2023 Student Assessment Office Hours Attendee Reminders

- You must connect to your computer's audio or telephone using the phone number provided in the registration response email for TEAMs.

- All attendees will be placed on mute for the duration of the webinar.

- Presenters will not be consistently monitoring the chat for questions.

- To ask questions, please select the Raise your Hand button when prompted and you will be able to ask your question.

- This session is being recorded and will be posted to the training page of the CSDE Assessment website.

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Office Hours

Smarter Balanced, NGSS, and the Alternate Assessment System

May 11, 2023

CSDE Assessment Staff - Contact Information

**Abe Krisst, Chief
Student Assessment**
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(860) 713-6894

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**Special Populations
Accessibility &
Accommodations**

Deirdre Ducharme
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(860) 713-6859

Janet Stuck
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(860) 713-6860

Cambium Assessment, Inc. (CAI)

Connecticut Help Desk

844-202-7583

cthelpdesk@cambiumassessment.com

The Help Desk is open Monday – Friday 7:00 a.m. to 7:00 p.m. during testing.

CAI Project Team
Jen Chou, Program Director
Marie Musumeci, Senior Program Coordinator
Christine June, Program Assistant

Friendly Reminder About Another Assessment

- Information on the collection and application (e.g., Test Administration Manual, CPFA Individual Student Collection Application Users Guide and Sample/Template File) can be found on the **CPFA Individual Student Collection Page**.

- Note: As of this morning, there was a large number of districts who have not assigned staff to the new *CPFA Individual Student Collection* application. We urge you to check with your LEA Security Manager to ensure staff are assigned for your district. You can look up your district's LEA Security Manger on EdSight in the Find Contacts report (EdSight -> Overview-> Find Contacts).

- **The deadline for data submission is July 6, 2023 and a freeze date of July 21, 2023. No data submissions/changes will be accepted after that date.**

- To further support this collection effort, the Performance Office is hosting a webinar on May 19 at 2:30 p.m. to briefly review the collection application. You can register for the webinar here.

Testing Numbers Comparison

Summative Counts as of 05/10/23		
Program	Tests Started	Tests Completed
Smarter Balanced	388,469	324,690
NGSS	61,879	57,273
CTAS	424	389
CTAA	3,698	3,232
CAAELP	3,014	2,998
Total	457,484	383,582

Summative Counts as of Today		
Program	**Tests Started**	**Tests Completed**
Smarter Balanced	421,147	373,346
NGSS	64,857	60,846
CTAS	456	419
CTAA	3,921	3,490
CAAELP	3,014	2,998
Total	493,389	441,099

Preliminary Results Delivery

- All results (NGSS, Smarter, CTAS and CTAA) will be posted by mid-June.

- CSDE will likely be providing results taken earlier in the window on a "rolling release" in the [Centralized Reporting System](#) (CRS). The date is set for May 15, 2023.

- NGSS, CTAA, and CTAS will be available almost immediately.

- Smarter Balanced will be available within 10 business days to account for scoring.

Appeals

- 939 Appeals have been submitted this testing season.

- Please submit requested documentation in a timely manner, and we ask that you **do not include students' names** in any email correspondence.

- Interims do not need to be reset or invalidated.

- Page 62 in the TIDE User Guide explains the appeals process.

CSDE

Tracking Completion

- Page 66 in the TIDE User Guide explains the appeals process.

- Completion Reports:
    - Plan and Manage Testing
    - Test Session Status Report
    - Participation Search by SSID
    - Test Completion Rate

CT-SEDS and TIDE

- A one-way import occurs nightly between implemented/active IEP/504 plans in CT-SEDS and TIDE. This import is **additive** only. Accommodations may need to be turned off in TIDE if they are no longer reflected in the current or amended IEP/504 Plan.

- Depending on when documents are finalized in CT-SEDS (per the Begin Date), it may take up to 2 days for they data to populate in TIDE.

- Typically, PCG posts the IEP/504 accommodations file (marked by the solid blue star) daily in the morning.

- The CSDE pulls the accommodations data file in the evening and exports to TIDE over night. Therefore, if plans are updated after PCG's data posting, they should be reflected in TIDE within 48 hours.

Note: This one-way data import **does not apply** to the CT SAT School Day. Also note that Connecticut Alternate Assessment System Eligibility Forms entered in CT-SEDS **do not import to** TIDE. These forms <u>must be submitted</u> directly into the Data Entry Interface by the trained TEA.

CT-SEDS and TIDE

- Once an amendment is implemented/active, any *new* accommodations will import to TIDE (Note: this may take up to 2 days to reflect in TIDE).

- If you identify accommodation discrepancies within an implemented/active IEP/504 plan in CT-SEDS and TIDE, please email Deirdre or Janet, and provide the student SASID (no names) and accommodation type.

- Best practice is to wait to test students until the records in CT-SEDS and TIDE are the same.

- It is recommended that districts develop a local process for reviewing, tracking, and updating discrepancies in CT-SEDS and TIDE.

Refer to CT-SEDS to TIDE Designated Supports/Accommodation Sync FAQ for more information.

Test Availability

If a designated support or accommodation has been selected in CT-SEDS that conflicts with the Test Delivery System or other selected accommodations, it may impact the availability of a test.

For example:

If the non-embedded accommodation "Large Print" is selected in CT-SEDS (rather than the embedded designated support "Print Size"), online tests will not be available for administration because the expectation is that the student will take the test using the Large Print Test Booklet.

This change can be made with the IEP/504 amendment process and test settings can be removed/updated in TIDE.

Non-Embedded Designated Support	1) ELA	2) Math	3) Science
Non-Embedded Designated Supports ❓	Separate Setting ▼	Separate Setting ▼	Separate Setting ▼

Non-Embedded Accommodation	1) ELA	2) Math	3) Science
Non-Embedded Accommodations ❓	Large Print ▼	Large Print ▼	Large Print ▼

CTAA Verbal/Non-Verbal Form

Questions

Connecticut Alternate Assessment System

Connecticut Alternate Science Assessment

CTAA

Connecticut Alternate Assessment

Alternate Assessment System Training Requirements

- Connecticut Alternate Assessment Training must be completed **annually by certified educators administering the alternate (TEAs).**

- Training is online and available on the [Alternate Assessment web page](#) on the portal.

- TEAs must complete and pass the end-of-training quiz with a score of at least 80 percent or better.

Resources:
- [Overview for District Administrators](#)
- [Overview for Teachers Administering the Alternate](#)

- [CTAA TEA Responsibility Checklist](#)
- [CTAS TEA Responsibility Checklist](#)

- [CTAA System User Guide](#)
- [CTAA Test Administration Manual](#)
- [CTAS Test Administration Manual](#)

- [CTAA Assessing Students who are Blind, Deaf, or Deaf-Blind Additional Guidance](#)

- [CTAS Assessing Students who are Blind, Deaf, or Deaf-Blind Additional Guidance](#)

Preparation Reminders

- **CTAA TAM**
  - ❏ Directions for Test Administration (DTA) for ELA and Math (available to TEAs via TIDE Test Secure Materials tab or Secure Inbox) are required.
  - ❏ Secure PDFs of CTAA Math and ELA (available to TEAs via TIDE Secure Test Materials tab or Secure Inbox) are available if appropriate.

- **CTAS TAM**
  - ❏ CTAS Performance Tasks, Resource Packets, Student Score Worksheets (available on the portal- CTAS Required Materials)

- Assign user roles and conduct training.
  - ❏ Refer to the TIDE User Guide for Roles and Permissions.
  - ❏ Refer to the 2023 District Administrator Training for key points.
  - ❏ TEAs complete required annual, online training for test administration of CTAA and CTAS. Training and resources are available on the portal.

Troubleshooting Access to Alternate Assessments

If you have difficulty accessing the alternate assessment for a student, confirm the following:

- Has the Alternate Assessment Eligibility Form submitted in the Data Entry Interface (DEI)?
- Was the Alternate Assessment Eligibility Form submitted on or after March 1, 2023? If yes, then the Help Desk (844-202-7583) must be called to set the Alt Indicator to "Yes".
- Is the test administrator trained?
- Does the test administrator have a TEA user role in TIDE?
- Is the test administrator going to the Test Administration Card to access the test?
- Does the student have access to the student interface with the current Secure Browser installed on their device?
- Has the student been approved for the Early Stopping Rule?

[CTAA System User Guide](#)

Questions