

### Field Test Completion Information

As of May 28, a total of 982,958 tests were completed by Connecticut students. In addition, over 261,631 unique students have completed tests. The current number of tests started and completed across all Consortium states can be found on the [Smarter Balanced Web site](#). Each “test” included in these counts represents a PT or Non-PT within a content area.

### Upcoming Key Dates

**March 25–June 6, 2014:**

Field Test administration window

**June 9–13, 2014:**

Optional make-up week

### New Non-Participation Codes

The following Non-Participation codes are scheduled to be made available in TIDE by tomorrow, May 30, 2014. These codes are available for each content area test (ELA and mathematics). The table below provides a rationale for the use of each code.

Non-Participation Code	Rationale for Use
<b>ABS: Absent</b>	Student was unable to participate in the assessment due to an unexpected or extensive absence and was not available for make-up test sessions through June 13, 2014.
<b>ELL: ELL Exemption</b>	English Language Learners who first enrolled in a U.S. school within the last 12 months prior to the beginning of testing may be exempt from the English language arts/literacy portion of the Field Test. This field is not available for the mathematics test since English language learners are required to take the mathematics test.
<b>MED: Medical Exemption</b>	<p>A student was unable to start or complete the assessment due to a medical issue. A student cannot be considered Medically Exempt until the end of the testing window which is June 13, 2014. If you believe you have a student now who may not return for medical reasons, you may contact Joe Amenta at 860-713-6855 or Janet Stuck at 860-713-6837.</p> <p><b>THIS IS AVAILALBLE IN TIDE, BUT SHOULD ONLY BE ENTERED BY CONNECTICUT STATE DEPARTMENT OF EDUCATION (CSDE) STAFF. MEDICAL EXEMPTIONS REQUIRE APPROVAL BY THE CSDE.</b></p>
<b>REF: Student Refusal</b>	A student was present for testing but refused to participate in the assessment. <i>This field is equivalent to students who are considered Left Blank on CMT/CAPT.</i>

Non-Participation Code	Rationale for Use
<b>REL: Student Relocation</b>	<p>A student withdrew from the Connecticut public school system (i.e., moves out of state, goes to private school, is home schooled, etc.) after partially completing all assessments. Content area tests that were <b>not</b> completed should be noted as REL. For example, if the student completed the ELA non-Performance Task and the ELA Performance Task, the student would be noted as REL for the Mathematics Test only.</p> <p>NOTE: Students who withdrew from the Connecticut public school system prior to completing <b>any</b> tests should be deleted from TIDE.</p>
<b>TEC: Technical Difficulties</b>	<p>Student was unable to complete the assessment due to technical issues. For example, a student was unable to advance to the next item or unable to log into the system. This includes cases where a test could not be reset or reopened in the TIDE Appeals System.</p>

These codes (as noted below) may be set on the View Student Details page. Be sure to click **[Save Changes]** after selecting the code(s) on the student’s record. Users cannot add these codes via an upload process.

**Student Non-Participation**

**ELA**

- None Selected
- ABS - Absence
- ELL - ELL Exemption
- MED - Medical Exemption
- REF - Student Refusal
- REL - Student Relocation
- TEC - Technical Difficulties

**Mathematics**

- None Selected
- ABS - Absence
- MED - Medical Exemption
- REF - Student Refusal
- REL - Student Relocation
- TEC - Technical Difficulties

If users select a code for either ELA or Mathematics, it will override a completed test in the same content area. For example, if a student completed the Math Performance Task but is noted as Student Refusal (REF) for the Mathematics Non-Performance Task portion, the student

would be considered as REF for the entire Mathematics test. This is the same protocol that has been used for CMT/CAPT participation calculations.

These codes are not linked to the Test Delivery System (TDS) or the Online Reporting System (ORS). As a result, if a user selected a non-participation code for a student in TIDE, the Test Delivery System will not prevent this student from participating in a test. Also, if a user selected non-participation codes in TIDE, reports from ORS will not include the non-participation information. For example, if a student has a paused test and a user selects “student refusal (REF)” in TIDE, the test will display as “paused” in ORS.

Reports from ORS will continue to display non-participants as “not started” or “paused.” Using the search feature in TIDE, district users can generate a non-participation report from TIDE.

### **Updates for Special Populations Reminder**

In preparation for the 2014-2015 school year, various documents have been created for special populations. They include:

- [Test Supports/Accommodations Form: General Education, Special Education, Section 504 Students, EL Students](#) - This document is used to indicate what accommodations and/or supports are needed during testing on the Smarter Balanced Assessments and the CMT/CAPT Science Assessment.
- [Supports/Accommodations Quick Guide](#) - This document appears as the second page of the Test Supports/Accommodations Form: General Education, Special Education, Section 504 Students, EL Students. It is intended as a quick description of the supports and accommodations available on the Smarter Balanced Assessments and the CMT/CAPT Science Assessment. A more complete guideline will be made available that will replace the [Assessment Guidelines 2012-2013 Edition](#) available on the Student Assessment Web site.
- [Connecticut Read Aloud Protocol for Smarter Balanced Assessments Security/Confidentiality Agreement](#) - This document in conjunction with [Guidelines for Read Aloud, Test Reader](#) allows a certified educator to provide a read aloud when the text-to-speech is not available to a student.
- [CTAA and CMT/CAPT Skills Checklists Science Eligibility & Learner Characteristics Inventory \(LCI\)](#) - This form is required to be completed for any student who will participate in the 2014-2015 alternate assessments. This includes the new Connecticut Alternate Assessment (CTAA) which has previously been referred to as the National Center and State Collaborative (NCSC) assessment for language arts & mathematics and the CMT/CAPT Skills Checklist Science.

- A revised [ED620/IEP page 9](#) (student assessment) and revised [IEP Manual guidance](#) for page 9, are now available. Please replace the current IEP page (9 or 9a) and IEP manual pages as indicated.

Any questions about the Updates for Special Populations should be directed to [joseph.amenta@ct.gov](mailto:joseph.amenta@ct.gov) and/or [janet.stuck@ct.gov](mailto:janet.stuck@ct.gov) or by phone at 860-713-6860.

### Students Who Move During Testing Reminder

Students who move from one Connecticut district/school to another, must complete any tests that were not completed prior to moving. Tests that were completed or are in progress will transfer to the new district/school once the student is registered in TIDE by the new district. Students who change schools or districts during testing **may** be able to resume the test from where they left off at the previous school or district—but only if they have the same form assignment at the new school. This means in the majority of cases the student will receive a new test rather than a continuation of the one already started. The new school or district will be able to check ORS to determine if the student previously started or completed any tests.

If a student completed **all** testing prior to moving, the student's record in TIDE should **not** be transferred to the new district/school.

Students who move into a district from out-of-state or private schools have until June 13, 2014, to complete all testing.

### Data Verification Reminder

Districts administering the Smarter Balanced Field Test should ensure that the following demographic fields are accurately noted in TIDE prior to the end of the testing window on June 13, 2014:

- 1) Required fields (\*) noted on pages 40 - 43 of the [TIDE User Guide](#).
- 2) The following non-required fields should also be verified:
  - Last Name
  - First Name
  - Middle Name
  - Birthdate

Contact the Academic Office at 1-860-713-6860 or [SmarterBalancedCT@ct.gov](mailto:SmarterBalancedCT@ct.gov) with questions regarding the Smarter Balanced Assessment System. View past Smarter Balanced Field Test Updates on the [CSDE Web site](#).

Smarter Balanced Help Desk Contact Information:  
1-855-833-1969 or [smarterbalancedhelpdesk@ets.org](mailto:smarterbalancedhelpdesk@ets.org).