Ohio Graduation Tests (OGT)
Monthly Communication
April 2012

This newsletter is distributed by email to the District Test Coordinator (DTC) on record at American Institutes for Research (AIR) and Data Recognition Corporation (DRC). As the DTC, you are responsible for sharing this information, as appropriate, with other staff in your district.

Spring 2012 OGT TIDE Record-Change Window

TIDE (www.ohtide.org) offers two record-change windows for the Spring 2012 OGT. The first record-change window opened **February 27** and will close **April 2**. During this record-change window, districts can use the TIDE record-change system to modify Pre-ID data and/or associate a student's demographic information with the barcode of the generic label affixed to the student's answer document. To access the TIDE record-change window, click on [Record Change] and search for the barcode on the generic or Pre-ID label associated with the student whose demographic information you want to enter in the system. The second record-change window will be open **April 26 – 30**. During the second record-change window, districts will have the opportunity to review their students' demographic information and make any necessary corrections (e.g., spelling of name, birth date). Participation in either record-change window is optional, but we encourage you to review your students' demographic information during the **April 26 – 30** record-change window so you can correct any errors before reporting. The OGT program does not make any updates to student demographic information after results are reported.

Spring 2012 OGT Invalidations

The Spring 2012 OGT invalidations window will be open in TIDE through **April 12**. Click on [Invalidations] and enter the information specified, including the student's name, birth date, SSID (if available), local ID (if available), the subject(s) to be invalidated, and the lithocode of the student's answer document. The lithocode can be found on the bottom right of the front cover of the answer document. Do not invalidate an answer document if you applied a DO NOT SCORE label.

Spring 2012 OGT Answer Document Tracking

On **April 19**, districts will be able to log into TIDE and access the Answer Docs tab for the Spring 2012 OGT administration. Under this tab, DTCs can download an Excel file that includes all the answer documents that were shipped to the district and school(s), as well as each answer document's status (e.g., returned as scorable; returned as non-scorable; Do Not Score). A status of "unknown" indicates that the answer document has not yet been processed by DRC. Districts are asked to check this report to ensure that all answer documents returned for scoring were received and processed by DRC. Please contact the help desk if you have questions about this report: 1-877-231-7809 (press 1).

Spring 2012 OGT Reporting Labels

All districts will receive one free set of reporting labels for the Spring 2012 OGT. You can specify in TIDE whether you want to receive large or small reporting labels until **April 20**. To access this task in TIDE, click [Orders] and then [Reporting Labels]. Districts that do not specify a label size in TIDE will receive large labels. Additional sets of reporting labels can be ordered on the same page in TIDE at a cost of $.32 per label with a $60 minimum per school year. If you order additional sets of reporting labels through TIDE, you must fax or mail a purchase order to the OGT Help Desk (fax number: 1-877-231-7813). Reporting label purchase orders should be payable to the American Institutes for Research, Attn: OGT Help Desk, Room 5217, 1000 Thomas Jefferson Street NW, Washington DC 20007.

Comment Forms

Please take a few minutes to complete the comment forms available on www.ohiodocs.org for each test administration. Your feedback is important to us.

Spring 2012 OTELA Pre-Reporting Record Change Window and Test Results
The Spring 2012 OTELA pre-reporting record change window in TIDE will be open **April 18 – 19**. During the pre-reporting window, districts will have the opportunity to review their students' demographic information and make any necessary corrections (e.g., spelling of name, birth date). OTELA results will be available to districts online as downloadable data on **May 9**. Student score reports will be delivered to districts by **May 17**. Interactive data will be posted online on **May 24**. TIDE will be open **May 9 – June 6** for districts to submit verification requests. There will be a $25 charge for each verification. There are no rescores for OTELA.

Spring 2012 AASWD Pre-Reporting Record Change Window, Invalidations, and Test Results
TIDE will open at 8 a.m. on **April 4** and close at 6 p.m. on **April 5** for Spring 2012 Alternate Assessment for Students with Disabilities (AASWD) pre-reporting record changes and invalidations. During this window, districts will have the opportunity to review their students' demographic information and make any necessary corrections (e.g., spelling of name, birth date). Districts can also invalidate AASWD tests at this time. Please select OGT-AASWD or OAA-AASWD from the drop-down menu in TIDE to access the appropriate administration.

AASWD results will be posted online on **April 30**, and student score reports will be delivered to districts by **May 7**. Interactive data will be posted online on **May 14**.

Spring 2012 AASWD Rescores and Verifications
AASWD rescore and verification requests can be entered in TIDE (www.ohtide.org) **April 30 – May 29**. Requests are subject to ODE approval. There will be a $25 charge for each rescore or verification unless a rescore results in a score change. Purchase orders for OGT-AASWD rescores and verifications should be payable to DRC and faxed to 1-866-377-1249, or mailed to Ohio Customer Service, Data Recognition Corporation, 13490 Bass Lake Road, Maple Grove, MN 55311. The purchase order number is required for each appeal submission. The DTC will be notified via e-mail when the rescore or verification results are available. Note that results will not be posted until the district's purchase order is received. The DTC can access the results through TIDE by clicking [Appeals]. Hard-copy results will not be sent to the district.

Note: Do not file a verification request for a student who receives an NSA (Non-scorable Assessment). An NSA is a score and is not equivalent to a DNA (Did Not Attempt). When requesting an appeal in TIDE for students who received an NSA, use the rescore option. Do not use the DNA or any other verification options.

Ohio Academic Content Standards – Extended (OACS-E)
The Ohio Academic Content Standards-Extended have been completed. The final version incorporates feedback from public forums as well as from an online survey and has been presented to the state board of education. Professional development on the OACS-E begins this spring and teachers will implement the standards during the 2012-2013 school year. The extended standards will be used to develop a new adaptive on-demand performance-based alternate assessment slated for implementation in spring 2013. For more information about the extensions or the new Alternate Assessment, please contact Andrew Hinkle, Office for Exceptional Children, at (614) 644-7304, andrew.hinkle@education.ohio.gov, or Bill Sternberg, Office of Curriculum and Assessment, at (614) 466-0223, bill.sternberg@education.ohio.gov.

Chartered Nonpublic Schools – OEDS-R Update *IMMEDIATELY*
A link to an online survey regarding the *Intent to Participate* in the OAA and OGT in 2012-2013 will be sent to chartered nonpublic school principals via e-mail this spring. Because the distribution list for the survey's message will be extracted from the Ohio Educational Directory System-Redesign (OEDS-R), it is essential that e-mail addresses and other school information for principals are listed correctly. To ensure this important ODE communication is received, please work with your OEDS-R administrator to verify and update the principal and school information in this system by ***immediately***. All chartered nonpublic schools are encouraged to respond to the online survey by mid-June. Due to budget concerns, ODE will not send any hard-copy reminders on this matter.

Who Can Take the Summer 2012 OGT?
Summer testing is for students who have completed grade 10 or above; who are in an adult high school program; who have completed curriculum requirements for graduation, but who have not passed all required tests; or who are enrolled in state-approved STEM schools. Only students who were classified as grade 10 or above by June 30 of the preceding school year, or students who are below grade 10 but enrolled in state-approved STEM schools, may participate. Students who are enrolled in school are expected to complete 10 hours of intervention for each subject area in which they will be tested. Students who have completed curriculum requirements for graduation may test without the required 10 hours of intervention.

Summer 2012 OGT
TIDE will be open **April 30 – May 4** for districts to indicate their intent to participate in the Summer 2012 OGT administration. Test materials will only be sent to districts that indicate their intent. If you think you will be conducting summer testing, but are unsure, please confirm participation. If you learn that your district will not offer summer testing after you have confirmed participation in TIDE, you can cancel your order by calling DRC (1-877-231-7809, press 1) no later than **May 28**. TIDE will be preloaded with test booklets and answer documents based on the number of students who tested in each district in Summer 2011, with a minimum of 10 answer documents and 10 test booklets in each subject per district. During the **April 30 – May 4** window to confirm participation, districts can decrease the preloaded quantities, but no increases in the preloaded quantities will be approved. Additional materials and special versions (large-print and Braille test booklets and language translation scripts) can be ordered during the additional order window: **May 28 – June 26**. TIDE will accept Pre-ID files for summer OGT testing from **May 14 – 18**.The Summer 2012 OGT will be administered **June 18 – July 1**. Summer testing is optional. Participating schools and districts do not have to offer all five tests.

Adult Non-Students Who Have Not Passed the OGT
Adults who are no longer enrolled in any school in Ohio but who have completed all high school requirements and still need to pass one or more of the OGT subject areas may contact any district that is administering the OGT. If adult non-students request an OGT administration, districts must make the testing opportunity available to them per ORC 3301.0711(8)(b). These students are to be coded as OGT Only in Box L on page 2 of the answer document. The adult will need to present a photo ID and sign a statement that she or he has completed all high school requirements before she or he will be allowed to take the OGT.

OGT Half-Length Practice Tests
TIDE will be open **May 22 – June 28** for OGT half-length practice test orders. The tests can be used to prepare students for the OGT. The half-length practice tests include these special versions: Braille, large print, and English audio CDs. Practice tests will be shipped in September only to districts that indicate in TIDE that they would like to receive them. TIDE will open again for additional half-length practice test orders from **September 7 – October 5**. Note: Districts that are required to administer the full-length practice tests must download and print the full-length versions from the ODE website.

Community Schools and Change of Address
The Office of Curriculum and Assessment has received notices of address changes from community schools but is unable to assist in the process. All changes of address for community schools must be submitted to the Office of Community Schools (OCS). Prior to a community school attempting to change an address in OEDS the following documents **must be submitted to the Office of Community Schools (OCS)**:

- Copy of a signed and dated school Governing Authority Resolution or Board Minutes verifying the change of location with the new address.
- Updated School SOES Profile sent to School Finance.
- Sponsor Assurances for the new facility.
- W-9 with new address.
- Vendor Information Form—This document must be signed by the treasurer or authorized fiscal agent.
- Authorization Agreement for Direct Deposit (EFT).

Only after the above documents have been submitted to and approved by OCS may a school initiate a change of address in OEDS. Please contact Mary Cotton, Office of Community Schools at 614-995-1129 or at Mary.Cotton@ode.state.oh.us, if you need additional information.

Remember to Update Your Account Information in TIDE
TIDE stores separate contact information and shipping addresses for each testing program: OGT, OAA, OGT-AASWD, OAA-AASWD, and OTELA. DTCs are required to confirm or update this information each time they log into TIDE for a new administration. DTCs can update their shipping address by calling the OGT Help Desk at 1-877-231-7809 (press 2). Note that shipping addresses **must** be up to date in the **Ohio Education Directory System (OEDS)** before they can be updated in TIDE. The district is responsible for verifying that the district's information in OEDS is up to date. Please contact ODE if you have questions about how to make changes to the district's OEDS information.

TIDE also stores contact information for the official DTC for each district—the person responsible for overseeing all the Ohio test administrations. This information is stored under My Account, which can be accessed by clicking [My Account] in the upper right corner of any TIDE page. Please make sure that the district checks and updates the information in My Account regularly.

TIDE User Guide
The *TIDE User's Guide* is available at www.ohiodocs.org. The *TIDE User's Guide* can also be accessed from any page within TIDE by clicking [Help].

Spring 2012 OGT Alternate Assessment for Students with Disabilities (OGT-AASWD) Key Dates	
4/4/12 – 4/5/12	Spring 2012 OGT-AASWD pre-reporting record change and invalidations window open in TIDE (closes at 6:00 p.m. on 4/5/12)
4/30/12	Spring 2012 OGT-AASWD downloadable data files posted
4/30/12 – 5/29/12	Spring 2012 OGT-AASWD rescore/verification window open in TIDE
5/7/12	Spring 2012 OGT-AASWD printed reports due in district
5/14/12	Spring 2012 OGT-AASWD interactive data available online

Spring 2012 OTELA Key Dates	
4/18/12 – 4/19/12	Spring 2012 OTELA pre-reporting record change window open in TIDE
5/9/12	Spring 2012 OTELA downloadable data files posted
5/9/12 – 6/6/12	Spring 2012 OTELA verifications window open in TIDE
5/17/12	Spring 2012 OTELA printed reports due in district
5/24/12	Spring 2012 OTELA interactive data available online

Spring 2012 Ohio Graduation Tests (OGT) Key Dates	
3/12/12 – 4/12/12	Spring 2012 OGT invalidations window open in TIDE
4/26/12 – 4/30/12	Spring 2012 OGT pre-reporting record change window open in TIDE
5/14/12	Spring 2012 OGT downloadable data files posted
5/14/12 – 6/25/12	Spring 2012 OGT rescore/verification window open in TIDE
5/24/12	Spring 2012 OGT printed reports due in district
5/24/12	Spring 2012 OGT interactive data available online

Ohio Graduation Tests (OGT) Family Guides Key Dates	
5/10/12	OGT Family Guides due in district

Ohio Graduation Tests (OGT) Practice Tests Key Dates	
5/22/12 – 6/28/12	OGT Practice Tests on-time order window open in TIDE
9/6/12	OGT Practice Tests due in district
9/7/12 – 10/5/12	OGT Practice Tests additional order window open in TIDE

Summer 2012 Ohio Graduation Tests (OGT) Key Dates	
4/30/12 – 5/4/12	Summer 2012 OGT confirm participation window open in TIDE
5/14/12 – 5/18/12	Summer 2012 OGT Pre-ID window open in TIDE
6/11/12	Summer 2012 OGT materials due in district (including Pre-ID labels)
5/28/12 – 6/26/12	Summer 2012 OGT additional order window open in TIDE
6/18/12 – 7/1/12	**Summer 2012 OGT administration**
6/18/12 – 7/10/12	Summer 2012 OGT pre-processing record change window open in TIDE
6/18/12 – 7/10/12	Summer 2012 OGT invalidations window open in TIDE
8/6/12	Summer 2012 OGT downloadable data files posted
8/6/12 – 9/27/12	Summer 2012 OGT rescore/verification window open in TIDE
8/28/12	Summer 2012 OGT printed reports due in district
8/28/12	Summer 2012 OGT interactive data available online

ODE Website: Key Words

Go to education.ohio.gov, which is the home page for the Ohio Department of Education. Use the search box in the top right corner for the keywords listed below.

If you use these keyword search terms:	You will find links to:
AA-MAS (must use hyphen)	Alternate Assessment based on Modified Achievement Standards (AA-MAS) information and resources about Ohio's alternate assessments based on modified academic achievement standards
Acceleration Policy	Information and resources for the grades 3 through 8 regarding the State Board of Education's model policy on acceleration, acceleration updates
Alternate Assessment	Manuals and information about Ohio's alternate assessment for students with significant cognitive disabilities (AASWD) and students who are persistent low performers (AA-MAS)
Diagnostic Assessments	Information and resources for the grades K through 3 Diagnostic Assessments in reading, mathematics and writing
Diagnostic Support Website	This website has been created to help Ohio's Kindergarten–grade 3 teachers navigate and use the Ohio Diagnostic Assessment System, interpret student scores and select appropriate activities. www.diagnostictestsupport.org
Guidelines for the Identification	Information and resources for the identification and assessment of the limited English proficient student or English Language Learners (ELL).
Kindergarten Readiness Assessment—Literacy (KRA-L)	Information and resources for the Kindergarten Readiness Assessment-Literacy (KRA-L), which is given to all kindergarten students up through the first six weeks of school. The assessment will measure skill areas important to becoming a successful reader. It also will help teachers plan for experiences and lessons that encourage reading.
Limited English Proficient/English Language Learners (ELL)	Information from the Lau Center on Limited English Proficient students/English Language Learners (ELL)
Newsletters	Archived copies of the Ides of ODE monthly e-newsletter on curriculum and assessment; the K–8 District Test Coordinator monthly newsletter and the OGT District Test Coordinator monthly newsletter
Ohio Achievement Assessments (OAA)	The OAA information and resources
OAA Practice Tests or OGT Practice Tests	Half- and full-length assessments designed for students as study aids for achievement and graduation tests downloadable as Adobe Acrobat (PDF)-based documents.
OAA Practice Tests or OGT Practice Tests	Released test materials used during previous years. These pages contain links to Adobe Acrobat (PDF)-based versions of these released tests and test questions.
OAA Test Blueprints or OGT Test Blueprints	Test blueprints that contain information about individual tests, including the number of test questions and the number of points for each test question. In addition, test blueprints identify the number of test questions by category: short-answer, multiple-choice or extended-response. This site also includes the policies on rulers, protractors and calculators.
Ohio Documents—Assessment Resources	*District Test Coordinators' Manuals, Building Test Coordinators' Manuals, Directions for Administration Manual, Interpretation Guide* for the OAA, OGT, OTELA and AASWD www.ohiodocs.org
Ohio Graduation Tests (OGT)	The OGT information and resources

OGT Student Website	Practice tests and resources for students for the OGT portal.success-ode-state-oh-us.info
OGT Website for Teachers	Scoring tools and resources—constructed-response items for the OGT portal.success-ode-state-oh-us.info
Ohio Instructional Materials (IMS)	Ohio's web-based sources to help teachers and educators creatively teach Ohio's Academic Content Standards to improve student achievement in Ohio ims.ode.state.oh.us
Ohio Online Assessment Reporting System (OOARS)	Secure access to data files of scored tests for authorized users for OAA, OGT and OTELA reports.success-ode-state-oh-us.info/Login.aspx
Ohio Test of English Language Acquisition (OTELA)	Information about the OTELA, the annual measure of English language proficiency required for all English Language Learners (ELL) in Ohio
SSID	SSID policy, SSID Users' Manual, requirements
Special Versions	Samples of state assessments in a variety of formats that assist with providing accommodations to students whose IEP, 504 or LEP/ELL status allows for use of special testing accommodations (including large print, English audio (read-aloud) and foreign language translation versions)
Success Website (OAA and OGT)	Online practice tests using released test questions, statewide item performance information, cross-references with standards and benchmarks, parent-friendly explanations of questions, practice scoring tools for constructed-response questions, information on score report interpretation for the OAA and the OGT portal.success-ode-state-oh-us.info
Test Dates	Several years' listing of dates of test administration
Testing and Assessments	The statewide testing home page
Testing Data	Statistical summaries and item analysis reports related to the various testing instruments developed and administered by the Ohio Department of Education (preliminary statewide results, raw score cuts for each test form, estimates of reliability, basic descriptive statistics)
Testing Rules Book	Comprehensive information about the administration of Ohio's statewide tests, including information on testing accommodations
TIDE	Website for customer service and to order materials for the OAA, OGT, OTELA, OAA–AASWD, and OGT–AASWD. District Test Coordinator secure access only www.ohtide.org

Big changes are coming to Ohio's public schools. Will your schools be ready?

The State Board of Education, the Ohio Educational Service Center Association, the Ohio School Boards Association and the Ohio Department of Education invite you to attend a regional ***Start Ready, Graduate Ready*** evening forum to learn more about Ohio's college and career ready standards and the new state tests for social studies, English language arts, mathematics and science that will be used, starting with the 2014-15 school year. During the two-hour meeting, we will take a deeper look at the changes coming and what you can do now to prepare.

Did you know changes to student assessments, which go into effect for the 2014-2015 school year, will include:

- The use of online testing to replace the current paper and pencil assessments;
- Measuring student progress at intervals during the school year; and
- Using automated scoring processes that provide real-time results for students and educators.

The State Board of Education wants you to hear firsthand about the changes that will impact all public schools in Ohio. Ultimately, this information will help you prepare your schools for Ohio's revised academic content standards and model curricula in social studies, English language arts, mathematics and science.

Plan to meet with State Board of Education members and staff from the Ohio Department of Education to ask questions and learn what steps you should be taking now.

Register now by emailing your name, organization and contact information to the forum you will attend.

- **March 14**, Muskingum Valley ESC
  cdavis@mvesc.k12.oh.us
- **March 20**, Montgomery County ESC
  marti.baker@mcesc.org
- **March 22**, ESC of Central Ohio
  elaine.organ@escco.org
- **March 26**, North Point ESC
  trobinson@npesc.org
- **March 29**, Athens-Meigs ESC, held at Athens High School
  91_azeigler@seovec.org
- **April 2**, Stark County ESC, held at RG Drage Career Technical Center
  lori.timms@email.sparcc.org
- **April 4**, Allen County ESC, held at Elida High School
  (No pre-registration required)
- **April 5**, North Central Ohio ESC
  pd@ncoesc.org
- **April 11**, Butler County ESC
  seifertj@bcesc.org
- **April 16**, Lake Erie West ESC
  erobinson@esclakeeriewest.org
- **April 19**, Mid-Ohio ESC
  moesc@moesc.net
- **April 23**, Southern Ohio ESC
  so_rcochran@mveca.org
- **April 30**, ESC of Cuyahoga County, held at
  Dr. Harry E. Eastridge Professional Development Center
  bonnie.bertschinger@esc-cc.org

All meetings will be held from 6 – 8 p.m.

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