CSDE

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Webinar for District Liaisons

Reading Survey:
Implementation and Administration
January 3 – August 31, 2017

Welcome

- ## Melissa K. Wlodarczyk Hickey

  Reading/Literacy Director

  Connecticut State Department of Education

- ## Georgette Nemr

  Education Consultant, Talent Office

  Connecticut State Department of Education

- ## Katherine Milliken

  Senior Project Director

  Evaluation Systems Group of Pearson, Inc.

Reading Survey Webinar Agenda

- Welcome

- Statutory Requirement

- Reading Survey Webpage

- Administration of Survey and Results Reporting

- Accessing the Internet-Based Reading Survey System

Statutory Requirement

Foundations of Reading Survey: Section 10-145r of the Connecticut General Statutes (formerly Public Act 13-245)

The local or regional board of education that employs a certified individual who holds an initial, provisional or professional educator certificate with an early childhood nursery through grade three or an elementary endorsement in a position requiring such an endorsement in kindergarten to grade three, inclusive, shall require each such certified individual to take a survey on reading instruction, developed by the Department of Education that is based on the reading instruction examination approved by the State Board of Education on April 1, 2009, or a comparable reading instruction examination with minimum standards that are equivalent to the examination approved by the State Board of Education on April 1, 2009. The department shall design such survey in a manner that identifies the strengths and weaknesses of such certified individuals in reading instruction practices and knowledge on an individual, school and district level. Such survey shall be administered at no financial cost to such certified individual and in a manner that protects the anonymity of such certified individual. The results of such survey shall not be included as part of any summative ratings for performance evaluations, conducted pursuant to section 10-151b, as amended by this act, and not be subject to disclosure under the Freedom of Information Act, as defined in section 1-200. Such results shall be used for the purpose of improving reading instruction by developing student learning objectives and teacher practice goals that will be included in the professional development conducted pursuant to section 10-148b, as amended by this act, for such certified individuals.

Who must take the Reading Survey?

- Any teacher holding a VALID* certificate endorsed in one of the following areas:
  - Integrated ECE/Sped. Nursery –K and Elementary 1-3
    (endorsement #113)
  - Elementary education
    (endorsements #001, 002, 003, 004, 005, 008, 013, or 305)
  - Bilingual elementary education
    (endorsements #009 or 902)

- Any teacher assigned as "elementary" and assigned to Grades K, 1, 2 or 3, based on district data reported in 2016-17 in the Educator Data System (EDS). If data are incorrect, the reading survey liaison must contact the person in the district who enters/corrects EDS data.

* Valid certificate means that the certificate has not expired.

Who is <u>not</u> required to take the Reading Survey?

- Teachers who passed the Foundations of Reading Test (should be on the exempt list)
- Teachers who served on the item review panel (should be on the exempt list)

Teachers assigned to the following (will not show up on any list):
- Above grade 3 or in Pre-K
- Special education
- Reading teachers
- Resource teachers
- Interventionists
- Content coaches
- TESOL
- Substitute teachers

Administration of Survey

- ***Administration Window: January 3, 2017 through August 31, 2017***

- Computer-delivered format via a Pearson website link

- To be completed on school/district site, at district's discretion when and how the survey may be completed

- 85 multiple choice items/240 minutes allotted including a 15 minute tutorial

- May be completed in less than 240 minutes

- Survey to be completed in one sitting

- Results provided to the teacher immediately upon completion of the survey to the teacher's survey account (created at the log-in stage) and may be printed directly from the account

- If teacher has to leave during survey administration for extenuating circumstances, contact CSDE to make arrangements for an additional authorization code

Reading Survey Main Page

Resources

CSDE Reading Survey webpage contains the following links to resources (at bottom of page):

- Objectives
  http://www.ct.nesinc.com/Content/Docs/OBJ_CT_Foundations_Reading.pdf

- Use the practice test for the Foundations of Reading Test
  http://www.ct.nesinc.com/Content/Docs/CONN_FoundationsofReading_PracticeTest.pdf

- Review the Computer-based Testing Tutorial
  http://www.ct.nesinc.com/PageView.aspx?f=HTML_FRAG/GENRB_CBTTutorials.html

Accessing Reading Survey Portal and Downloading Final Lists

- CSDE will send each district liaison a username and temporary password by email on December 15, 2016

- District liaison will need to go to the reading survey webpage and click on portal button

- Once in the portal, log in using username and temporary password

- Will then be prompted to create a new password

- Then will be directed to the webpage where district data will be posted and can be downloaded

- The following screen shots will show the above steps

Secure Login

For District Liaisons:

Reading Survey Secure Login

For Teachers Grades K-3:

For Teachers: Take the Reading Survey

- Scroll to the bottom of the Reading Survey webpage and click on the button for secure district liaison login.

CSDE

At Login Screen, Enter Temp Password

Enter Temporary Password

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Enter Temporary and New Password You Designate

CONNECTICUT STATE DEPARTMENT OF EDUCATION
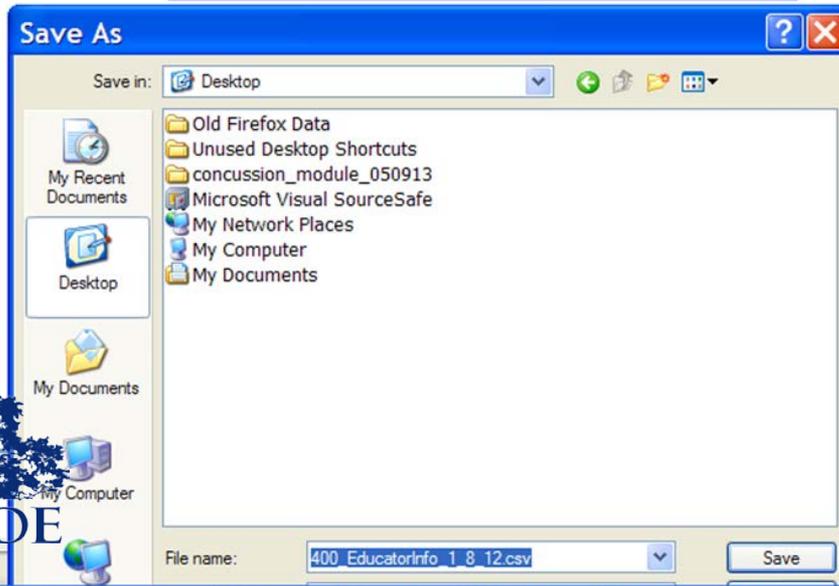
Secure District Access to Lists and Results

Authorization Code List

Exempt List
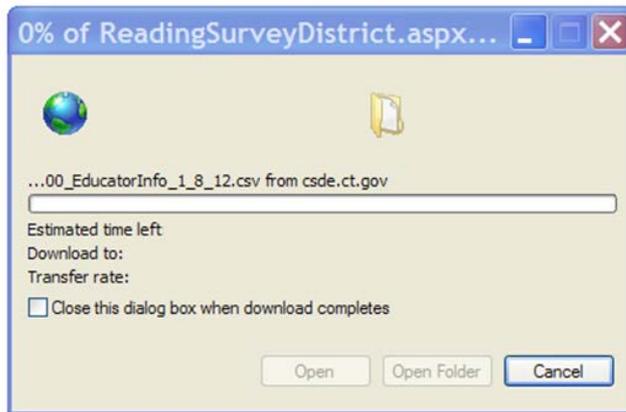
Survey Results

- After opening list, you may save the list <u>onto your computer</u>.

- Change the file extension from .csv to .xlsx (for excel use).

- NOTE: If experiencing problem with downloading/opening saved file and are using google chrome as your browser, you may want to use an alternate browser.

Authorization Codes

Results Reporting (1)

- CSDE will post to individual district's secure page the aggregate survey results in mid-April (for surveys taken January-March), mid-July (for surveys taken April-June), and by the end of September (for surveys taken July-August). Results reported on these dates will include surveys completed **<u>since</u>** previous reporting date (i.e., data files *are not* cumulative).

- Results may only be downloaded by district liaison from Survey Webpage using portal username and password

- District liaison should discuss protocol of review and sharing of data with superintendent and note the following restrictions:

  - Results are not subject to disclosure under the Freedom of Information (FOI) Act

  - Results shall not be included as part of any summative ratings for performance evaluations

  - Results will not impact certification

- District liaison and leadership will need to plan for analysis of survey results data in order to determine professional development needs

Results Reporting (2)

Reported for each teacher with the number and % of items correct in the following 3 Subareas and 9 Objectives

I. Foundations of Reading Development
   0001   Understand phonological and phonemic awareness.
   0002   Understand concepts of print and the alphabetic principle.
   0003   Understand the role of phonics in promoting reading development.
   0004   Understand word analysis skills and strategies.

II. Development of Reading Comprehension
   0005   Understand vocabulary development.
   0006   Understand how to apply reading comprehension skills and strategies to imaginative/literary texts.
   0007   Understand how to apply reading comprehension skills and strategies to informational/expository texts.

III. Reading Assessment and Instruction
   0008   Understand formal and informal methods for assessing reading development.
   0009   Understand multiple approaches to reading instruction.

Accessing the Internet-Based Reading Survey System

Katherine Milliken

Senior Project Director

Evaluation Systems Group of Pearson, Inc.

https://ctforsurvey.startpractice.com

CONNECTICUT
Foundations of Reading

Connecticut Foundations of Reading Survey

Instructions for Your First-Time Login in the 2017 Calendar Year:

You need to create an account for the 2017 survey administration—even if you created one to complete the survey in 2014-15 (as this information has been deleted):

» Enter ONLY your authorization code in the **"First-Time User"** login box.
» Do NOT try to enter an email or password.
» Follow the prompts to create an account.

Instructions for Subsequent Logins in 2017:

» Enter the email and password you provided to create your account.
» While taking the survey, if you experienced computer problems or accidentally closed the browser, you may retry login within 4 hours of your initial login. *The survey expires 4 hours after it is started.*
» Once you have completed the survey you may log into your account to print your results. You will have access to your results for one year.

For Technical Support related to login issues: 1-800-514-8494

ShareThis

Second and Subsequent Logins in 2017:

I have already used my authorization code to register

Email Address:

Password:

Forgot Password   Login

I understand that by using the authorization code issued to me by the Connecticut State Department of Education, a participating school district, or other agency, my survey results will be reported to the Connecticut State Department of Education.

First-Time Login in 2017:

Enter Authorization Code ONLY (do not include an email or password)

Authorization Code:

Submit

Enter the authorization code provided to you by your district.

CSDE

CONNECTICUT STATE DEPARTMENT OF EDUCATION

https://ctforsurvey.startpractice.com

Second and Subsequent Logins in 2017:

  I have already used my authorization code to register

Email Address:	
Password:	

Forgot Password

Login

Enter the authorization code provided to you.

...ing the authorization code issued to me by the Connecticut State
...ent of Educa... ...rticipating school district, or other agency, my survey results will
be reported to the Connecticut... ...e Department of Education.

First-Time Login in 2017:

  Enter Authorization Code ONLY (do not include an email or password)

Authorization Code:	

Submit

Create Your Account

Create Your Account (2)

Create Your Account (3)

Accept Terms/Conditions

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Start the Survey

Start a Test

Test Title	Must be Completed By Midnight	Click to Start
Connecticut Foundations of Reading Survey	Test expires 4 hours after the test has started. This test can be started once.	Start

Click "Start" to start the survey.

CSDE

You will be directed to welcome screen, which notes the survey time.

Connecticut Foundations of Reading Survey

CONNECTICUT
Foundations of Reading

Welcome to the Connecticut Foundations of Reading Survey

Seat time, including tutorial, directions, and survey: 240 minutes

Survey time: 225 minutes

Using the mouse or keyboard (Alt+N), select the **Next** button in the lower right corner of the screen to continue.

Next ➔

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Nondisclosure Agreement

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Tutorial

Survey Results

System Requirements

CAUTION: Technical Support will not be able to assist with issues resulting from use of other systems. It is **highly recommended** that survey proctors and participants adhere to these requirements for optimal survey delivery.

Workstation System Requirements

In order for your center to administer an Internet-based survey, the following requirements must be met or exceeded:

1. Current model PC running Windows 7 or higher, minimum IE 8.0

    OR

    Current model Mac running Mac OS 10.6 or higher, minimum Safari 6.0

2. All current security patches applied

3. Network printer (not connected to individual computer)

4. High-speed Internet connection (not dial-up)

5. Monitor (**17"** or greater recommended) with a screen resolution of

    at least 1024 x 768

6. Mouse and keyboard

Questions?

- Technical Support for Survey Delivery
  Technical support for <u>survey administrators</u> ONLY is available by calling Internet Testing Systems at 1-800-514-8494. This number is available both during and after business hours.

- Questions about Survey Administration
  Support for questions related to survey administration is available for <u>survey administrators</u> by calling Evaluation Systems at 866-565-4847 between 9:00 a.m. and 5:00 p.m., Monday through Friday (excluding holidays).

- Questions about Survey Participation and Results Reporting
  **Contact CSDE by e-mail <u>reading.survey@ct.gov</u>.