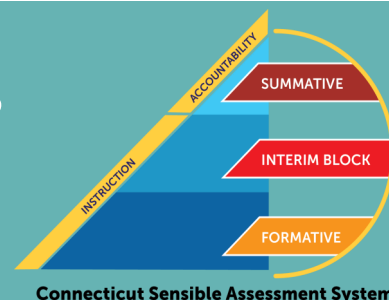




Student Assessment News

Connecticut State Department of Education
Performance Office



Connecticut Sensible Assessment System

February 2025

CTStudentAssessment@ct.gov

Connecticut SAT School Day

Use the quick links below to access articles and/or sections included in this newsletter.

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The CT SAT School Day window opens on March 3! Please make sure that staff complete training and students have an opportunity to practice using [Bluebook](#). Here are a few reminders for successful administration:

- The College Board Online Test Administration Training has been updated for the spring 2025 CT SAT School Day to prepare for testing with College Board's digital platform. Please see the College Board [Test Administration Training Manual](#) for more information. There is one course for Test Coordinators, SSD Coordinators and Tech Coordinators, and a separate course is available for Proctors and Monitors. If you plan to attend the [February 10 or 11 Test Coordinator Training](#), you do not need to complete the test coordinator module. **All proctors and monitors must complete the updated proctor/monitor training OR pass the knowledge test even if your school participated in the fall 2024 PSAT.**
- For Test Coordinators, SSD Coordinators, and Tech Coordinators (including back-up coordinators), log into your College Board Professional account, click to proceed to your Dashboard, and then select the "Test Administration Training for the SAT Suite of Assessments" link.

After answering the subsequent prompts, which will include a request for your school's AI Code, you will be brought to the training launch page. Please note that for coordinators only, the right-hand side of this page provides a **NEW FEATURE: The Training Status Dashboard where you may:**

- View staff training progress within this Learning Management System (LMS)
- Download staff into a .CSV file
- Mark staff as no longer supporting your administration
- Indicate whether staff have trained in-person on site (i.e., not through the LMS)

Proctors and Monitors may gain access to self-paced, online training modules after the Test Coordinator enters them into Test Day Toolkit as staff for the spring 2025 administration. Test Coordinators will have Test Day Toolkit access on February 3, 2025, to make such assignments (this will be included in the Feb. 10th and 11th training). If a proctor or monitor assigned to the spring 2025 administration has any difficulty accessing their online training through their College Board account, they may use the same credentials to log into their training directly at:

<https://professionaltraining.collegeboard.org/>.

Troubleshooting

- Use a College Board-supported browser (Microsoft Edge, Firefox, Google Chrome, or Safari) and ensure pop-ups are enabled. If you still have problems accessing the online learning portal, try clearing your browser's cache (temporary internet files).

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Connecticut SAT Updates

- To find your AI code, [use the K–12 School Code Search tool](#) to look up your institution by school name and zip code. Be sure to share this information with your staff.
- If you're supporting an additional administration, such as a digital PSAT-related assessment, you'll need to access the related training courses separately. Sign out and sign back in to your College Board professional account to select "view additional courses".
- Test Coordinator guidance regarding the Training Status Dashboard is attached.

If you have trouble accessing your College Board professional account, experience any technical issues, or need support regarding any of the procedures addressed in the training, please contact the College Board State Contract Customer Support by phone at 866-609-2205.

Visit the [CT SAT School Day](#) webpage to access the:

- CT SAT FAQ page- [Connecticut SAT School Day--FAQ](#)
- 2025 Connecticut SAT Manuals
- Recorded webinars for Tech Coordinators, Test Coordinators, and SSD Coordinators
- Resources supporting accommodations and EL/ML supports, including the recently posted Questions and Answers for Parents & Guardians Regarding Extended Time Accommodations

Summative Assessment Updates

General Tips for Planning for Smarter Balanced, NGSS, and Connecticut Alternate Assessments Test Administration

Staff, including school coordinators and educators administering the assessments, should participate in local training on the CSDE assessment policies and procedures. To support this, District Administrators are welcome to use the DA Coordinator Training (or a customized version of this) with applicable staff. An optional Test Administrator Training presentation can be used with teachers administering the Smarter Balanced and NGSS Assessments. These presentations are fully scripted and contain links to a variety of supplemental resources to support the preparation and administration of assessments. Please visit the [Training](#) page on the Connecticut Sensible Assessment System website.

If you have teachers administering the Connecticut Alternate Assessments, please provide them with the [CTAA ELA and Math TEA Responsibility Checklist](#) and [CTAS TEA Responsibility Checklist](#) (for Grades 5, 8, and 11) to support their planning, administration, and after-testing activities.

Quick link to TAMs (Note that those indicated with an asterisk * were sent in hardcopy to each DA in late January):

- [Test Coordinator Manual](#)*
- [Smarter Balanced Test Administration Manual](#)*
- [NGSS Test Administration Manual](#)*
- [CTAS Test Administration Manual](#)
- [CTAA Test Administration Manual](#)*
- [CTAA User Guide](#)
- [CTAA Assessing Students Who Are Blind, Deaf, Deaf-Blind Additional Guidance](#)
- [CTAS Assessing Students Who Are Blind, Deaf, Deaf-Blind Additional Guidance](#)

Tools for Teachers

Get ready for a faster, more streamlined experience when using Tools for Teachers! We are excited to announce a redesigned homepage and navigation that will be live on February 7, 2025.

The intuitive design provides quick access to:

- * Instructional Resources (Lesson Plans)
- * Formative Assessment & Accessibility Strategies
- * Sample Items
- * and a wealth of additional support!

Special Populations Updates

LAS Links Paper Orders and Returns Reminder

[Accommodated/Paper Materials](#) must be ordered no later than **February 7, 2025**. The **final date to request UPS return pickup** for completed test booklets to be sent to DRC for processing is **February 28, 2025**.

For detailed information on Accommodated Paper Tests and Administration, please review the [Accommodated Paper Test Administration](#) and [Accommodated Paper Test Administration Video](#).

Embedded and Non-Embedded Designated Supports for English Learners

Students who are English learners/multilingual learners (ELs/MLs) may benefit from using designated supports when participating in the Connecticut state-wide assessments. These designated supports are intended as a language support for students who have limited English language skills, whether or not they are identified in PSIS as EL/ML or EL/ML with a disability. The use of these supports may result in the student needing additional overall time to complete the assessment. Students should use the Practice Test with the designated supports prior to testing to ensure that they are appropriate and accessible before use on statewide assessments. Refer to the [Embedded and Non-Embedded Designated Supports for English Learners/Multilingual Learners](#) guidance for details.

CAAELP Administration Observations

The CSDE is looking to conduct CAAELP administration observations. This is to aid in:

- Providing feedback on live administration to the CRESST/ALT ELPA Consortium on testing procedures, platform application in relation to this population, accessibility, and any other enhancements or revisions that may be observed in relation to the test.
- Meeting the necessary requirements for Federal Peer Review.

If your district would be willing to host a CSDE Performance Office staff member and participate in completing observations, please reach out to Katie Seifert at Katherine.Seifert@ct.gov.

NEW: CAAELP Translated Test Directions

Connecticut Alternate Assessment of English Language Proficiency (CAAELP)/Alt ELPA translated test directions are now available. For students who are independent or need minimal support navigating the testing system, these resources provide the printed translated test directions and audio files for the CAAELP/Alt ELPA. These [scripts](#) and [audio files](#) are intended to be used as a supplement to the [CAAELP/Alt ELPA Test Administration Manual \(TAM\)](#). Test Administrators must read the complete TAM prior to using these resources with students. If these tools are beneficial to your student, TEAs can find these resources on the [CAAELP Resource page](#) in the Administration Resources tab. Since these materials are not secure, they can be discarded or shredded after testing.

LAS Links and CAAELP Domain Exemption Reminder

LAS Links Domain Exemptions recommended submission date was December 20th. ELACs with late submissions can submit a LAS Links Domain Exemption by completing the [Domain Exemption Form](#) found on the [Connecticut DRC LAS Links Website](#). Please email [Michael Sabados](#) and [Katie Seifert](#) if you are completing a late Domain Exemption. All late submissions should be submitted by **March 7, 2025**.

The CAAELP Domain Exemptions should be submitted by the District Administrator (DA) in TIDE by **February 28, 2025**. Please ensure this form is submitted prior to testing the student and communicate this information and expectations clearly to all test administrators. **Note: Late submissions will not be processed.** For guidance on CAAELP Domain Exemptions and how to submit in TIDE please refer to the [CAAELP Domain Exemption Guidance](#) document.


Documenting and Reviewing Designated Supports and Accommodations

Work with educator teams to ensure that designated supports are determined and documented in TIDE in advance of testing **for eligible students who do not have a finalized/implemented plan** (e.g., language supports for ELs/MLs, text -to-speech of items). Refer to the

Special Populations Updates

[Documenting Designated Supports and Accommodations](#) in TIDE brochure for details.

Please remind teachers that many of these embedded supports will not be available on the test if they are added to TIDE *after* the student begins testing. It's important to review the designated supports and accommodations students are eligible to use prior to testing, including any non-embedded supports or accommodations that the student may need (e.g., Bilingual Word-to-Word Glossary for NGSS). One way to review this information is to follow these steps:

1. Log into TIDE.
2. Under Preparing for Testing, choose the Test Settings and Tools drop down menu and choose the test settings and tools option.
3. Filter by school (Note: teachers can run this report based on the students rostered to them).
4. At the top of the student dashboard, select the download  option and choose the Export All to Upload-Ready Student Settings File.
5. Download, print, and customize the test setting report as appropriate. If printing, remember that this report contains SASIDs and personal information from the students' IEP, Section 504 Plan, EL/ML status, or educational plan so please keep this information confidential. Refer to the students' Case Manager if there are questions about specific accommodations.
6. Use this report with applicable test administrators and students when preparing for an interim, practice, or summative assessment. This report will also help test administrators identify who is approved for a special documented accommodation (and cue them to the associated test procedures) as well as any test situations that may require simplified test directions, extra headsets, one-to-one test settings, or non-embedded test materials.

Ordering Large Print or Braille Test Booklets for Smarter Balanced and NGSS

District Administrators can now order large-print and braille kits for Smarter Balanced and NGSS (please refer to page 3 of the [January SAN](#) for additional information on this process). After the student has completed all applicable testing, the test administrator (or assigned designee) must transcribe student responses into the Data Entry Interface by May 30, 2025. This will allow the student's test to be submitted and scored. Please refer to the Test Administration Manual for more details or contact the assessment team.

Early Stopping Rule (ESR) for the CTAA and CTAS

As a reminder, Early Stopping Rule Request and Attestation forms should be completed, signed, and returned to the DA for submission in TIDE by March 1, 2025 (please refer to page 1 of the [January SAN](#) for additional information). The [How to Submit the Early Stopping Rule \(ESR\) Request and Attestation Form in TIDE for District Administrators](#) guide is a helpful resource for assisting DAs with the submission process.

Student Assessment News: February 2025

2024 - 25 State Summative Assessment Calendar			
Content Area(s)	Assessment	Grade(s)	Testing Window
English Language Proficiency: Speaking, Listening, Reading, and Writing	LAS Links	K-12	January 2 - March 7, 2025
	Connecticut Alternate Assessment of English Language Proficiency (CAAELP)	K-12	January 13 - March 7, 2025
English Language Arts (ELA) & Mathematics	Connecticut Smarter Balanced	3-8	March 24 - May 30, 2025
	Connecticut SAT School Day	11	March 3 - April 23, 2025*
	Connecticut Alternate Assessment (CTAA)	3-8 and 11	March 24 - May 30, 2025
Science	Next Generation Science Standards (NGSS) Assessment	5, 8, and 11	February 3 - May 30, 2025 (Grade 11) March 24 - May 30, 2025 (Grades 5 and 8)
	Connecticut Alternate Science Assessment (CTAS)	5, 8, and 11	Dates to upload to the DEI: March 24 - May 30, 2025 The CTAS can be administered all year.
Physical Fitness	Connecticut Physical Fitness Assessment	4, 6, 8, and once during high school	September 3, 2024, to May 30, 2025
Language, Literacy, Numeracy, Physical/Motor, Creative/Aesthetic, and Personal/Social	Kindergarten Entrance Inventory	Kindergarten	Snapshot Date: October 17, 2024 Submission Due Date: December 13, 2024

*Within the testing window, schools can choose their primary and make-up test dates. Schools can use as many or as few days in the testing window as they would like. They can choose to test all students on a single day, or they can test smaller groups of students over multiple days.

Connecticut Summative Assessment Calendar for 2025 - 26

Register for email updates

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

