AASCD and OGT

---

[NEW! District Test Coordinators Quick Guide](#)

The new [District Test Coordinators Quick Guide](#) is now posted to the Ohio Department of Education on the 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, Social Studies

---

### Fall 2018

#### Rescores and Verifications Window

Districts will have an opportunity to submit rescore and verification requests until **April 11**. Review the instructions on the portal under [Rescores and Verifications Guidance Document](#).

District test coordinators can submit **rescore** requests in TIDE if they believe the student's score does not reflect expected student achievement. There is a \$25 charge for processing each rescore request unless the rescore results in a score change.

District test coordinators can submit **verification** requests if:

- (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. Review the instructions for submitting verification requests on the portal under [Rescores and Verifications Guidance Document](#).

### 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, science and social studies 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, science and social studies 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, science and social studies 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.

#### Retester Flag

At the request of districts, AIR has added nine new **optional** student attributes to TIDE. These fields allow districts to indicate when a student is considered a retester for an end-of-course subject. There is one attribute for each end-of-course subject, except Physical Science. These fields can be edited or added like other student attributes or uploaded using a new feature of TIDE. This data will be reported back to districts in the student results files in ORS. These fields will be available, along with the new upload feature, later in February. Watch for future communication with additional details.

## 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.

## 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 into 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](mailto:OhioAASCDsupport@pelhughes.com).

### 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 is 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.

### Spring 2019 Participation for the April 15-May 31 AASCD 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 will be preidentified 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 the AASCD Independent Field Test does not use second raters (SRs), so second raters will not have access to the TA Interface. 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.
- 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.

## 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.

## Ohio English Language Proficiency Assessment (OELPA)

---

### NEW! Scores for Spring 2019 Administration

Scores for the 2019 Spring OELPA Administration will be available in ORS starting **May 13**. Paper student 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.