



Iowa's AYP Alternate Assessments 2015-2016

DLM Spring Assessment Window



Iowa's AYP Alternate Assessments 2014-2015

- Learning Goal
 - Understand how to administer testlets during the DLM Spring Assessment
- Success Criteria
 - Apply this learning and resources to administer the assessment

Webinar Content

- Spring Assessment Window Overview
- Testlet Assignments
- How the System Delivers Testlets & Frequency of Testlets
- Six Steps to Complete the Spring Assessments
- Supports for Assessment Administration

Spring Assessment Window Overview

Spring Assessment - Timelines & Requirements

- March 16, 2016- May 13, 2016
 - No Extensions -Schedule accordingly
 - Plan to accommodate student absences
 - Students not administered assessment by deadline will be considered an exclusion
 - DLM can track date/time of assessments
- For students who have extenuating circumstance (e.g. medical emergency) and are unable to complete testing contact your District Alternate Assessment Coordinator who will then contact the Iowa Department of Education Alternate Assessment Consultant.

Spring Assessment - Test Administration Time

- Total testing time per student across the Spring Assessment Window
 - ELA: 60-75 minutes
 - Math: 35-50 minutes
 - Science: 45 to 135 minutes
 - Testlets may be taken separately across multiple testing sessions as long as they are all completed within the testing window

Spring Assessment - Performance Results

- Performance results of Spring Assessment Window will factor into overall accountability scores for AYP
 - Students are tested on all assigned testlets
 - Unless provided guidance by IDOE
 - Homebound services/Shortened School Days

Spring Assessment - District Point of Contact Support

- District Alternate Assessment Coordinator
 - Coordinate communications and assessment administration
- District Data Steward
 - Review Educator Portal User Accounts
 - Correctness Including email addresses
 - Enroll educators who are new to the DLM Assessment
- Technology Liaison
 - Install KITE Client on student testing device
 - iPad users should make sure they have allowed updates to the KITE Client app to ensure they have the most current update

Spring Assessment - Test Administrators

- Only teachers who have completed the DLM required assessment training are authorized to administer the DLM Assessment
 - Educational Associates/Paraprofessionals are not authorized to administer the assessment
 - Violation of Iowa Teaching Standards
- All teachers must have complete all modules of the required assessment training and received a security certificate

For Students who Require Brailled Testlets

- The Iowa Department of Education and Iowa Regional Vision Leadership are coordinating the delivery of Braille format testlets to identified teachers/students
 - TVIs or Fluent Braille readers
 - Help coordinate the delivery and administration of the Brailled Testlets
 - Are required to administer Brailled testlets

Testlet Assignments

Testlet Assignment

- For the Spring Assessment Window, teachers do not create or confirm instructional plans in ITI as in the Fall and Winter Assessment Window
- The system selects the tested Essential Elements and Node linkage level for each student
- Teachers cannot override these testlets
- The linkage level of the assigned testlets is based on student performance of previously tested Essential Elements

Testlet Assignment

- Students are re-assessed on a subset of previously tested Essential Elements

Testlet Assignment

- If the student has been assessed on **SOME** of the Essential Elements in the test blueprint by the Spring Assessment window
 - The system will assign previously tested EEs where possible and will randomly select EEs in areas where the blueprint requirements were not met

Testlet Assignment

- If the student has been assessed on **NONE** of the Essential Elements in the test blueprint by the Spring Assessment window
 - The system will randomly select an EE from each part of the test blueprint

Testlet Assignment

- Each student will receive
 - Five ELA testlets
 - Five Math Testlets
 - Nine Science Testlets
 - For students in grades 5, 8, & 11

Testlet Assignment

- Included in the ELA testlets, will be one writing testlet
 - Writing is required for all students
 - Writing testlets include either emergent or conventional writing
 - The names of the writing testlets will include codes for Emergent Writing or Conventional Writing and the grade level (e.g., EW.4, CW.7)

Testlet Delivery & Frequency of Testlets

How the System Delivers the Testlet

- The first testlets are assigned automatically after the window opens and only if the teacher has completed the First Contact Survey
- If the First Contact Survey is completed after the window opens
 - Test Assignment may be delayed 24 to 48 hours

How the System Delivers Next Testlets

- The system looks for students who are ready for their next testlet at the top and bottom of each hour (e.g. 10:00 a.m. & 10:30 a.m.)
 - This process runs all day

How the System Delivers Next Testlets

- The system delivers one testlet at a time in each subject
 - After the student takes the first testlet the system delivers the next testlet

Frequency of Testlet Delivery

- During Typical Testing Volume
 - The next testlet is assigned within 30 minutes after the student is identified as being ready for then next testlet
 - Depending on what time the first testlet was assessed (knowing that the system looks for students who are ready for their next testlet at the top and bottom of each hour)
 - The next testlet is assigned 60-90 minutes or less

Test Delivery Process- Frequency of Testlet Delivery

- During Peak Testing Volume
 - Next testlet assignment may take longer
 - Worst case scenario-two testlets a day per subject area
 - One in the morning & one in the afternoon

Six Steps to Completing the Spring Assessments

6 Steps to Complete the Spring Assessment

Preparation	
Step 1	Recheck student information- demographic, PNP settings, and First Contact Survey
Step 2	Schedule and Arrange Assessment Sessions
Step 3	Retrieve Testlet Information Page (TIP) for first testlet delivered. Gather materials needed before testing.
Step 4	Retrieve student's username and password from Educator Portal
Test Administration	
Step 5	Assess student on the first testlet
Step 6	As each remaining testlet becomes available, retrieve TIP, gather materials and assess the student

Step 1: Recheck Student Information

- Confirm students on your roster- assigned to correct grade and subjects
- First Contact and PNP information is up to date
- Consult with your District Alternate Assessment Coordinator/Data Steward for instructions on editing student information.

Step 2: Schedule and Arrange Assessment Sessions

- Ensure students complete all DLM testlets during the spring assessment window.
- Schedule several assessment sessions, including any make-up sessions in case students are absent or not engaged during the assessment on the days originally scheduled.

Step 2: Schedule and Arrange Assessment Sessions

- Use your professional judgement and reschedule testing if your student is not having a good day on the intended testing day.
- If the student gets tired or distracted during a testlet sooner than expected, either allow the student to complete and submit the testlet and then pause the testing.
- Do not use the EXIT DOES NOT SAVE button since the student's responses will not be saved and it violates test security.

Step 3: Retrieve Testlet Information Page (TIP) for first testlet delivered

- Gather materials needed before testing
 - Substitute materials are often allowed
 - See allowable practices section of Test Administration Manual

Step 4: Retrieve Student's Name and Password from Educator Portal

- Click on PDF “Ticket” next to first test session name.
- Student username and password is the same used for the Fall and Winter Assessment Window.

Step 5: Assess Student on First Assessment

- DLM Recommendation-If possible, at each testing session, assess all subject areas
 - Administering all subjects during one session will facilitate student progress through all testlets to be delivered in both subject areas simultaneously

Step 6: Test as Each Remaining Testlet Becomes Available

- Retrieve the TIP, gather materials, and assess the student

Supports for Assessment Administration

Planning Tool

Spring Assessment Window 2015-2016
Planning Calendar

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		March 16	17	18
21	22	23	24	25
28	29	30	31	April 1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Supports for Assessment Administration

- 1st -District Point of Contacts
 - Alternate Assessment Coordinator- Timelines & Requirements
 - District Technology Liaison- Technical glitches with student testing devices
 - DLM Help Desk- Technical Questions with DLM System
- 2nd- AEA Significant Disabilities Coordinators and/or AEA Alternate Assessment Team Members- Timelines & Requirements
- 3rd- Iowa Department of Education - Policy and Procedures

AEA Significant Disabilities Coordinators

Keystone AEA 1	Ann Faber	<u>afaber@aea1.k12.ia.us</u>
AEA 267	Lisa Jellum	<u>ljellum@aea267.k12.ia.us</u>
Prairie Lakes AEA 8	Kris Taphorn	<u>ktaphorn@aea8.k12.ia.us</u>
Mississippi Bend AEA 9	Jennifer Hawley	<u>jhawley@aea9.k12.ia.us</u>
Grant Wood AEA 10	Tina Hoffman	<u>thoffman@gwaea.org</u>
Heartland AEA 11	Marty Ikeda	<u>mikeda@aea11.k12.ia.us</u>
Northwest AEA 12	Cindy Baird	<u>cbaird@nwaea.org</u>
Green Hills AEA	Ron Russell	<u>rrussell@ghaea.org</u>
Great Prairie AEA 15	Alan Schwarte	<u>Alan.schwarte@gpaea.org</u>

Urban Education Network -Significant Disabilities Coordinators

Cedar Rapids CSD	Rosemary Hays	rhays@cr.k12.ia.us
Council Bluffs CSD	Becky Zorn	bzorn@cbcsd.org
Davenport CSD	Amy Clayton	claytona@davenportschools.org
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 - Understand how to administer the DLM Spring Assessment
- Success Criteria
 - Apply this learning and resources to administer the assessment