CTSEDS

CT-SEDS to TIDE Designated Supports/Accommodation

Frequently Asked Questions – October 2023

2023-24 CT-SEDS Enhancements

The Connecticut State Department of Education (CSDE) is working closely with our vendors to make updates to the CT-SEDS statewide testing module for this school year. There will be two phases for data imports into the Test Information Distribution Engine (TIDE) system. (Note: TIDE is the student management system used by Cambium Assessment, Inc. for Smarter Balanced and Next Generation Science Standards (NGSS) summative assessments.)

Phase 1 (August 22 – November 2023)

The CSDE preloaded K-12 student data from the Public School Information System (PSIS) into TIDE on August 22, 2023.

The CSDE also preloaded the IDEA and Section 504 demographic fields in TIDE for the following students:
- Those identified in PSIS on June 30, 2023, as IDEA; and
- Those identified in PSIS on June 2, 2023, as Section 504 of the Rehabilitation Act.

On October 18, 2023, the CSDE began importing designated supports and accommodations from active Individualized Education Programs (IEPs) and Section 504 Plans from CT-SEDS into TIDE for students who have their IDEA/Section 504 Indicator activated in TIDE (based on dates described above). Therefore, if these students participate in the optional interim assessments, designated supports, and accommodations will be available to them through the Test Delivery Interface, typically within 48 hours after the IEP/Section 504 Plan is implemented. If students do not have their IDEA/Section 504 indicators set in TIDE, teachers should follow the guidance outlined in the 2022-23 Manually Entering Designated Supports and Accommodations brochure before administering interim assessments. **Important! Accommodations should not be manually set in TIDE.**

Phase 2 (November 2023)

The CSDE anticipates that there will be an update of student demographics, including IDEA and Section 504 statuses, to TIDE by mid-November, based on the information from PSIS Freeze Zero. At this time, all students identified in PSIS with eligibility status for IDEA or Section 504 will have these fields activated in TIDE. At this point, the CSDE will begin importing these fields nightly and load any designated supports/accommodations selected for state-wide testing for those students. These supports/accommodations will pull from the plan indicated with a **solid blue star in Student History** inside **CT-SEDS. (See FAQ below for more specific information about Student History).**

As a reminder, accommodations from CT-SEDS will not import to TIDE if the PSIS registration file does not indicate the student as IDEA or Section 504 eligible. Communicate with your PSIS Coordinator to make the update directly in PSIS if the indicator is missing.

NOTE: The accommodations information will pull from the IEP/Section 504 plan with the solid blue star ★ found in the student's record in CT-SEDS under **Student History.**

Additionally, note that this link to the CSDE Resources for PPTs and 504 Teams- CT SEDS and Statewide Assessments webpage is included on the CT-SEDS dashboard under the CSDE State tab. The webpage includes a variety of resources including two highlighted below. Please encourage your PPT and Section 504 Teams to review them when making decisions about statewide testing accommodations.

- Assessment Resources for PPT and Section 504 Teams- This resource provides various informational tools available for decision making purposes.
- Description of Designated Supports and Accommodations- This quick guide provides an explanation of the types of accessibility supports available along with a brief description of their purpose and functionality.

Below is a list of questions/answers regarding this process. For any other assessment questions, please email ctstudentassessment@ct.gov.

1. How do districts know if a student's IEP/Section 504 plan is finalized/implemented?

    Answer: Documents and events can be found in the student record in CT-SEDS under the **Admin Tab→ Student History**. The accommodations information will pull from the IEP/Section 504 plan with the solid blue star.

2. How do districts locate which designated supports/accommodations documented in CT-SEDS are imported to TIDE for individual students?

    Answer: Districts can refer to the student's active IEP/Section 504 plan under the **Admin Tab →Student History** tab.

    - Click on the IEP/Section 504 document that has the solid blue star. A PDF document will open in another tab. The district can review that document to determine the state assessment accommodations.

3. What if the team determines that a student needs another designated support/accommodation after an IEP/Section 504 plan has been finalized?

    Answer: A Planning and Placement Team (PPT) may schedule a meeting to review/revise the IEP, or if a parent agrees to the change/revision to the IEP without the need to convene the PPT, the school can complete the amendment process in CT-SEDS. The Section 504 Team must reconvene for a Section 504 meeting to revise the plan and update the designated support/accommodations as applicable in CT-SEDS. **Accommodations should not be manually added to TIDE.**

4. How can a designated support/accommodation be removed from an active IEP/Section 504 plan in CT-SEDS?

NOTE: The accommodations information will pull from the IEP/Section 504 plan with the solid blue star ★ found in the student's record in CT-SEDS under **Student History.**

Answer: A designated support/accommodation can be removed from an IEP/Section 504 plan during a PPT /Section 504 meeting or in an IEP through an amendment process. If accommodations are removed in CT-SEDS, they will still appear in TIDE. The CSDE is working with the vendor to develop a process for turning off accommodations in TIDE if they are removed from CT-SEDS. Details will be forthcoming.

5. How long will it take for designated supports/accommodations to appear in TIDE?

    Answer: Although there will be a nightly import, PCG and CSDE recommend that districts allow for two business days for a <u>change</u> made in the IEP/Section 504 plan to appear in TIDE.

6. A student's designated supports/accommodations are not importing even though there is an IEP/Section 504 plan in CT-SEDS. What may be causing this?

    Answer: This may be due to one or more of the following reasons:

    - If a student was identified in PSIS as IDEA (after June 30) or Section 504 (after June 2), accommodations will not be imported to TIDE until November.
    - The State Assigned Student Identifier (SASID) is blank on the student information page.
    - Designated supports/accommodations were changed in the workspace, but an IEP/Section 504 plan has not yet been finalized and/or is not active.
    - The grade in the active IEP/Section 504 plan does not match the current grade of enrollment.
    - The student's grade must match the student's grade of enrollment in the PSIS registration file for the designated supports/accommodations to import to TIDE. If the grade is incorrectly reported in PSIS, please have your PSIS Coordinator make the update directly in PSIS.

7. What is the guidance for PPT/Section 504 Teams that determine a "Customized" or "Print-on-Demand" special documented accommodation is required (or recommended) for a student?
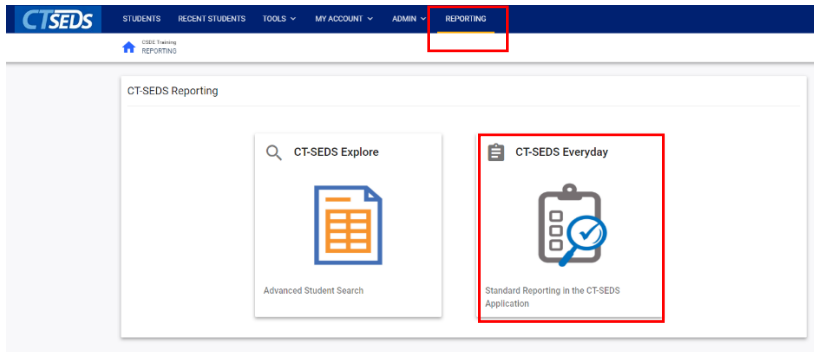
    Answer: Per the guidance documented in the special documented accommodations section of CT-SEDS, PPTs/Section 504 Teams will need to contact the Performance Office (ctstudentassessment@ct.gov) directly to determine the process for requesting these accommodations. For additional guidance, refer the CSDE Assessment Guidelines.

8. There are students in CT-SEDS with IEP/Section 504 plans, but the special education or Section 504 status is not reflected in PSIS Registration. Will designated supports/accommodations import to TIDE?
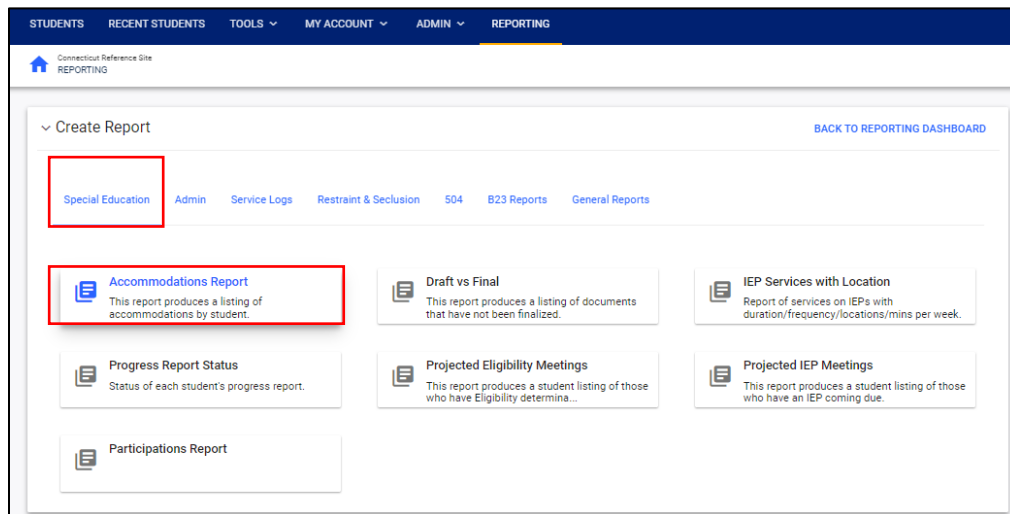
    Answer: No. The IDEA and Section 504 Indicator must be set in PSIS Registration for designated supports/accommodations to import to TIDE. It is important to communicate any inconsistencies or missing/updated student demographics with your PSIS Coordinator.

9. Does CT-SEDS provide accommodation reports for state-wide testing for districts to review?
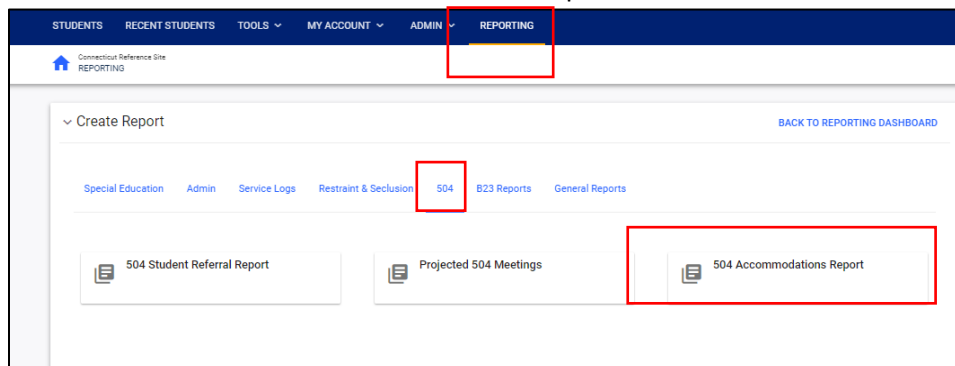
NOTE: The accommodations information will pull from the IEP/Section 504 plan with the solid blue star
★ found in the student's record in CT-SEDS under **Student History.**

Answer: Yes. There are currently two basic reports in **CT-SEDS Everyday** available to *OSEP Aggregate District Administrators* and *OSEP Aggregate Data Manager* user types. To access these reports, click the **Reporting** tab on the dark blue navigation panel, and then click **CT-SEDS Everyday.**

To Access the IEP Accommodations Report: Click the **Special Education Tab →Accommodations Report**.

To Access the Section 504 Accommodations Report: Click the **504 Tab→ Accommodations Report**.

NOTE: The accommodations information will pull from the IEP/Section 504 plan with the solid blue star ★ found in the student's record in CT-SEDS under **Student History.**

10. Is there a report that TIDE users can generate that lists the designated supports/accommodations assigned to individual students?

    Answer: Yes. Please see TIDE User Guide for specific details.

11. Does CT-SEDS import to the College Board's TIDE system for the Connecticut SAT School Day?

    Answer: No. CT-SEDS does not import to the College Board's accommodation system for the Connecticut SAT School Day. Accommodations are directly requested and entered in the College Board's Services for Students with Disabilities (SSD) Online system. Refer to your high school SSD Coordinator for details or refer to this College Board accommodation resource.

12. Does CT-SEDS import to the Data Recognition Corporation (DRC) for the LAS Links English Language Proficiency Assessment for students in Grades K-12?

    Answer: No. CT-SEDS does not import to the Data Recognition Corporation system for the LAS Links Assessment. DRC requires English Language Assessment Coordinators to set accommodations in the DRC INSIGHT Portal. Refer to the DRC INSIGHT Portal User Guide for more information.

13. If a student qualifies for the Connecticut Alternate Assessment System and the PPT completed the Connecticut Alternate Assessment System Eligibility Form directly in CT-SEDS, will the student's Alt Flag status import to TIDE?

    Answer: Yes. Trained Teachers Administering Alternate Assessments (TEAs) will no longer submit the eligibility form through the Data Entry Interface. Rather, PPTs will complete the eligibility form within CT-SEDS as part of the PPT process. Once the eligibility form is completed in CT-SEDS and the Individualized Education Program (IEP) is fully implemented, the student will be officially identified as qualifying for alternate assessments. A nightly import will occur between CT-SEDS and TIDE to populate the student's Alt Flag indicator, which will allow the student access to the alternate assessments through the Test Delivery Interface. As a reminder, the student must also be identified under IDEA in PSIS for the import to be successful.

    The timeliness of PPT decisions in determining student eligibility for the Connecticut Alternate Assessment System is critical in planning and administering these assessments. Given that the CSDE provides testing vendors, such as Data Recognition Center and the College Board, with student files in December, it is important to know which students qualify for a standard or alternate assessment. Therefore, the PPT must make every effort to meet these specified deadlines for each test and grade.

NOTE: The accommodations information will pull from the IEP/Section 504 plan with the solid blue star ★ found in the student's record in CT-SEDS under **Student History.**

Connecticut Alternate Assessment System Eligibility Form Verification in CT-SEDS

CT-SEDS Implementation Date	Assessment
Fully Implemented IEP by December 29, 2023	Eligibility forms must be approved, verified, and implemented within the IEP in CT-SEDS for the following assessments for the students to be correctly registered for: • CAAELP (students identified as EL/ML in Grades K-12); and • CTAA and CTAS (Grade 11)
Fully Implemented IEP by February 1, 2024	Eligibility forms must be approved, verified, and implemented within the IEP in CT-SEDS for the following assessments for the students to be correctly registered for the: • CTAA (Grades 3-8, and newly identified students in Grade 11); and • CTAS (Grades 5, 8, and newly identified students in Grade 11)

Please direct questions to Deirdre Ducharme (860-713-6859) and Katie Seifert (860-713-6722), in the Performance Office.

NOTE: The accommodations information will pull from the IEP/Section 504 plan with the solid blue star ★ found in the student's record in CT-SEDS under **Student History.**