



# A UNIVERSE OF OPPORTUNITIES



CONNECTICUT  
Education

**2024-2025**

## Sensible Assessment Individual Student Report Electronic Distribution

May 28, 2025

3 p.m. to 4 p.m.

Connecticut State  
Department of Education



# Individual Student Reports (ISRs)

Beginning in 2027, the CSDE Performance Office will be distributing student score reports for Smarter Balanced, NGSS, and the Connecticut Alternate Assessments exclusively in a PDF format (not in paper format) so districts can then distribute them electronically. The Performance Office has been distributing these student score reports in PDF for several years and some districts have been distributing reports to parents electronically via tools such as ParentSquare, SchoolMessenger, PowerSchool Parent Portal, Infinite Campus Digital Backpack, and Conductor Plus. Join us as several districts outline how they distribute reports electronically using these tools.



# Individual Student Reports (ISRs)

- Local districts will **NOT** be getting paper copies in 2026-27.
- This year, districts will receive two papers copies and in 2025-26, districts will receive one paper copy.
- Despite still sending paper copies, many districts are not sending them and are already sending electronically.
- We had hoped to be able to provide an emergency copy, if necessary, unfortunately this is not an option.
- The cost (human resources and sending) often ends up being greater than the cost of adopting some of the electronic systems.

Year	Paper Reports	PDF Reports
2024 – 25	2 Copies Sent August	File Loaded to DA in TIDE in August
2025 – 26	1 Copy Sent August	File Loaded to DA in TIDE in August
2026 – 27	No Hard Copies Sent	File Loaded to DA in TIDE in August



# Individual Student Reports (ISRs)

## District Guests

- James Zavodjancik – Fairfield Public Schools – **Infinite Campus Digital Backpack**
- Natalie Carrignan – Westport Public Schools – **School Messenger**
- Sue Smey – Hamden Public Schools - **Parent Square**
- Matt Hepfer – Wilton Public Schools – **Conductor +**



# Thank You to Our Guests





# Infinite Campus Digital Backpack



James Zavodjancik – Fairfield Public  
Schools



## Infinite Campus Digital Backpack

- A digital repository of district documents that connects to a student.
- SBA results – connected through the student's state identification number.
- State PDF download
- District placement in the repository





# Infinite Campus Digital Backpack



+ STAR MATH

+ STAR EL

+ REPORT CARDS

+ TRANSCRIPTS

+ COGAT

+ NNAT3

- SBA

Document Name	Published Date	Acknowledged
2020-2021 SBA ELA Literacy	Sep 27, 2021 9:58 AM	-
2020-2021 SBA Mathematics	Sep 27, 2021 9:12 AM	-
2021-2022 SBA ELA Literacy	Sep 27, 2022 10:27 AM	-
2021-2022 SBA Math	Sep 12, 2022 4:51 PM	-
2022-2023 CT SBA	Sep 18, 2023 2:28 PM	-
2023-2024 CT SBA	Aug 14, 2024 9:06 AM	-

+ NWEA

+ DESSA

+ NGSS



# Infinite Campus Digital Backpack

## PDF Processing System

**Direct Link:** <https://colab.research.google.com/drive/1oi-mtopugx5aL-HHxhrjy0KVQrJx4aG9>

- Upload student crosswalk CSV file (SASID to StudentID mapping)
- Upload main NGSS PDF containing multiple student reports
- Split multi-page PDF into individual 2-page student reports
- Extract SASID from each PDF using PyPDF2 and regex pattern matching
- Cross-reference extracted SASID with crosswalk data
- Rename matched PDFs to StudentID format and archive originals

### Error Handling & Outputs

- Automatically sort unmatched files (SASID found but not in crosswalk)
- Segregate files where SASID extraction fails completely
- Generate detailed processing logs with error tracking
- Create downloadable ZIP archives for each category
- Provide comprehensive summary report with statistics



Scan to use the script



# Infinite Campus Digital Backpack



Click the below link to start the Video Demo

<https://drive.google.com/file/d/1NkMXYdvVqtSIbK-2pIDyzj8oq4vP-zu/view>



# School Messenger “SecureFiles”



Natalie Carrignan – Westport Public  
Schools



## School Messenger “SecureFiles”

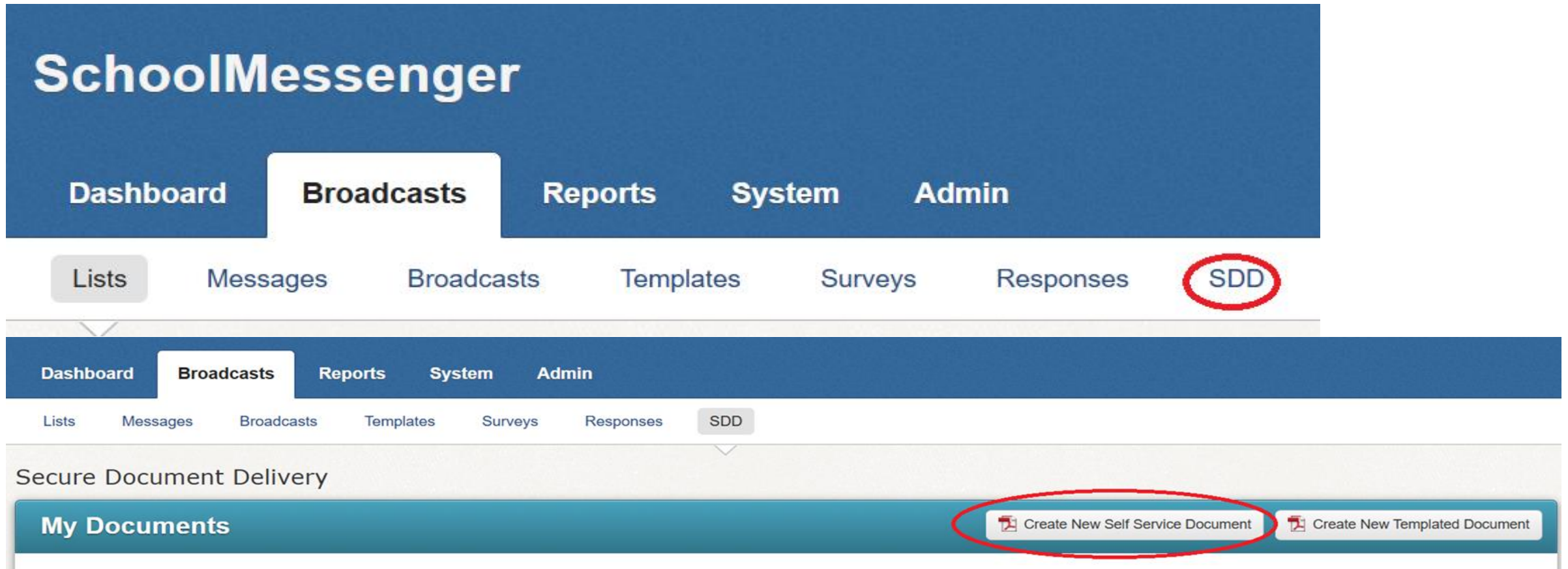
### School Messenger “SecureFiles”

- Owned by Powerschool
- For 24-25 \$1.80/person + \$0.32 for SecureFile
  - (Note that Westport has been a long-time customer.)



# School Messenger “SecureFiles”

- Log into School Messenger
- Choose Broadcasts and then SDD (for Secure Document Delivery)
- Choose New Self Service Document



The screenshot displays the SchoolMessenger web application interface. The top navigation bar includes links for Dashboard, Broadcasts, Reports, System, and Admin. Below this, a secondary navigation bar contains links for Lists, Messages, Broadcasts, Templates, Surveys, Responses, and SDD. The SDD link is circled in red. The main content area shows the 'Secure Document Delivery' section with a 'My Documents' header. Two buttons are visible: 'Create New Self Service Document' (circled in red) and 'Create New Templated Document'.

**SchoolMessenger**

Dashboard Broadcasts Reports System Admin

Lists Messages Broadcasts Templates Surveys Responses SDD

Dashboard Broadcasts Reports System Admin

Lists Messages Broadcasts Templates Surveys Responses SDD

Secure Document Delivery

**My Documents**

Create New Self Service Document Create New Templated Document





# School Messenger “SecureFiles”


## Create New Document


Name  Test for the State

Template  Self-Service ▾

Pages to skip at start  0

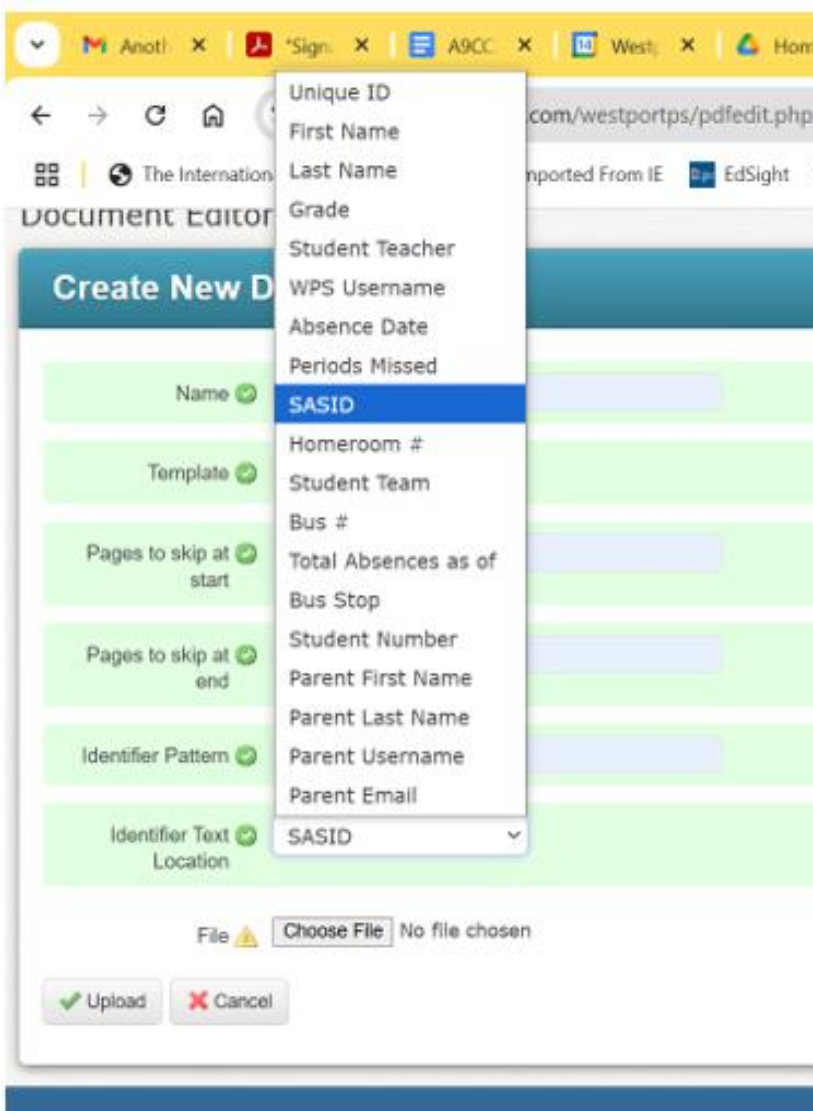
Pages to skip at end  0

Identifier Pattern  SASID:

Identifier Text  Location  
SASID ▾

File   No file chosen

 Upload  Cancel




The screenshot shows the 'Create New Document' form with a dropdown menu open for the 'Identifier Text Location' field. The dropdown menu lists the following options: Unique ID, First Name, Last Name, Grade, Student Teacher, WPS Username, Absence Date, Periods Missed, **SASID** (highlighted), Homeroom #, Student Team, Bus #, Total Absences as of, Bus Stop, Student Number, Parent First Name, Parent Last Name, Parent Username, Parent Email, and SASID. The form fields are filled with the same data as the first image: Name 'Test for the State', Template 'Self-Service', Pages to skip at start '0', Pages to skip at end '0', Identifier Pattern 'SASID:', and Identifier Text Location 'SASID'. The 'File' section shows 'No file chosen' and the 'Upload' button is highlighted with a green checkmark.




# School Messenger “SecureFiles”

File Name	Date/Time	File Type	Size
CTAA_FD158F01	8/9/2024 7:11 AM	Adobe Acrobat Docu...	605 KB
CTAS_FD158F01	8/9/2024 7:11 AM	Adobe Acrobat Docu...	726 KB
NGSS_FD158F01	8/9/2024 7:11 AM	Adobe Acrobat Docu...	6,685 KB
SBAC_FD158F01	8/9/2024 7:11 AM	Adobe Acrobat Docu...	16,176 KB

File name:  Custom Files

Identifier Text  SASID

Location

File  Choose File No file chosen

File is required





# School Messenger “SecureFiles”

## Summary

PDF Filename	CTAA_FD158F01.pdf
PDF Processing Status	Complete and ready to deliver portions to contacts
Deliverable Portions	6
Pages Per Portion	2
Portion Sizes	From 583.77KB up to 584.01KB



# School Messenger “SecureFiles”



## Portions

- View
- ☒ Deliverable portions
  - ☐ Warnings (0)
  - ☐ Ignored portions (2)

Identifier text: SASID	First Name	Last Name	Destinations	Page	Page Count	Size
			emails: 3	1	2	583.90KB
			emails: 3	3	2	583.85KB
			emails: 3	5	2	583.77KB
			emails: 3	7	2	583.87KB
			emails: 2	9	2	584.01KB
			emails: 3	11	2	583.80KB

## Portions

- View
- ☐ Deliverable portions
  - ☐ Warnings (0)
  - ☒ Ignored portions (2)

Identifier text: SASID	Reason	Page	Page Count
	MISSING_IDENTIFIER: No identifier found in portion	13	1
	MISSING_IDENTIFIER: No identifier found in portion	14	1



# School Messenger “SecureFiles”

## BROADCAST SETTINGS

Broadcast Name 

Test for the State

Broadcast Type 

☒ Email 1 and 2

☐ Email 2 Only

☐ General

☐ PTA

☐ Teacher

☐ Attendance

☐ Emergency

## TARGET RECIPIENTS - YOU CAN SELECT CONTACT RECORDS AND/OR THEIR ASSOCIATED GUARDIAN RECORDS

Target Recipients 

☐ Contacts

☒ Associated Guardians

☐ Both

Guardian Category  
Restriction

☐ Restrict to these categories:

☐ Guardian



# School Messenger “SecureFiles”

## SCHEDULE

---


Start Date 

05/14/2025

Start Time 


8:00 am 

End Time 


9:00 pm 

## SECURE DOCUMENTS

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 To require recipients to enter a password when viewing this Document, you must select **Require Password**.

Require Password

No Password 



# School Messenger “SecureFiles”

## EMAIL DETAILS


From Name  Natalie Carrignan

From Email  ncarrignan@westportps.org

Reply To Email

Subject  Test for the State

You can change the message. Do not edit the yellow highlighted portion. The link will be active for 30 days for security purposes.

Message 

- Hello,
- Westport Public Schools has prepared a secure document for <<First Name>> <<Last Name>>.

Please [click here](#) to download the document.



# School Messenger “SecureFiles”



## English HTML Email Message

**From:** Anthony Buono <do\_not\_reply@westportps.org>

**Subject:** SBAC Assessment Results

Please click the link below the signature to download your child's SBAC Assessment Results.

October 2, 2023

Dear Parents and Caregivers of Students in Grades Four through Nine:

Enclosed you will find your child's **Individual Student Report for the 2023 Smarter Balanced Assessment**. This report shows achievement on the Spring 2023 assessments based on the Connecticut Core Standards for English Language Arts and Mathematics.

The Individual Student Report contains an overall scale score and a performance level (Levels 1-4) for English Language Arts and Mathematics. Student performance is also broken down into subcategories of knowledge and skills for each content area. English Language Arts has four categories – reading; writing; listening; and research/inquiry. Mathematics has three categories of knowledge and skills that are measured – concepts and procedures; problem solving, modeling and data analysis; and communicating reasoning.

Standardized assessments such as the Smarter Balanced Assessment are only one source of information about a student's academic progress. They do not and were not intended to reveal the full picture of an individual student's growth and learning. The individual student report provides a snapshot of your child's performance in Math and English Language Arts and should be considered as part of your child's overall performance profile. The most valid and reliable approach to assessing a child's achievement is one that is balanced and makes use of multiple measures, including input from the classroom teacher(s) and day-



# ParentSquare Secure Document Delivery



Sue Smey – Hamden Public Schools



# ParentSquare Secure Document Delivery

## ParentSquare Secure Document Delivery

- Secure Document Delivery is part of their Engage Premium package.
- \$6.00 per student
- Extremely user-friendly
- You can restrict who has access, but we have teachers using the system to send progress reports.





# ParentSquare Secure Document Delivery

The delivery system needs to know where to find the SASID on the pdfs so each report can be matched to the correct recipient. Upload the student report pdfs to the delivery system, highlight the area where the SASID is located and save the selection.


ParentSquare


Home


Admin

Add-ons

Search Posts







Hamden Public Schools  
Add-Ons Center

New Secure Document Template

Template Title

Sample File

Provide a sample file from which to create your template

Upload Sample PDF


ParentSquare


Home


Admin

Add-ons

Search Posts







Hamden Public Schools  
Add-Ons Center

All Features and Add-ons

Smart Alerts

SET UP AND REPORTS

Appointment Sign Ups

Auto Notices

Forms / Permissions

Newsletter/Post Templates

Secure Documents

Student ID Type

☐ SIS ID

☒ State ID

Define Position of Student ID

Click and drag to draw a rectangle around the position where the student ID is located.

Save Selection

Remove Selection

Reporting

Individual Student Report

MARTONE, MICHAEL

Student ID: 1005318408

Student DOB: 11/17/2008

Enrolled Grade: 8

Interim MS Life Science - PE MS-LS-3-2 2023-2024

Hamden School District

Hamden Middle School

Score: 5/9

What we can learn from your child's response?

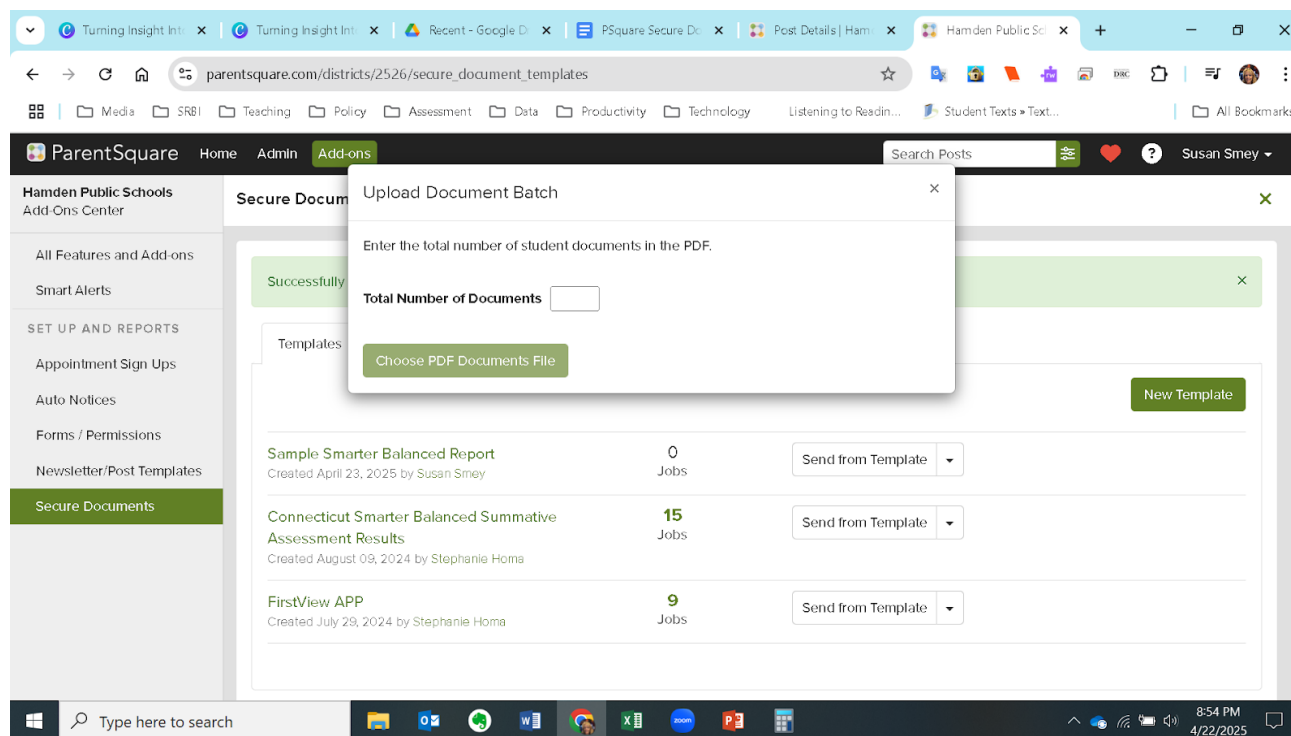
Information on Scoring Assertion

Each scoring assertion contains both a statement that provides information about what the student did in their response, and the content knowledge, skill or ability that is evidenced by



# ParentSquare Secure Document Delivery

You're then prompted to indicate the number of reports included in the upload.

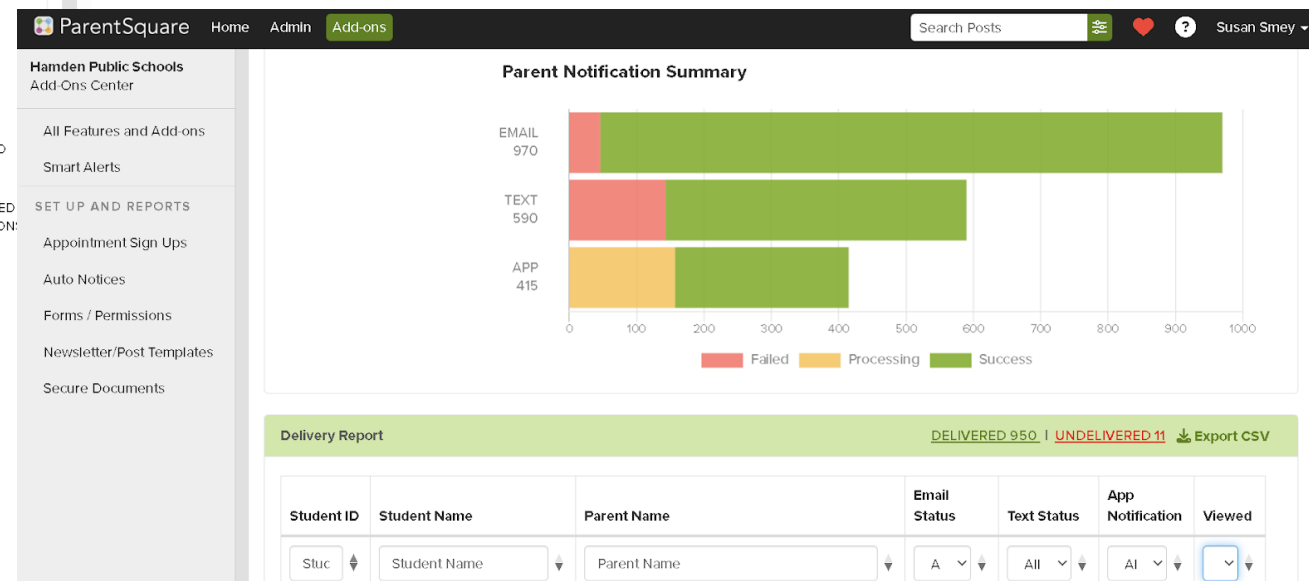
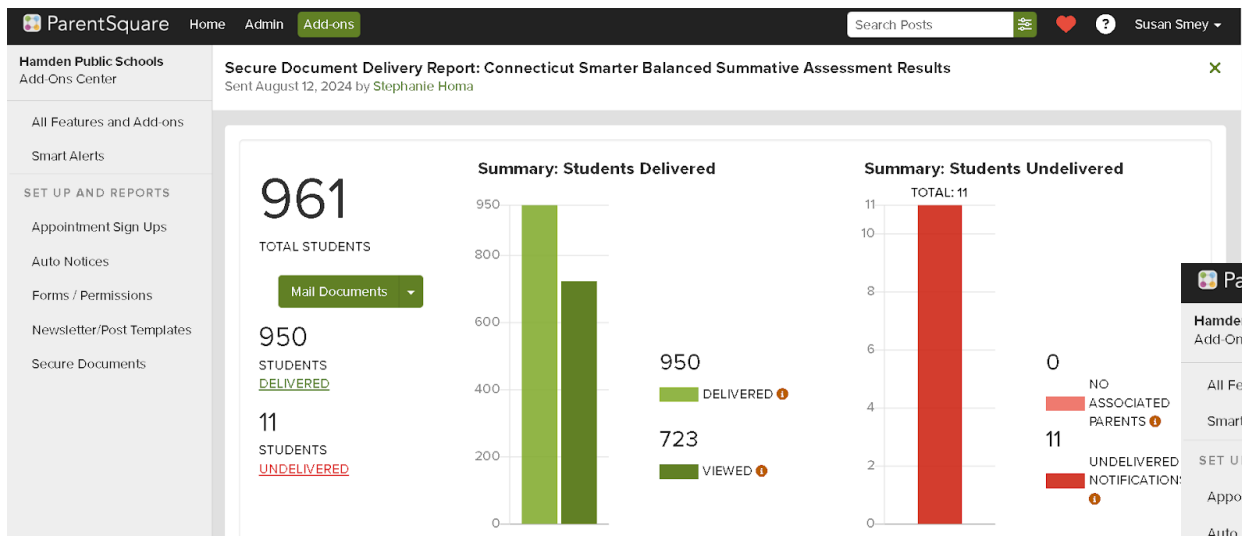


Next, you enter a subject line and a message and send the reports. The message will translate into the recipient's preferred language, but the report will not.



# ParentSquare Secure Document Delivery

A report is available for immediate viewing detailing which reports were delivered or why they couldn't be delivered, the delivery method (text, email) and if the report was viewed by the recipient.





# Conductor(+)

Mathew W. Hepfer – Wilton Public Schools



**Conductor (+)**



# Using Conductor(+) to Load Student SBA Reports

Mathew W. Hepfer, EdD  
Wilton Public Schools





# Conductor(+)

## About Conductor(+)

Parents connect to the Student Portfolio by clicking a link off of their PowerSchool Parent Portal account. When they click the link, they are presented with a portfolio arranged with folders of student documents.

During the pandemic, many schools signed up with the company to securely post student documents. The company can make templates for any form or report as long as it contains a student ID that is located in a consistent place on the form.



# Conductor(+)

## How to submit reports to Conductor(+)

Log in

Upload  
Images

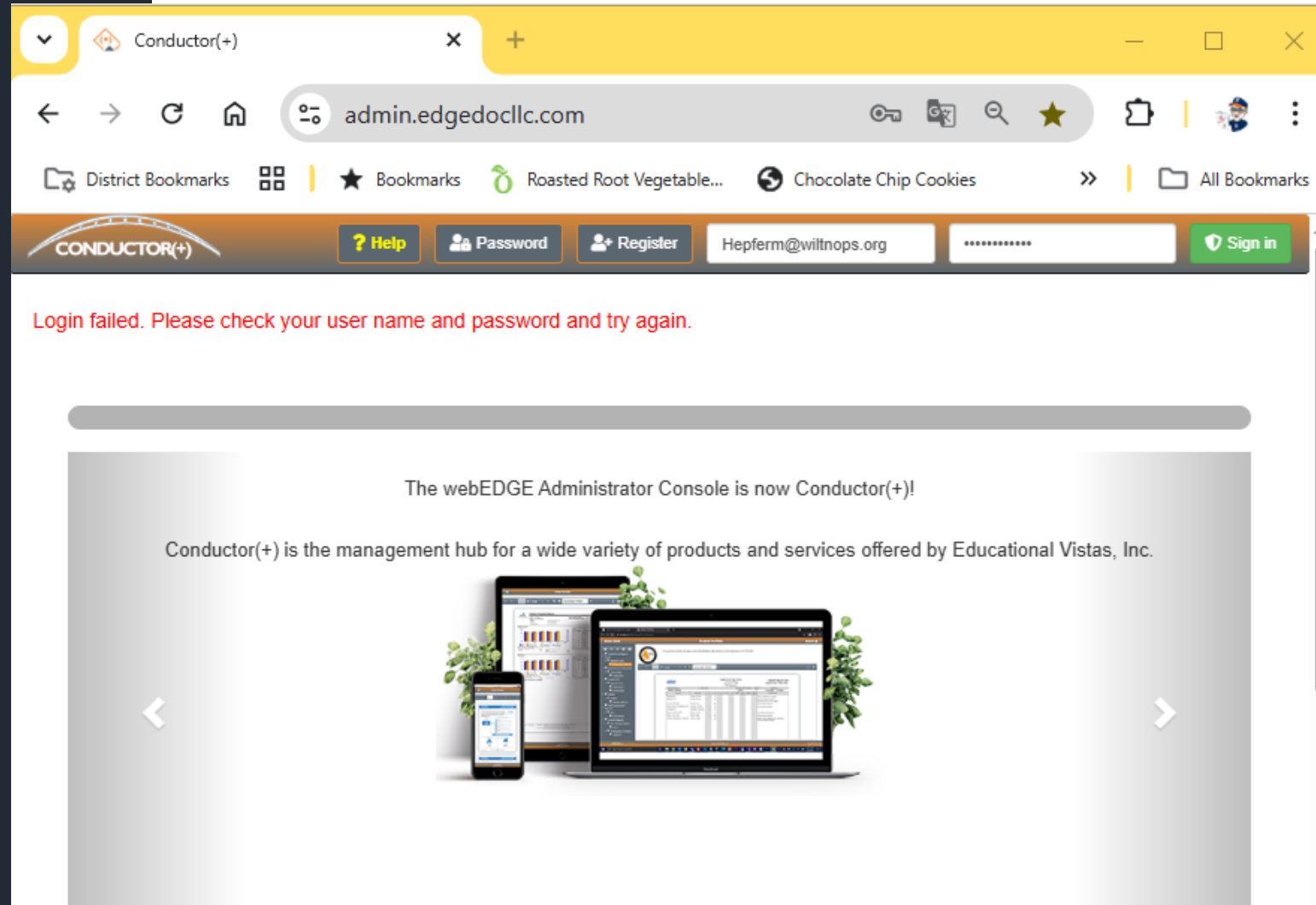
Check  
Processing  
Status

Use View  
Portfolio to check  
the parent  
viewing  
experience



# Conductor(+)

# Log in



The screenshot shows a web browser window with the address bar displaying `admin.edgedocllc.com`. The browser's address bar and tabs are yellow. The page header features the **CONDUCTOR(+)** logo, a **Help** button, and links for **Password**, **Register**, and **Sign in**. The **Sign in** button is green and contains the text **Sign in**. Below the header, a red error message reads: **Login failed. Please check your user name and password and try again.**

The main content area has a light gray background. It contains the text: **The webEDGE Administrator Console is now Conductor(+)** and **Conductor(+)** is the management hub for a wide variety of products and services offered by Educational Vistas, Inc.

Below the text is a promotional image showing a smartphone, a tablet, and a laptop, all displaying the Conductor(+) interface. The image is flanked by white left and right arrow navigation buttons.





# Conductor(+)

## Upload Images

### Upload Images

#### Description:

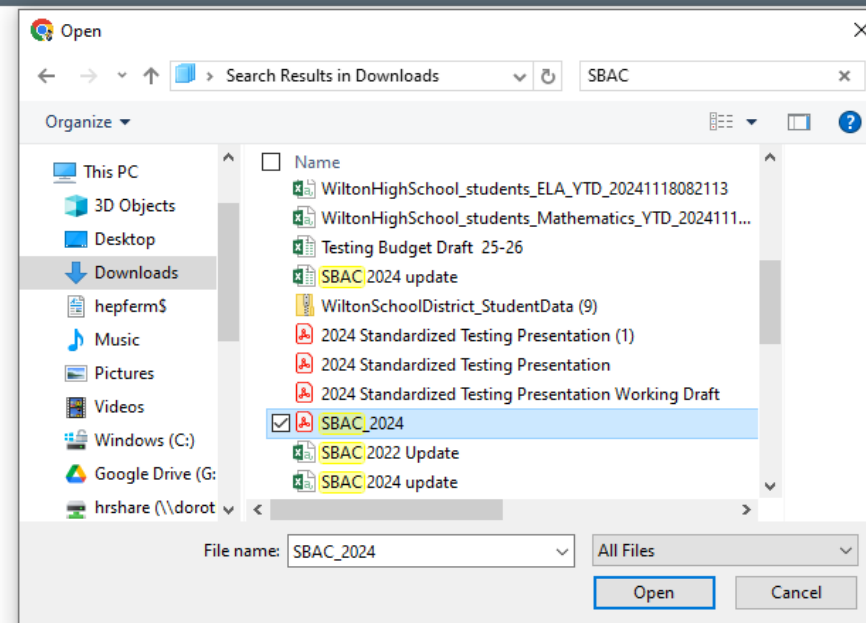
- Select the Image Type and Subtype, if applicable.
- Please note that all files dropped in the box at the same time must be the same image type and subtype (if applicable).
- You may also submit a zip file containing the image files but please note that all files within the zip must be the same image type and subtype.
- In some cases, other file types may be acceptable. Accepted file types will be displayed above the file selection area.
- You can visit the [dashboard](#) or go to the [upload status](#) page to check on the status of uploads.

Document Type: SBAC

Sub-Type: SBAC

Accepted Types: PDF|ZIP

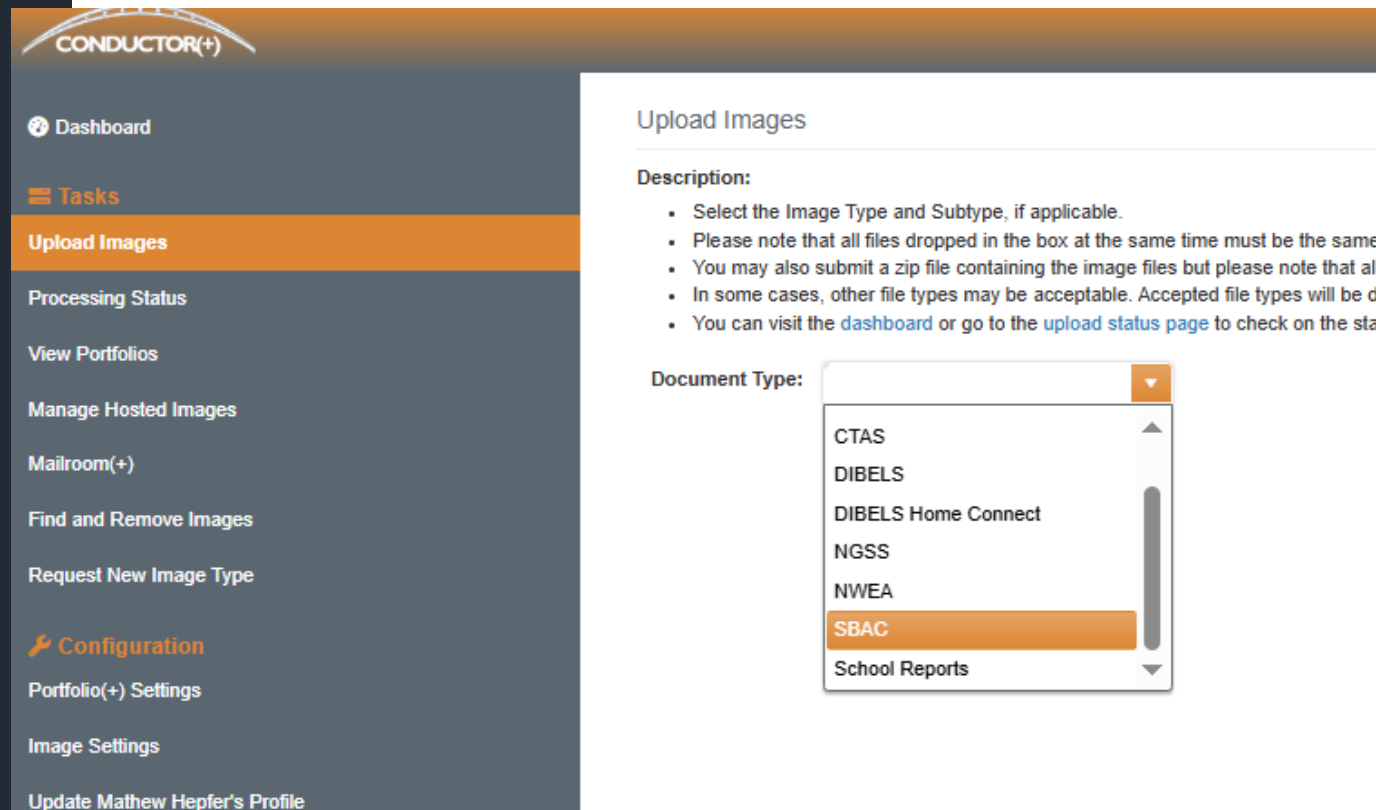
Select File(s)





# Conductor(+)

## Upload Images



**CONDUCTOR(+)**

- Dashboard
- Tasks
- Upload Images**
- Processing Status
- View Portfolios
- Manage Hosted Images
- Mailroom(+)
- Find and Remove Images
- Request New Image Type
- Configuration
- Portfolio(+) Settings
- Image Settings
- Update Mathew Hepfer's Profile

### Upload Images

**Description:**

- Select the Image Type and Subtype, if applicable.
- Please note that all files dropped in the box at the same time must be the same
- You may also submit a zip file containing the image files but please note that al
- In some cases, other file types may be acceptable. Accepted file types will be d
- You can visit the [dashboard](#) or go to the [upload status page](#) to check on the sta

**Document Type:**

- CTAS
- DIBELS
- DIBELS Home Connect
- NGSS
- NWEA
- SBAC**
- School Reports



# Conductor(+)

## Check Processing Status

CONDUCTOR(+)

Dashboard

Tasks

Upload Images

Processing Status

View Portfolios

Manage Hosted Images

Mairoom(+)

Find and Remove Images

Request New Image Type

Configuration

Portfolio(+) Settings

Image Settings

Update Mathew Hepfer's Profile

Change Password

SMS Integration

Help

Image Upload Status

Search...

Description	Status	Created By	Created On
School Reports - Straight A Certificate	Finished	hepferm@wiltonps.org	4/17/2025 3:02 PM
NWEA - NWEA	Finished	hepferm@wiltonps.org	4/15/2025 1:43 PM
NWEA - NWEA	Finished	hepferm@wiltonps.org	4/15/2025 1:43 PM
NWEA - NWEA	Finished	hepferm@wiltonps.org	4/15/2025 1:43 PM
NWEA - NWEA	Finished	hepferm@wiltonps.org	4/15/2025 1:42 PM
NWEA - NWEA	Finished	hepferm@wiltonps.org	4/15/2025 1:42 PM
NWEA - NWEA	Finished	hepferm@wiltonps.org	4/15/2025 1:42 PM
NWEA - NWEA	Finished	hepferm@wiltonps.org	4/15/2025 1:42 PM
School Reports - Straight A Certificate	Finished	hepferm@wiltonps.org	4/14/2025 10:11 AM
School Reports - Straight A Certificate	Finished	hepferm@wiltonps.org	4/14/2025 10:11 AM

1

2

3

4


5

6



# Conductor(+)

Use View Portfolio  
to check the parent  
viewing experience




If you are having trouble viewing documents, try to use Safari cause issues with documents loading.

If you have technical questions please contact:

- NGSS
- NWEA
- SBAC
  - Assessment
    - 2021-2022
    - 2020-2021
  - School Reports

1 of 2 pages Automatic Wi...



Student Name: Si  
Grade: 8  
Date of Birth: 01  
SASID: 21

### Connecticut Smarter Balance

The 2022 Connecticut Smarter Balanced Summative Assessments (ELA)/literacy and mathematics. This report shows Student Standards, which define learning expectations for what students should know and be able to do. Connecticut has a comprehensive plan for college and career readiness assessments to measure student progress. Results from this assessment are an indicator of a student's performance. These results should be used when making educational decisions. Specific questions are available for each student.

#### Scale Scores and Performance Levels

Overall scores from ELA/literacy and mathematics tests are converted to scale scores. Performance levels have been established for each content area. A reasonable expectation for Connecticut students.

#### English Language Arts/Literacy



**Conductor(+)**



# Questions?

***Mathew W. Hepfer, EdD  
Data, Analytics, and Assessment  
Officer***

***Wilton Public Schools  
203-762-3381 x8323***

***hepferm@wiltonps.org***





## Conductor(+)

# Conductor(+) Cost

- *Pricing is \$1/ Student plus;*
- *Maintenance and Support roughly \$1000*



**Conductor(+)**



# Conductor(+)

***Peter A. Cooper, VP Sales & Marketing***  
***518-691-3198***

***pcooper@edvistas.com***





**PowerSchool**



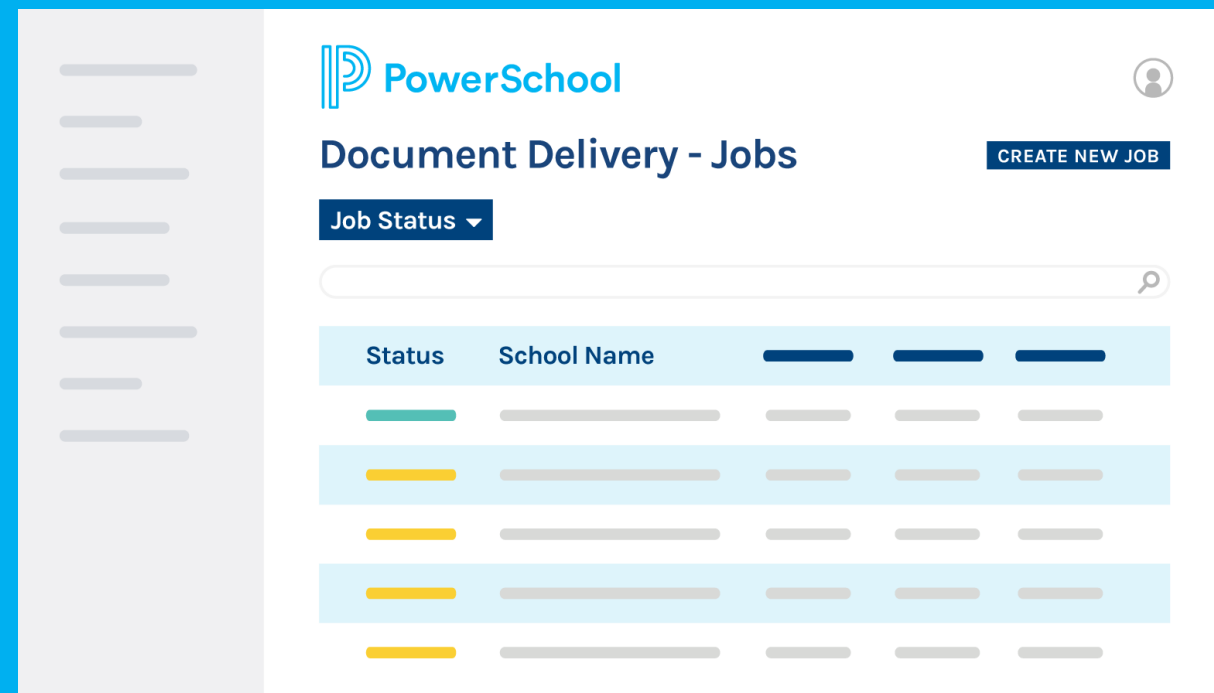
PowerSchool





## Digital Document Delivery:

- Provide staff with single sign-on access to Document Management from PowerSchool SIS.
- Parents have a single place to access documents that they are already used to.
- Send any documents including documents not produced in PowerSchool SIS.
- Document Management is a single, interconnected online portal to help staff efficiently manage all school-to-home document distribution, long-term document storage, and electronic document signatures.





Thank you!!!!

Thank you for attending and  
for all you do for your  
students.

Connecticut State Department of Education