



## K-6 Literacy Default Assessment Collection Instructions 2020-21

All public school districts and participating nonpublic schools serving K-6 students will be required to submit default K-6 literacy assessment selections for the 2020-21 school year in the Consolidated Accountability and Support Application (CASA).

Due Date – July 31

- Public school default assessment selections must be submitted and confirmed by the district no later than July 31.
- Participating nonpublics must submit default assessment selections by July 31. These are not reviewed by the district.

### Building Responsibility

- The principal on file with the Department in the School Information Update (SIU) must submit a brief collection in CASA outlining the default literacy assessments being used for each grade level served in their building. See below for collection details.
- The **K-6 Literacy Default Screening Assessments 2020-21** collection is found under the 2020-21 school year in the “Other” folder
- This must be submitted as soon as possible so that the district has ample time to review and confirm the selections made by all buildings before the July 31 deadline

### Description of Building Level Collection

- The Default Literacy Assessment for K-6 table is initially populated with the default assessment data provided by the building for the 2019-20 school year. The building principal will need to review the pre-populated data and use the dropdown menu of [approved assessments](#) to make any necessary changes for the 2020-21 school year.

Default Literacy Assessment for K-6							
Name	KG	1st	2nd	3rd	4th	5th	6th
Building 1	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served	Not Served

- The principal will need to complete the following assurance and submit the collection for district review. Please note that the default assessment selections provided should be discussed with other building and district staff as appropriate and should be considered final. Should edits be absolutely necessary, a “Reopen for Edits” button will be available at the bottom of the submission.

By placing a check mark in the box to the left, I assure that I have reviewed the default assessment selections and confirm they are correct and final for the 2020-21 school year.

## District Responsibility

- The district collection requires the district to provide contact information for various testing programs and to confirm the default literacy assessment selections provided by their buildings. See below for collection details.
- The district must work with their buildings to ensure that the building level submissions are completed early enough to allow for district confirmation no later than July 31.

### Description of District Level Collection

- District must provide name, position, email address and phone number for the
  - District Assessment Coordinator
  - District Technology Coordinator
  - Iowa Statewide Assessment of Student Progress (ISASP) Primary Contact
  - Iowa Statewide Assessment of Student Progress (ISASP) Lead Technology Support
  - Alternate Assessment Coordinator
  - Alternate Assessment Data Manager
  - Alternate Assessment Lead Technology Personnel
  - ELPA21 Primary Contact

Questions about these contacts should be directed to

- Alternate Assessment/Dynamic Learning Maps (DLM) - Jennifer Denne at [jennifer.denne@iowa.gov](mailto:jennifer.denne@iowa.gov) or (515) 326-5332.
  - ELPA21 - Terri Schuster at [terri.schuster@iowa.gov](mailto:terri.schuster@iowa.gov) or (515) 681-2492.
  - Iowa Statewide Assessment of Student Progress (ISASP) - Christi Donald at [christi.donald@iowa.gov](mailto:christi.donald@iowa.gov) or (515) 238-4715.
- The Default Literacy Assessment for K-6 table is a read only summary of the building level collections. It is initially populated with the default assessment data provided by the buildings for the 2019-20 school year. Updates to these data happen when the building marks their collection as complete. Once the principal submits the building level collection, the default assessment selections will update and the status will change to “complete” and the district can review the information for accuracy.

Default Literacy Assessment for K-6								
Name	Status	KG	1st	2nd	3rd	4th	5th	6th
Building 1	Incomplete	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served	Not Served
Building 2	Incomplete	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served	Not Served
Building 3	Complete	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served	Not Served

- The district needs to coordinate with each building principal to ensure that the building level collections are marked as complete far enough in advance of the July 31 deadline to ensure the district has time to review, request and necessary changes, and submit the data as district confirmed.
  - If the district feels that changes should be made to the default assessments provided by the building, the district must reach out to the building principal to request the changes be made in the building level collection and resubmitted.