



STATE OF CONNECTICUT  
STATE DEPARTMENT OF EDUCATION



**TO:** Common Core District Leads Participating in the Practice Assessment  
**FROM:** Dr. Dianna Roberge-Wentzell, Chief Academic Officer  
**RE:** Follow-up from the March 13, 2013 Conference Call  
**DATE:** April 8, 2013

District leaders who were able to join the March 13, 2013 conference call were notified that follow-up information would be provided to districts participating in the Connecticut State Department of Education (CSDE) Common Core aligned "Practice Assessment." This memo provides the aforementioned information as well as additional information that may be helpful as you plan your administration. Should you have any questions regarding this memo, please contact Emily Byrne via telephone (860) 713-6546 or via email at [emily.byrne@ct.gov](mailto:emily.byrne@ct.gov).

### **District Participation**

Districts that submitted their Memorandum of Collaboration (MOC) indicating their participation in the CSDE Common Core aligned "Practice Assessment" have been granted this opportunity. Individuals listed as the Common Core District Lead on your MOC will be provided all relevant information pertaining to the practice assessment. Later this spring, we will announce summer and fall professional learning opportunities; priority will be given to participating districts.

### **MIST Administration**

Administration of the practice assessment will start on April 22, 2013 and end May 17, 2013. Given that this is a computer-based assessment, districts will probably need to stagger and sequence when students take the practice assessment during this timeframe. This will be similar to administering the CMT/CAPT Modified Assessment System (MAS), as the practice assessment will be given through the Measurement Incorporated Secure Testing (MIST) system. It's important to note that though we will be using MIST to administer the 2013 practice assessment, MIST may not be used for administration of Smarter Balanced. Below are resources or administration points we have previously flagged:

- MIST technical guide for testing (includes directions on how to load the applet for MIST as well as the MIST bandwidth specifications):  
[http://www.sde.ct.gov/sde/lib/sde/pdf/student\\_assessment/cmt\\_and\\_capt/mist\\_technical\\_guide\\_for\\_capt-cmt.pdf](http://www.sde.ct.gov/sde/lib/sde/pdf/student_assessment/cmt_and_capt/mist_technical_guide_for_capt-cmt.pdf)
- MIST administration guide (please note that this guide is for the administration of the MAS):  
[http://www.sde.ct.gov/sde/lib/sde/pdf/student\\_assessment/cmt/cmt\\_mist\\_tem.pdf](http://www.sde.ct.gov/sde/lib/sde/pdf/student_assessment/cmt/cmt_mist_tem.pdf)
- MIST practice site (students can access the MIST practice site to familiarize themselves with the basic features of MIST—not to practice any items aligned to specific standards such as CCSS):  
<https://mist.measinc.com/Practice/CT>
- Math administration in grades 3-8 will include a computer calculator but students in grade 11 will need to bring their own calculator and/or have one provided to them.
- Audio directions for the forms will require students to either bring-in headphones and/or have headphones provided to them.

### Student Selection

The CSDE will pre-register all students in all participating districts and schools using the October pre-identification data. Schools will be able to add new students to test; however, in these cases, the district will assign the form for the student. The following rules will also be applied regarding student selection for the practice assessment:

- Grades 3-5: Each student will be randomly selected to test in either Math or Reading (1 test per student).
- Grades 6-8: Each student will be assigned both a Math and Writing; the school will determine who takes which form.
- Grade 11: Each student will be randomly selected to test in either Math or Writing (1 test per student).
- Skills Checklist students and Braille students will not be able to participate in this assessment.

### Test Sessions

The graphic below illustrates the time you should plan for administering the assessment and can also be found in the attached "Connecticut Common Core State Standards Aligned Practice Assessment 2013 Test Examiner's Manual."

Test Session	Grade	Testing Time	Directions Time	Total Time
Writing	6 – 8, 11	90 minutes	10 minutes	100 minutes
Reading	3 – 5	60 minutes	10 minutes	70 minutes
Mathematics	3 – 8	60 minutes	10 minutes	70 minutes
Mathematics	11	90 minutes	10 minutes	100 minutes

Please note that though the times provided are estimated administration times for most students, additional time may be provided if students require it for this assessment.

### Student Survey

Students will be provided a short survey at the end of their form. The survey is optional; however, we strongly encourage students to take the survey as it will help us better prepare for next year and beyond. To this end, we are asking for volunteer districts to invite CSDE Academic Office staff from the Assessment Team to your classrooms during administration. Should you be willing to let us visit during a testing time, two CSDE staff will silently observe students while taking the assessment. Volunteer districts should inform the CSDE by emailing Emily Byrne at [emily.byrne@ct.gov](mailto:emily.byrne@ct.gov).