

STUDENT ASSESSMENT NEWS

[Archived Student Assessment News](#)

February 6, 2015

Connecticut State Department Of Education

CTStudentAssessment@ct.gov

860-713-6860

Special Populations

The deadline to enter designated supports and accommodations for students with an Individualized Education Program (IEP), Section 504 plan or who are identified as English Learners (ELs) in the [Accommodations Data Entry Web site](#) is **Friday, February 13, 2015**. Information entered by this date will be automatically transferred to TIDE. All information entered in the Accommodations Data Entry Web site by February 13 will appear in TIDE by **Monday, February 23, 2015**. In addition, information for students being administered the CMT/CAPT Science and the CMT/CAPT Skills Checklist Science will be transferred to the [Measurement Incorporated \(MI\) portal](#).

- Presently, [TIDE](#) shows **NO** records that indicate any designated supports or accommodations for students with IEPs, Section 504 plans or English Learners in [Test Settings](#). This information will appear in TIDE for your confirmation after **Monday, February 23, 2015**.
- The [Accommodations Data Entry Web site](#) remains open throughout the testing window. If designated supports and accommodations for students with IEPs, Section 504 plans or who are ELs need to be entered or modified after **Friday, February 13, 2015**, then the information will need to be entered in **both** the Accommodation Data Entry Web site and in TIDE. Any Skills Checklist information may also need to be entered in the MI portal.
- Students participating in the Connecticut Alternate Assessment (CTAA) may appear in TIDE. These records do not need to be adjusted at this time.
- The CSDE will **NOT** transfer any Non-Embedded designated supports or accommodations into TIDE. This information is only collected in the Accommodations Data Entry Web site.
- All general education students who require designated supports **MUST** be entered directly in TIDE.
- Students requiring a special accommodation must receive permission from the CSDE through the PETITION FOR APPROVAL OF SPECIAL DOCUMENTED ACCOMMODATIONS for Smarter Balanced and CMT/CAPT Science. Contact Joe Amenta at 860-713-6855 or Janet Stuck at 860-713-6837 for information. Special accommodations include:
 - Scribe;
 - Print on demand;
 - Large print for Smarter Balanced;
 - Read aloud for the reading passages Grades 6-8 & 11; and
 - Human Signer Accommodation for Deaf, Hard of Hearing or Deaf-Blind.
- Requests for consideration of an Emergency Medical Exemption should be initiated by the District Test Coordinator as needed during the appropriate test administration window for Smarter Balanced or CMT CAPT Science. See [Appendix A of the Assessment Guidelines](#).

Technology Requirements for the CTAA/ NCSC can be viewed in the [Workstation and Bandwidth Technology Requirements Spring 2015](#).

Science CAPT and CMT Administration

CMT and CAPT Science administration information was shared recently at the District Test Coordinators workshops. This information is also included in the [2015 CMT & CAPT Science Administration Module](#) posted on the CSDE Web site. This module is intended mainly for District Test Coordinators who have the primary responsibility to administer the CMT and CAPT Science.

The [2015 CMT and CAPT Training for Test Examiners](#) is now posted. This training is designed for district personnel who will become test examiners. No school staff should administer the 2015 CMT and CAPT Science without having viewed the presentation.



STUDENT ASSESSMENT NEWS

February 6, 2015

Smarter Balanced Webinars

District staff are invited to attend one or more of the following webinar training sessions to prepare for the Smarter Balanced test administration. These will be recorded and posted once completed.

Once registered for a session, attendees will receive a confirmation e-mail. The e-mail will include a link to the WebEx meeting and a toll-free phone number to use for the session. Each one hour session will include time for questions and answers.

Technology Requirements for Online Testing

This webinar is intended for Technology Coordinators. It will provide an overview of the technology requirements needed on all computers and devices used for online testing, information on secure browser installation, and voice packs for text-to-speech.

Date and Time	Registration Link
Thursday, February 12, 2015 2:00 p.m.	https://air-license.webex.com/air-license/j.php?RGID=r5dc7cc8a341bfff5a4bca636e77f99dd
Thursday, February 19, 2015 4:00 p.m.	https://air-license.webex.com/air-license/j.php?RGID=r31012b6de97b62b167e614c6f3ecc3e5

TIDE and How to Start/Monitor Online Testing and Test Settings

This webinar is intended for District Administrators, District Test Coordinators, and School Coordinators. It will provide an overview of how to navigate the following systems: Test Information Distribution Engine (TIDE), Test Delivery System (TDS), and Teacher Hand Scoring System (THSS). Participants will learn how to set student settings in TIDE, start and monitor a test session using the TA Interface, and how to score specific item responses via THSS (used exclusively for the Interim assessments).

Date and Time	Registration Link
Thursday, February 12, 2015 4:00 p.m.	https://air-license.webex.com/air-license/j.php?RGID=rbb5cee04f247de23e3ee3e4e11aed854
Thursday, February 19, 2015 2:00 p.m.	https://air-license.webex.com/air-license/j.php?RGID=rb31f5e11cff52f82ac3a35664738323f

How to Use the Online Reporting System

This webinar is intended for District Administrators, District Test Coordinators, and School Coordinators. It will provide an overview of how to navigate the Online Reporting System (ORS), including information on participation reports, score reports, and summary statistics.

Date and Time	Registration Link
Thursday, March 5, 2015 2:00 p.m.	https://air-license.webex.com/air-license/j.php?RGID=r2fc801d3b7a4ff60be1275cc774e6bbe
Thursday, March 5, 2015 4:00 p.m.	https://air-license.webex.com/air-license/j.php?RGID=rfeacd4bf74e07f5478dddfd633f2ee46

Confirmation e-mails that contain all the meeting information should be saved to access webinars. Attendees do not have to sign up for a Cisco WebEx account to join this session, but it is recommended running the test meeting application to ensure users have the appropriate plug-ins installed prior to attending the webinar session (<http://www.webex.com/test-meeting.html>).

Please contact Emilia Birdsall (ebirdsall@air.org) or Elizabeth Mortimer (emortimer@air.org) with questions.



STUDENT ASSESSMENT NEWS

February 6, 2015

Test Administrator Manual (TAM) and Test Coordinator Manual (TCM)

The Smarter Balanced TAM and TCM will be posted on the [CSDE Smarter Balanced Portal](#) soon. Once posted, a notice will be provided in the *Student Assessment News*. Please ensure that all test coordinators, test administrators, and teachers who have test administration responsibilities are provided with the link to the portal. All training materials will be posted to the portal as they are made available. Please note that paper copies of the TCM and TAM will be sent to districts. Each school will be provided with one TCM and one TAM per 30 students.

Parent/Guardian Informational Letter

An [informational letter template to inform parents/guardians](#) about the Smarter Balanced assessments has been posted for district use.



As Smarter Balanced states prepare to implement the operational assessments, it is only natural that much of the focus has been on the summative assessment component. But, Smarter Balanced is more than just a year-end test, another essential component of the assessment system is the formative assessment process and the Digital Library.

As a reminder, the [Digital Library](#) is an online collection of instructional and professional learning resources contributed by educators for educators. These resources are aligned with the Common Core State Standards and will help educators implement the formative assessment process to support teaching and learning. The resources are fully vetted against a set of quality criteria.

The [Digital Library Factsheet](#) which outlines the innovative design features and collaboration features is now available. The [Digital Library Modules](#) slide deck provides useful information about the formative assessment process, as well as links to three sample resources. (*Please note: To view the Digital Library Modules first download and save the presentation, then view in Slide Show mode*).

The formative assessment process is an essential component of a balanced assessment system. For more information about the Digital Library, visit the [Connecticut State Department of Education](#) Web site.

Student Assessment Web site

Web site links needed to administer the CMT/CAPT Science, Smarter Balanced assessments and Connecticut Alternate Assessment (CTAA) are consolidated on one page of the [CSDE Student Assessment Web site](#).

District Test Coordinator TIDE Access

District Test Coordinators should have received an e-mail last week from "NEAC-DoNotReply@airast.org" regarding their TIDE user account as a District Administrator (DA). Once District Test Coordinators have successfully logged into TIDE, they can create and manage district- and school-level users. Refer to page 16 of the [TIDE User Guide](#) for a description of user access to tasks in TIDE.

The Teacher (TE) role is a new role that was not available during the 2014 Field Test. The TE role allows users to view student results when they are available for students. This role may also be assigned to teachers who do not administer the test, but will need access to student results. The School Coordinator (SC) or District Coordinator (DC) may create rosters for teachers to view their students' reports. Information about creating rosters is available in the TIDE User Guide.

The Test Administrator (TA) role does not allow for access to student reports and is designed for test administrators such as technology staff, who administer tests, but should not have access to student results.

All accounts from last year's Field Test are no longer active. Subsidiary TIDE accounts must be created for test administration. The TIDE system can be accessed from the [CSDE Smarter Balanced Assessment Portal](#). District



STUDENT ASSESSMENT NEWS

February 6, 2015

Administrators who wish to create additional District Administrators, or who did not receive this initial e-mail should contact the AIR Connecticut Help Desk at 844-202-7583 or cthelpdesk@air.org.

NOTE: Student Designated Supports and Accommodations will be uploaded to TIDE from the CSDE Accommodations Collections Web site after February 13, 2015.

Student Assessment Participation

By federal and state law, universal student assessment is required in ELA and Mathematics in Grades 3-8 and once in high school annually. Also, by federal and state law an assessment is required in science once in each school level (elementary, middle, and high school). In Connecticut, students participate in the Smarter Balanced assessments in ELA/literacy and mathematics. These assessments are given in Grades 3 - 8 and 11. In science, students participate in the Science CMT in Grades 5 and 8 and the Science CAPT in Grade 10. Some students with disabilities participate in the Connecticut Alternate Assessment and the CMT Science Skills Checklist or CAPT Science Skills Checklist. Both the CSDE and each LEA are legally responsible to administer these assessments to all students.

District Technology Upgrades to Support the Transition to the New Standards Request for Proposal

The [District Technology Upgrades to Support Transition to the New Standards](#) Request for Proposal (RFP) was released by the Connecticut State Department of Education. The RFP seeks proposals for alterations, repairs, improvements, technology, equipment and capital start-up costs, including acquisition costs to expand the availability of high-quality school models and assist in the implementation of common core state standards and assessments. The submission date for proposals is February 13, 2015. Please note that a [FAQ](#) has been created to support districts/schools as it relates to questions about the RFP. Additionally, the CSDE is seeking grant reviewers for March 3 and 4, 2015. If interested, see the [Technology Grant Review Team Invitation](#) for more information.

Smarter Balanced Interim Assessments

Introductory information about the Smarter Balanced Interim Assessments is now available. The CSDE has compiled a [Frequently Asked Questions](#) (FAQ) document. More information about the Interim Assessments is available on the [Interim Assessments page](#) of the Smarter Balanced Web site.

Administering the Interim Assessments requires the same process as administering the summative assessment. The TE/TA will create a test session in the TA Interface and select the interim assessment to be administered. Students must log into the Student Interface on the secure browser and enter the required log-in information, including the test session ID. Directions for administering a test are found in the [Test Administrator User Guide](#) that is posted on the portal. TEs/TAs should be trained in test administration and students should have had an opportunity to engage with the [Practice Tests](#) prior to Interim Assessment administration. Additionally, please note that designated supports and accommodations will not be uploaded until after February 13, 2015.

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Levy Gillespie
Equal Employment Opportunity Director/American with Disabilities Act Coordinator
Connecticut State Department of Education
25 Industrial Park Road
Middletown, CT 06457

