CONNECTICUT STATE DEPARTMENT OF EDUCATION

Performance Office

STUDENT ASSESSMENT NEWS

April 5, 2017

🗒️ NEW Summative Assessment Updates

State Assessment Windows

The chart below lists the state assessment windows that opened last week. The administration dates run until the end of May, except for the Connecticut Mastery Test (CMT)/ Connecticut Academic Performance Test (CAPT) Science test, which concludes on April 28. Additionally, the Connecticut SAT School Day will be administered on April 5, with makeup dates planned for April 25 and 26.

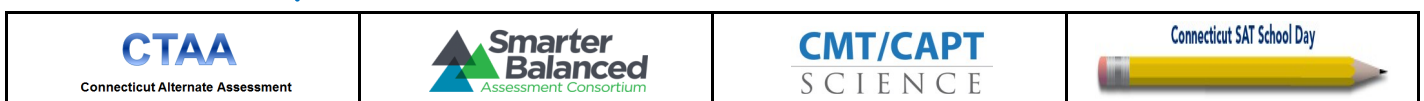| State Assessment	Testing Window	Resources
CMT/CAPT	March 27 - April 28	Resources for Science Test Administration
CMT/CAPT Skills Checklist	Upload Dates: March 27 - April 28	Resources for Skills Checklist Science Upload
Connecticut Alternate Assessment (CTAA)	March 27 - May 26	Resources for CTAA Test Administration
Connecticut Smarter Balanced	March 27 - May 26	Resources for Smarter Balanced Test Administration
Connecticut SAT School Day	April 5 Makeup Dates: April 25 and 26	Resources for Connecticut SAT School Day Test Administration

Smarter Balanced Sample Items Web Site

The Smarter Balanced Sample Items Web Site is now available. The Smarter Balanced public Web site, with links to the sample items site, has also been updated and includes a blog post about the new site on Smarter News. Please share this new resource with your schools.

Customizable Parent Letters

The following parent letters have been made available as a resource for districts in preparation for spring testing.

SAT Parent Letter

(Spanish Version)

Smarter Balanced and CMT/CAPT Science Letter

(Spanish Version)

CTAA
Connecticut Alternate Assessment

Smarter Balanced
Assessment Consortium

CMT/CAPT SCIENCE

Connecticut SAT School Day

NEW Summative Assessment Updates

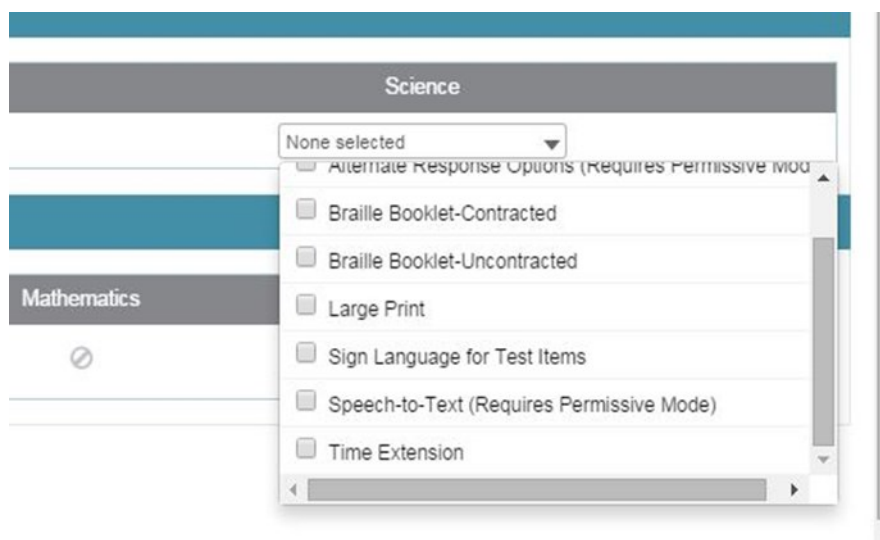### Correction to the CMT/CAPT Science Test Administration Manual

American Institutes for Research (AIR) has posted an ERRATA on the portal. This corrects two errors in the teacher instructions that occurs on page 21 and 22 of the 2016-17 *CMT/CAPT Science: Test Administration Manual for Online Testing*. These errors have to do with instructions to the students. The first error incorrectly requires students to answer items in order before being allowed to continue. The science test sessions have no such restriction, so this direction should not be read to students. The second error instructs students to **PAUSE** upon completion of the science test session. Because the science test is a timed test, students need to **SUBMIT** their test when the session is over, rather than **PAUSE** their test. Tests that are **PAUSED** will be **SUBMITTED** automatically at the end of the testing day. These errors have been corrected in the online version of the manual. Please contact Jeff Greig if you have any questions.

2017 Next Generation Science Assessment Pilot

Please see the memo from Ajit Gopalakrishnan, Connecticut State Department of Education (CSDE) Chief Performance Officer, that provides information regarding the upcoming 2017 Next Generation Science Standards (NGSS) Assessment Pilot.

Designated Supports and/or Accommodations for eligible students in Grade 5, 8 or 11 participating in the NGSS assessment pilot must be entered in the Test Information Distribution Engine (TIDE) Test Settings prior to May 1, 2017. For students in Grades 5 and 8 who already have their Designated Supports and/or Accommodations in TIDE, additional entry is not necessary. For students in Grade 11, districts will need to enter Designated Supports and/or Accommodations in TIDE. Students who require Large print, Braille or need a special accommodation, such as a scribe are not required to test.

The NGSS assessment pilot test is a timed test. Students with an individualized education program (IEP) or a Section 504 plan who need this accommodation must be indicated under Non-Embedded Accommodation in Science (see image below). For English learners (EL) who need extended time, entry into TIDE is not required, but districts will need to maintain an internal record of those students receiving this accommodation.

Summative Assessment Updates

Testing Students Identified with a Generic/Other Code in PSIS

Connecticut Public Schools are responsible to test students in the Public School Information System (PSIS) identified with a "Generic/Other" code for their Facility One. Testing these students would be applicable even if these students are enrolled in out-of-state schools or are enrolled in state non-approved schools. For these students, the Testing/Reporting District is the Public School Information System (PSIS) Reporting District, so that is the district that will be able to test the student in TIDE. If a Connecticut Public School is responsible to test a student because they have been assigned with this code, please refer to guidance in the **Students in PSIS who attend Out-of-State Facilities or In-State Non-Approved Facilities** resource.

CMT and CAPT Science Quick Guides

The CMT and CAPT Science quick guides for the upcoming online test administration have been added to the [Connecticut Comprehensive program portal](). These quick guides provide easy, step-by-step instructions on how test administrators can access and assist students in completing the CMT and CAPT Science online. The guides can be used as a supplement to, but should **NOT** replace the 2017 CMT/CAPT Science Test Administration Manual.

Keep in mind that the CAPT Science includes two test sessions, which may be administered on the same day or two separate days. Page 3 of the quick guide provides instructions for:

- approving students to complete session 2 on the same day as session 1; and
- for starting a new test session, if session 2 is administered on a different day.

There is also a [quick guide]() for CMT Science for test administrators who may need extra assistance in navigating the Test Delivery System and Test Administration interface. The quick guides can be used as a supplement to, but should **NOT** replace the [2017 CMT/CAPT Science Test Administration Manual]().

Please contact the AIR Helpdesk at 844-202-7583 with any questions.

Connecticut SAT School Day Updates

Make-up Test Materials

An email was sent on April 5, 2017, to all Test Center Supervisors regarding ordering materials for the make-up Connecticut SAT School Day on April 25 and 26. Each school is required to provide the quantities of materials needed no later than April 7, 2017. Please contact [Michelle Rosado]() with any questions.

Transfer Scenarios and Testing on the Connecticut SAT School Day

The [*Connecticut SAT School Day Guidance for Testing Students Who Transfer into Schools*]() provides guidance about testing students who enroll in your school between January 27 and April 13, 2017. Please review this document to ensure that you are accounting for all Grade 11 students who must be tested. All Grade 11 students in PSIS who were supposed to be tested on April 5, and were not, should be tested on the makeup date even if in a new school. Contact [Michelle Rosado]() if you have any questions.

NEW Special Populations Updates

Adding Designated Supports and Accommodations in TIDE

Many districts use an individualized education program (IEP) vendor to batch upload designated supports and accommodations into TIDE. There are a few things to consider before doing this batch upload:

- All out-placed students should be removed from a district's file. Outplacement facilities are responsible for entering these students.
- Requests for accommodations are only available for students with an IEP or Section 504 plan. If this is not indicated in your district's PSIS (and therefore, not indicated in TIDE), any accommodations entered will be rejected. Below is an image in TIDE of the status in the demographics area that should be used to confirm status from PSIS.

IDEA Indicator: ⚪ BLANK ⚪ Yes

LEP Status: ⚪ BLANK ⚪ Yes

*Section 504: No ▼

IDEA Indicator refers to students with an IEP.
LEP Status refers to students that are EL.
Section 504 is indicated with YES.

Please also consider that EL students are allowed extended time for Science, but districts cannot indicate this in TIDE.

Connecticut Alternate Assessment Secure Paper Forms

The Connecticut Alternate Assessment (CTAA) Secure Paper Forms are available in TIDE in the *Preparing For Testing Section in the Secure Testing Materials* Tab. These subject and grade specific CTAA paper-test forms are intended to accommodate the small number of students eligible for the CTAA, who are not able to participate in the online test delivery system. The secure CTAA paper test form is accessible only to those individuals with the user role of District Administrator (DA). It is expected that the DA would develop a districtwide system to track the security of these documents throughout testing and destroy them in a secure manner following the testing. These forms may be requested by the trained Teacher Administering the Alternate (TEA) to use with the required Directions for Test Administration (DTA) for individual students. Student responses are ultimately submitted into the test delivery system by the TEA.

Connecticut Alternate Assessment Practice Test

The CTAA Practice Test TEAs and students have access to sample items for both reading and mathematics prior to the beginning of the test window. The items allow the TEA and student to engage with, and become familiar with the online item presentation and test any assistive technology required. Practice tests are located on the Connecticut Comprehensive Assessment Program Portal Practice and Training Tests.

Special Populations Updates

Students in the Public School Information System Who Attend Out-of-State Facilities or In-State Non-Approved Facilities

Connecticut public school districts are responsible for testing students registered in the Public School Information System (PSIS) who are enrolled in out-of-state facilities or in-state non-approved facilities. Information on how to administer the CMT/CAPT Science (including Skills Checklist), Smarter Balanced assessment and the CTAA may be accessed in [Students in PSIS who attend Out-of-State Facilities or In-State Non-Approved Facilities](). Districts with Grade 11 students who attend out-of-state facilities or in-state non-approved facilities have already been notified by the CSDE about testing those students. Please note: Only individuals with the user role of District Administrator (DA) can access out-of-state students or students attending non-approved facilities in TIDE. Only the DA can enter a CTAA and CMT/CAPT Skills Checklists Science Eligibility & Learner Characteristics Inventory (LCI) or supports and/or accommodations for these students in TIDE.

District administrators should contact Janet Stuck at 860-713-6837 or Joe Amenta at 860-713 6855 with the following information to obtain required materials for these students.

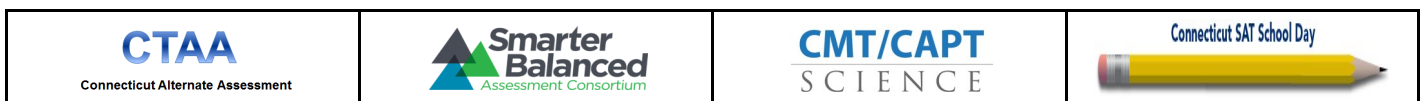|	
SASID	Name of Out of State or Non-Approved School
District	Name of Contact at Out of State or Non-Approved School
Student Grade	Phone of Contact at Out of State or Non-Approved School
District Administrator (DA) email	Email of Contact at Out of State or Non-Approved School
Tests being administered	Address of Out of State or Non-Approved School

Alternate Assessment Indicator

Primary Disability Type: - Select -

Alternate Assessment Indicator : ○ Yes ○ No

The Alternate Assessment Indicator located in the Student Demographics section in the TIDE student profile will be indicated as "Yes" for students with an Learner Characteristic Inventory (LCI) submitted previously into the Data Entry Interface (DEI) by the March 17, 2017, due date. The Alternate Assessment Indicator is required for the TEA for these students to access the online test delivery system for administration of the CTAA and to be able to upload a CMT or CAPT Skills Checklist Science into the DEI beginning March 27, 2017.

TIDE Test Setting Update

On February 22, 2017, the Test Information Distribution Engine (TIDE) was updated so that accommodations can only be entered for students with an individualized education program (IEP) or Section 504 Plan. English learner (EL) students who require *time extension* for science **are** allowed to receive this accommodation. The updated TIDE will not allow you to indicate this under test setting. Therefore, you will not be able to indicate time extension for science for your EL students in TIDE, but you can still provide this support during testing. **Your test proctor will need to be made aware of EL students with time extension for science prior to testing.**

NEW Special Populations Updates

Connecticut Alternate Assessment Secure Directions for Test Administration

The CTAA secure Directions for Test Administration (DTA) are available on the CSDE Comprehensive Assessment Program Portal for individuals with the user role of Teacher Administering the Alternate (TEA) or District Administrator (DA). These DTAs are required for administration of all CTAA English language arts and math grade-specific tests. The brochure How to Access and Download the Secure Connecticut Alternate Assessment Directions for Test Administration is available for your reference to help with downloading these documents.

Connecticut Alternate Assessment English Language Arts Verbal or Non-Verbal Form

Students enrolled in **Grade 3 or 4** participating in the CTAA must have the Verbal or Non-Verbal test form selected. Students who do not respond with oral speech, are Blind, Deaf or Deaf-Blind, or use Augmentative and Alternative Communication (AAC) should have the Non-Verbal Form selected. Teachers Administering the Alternate should administer the appropriate form for each student. Refer to page 8 of the CTAA Test Administration Manual.

Late Submission of CTAA and CMT/CAPT Skills Checklist Science Eligibility and Learner Characteristics Inventory (LCI)

The CTAA and CMT/CAPT Skills Checklist Science Eligibility and Learner Characteristics Inventory was due by March 17, in order to register an eligible student for alternate assessments (CTAA and/or the CMT/CAPR Skills Checklist Science). If a student is newly identified for this assessment or if a teacher did not submit the LCI by the deadline date it may be entered into the DEI now. Once the LCI is submitted the student State Assigned Student Identification Number (SASID) **must** be e-mailed to janet.stuck@ct.gov or joseph.amenta@ct.gov so the alternate assessment indicator can be activated. Until this indicator is activated only standard assessments will be available for the student.

Additional Guidance for the CTAA Early Stopping Rule

The Connecticut Alternate Assessment early Stopping Rule (ESR) is intended for very few students who are not able to demonstrate an observable response in any way to the alternate assessment test items, and therefore, are not able to participate fully in the CTAA. Additional information is provided in the CTAA Test Administration Manual. New guidance has been posted on the CSDE portal and student assessment Web site describing the information required. Please see Guidance About Students Who Qualify For The Connecticut Alternate Assessment Early Stopping Rule.

English Learner Updates

English Language Proficiency (ELP) Assessment Participation

Unlike in previous years, the CSDE will not collect student test information on those students who completed testing after the testing window closed on March 10, 2017. Only those students who are tested during the testing window will be reported. As described during training, if you had students during the testing window who were not able to access the speaking subtest because they are non-verbal, or the listening subtest because they are deaf or hearing impaired, please contact Janet Stuck at 860-713-6837. Additionally, if the English learner would qualify for the alternate assessment if it were available, please contact Janet Stuck at 860-713-6837.

Annual TIDE/PSIS Data Sync for TIDE–Related Assessments

It is important for District Administrators and Public School Information System (PSIS) Coordinators to understand the ongoing relationship between the PSIS and the Test Information Distribution Engine (TIDE). Accurate reporting of individual student status at the time of testing in the PSIS Registration Module is the only way to ensure accurate reporting of the annual statewide test results.

District Administrators will need to work with their District PSIS Coordinators to ensure that accurate student information is being reported in the PSIS Registration Module, and subsequently in TIDE. The PSIS Coordinators should make all changes to student enrollment and demographic information directly in the PSIS Registration Module. During the summative test window (March 27—May 26) for CMT/CAPT Science, Smarter Balanced, and their related alternate assessments, changes will appear in TIDE the day after those changes are made in the PSIS.

PSIS Registration Module

Any changes to a student's status at the time of testing should be made directly in the PSIS Registration Module. The Connecticut State Department of Education (CSDE) requires the following data from districts on five important data fields. These data fields are:

- English Learner (EL) Status;
- Special Education (SPED) Status;
- Free and Reduced Lunch (FRL) Status;
- Recently Arrived EL Status; and
- 504 Status (Status must be noted even if a student is not receiving Accommodations/Designated Supports.)

These values must show the student's status at the time of testing. District PSIS Coordinators may now enter up-to-date data for these fields in the PSIS Registration Module. These values will be reflected in TIDE.

The PSIS information reflected in TIDE is for all of the following assessments:

- Smarter Balanced;
- CTAA;
- CMT/CAPT Science; and
- CMT/CAPT Skills Checklist Science.

Student demographic values will be saved and the fields locked in PSIS **on May 26, 2017**. Students who enroll from outside the Connecticut public schools after May 22, 2017, will not be required to take the Smarter Balanced assessments.

PSIS and the Connecticut SAT School Day

Even though the Connecticut SAT School Day is not related to TIDE, PSIS demographic values should also be updated, as necessary to indicate a student's status at the time of testing for the Connecticut SAT School Day. Accurate reporting for these students in PSIS will help ensure accurate statewide test reporting for the Connecticut SAT School Day. Additionally, accuracy is very important since students will be registered for the April 2017 Connecticut SAT School Day based on the PSIS database.

Annual TIDE/PSIS Data Sync for TIDE–Related Assessments

For any student who is participating in the April 5, 2017, Connecticut SAT School Day administration, the PSIS **Registration Module,** should indicate their correct demographic status **at the time of that testing**. Likewise, for students who are participating instead in the makeup dates for the Connecticut SAT School Day (April 25 or 26, 2017), accurate status **at the time of that test** should be reflected in the PSIS **Registration Module**.

Please note: the grade recorded in PSIS should always reflect the grade in which the student is being educated.

2016-17 Important Dates

Event	Dates
The secure browsers for the 2016-17 school year must be downloaded for all 2016-17 online test administrations	Currently available
Smarter Balanced Interim Assessments Testing Window (ICA and IAB) and Interim Assessment Teacher Hand Scoring System	October 18, 2016-June 9, 2017
Connecticut Smarter Balanced Assessment Window	Monday, March 27, 2017-Friday, May 26, 2017
CMT/CAPT Science and CMT/CAPT Skills Checklist Science	Monday, March 27, 2017-Friday, April 28, 2017
Connecticut Alternate Assessment	Monday, March 27, 2017-Friday, May 26, 2017
Connecticut SAT School Day	Wednesday, April 5, 2017 Makeup dates: April 25 and April 26, 2017

Register for email updates

To automatically receive the *Student Assessment News* and/or other announcements, register for e-mail updates on the Comprehensive Assessment Program Portal.

CTAA
Connecticut Alternate Assessment

Smarter Balanced
Assessment Consortium

CMT/CAPT
S C I E N C E

Connecticut SAT School Day