

STUDENT ASSESSMENT NEWS

[Archived Student Assessment News](#)

March 30, 2015

Connecticut State Department Of Education

CTStudentAssessment@ct.gov

860-713-6860

NCSC/CTAA Important Information

The NCSC test window opens today, **Monday, March 30, 2015**. NCSC Test Administrators are expected to complete all testing of eligible students with significant cognitive disabilities by **May 15, 2015**. In previous March *Student Assessment Newsletters*, it was indicated that NCSC Test Administrators must pass the final quiz on the [NCSC Assessment System](#) with a score of 80 percent or better in order to access the students and tests. Please work with district Special Education colleagues to ensure all Test Administrators have access to the NCSC Assessment System by confirming each Test Administrator profile for accuracy including correct e-mail addresses, names, districts/schools and that Test Administrators have begun accessing the NCSC Assessment System. Additionally, District Test Coordinators should add any eligible students missing from the roster for assessment with the NCSC/CTAA in Language Arts and Math before Thursday, April 2, 2015. When these students are added to the NCSC Assessment System they should also be confirmed on the [CSDE Accommodations Data Collection Web site](#).

Please review the NCSC Assessment System User Guide for Test Coordinators to assist you. It is available on the [NCSC Assessment System](#) on the Dashboard under Resources at the bottom of the web page. For information on how to add a Test Administrator see page 51, and for information on how to add a single student see page 64.

NCSC Test Security Protocol

The NCSC Test Security Protocol is described as a sign-off document in the NCSC Assessment System Training. Connecticut's teachers should follow the security procedures already established and monitored in their districts. **Therefore, the CSDE does not require a sign off provided to the state.** The CSDE does expect all teachers to be familiar with Connecticut's [Test Security Guidelines](#).

NCSC Scribe Protocol

The NCSC Scribe Protocol is described in the [NCSC Test Administration Manual](#) Appendix B page 36. The training created for all states describes the protocol as a sign-off document to be provided to the state. **Connecticut does not require a scribe protocol sign off.** Connecticut teachers need to ensure the scribe accommodation is entered into [NCSC Assessment System](#) in the Accommodation tab of the student profile. The scribe accommodation should represent what is evident in the IEP and during instruction.

Please contact Janet.Stuck@ct.gov or Joseph.Amenta@ct.gov with any questions about the NCSC/CTAA.

Additional Participation Considerations for Smarter Balanced Testing

A new resource, [Additional Participation Considerations for Smarter Balanced Testing](#), is posted on the CT Portal as an addendum to the Online Summative Test Coordinator Manual, Section 4.1. The document provides additional guidance for districts and outlines testing policy for special student circumstances.

Translated Communication Tools for Smarter Balanced Assessments

The CSDE recently added translated versions of the [Communication Tool Resources](#) for parent/guardian communications about the Smarter Balanced Assessments. These resources are available off the [Smarter Balanced page](#) of the CSDE Web site.

REMINDERS:



Smarter Balanced Test Information Distribution Engine and Public School Information System Data Sync

The CSDE has refreshed the student-level data in the Test Information Distribution Engine (TIDE). The daily sync between TIDE and the Public School Information System (PSIS) Registration Module is engaged. All changes to student enrollment and demographic information should be made in PSIS. **Changes made in PSIS may take up to 24 hours to appear in TIDE.** Any changes to a student's status at the time of testing should be made directly in the PSIS Registration Module. The PSIS Registration Module has been updated to include new fields for **Special Education**,



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English Learner, and Economically Disadvantaged Status during testing, so these fields can be modified to reflect a student's status at the time of testing. The CSDE copied the status for those variables from the January 2015 collection of PSIS into the student's registration record. In registration, these fields should reflect the student's status at the time of testing.

If the student did not have a change to any of those statuses between the January 2015 collection and at the time of testing, you will not need to update any of those fields in PSIS Registration. You will need to provide these statuses for students who:

- enrolled in your district after January 12, 2015; OR
- changed enrollment from a non-tested grade to a tested grade after January 12, 2015; OR
- had a status change at the time of testing.

Example: A student was identified as receiving special education services in the January 2015 collection, but was no longer receiving special education services in March 2015. In this example, you will need to change the Special Education status to "no" in Registration.

The grade in PSIS should always reflect the grade in which the student is being educated. Additionally, if two or more districts have the same student SASID actively registered in PSIS, TIDE will assign the student to the district with the latest district entry date.

reminder

Students who qualify for an English Learner (EL) Exemption

Some English Learners (EL) may be eligible for an exemption from the Smarter Balanced English language arts (ELA)/literacy assessment or the ELA Connecticut Alternate Assessment (CTAA). For a student to qualify as EL Exempt, the following two conditions must apply:

1. The student is identified as EL and enrolled for the first time in a U.S. school after:
 - March 17, 2014 – Grades 3 - 8 (Smarter Balanced);
 - April 27, 2014 – Grade 11 (Smarter Balanced); or
 - March 30, 2014 – Grades 3 - 8 and 11 (CTAA).
2. The student was administered an appropriate language proficiency assessment.

The student is still required to be administered the Smarter Balanced Mathematics assessment, or the CTAA Mathematics assessment, and CMT/CAPT Science or CMT/CAPT Skill Checklist Science in Grades 5, 8 and 10. Students assessed with Smarter Balanced who qualify for this exemption need to be identified in TIDE. Students assessed with the CTAA will be recorded as EL exempt in a manner to be determined in the near future. **There will be a place to note these students in TIDE soon.**

reminder

Documentation of Security Incidents: Use of Test Security Incident Log and Appeals System

School Coordinators (SC) and District Test Coordinators (DC) should ensure that all test security incidents are documented in the [Test Security Incident Log](#). Prior to the test administration, SCs or DCs are responsible for providing Teacher (TEs)/Test Administrators (TAs) with the [Test Security Incident Log](#) located at <http://CT.portal.airast.org>. It is recommended that DCs/SCs download the template and pre-populate the District ID and School ID fields. TEs/TAs must log incidents immediately upon identification and submit them, via e-mail or alternate district protocol, to their SCs/ DCs. District staff should establish a process that includes how frequently these logs should be submitted and communicate this preference to their staff. The description of each column header is included in the template. In addition to logging all test security incidents in the Test Security Incident Log, incidents requiring specific actions to be taken regarding the test itself are to be escalated via the Appeals module of TIDE. Districts will be asked to provide their Test Security Incident Log to the CSDE at the end of testing.

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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
860-807-2071
Levy.Gillespie@ct.gov

