



## STUDENT ASSESSMENT NEWS

February 26, 2016

[Archived Student Assessment News](#)

[CTStudentAssessment@ct.gov](mailto:CTStudentAssessment@ct.gov)

860-713-6860

## Connecticut SAT School Day

### Connecticut SAT School Day Test Materials

As test materials should have begun arriving in schools on February 26, 2016, school personnel should check the shipments as they arrive. The first shipments should include:

- All for the standard materials for test day and some materials for accommodations. These may arrive with the standard materials or separately depending on the format (for example large print and braille are likely to be sent separately); and
- Special arrangements have been made to ship additional non-standard materials next week because of delays in matching accommodations to the student rosters and may arrive as late as Monday, February, 2016. If schools do not receive materials for all students planning to test on March 2, send an e-mail to Test Administration Services at [tas@ets.org](mailto:tas@ets.org) (e-mail is preferred so there is a permanent record) and TAS will confirm if there are any more materials in route to the school or if additional materials need to be sent by overnight delivery.

### Weather Policy

If there is an emergency closure or weather delay, please follow the directions below:

- If school is closed:
  - Contact CSDE (860-713-6860) immediately to report the closure.
- If school has a delayed opening of 90 minutes or less:
  - Contact CSDE (860-713-6860) immediately to report the delay.
  - Plan to test your standard and most of your nonstandard students that same day.
  - Move any students with 50 percent extended time to the make-up administration on April 27, 2016.
- If school has a delayed opening of more than 90 minutes:
  - Contact CSDE (860-713-6860) immediately to report the delay.
  - Testing will need to occur on the make-up administration date on April 27, 2016.

### Administration Material

The [Connecticut SAT School Day Testing Manual](#) is available on the CSDE Web site. This manual was also included in the shipment.

### Parent/Guardian Informational Letter

A sample [informational letter template](#) to inform parents/guardians about the Connecticut SAT School Day is available for district use. Additionally, a [model letter to parents/guardians](#) about Connecticut SAT School Day Scores is available. This letter is also available in [Spanish](#).

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## Connecticut Smarter Balanced

### Elimination of Smarter Balanced ELA Performance Tasks and Closure of the Interim Assessments

Please read the February 25, 2016, press release from [Governor Malloy and Education Commissioner Wentzell about new steps to reduce state testing](#). The modifications articulated in this release apply to this year's administration for *only* ELA Performance Tasks. Information about the test implementation and supports for K-12 writing will be forthcoming. Additionally, on March 7, 2016, the Smarter Balanced Interim Tests for Math and ELA will be closed.

### Summative Assessment Test Administration Manuals

The Connecticut Smarter Balanced Summative Assessment [Test Coordinator's Manual](#) and [Test Administration Manual](#) are available on the Connecticut Portal. These manuals were shipped to districts/schools in early February.

## CMT/CAPT Science

### Science Test Administration Materials

The CMT/CAPT Science Test Administration window begins on March 1, 2016. The following CMT and CAPT Science Test Administration materials are available on the [Connecticut Assessment Portal](#). Manuals will be shipped to districts/schools.

- [CMT/CAPT Test Administration Manual for Online Testers](#) - **NEW**
- [CMT Science Test Coordinator's Manual](#)
- CMT Science Test Examiner's Manual: [Grade 5](#) and [Grade 8](#)
- [CAPT Science Test Coordinator's Manual](#)
- [CAPT Science Test Examiner's Manual](#)
- [Narrated CMT and CAPT Science Training Module](#)
- [CMT and CAPT Science Training for Test Examiners](#)

## CMT/CAPT Science and Smarter Balanced

### Designated Supports and Accommodations

Designated Supports and Accommodations for students identified as special education, Section 504 and English learners (ELs) are set directly in the [Test Information Distribution Engine](#) (TIDE) for students who will be taking the Smarter Balanced Assessments and the Connecticut Mastery Test (CMT) or Connecticut Academic Performance Test (CAPT) Science. District personnel should verify in TIDE that students have the supports and/or accommodations needed prior to testing. Additional test settings for students with updated individualized education programs (IEPs) or Section 504 plans can be set as needed. Allow at least 24 hours prior to testing for the new supports/accommodations to be available.

## Connecticut Alternate Assessments & CMT/CAPT Skills Checklist Science

### Revised Test Window for the Connecticut Alternate Assessment

**The Connecticut Alternate Assessment (CTAA) test window will be from April 18 to June 10, 2016.** The Connecticut State Department of Education (CSDE) has revised the CTAA test window as a result of the following considerations:

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- The revised test window will provide eight weeks for testing allowing trained teachers additional time to test students who must be tested individually.
- The revised test window will allow teachers, schools, and districts more flexibility to assign staff and computer access for Smarter Balanced to accommodate these other statewide assessments.

## Confirming Entry of the CTAA and CMT/CAPT Skills Checklists Science Eligibility & Learner Characteristics Inventory

District TIDE users with the DA, DC and SC user role should ensure the [CTAA and CMT/CAPT Skills Checklists Science Eligibility & LCI](#) has been entered for each eligible student to be assessed with the CMT/CAPT Skills Checklist Science and/or the Connecticut Alternate Assessment (CTAA) using the process described in *Section V. Working with Student Information* (page 23) of the [Test Information and Distribution Engine User Guide](#). Users will need to select “Additional Search Criteria,” then the “Alt flag,” and “Yes” to generate the list. This information will be updated each Monday with activity that occurred during the prior week.

The [CTAA and CMT/CAPT Skills Checklists Science Eligibility & LCI](#) is required to register eligible Grades 3-8, 10 and 11 students with significant cognitive disabilities for the alternate assessments. The LCI is submitted through the [Data Entry Interface \(DEI\)](#) on the [Connecticut Alternate Assessment \(CTAA\) Portal](#). The [Data Entry Interface Brochure](#) provides instructions on how to complete the LCI, the CMT Skills Checklist Science and the CAPT Skills Checklist Science through the DEI.



An LCI must be submitted for students who will be administered the Connecticut Alternate Assessment and the CMT or CAPT Skills Checklist Science. Completing an LCI will create a test within the system for those students. Until the student’s LCI is entered, the student will be incorrectly registered to take the Smarter Balanced Assessments and the CMT/CAPT Science. Care must be taken **not** to administer these assessments to these students.

## TIDE/PSIS Data Sync and New Data Elements in PSIS

District Test Coordinators and PSIS Coordinators should note the following changes to the Public School Information System (PSIS) and its relationship with TIDE. The CSDE has recently refreshed the student-level data in TIDE. **PSIS Coordinators should make all changes to student enrollment and demographic information directly in the PSIS Registration Module. Changes made in the PSIS Registration Module 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.** District Test Coordinators may need to work with their District PSIS Coordinators to ensure student information is accurately reported in the PSIS Registration Module, and subsequently in TIDE.

On February 22, 2016, the CSDE added two new fields to the *Spring 2016 Connecticut Testing Demographic Status* section of the PSIS Registration Module. The new fields are **Section 504** and **Recently Arrived EL**. The definitions of these fields are:

**Section 504:** Under federal law, Section 504 students are those who require a Section 504 plan. A local 504 team identifies appropriate academic supports such as accommodations and

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modifications for individual students. A Section 504 plan is provided to a student to ensure equitable access to general education standards and curricula.

**Recently Arrived EL:** Students who are English Learners (EL) can be identified as *Recently Arrived EL* if their initial entry date in a U.S. school is less than two years (i.e., 24 months) prior to test administration.

Districts should note the status of students who may qualify for these fields in the PSIS **Registration Module**.

At the time of this system refresh, the currently available fields of ELL, Special Education, and Free/Reduced Lunch Eligible were updated. The changed status of tested students will need to be maintained in the **PSIS Registration Module** for students in the tested grades (in Grades 3-8, 10, and 11 for Smarter Balanced, Connecticut Alternate Assessments, CMT/CAPT Science and CMT/CAPT Science Skills Checklist). After March 1, the values should indicate a **student's status at the time of testing**.

To assist in the accurate reporting of ELL, Special Education, and Free/Reduced Lunch Eligible, the CSDE is updating these values in the PSIS Registration Module as reported in the **January 2016 PSIS Collection**. Some students will have already had their status changed since the January PSIS collection. Many districts have been maintaining these changes as they occur in the PSIS Registration Module.

Even so, there may be some ELL cases and some Special Education cases where the rules that govern the update will now default students back to their January PSIS collections status. This may necessitate a further update in the **PSIS Registration Module** by district PSIS Coordinators to be sure that the current status is accurately reflected in PSIS. Updating accurately in PSIS will result in accurate reporting in TIDE.

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.

The grade recorded in PSIS should always reflect the grade in which the student is being educated.

[Register for email updates](#)

To automatically receive the *Student Assessment News* and/or other announcements, [register for e-mail updates](#) on the Comprehensive Assessment Program Portal.

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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](mailto:Levy.Gillespie@ct.gov)