



CONNECTICUT STATE DEPARTMENT OF EDUCATION

Webinar for District Liaisons

**Reading Survey:
Implementation and Administration**
January 3 – August 31, 2017

Welcome

- **Melissa K. Wlodarczyk Hickey**
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Reading Survey Webinar Agenda

- Welcome
- Statutory Requirement
- Reading Survey Webpage
- Administration of Survey and Results Reporting
- Accessing the Internet-Based Reading Survey System



Statutory Requirement

Foundations of Reading Survey: Section 10-145r of the Connecticut General Statutes (formerly Public Act 13-245)

The local or regional board of education that employs a certified individual who holds an initial, provisional or professional educator certificate with an early childhood nursery through grade three or an elementary endorsement in a position requiring such an endorsement in kindergarten to grade three, inclusive, shall require each such certified individual to take a survey on reading instruction, developed by the Department of Education that is based on the reading instruction examination approved by the State Board of Education on April 1, 2009, or a comparable reading instruction examination with minimum standards that are equivalent to the examination approved by the State Board of Education on April 1, 2009. The department shall design such survey in a manner that identifies the strengths and weaknesses of such certified individuals in reading instruction practices and knowledge on an individual, school and district level. Such survey shall be administered at no financial cost to such certified individual and in a manner that protects the anonymity of such certified individual. The results of such survey shall not be included as part of any summative ratings for performance evaluations, conducted pursuant to section 10-151b, as amended by this act, and not be subject to disclosure under the Freedom of Information Act, as defined in section 1-200. Such results shall be used for the purpose of improving reading instruction by developing student learning objectives and teacher practice goals that will be included in the professional development conducted pursuant to section 10-148b, as amended by this act, for such certified individuals.



Who must take the Reading Survey?

- Any teacher holding a VALID* certificate endorsed in one of the following areas:
 - Integrated ECE/Sped. Nursery –K and Elementary 1-3
(endorsement #113)
 - Elementary education
(endorsements #001, 002, 003, 004, 005, 008, 013, or 305)
 - Bilingual elementary education
(endorsements #009 or 902)
- Any teacher assigned as “elementary” and assigned to Grades K, 1, 2 or 3, **based on district data reported in 2016-17 in the Educator Data System (EDS). If data are incorrect, the reading survey liaison must contact the person in the district who enters/corrects EDS data.**

* Valid certificate means that the certificate has not expired.



Who is not required to take the Reading Survey?

- Teachers who passed the Foundations of Reading Test (should be on the exempt list)
- Teachers who served on the item review panel (should be on the exempt list)

Teachers assigned to the following (will not show up on any list):

- Above grade 3 or in Pre-K
- Special education
- Reading teachers
- Resource teachers
- Interventionists
- Content coaches
- TESOL
- Substitute teachers



Administration of Survey

- ***Administration Window: January 3, 2017 through August 31, 2017***
- Computer-delivered format via a Pearson website link
- To be completed on school/district site, at district's discretion when and how the survey may be completed
- 85 multiple choice items/240 minutes allotted including a 15 minute tutorial
- May be completed in less than 240 minutes
- Survey to be completed in one sitting
- Results provided to the teacher immediately upon completion of the survey to the teacher's survey account (created at the log-in stage) and may be printed directly from the account
- If teacher has to leave during survey administration for extenuating circumstances, contact CSDE to make arrangements for an additional authorization code



Reading Survey Main Page

The screenshot shows the website for the Connecticut State Department of Education (CSDE). At the top, there is a navigation bar with the state logo, the text 'State of Connecticut', the Governor's name 'Governor Dannel P. Malloy', and a search box. Below this is the CSDE logo and the text 'CONNECTICUT STATE DEPARTMENT OF EDUCATION'. A secondary navigation bar contains links for 'Home', 'About Us', 'Forms & Publications', 'Calendar', and 'Contact Us'. The main content area is titled 'Foundations of Reading Survey' and includes a profile for Dianna Wentzell, Commissioner. The page provides information about the survey's purpose, who is required to take it, and how the results will be used. A sidebar on the left contains various educational resources and links.

ct.gov State of Connecticut Governor Dannel P. Malloy | Search

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Home About Us Forms & Publications Calendar Contact Us

Dianna Wentzell
Commissioner

Teachers & Administrators
Parents & Community Students
Adult Education
School & District

CONNECTICUT CORE STANDARDS

EdSight

ALLIANCE DISTRICTS

COMMISSIONER'S NETWORK

SEED

Free Summer Meals!
Kids and teens 18 and under.

STUDENT SUCCESS PLAN

CAREER OPPORTUNITIES

Receive Updates by e-mail
@-ALERTS

f t

REGISTER Online to VOTE

Regulations of CT State Agencies

Foundations of Reading Survey

This webpage provides information for district administrators and teachers about the implementation and administration of the reading survey, as mandated in [Section 13 of Public Act 13-245](#).

Why is the survey required?

Section 13 of Public Act 13-245 requires that commencing in the 2014-15 school year, and biennially thereafter, any teacher during the 2014-15 school year who holds an Elementary Education, Integrated Early Childhood N-3 teaching in Grades K, 1, 2, and 3 will be required to complete the survey.

Who must take it?

Any teacher holding a certificate endorsed in one of the following areas and serving in a position requiring such an endorsement and teaching in Grades Kindergarten, 1, 2 or 3 must complete the survey during the 2014-15 school year:

- Integrated ECE/Sped. Nursery-K and Elementary 1-3 (#113)
- Elementary education (#001, 002, 003, 004, 005, 008, 013, or 305)
- Bilingual elementary education (#009, 902)

Teachers who hold more than one certification endorsement in addition to the above and are not serving under the above endorsements will not be required to complete the survey.

District liaisons will receive from the Connecticut Department of Education a list of teachers who are required to complete the survey based on holding the above certification endorsements and serving in an elementary K-3 teaching assignment and grade.

What is the purpose of the survey?

- To identify the strengths and weaknesses in reading instruction practices and knowledge; and,
- To improve reading instruction by developing student learning objectives and teacher practice goals that will be included in the professional development.

How will my results be used?

Results of the survey are formative and intended to provide information to support planning of professional development at the school level. The results shall not be included as part of any summative ratings for performance evaluations nor not impact certification. Furthermore, the results are not subject to disclosure under the Freedom of Information (FOI) Act.

Do I have to pay for the survey?

There is no cost to the teacher.



Resources

CSDE Reading Survey webpage contains the following links to resources (at bottom of page):

- Objectives
http://www.ct.nesinc.com/Content/Docs/OBJ_CT_Foundations_Reading.pdf
- Use the practice test for the Foundations of Reading Test
http://www.ct.nesinc.com/Content/Docs/CONN_FoundationsofReading_PracticeTest.pdf
- Review the Computer-based Testing Tutorial
http://www.ct.nesinc.com/PageView.aspx?f=HTML_FRAG/GE_NRB_CBTTutorials.html



Accessing Reading Survey Portal and Downloading Final Lists

- CSDE will send each district liaison a username and temporary password by email on **December 15, 2016**
- District liaison will need to go to the reading survey webpage and click on portal button
- Once in the portal, log in using username and temporary password
- Will then be prompted to create a new password
- Then will be directed to the webpage where district data will be posted and can be downloaded
- The following screen shots will show the above steps



Secure Login

For District Liaisons:

Reading Survey
Secure Login

For Teachers Grades K-3:

For Teachers: Take
the Reading Survey

- Scroll to the bottom of the Reading Survey webpage and click on the button for secure district liaison login.



At Login Screen, Enter Temp Password



The screenshot shows a web browser window with the URL <https://ssoida4.ct.gov/nidp/iddff/sso?RequestID=idfn3U-55Y2aV-XstRn8E64n23K3&MajorVersion=1&MinorVersion=2&IssueInstant=2015-01-08T17%3A>. The page title is "State Of Connecticut Login". The browser's address bar shows "State Of Connecticut Login" and a close button. The page content includes a "State Of Connecticut Login" header with the "ct.gov" logo. Below the header is a navigation bar with "Authentication" and "User Login" tabs. The main content area contains a login form with "Username:" and "Password:" labels, each followed by a text input field. A "Login" button is positioned below the password field. A red arrow points from a red-bordered text box containing the text "Enter Temporary Password" to the password input field.



Enter Temporary and New Password You Designate

Connecticut Department of Education - Windows Internet Explorer

https://csde.ct.gov/Portal/web/Pages/Person/Changepassword.aspx

Connecticut State DEPARTMENT OF EDUCATION

Directory ▶ Change Password

This page allows you to change the password you use to log in to the Connecticut State Department of Education's EdPortal web site. For **state employees**, if you have used your network user name to log in to the CSDE EdPortal, using this page *changes your network password*.

If you have just logged in with a **temporary password sent by email**, please use that password as the "Old Password."

Old Password:

New Password:

Confirm Password:

OK

Enter Temporary Password and New Password



Secure District Access to Lists and Results

Connecticut Education Certification System - Windows Internet Explorer

http://localhost/CECS3.5/ReadingSurvey/ReadingSurveyDistrict.aspx

Connecticut Educator Certification System

Welcome: **GRAY DIANNE** | Last Logged In: 1/8/2015 4:06:51 PM | Logout

Home About Us Forms Contact Us

Download Reading Survey Authorization Code List:

District Code	District Name	Download Authorization Codes	Download Exempt Educator List	Download Survey Results
1345	Hartford School District			

File Download

Do you want to open or save this file?

 Name: 400_EducatorInfo_1_8_12.csv
Type: Microsoft Office Excel Comma Separated Values Fil...
From: csde.ct.gov

Open Save Cancel

While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. [What's the risk?](#)

Authorization Code List

Exempt List

Survey Results

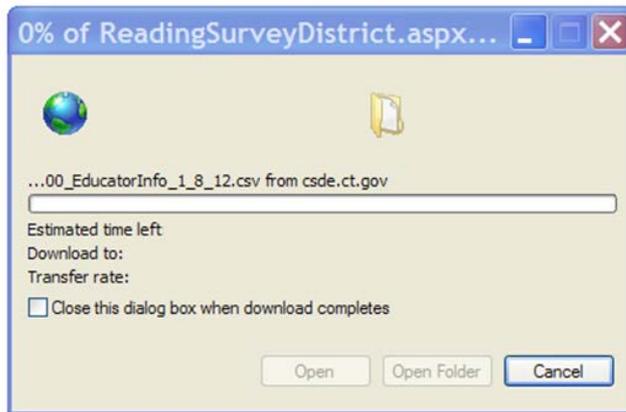




Connecticut Educator Certification System

Welcome: GRAY DIANNE | Last Logged In: 1/8/2015 4:06:51 PM | Logout

Home About Us Forms Contact Us

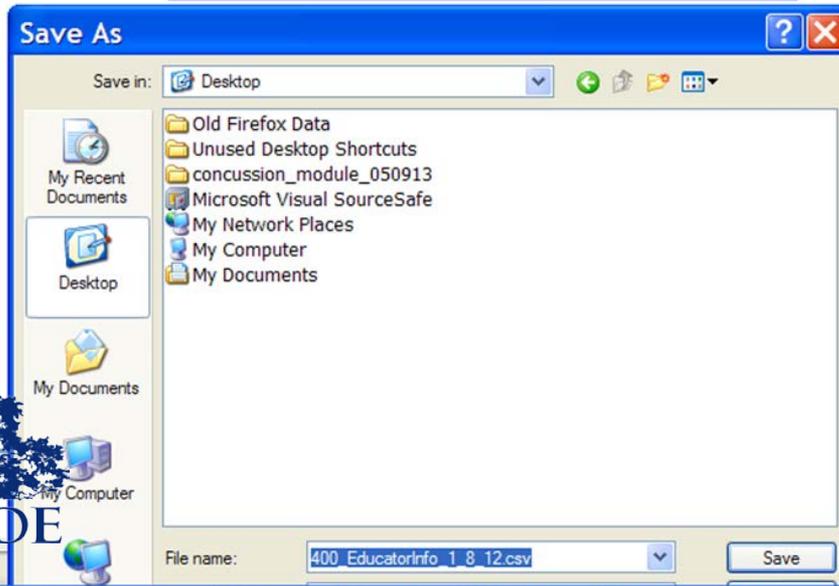


ization Code List:

Download Exempt Educator List

Download Survey Results

- After opening list, you may save the list onto your computer.
- Change the file extension from .csv to .xlsx (for excel use).
- NOTE: If experiencing problem with downloading/opening saved file and are using google chrome as your browser, you may want to use an alternate browser.



Authorization Codes

42_EducatorInfo_8_7_9.csv [Read-Only] - Microsoft Excel

	A	B	C	D	E	F	G	H	I	J	K	L	M
	AuthorizationCode	AssignedDate	EIN	FirstName	LastName	CertTypeCod	CertTypeCodeD	EndorsementCc	EndorsementsD	Assignmen	Assignmen	GradeLevel	Grade
1	123456789	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	13	013-Elementary	10	010 - Elem	N	Y
3	123456790	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	113	113-Integrated	83	083 - Spec	Y	N
4	123456791	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	5	005-Grades 1 th	10	010 - Elem	N	N
5	123456792	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	13	013-Elementary	10	010 - Elem	N	N
6	123456793	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	5	005-Grades 1 th	10	010 - Elem	N	N
7	123456794	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	2	002-Pre-K throu	10	010 - Elem	N	N
8	123456795	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	13	013-Elementary	10	010 - Elem	N	N
9	123456796	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	1	001-Pre-K throu	10	010 - Elem	N	Y
10	123456797	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	2	002-Pre-K throu	10	010 - Elem	N	N
11	123456798	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	3	003-Elementary	10	010 - Elem	N	N
12	123456799	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	1	001-Pre-K throu	10	010 - Elem	N	N
13	123456800	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	5	005-Grades 1 th	10	010 - Elem	N	Y
14	123456801	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	1	001-Pre-K throu	10	010 - Elem	N	N
15	123456802	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	2	002-Pre-K throu	80	080 - Kind	Y	N
16	123456803	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	1	001-Pre-K throu	83	083 - Spec	Y	N
17	123456804	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	2	002-Pre-K throu	10	010 - Elem	N	N
18	123456805	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	5	005-Grades 1 th	10	010 - Elem	N	N
19	123456806	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	2	002-Pre-K throu	10	010 - Elem	N	N
20	123456807	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	13	013-Elementary	10	010 - Elem	N	Y
21	123456808	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	3	003-Pre-K throu	80	080 - Kind	Y	N
22	123456809	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	13	013-Elementary	10	010 - Elem	N	Y
23	123456810	8/6/2014	BLANK	BLANK	BLANK	11	011 - Initial Edu	13	013-Elementary	80	080 - Kind	Y	N
24	123456811	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	13	013-Elementary	10	010 - Elem	N	N
25	123456812	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	1	001-Pre-K throu	80	080 - Kind	Y	N
26	123456813	8/6/2014	BLANK	BLANK	BLANK	14	014 - Professor	2	002-Pre-K throu	10	010 - Elem	N	Y
27	123456814	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	113	113-Integrated	80	080 - Kind	Y	N
28	123456815	8/6/2014	BLANK	BLANK	BLANK	13	013 - Provisiona	5	005-Grades 1 th	10	010 - Elem	N	Y



Results Reporting (1)

- CSDE will post to individual district's secure page the aggregate survey results in mid-April (for surveys taken January-March), mid-July (for surveys taken April-June), and by the end of September (for surveys taken July-August). Results reported on these dates will include surveys completed **since** previous reporting date (i.e., data files *are not* cumulative).
- Results may only be downloaded by district liaison from Survey Webpage using portal username and password
- District liaison should discuss protocol of review and sharing of data with superintendent and note the following restrictions:
 - Results are not subject to disclosure under the Freedom of Information (FOI) Act
 - Results shall not be included as part of any summative ratings for performance evaluations
 - Results will not impact certification
- District liaison and leadership will need to plan for analysis of survey results data in order to determine professional development needs



Results Reporting (2)

Reported for each teacher with the number and % of items correct in the following **3 Subareas** and **9 Objectives**

I. Foundations of Reading Development

- 0001 Understand phonological and phonemic awareness.
- 0002 Understand concepts of print and the alphabetic principle.
- 0003 Understand the role of phonics in promoting reading development.
- 0004 Understand word analysis skills and strategies.

II. Development of Reading Comprehension

- 0005 Understand vocabulary development.
- 0006 Understand how to apply reading comprehension skills and strategies to imaginative/literary texts.
- 0007 Understand how to apply reading comprehension skills and strategies to informational/expository texts.

III. Reading Assessment and Instruction

- 0008 Understand formal and informal methods for assessing reading development.
- 0009 Understand multiple approaches to reading instruction.



Accessing the Internet-Based Reading Survey System

Katherine Milliken

Senior Project Director

Evaluation Systems Group of Pearson, Inc.



https://ctforsurvey.startpractice.com

[Home](#) [FAQ](#) [Technical Support](#)



CONNECTICUT
Foundations of Reading

Connecticut Foundations of Reading Survey

Instructions for Your First-Time Login in the 2017 Calendar Year:

You need to create an account for the 2017 survey administration—even if you created one to complete the survey in 2014-15 (as this information has been deleted):

- » Enter ONLY your authorization code in the "First-Time User" login box.
- » Do NOT try to enter an email or password.
- » Follow the prompts to create an account.

Instructions for Subsequent Logins in 2017:

- » Enter the email and password you provided to create your account.
- » While taking the survey, if you experienced computer problems or accidentally closed the browser, you may retry login within 4 hours of your initial login. *The survey expires 4 hours after it is started.*
- » Once you have completed the survey you may log into your account to print your results. You will have access to your results for one year.

For Technical Support related to login issues: 1-800-514-8494

[ShareThis](#)

[Terms of Use](#) [Privacy Policy](#) [Contact Us](#)



Second and Subsequent Logins in 2017:

I have already used my authorization code to register

Email Address:

Password:

[Forgot Password](#)

Login

I understand that by using the authorization code issued to me by the Connecticut State Department of Education, a participating school district, or other agency, my survey results will be reported to the Connecticut State Department of Education.

First-Time Login in 2017:

Enter Authorization Code ONLY (do not include an email or password)

Authorization Code:

Submit

Enter the authorization code provided to you by your district.

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Evaluation Systems, Pearson, P.O. Box 228, Amherst, MA 01004

PEARSON

CONNECTICUT STATE DEPARTMENT OF EDUCATION

https://ctforsurvey.startpractice.com

Enter the authorization code provided to you.

Second and Subsequent Logins in 2017:
I have already used my authorization code to register

Email Address:

Password:

[Forgot Password](#)

...ing the authorization code issued to me by the Connecticut State Department of Education, participating school district, or other agency, my survey results will be reported to the Connecticut State Department of Education.

First-Time Login in 2017:
Enter Authorization Code ONLY (do not include an email or password)

Authorization Code:



Create Your Account

Please log in below to assign the authorization code to your email address and start the test.

If you are a new customer, enter your email address and select "No, I am a new user".

If you are an existing customer, use the same email address that you previously created and enter your password.

Enter your Email Address

Email:

Enter your email address and click "Login."

Do you have a password?

No, I am a new user (you will create a password later)

Yes, I have a password.

Login



Create Your Account (2)



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Foundations of Reading

Welcome New User

Your practice tests are listed below.

Products	Restrictions
Connecticut Foundations of Reading Survey	This test can only be taken once.

Continue

Click
"Continue."



Create Your Account (3)



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Foundations of Reading

Candidate Profile

Update your profile below

* Denotes required fields.

Login Information

Email*	<input type="text"/>
Confirm Email*	<input type="text"/>
Password*	<input type="text"/>
Confirm Password*	<input type="text"/>
Security Question*	Select One ▼
Security Answer*	<input type="text"/>

Fill out the
required*
information.

General Information

First Name*	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>
Address 1	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/>
State/Province*	Select One ▼
Zip Code	<input type="text"/>
Country	Select One ▼
Ethnicity	Select One ▼
Gender	Select One ▼



Accept Terms/Conditions

Acceptance of Terms and Conditions

1. Acceptance of terms of use and amendments
Each time you use or cause access to this web site, you agree to be bound by these Terms of use, as amended from time to time with or without notice to you. In addition, if you are using a particular service on this web site or accessed via this web site, you will be subject to any rules or guidelines applicable to those services, and they will be incorporated by reference within these Terms of use. Please read the site's Privacy policy, which is incorporated within these Terms of use.

2. Warranties
The information and services you use on and via this web site are provided on an "AS IS" basis. You agree that the site editor reserves the right to modify, suspend, or terminate the site and its services, and to remove the data you provide, either temporarily or permanently, at any time, without notice. The site editor will not be held responsible or liable for timeliness, removal of information, failure to store information, or accuracy of information, or improper delivery of information.

3. Your responsibilities and registration obligations

Read and agree to the terms and conditions of use, and click "Submit."

I agree to the Terms and Conditions

Submit

Cancel



Start the Survey

Start a Test

Test Title	Must be Completed By Midnight	Click to Start
Connecticut Foundations of Reading Survey	Test expires 4 hours after the test has started. This test can be started once.	Start

Click "Start" to start the survey.



You will be directed to welcome screen, which notes the survey time.

Connecticut Foundations of Reading Survey



**CONNECTICUT
Foundations of Reading**

Welcome to the Connecticut Foundations of Reading Survey

Seat time, including tutorial, directions, and survey: 240 minutes

Survey time: 225 minutes

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Pearson and its logo are trademarks, in the U.S. and/or other countries, of Pearson Education, Inc. or its affiliate(s).

Using the mouse or keyboard (Alt+N), select the **Next** button in the lower right corner of the screen to continue.

Next →



Nondisclosure Agreement

Connecticut Foundations of Reading Survey Time Remaining 04:13

*** WARNING: YOU HAVE 4 ½ MINUTES TO READ AND RESPOND TO THIS ACKNOWLEDGMENT PAGE. IF YOU HAVE NOT RESPONDED WITHIN 4 ½ MINUTES, YOUR SURVEY WILL BE TERMINATED. ***

Welcome to the Connecticut Foundations of Reading Survey

[Blurred text representing the survey content]

Y. Yes

N. No

Next →

When you start the survey, you must accept the terms of the nondisclosure agreement in order to continue.



Tutorial

Connecticut Foundations of Reading Survey Time Remaining 09:50
1 of 8

Tutorial

You will have 10 minutes to complete this tutorial before beginning the survey. The tutorial consists of 8 screens of information. The tutorial explains and lets you try out the navigation buttons and functions you might use when taking the survey.

Select the **Next** button to continue.

Review the Tutorial upon starting the survey. It explains how to use the survey features and how to navigate through the survey.

Help Next →



Survey Results

CONNECTICUT Foundations of Reading

Results

Your survey results can be printed using the "Print" button in the lower left corner of the screen. You may also access them later at <http://ctforsurvey.startpractice.com>.

Detailed Results – Connecticut Foundations of Reading Survey

Subarea/Objective	Total Number of Questions	Number of Questions Correct	Objective Percent Correct				
			0%	25%	50%	75%	100%
I. Foundations of Reading Development							
0001: Phonological and phonemic awareness	9	9					
0002: Concepts of print; the alphabetic principle	10	8					
0003: Role of phonics in promoting reading development	9	7					
0004: Word analysis skills and strategies	9	9					
Total	37	33	[Green Bar]				
II. Development of Reading Comprehension							
0005: Vocabulary development	10	10					
0006: Reading comprehension: imaginative/literary texts	10	9					
0007: Reading comprehension: informational/expository texts	9	9					
Total	29	28	[Green Bar]				
III. Reading Assessment							
0008: Methods for assessment	10	10					
0009: Approaches to reading	9	8					
Total	19	18	[Green Bar]				
Total	85	79	[Green Bar]				

Graph Legend:

- [Green Bar] a green bar indicates 76% to 100% correct
- [Yellow Bar] a yellow bar indicates 51% to 75% correct
- [Red Bar] a red bar indicates 0% to 50% correct

Print **End**



System Requirements

CAUTION: Technical Support will not be able to assist with issues resulting from use of other systems. It is **highly recommended** that survey proctors and participants adhere to these requirements for optimal survey delivery.

Workstation System Requirements

In order for your center to administer an Internet-based survey, the following requirements must be met or exceeded:

1. Current model PC running Windows 7 or higher, minimum IE 8.0
OR
Current model Mac running Mac OS 10.6 or higher, minimum Safari 6.0
2. All current security patches applied
3. Network printer (not connected to individual computer)
4. High-speed Internet connection (not dial-up)
5. Monitor (**17"** or greater recommended) with a screen resolution of **at least 1024 x 768**
6. Mouse and keyboard

Questions?

- **Technical Support for Survey Delivery**
Technical support for survey administrators ONLY is available by calling Internet Testing Systems at 1-800-514-8494. This number is available both during and after business hours.
- **Questions about Survey Administration**
Support for questions related to survey administration is available for survey administrators by calling Evaluation Systems at 866-565-4847 between 9:00 a.m. and 5:00 p.m., Monday through Friday (excluding holidays).
- **Questions about Survey Participation and Results Reporting**
**Contact CSDE by e-mail reading.survey@ct.gov.

