



Please sign in using the QR code.



Next Generation Assessment Meeting

Dec. 19, 2024 | Office of Assessments

- We look forward to speaking and meeting with you today!
- Please be advised that we have turned off your video and audio capabilities to preserve bandwidth. Please feel free to share any ideas or ask any questions by typing them in the chat.
- We will be recording this meeting. The presentation, audio and a transcript will be posted to [Test Coordinator Resources](#) webpage.
- Please sign in with [this link](#) or the QR code.



Welcome!



In partnership with key stakeholders, we create a comprehensive educational assessment program that:

- accurately measures student performance;
- produces actionable data; and
- provides tools, guidance and training to empower local education agencies (LEAs) to meet the needs of all learners and make informed decisions.



Office of the State Superintendent of Education (OSSE) Office of Assessments

Mission Statement



National Assessment of Reading and Math, select schools, grades 4 and 8



English Language Proficiency, grades K-12



Alternate ELA and Mathematics, grades 3-8 and 11



Alternate Science, grades 5, 8, and high school biology



*General Statewide Assessments
ELA and Mathematics, grades 3 – high school
Science, grades 5, 8, and high school biology*



OSSE Office of Assessments

Statewide Assessments

2024-25 Statewide Testing Windows

Assessment	2024-25 Statewide Test Window
<p style="text-align: center;">NAEP (Selected schools only)</p>	<p style="text-align: center;"><u>LTT Age 13</u>: Oct. 7 – Dec. 13, 2024 <u>LTT Age 9</u>: Jan. 6 – March 14, 2025 <u>LTT Age 17</u>: March 17 – May 23, 2025 <u>NAEP Field Test</u>: Jan. 27 – March 7, 2025</p>
<p style="text-align: center;">ACCESS for ELLs</p>	<p style="text-align: center;">Feb. 10 – March 21, 2025</p>
<p style="text-align: center;">MSAA and DLM</p>	<p style="text-align: center;">March 10 – April 25, 2025</p>
<p style="text-align: center;">DC CAPE DC ELA, DC Math, DC Science</p>	<p style="text-align: center;">March 31 – May 23, 2025 (March 31– May 16, 2025: paper accommodation window)</p>

Agenda

- Staying Connected
- 2024-25 Assessment Administration
 - 2024-25 Trainings
 - ACCESS Activities
 - Webinars
 - Multi-State Alternate Assessment (MSAA) and Dynamic Learning Maps (DLM) Readiness Guides and Training
- 2024-25 Test Security Processes and Timelines
- Educator Recruitment
- Recap
- Q&A

Stephanie Snyder, Director of Assessments

Chelsea Charland, Deputy Director of Assessments

Yolanda Barber, Assessment Specialist, Math

Asaad Fulton, Assessment Specialist, Special Populations

Taylor Honkala, Management Analyst, Assessment
Communications

Rachel Knaizer, Assessment Specialist, ELA and Test
Administration

Rohini Ramnath, Assessment Specialist, Test Security

Cassidy Schenley, NAEP State Coordinator

OSSE Office of Assessments

Team Members



Staying Connected



Changes in How We Keep in Touch

- OSSE requires LEAs to designate an LEA Assessment Manager for each academic year.
- LEA Assessment Manager contact information must be updated in IDS for the 2024-25 school year for both LEAs and nonpublic schools.
- There will not be a separate form to complete this year and all contact information will be taken from IDS.
- The new role titles are LEA Assessment Manager, ACCESS for ELLs Assessment Coordinator, DC CAPE Assessments Coordinator, MSAA/DLM Assessments Coordinator, and Assessments Support Staff.

Role Designations

POC Name	Permission Level	Description
LEA Assessment Manager	LEA	This individual is accountable for serving as the primary point of contact for all statewide assessment functions, including implementing assessment polices; developing and implementing LEA assessment policies; training; managing administration; liaising with LEA and OSSE Data Managers; managing LEA-level reporting; disseminating communications.

Role Designations

POC Name	Permission Level	Description
ACCESS for ELLs Assessment Coordinator	LEA	This individual may be accountable for: assessment rostering; training; managing administration; liaising with LEA Assessment Manager; liaising with LEA Data Manager; communications.
DC CAPE Assessments Coordinator	LEA	This individual may be accountable for: assessment rostering; training; managing administration; liaising with LEA Assessment Manager; liaising with LEA Data Manager; communications.

Role Designations

POC Name	Permission Level	Description
MCAA/DLM Assessments Coordinator	LEA	This individual may be accountable for: assessment rostering; training; managing administration; liaising with LEA Assessment Manager; liaising with LEA Data Manager; communications.
Assessment Support Staff	LEA	Does not have primary responsibility for administration but is an additional contact and receives communications.

2024-25 Assessment Administration



2024-25 Assessment Trainings



Preview of 2024-25 LEA Assessment Trainings

- Based on the annual survey results and comments gathered during focus groups, the Office of Assessments is producing revised training that:
 - Is timely;
 - Provides tools to help planning and administration;
 - Differentiates learning needs; and
 - More accurately models tasks required for administration.

Preview of 2024-25 Assessment Trainings

December 2024	Training	Purpose	Date and Time
	DC CAPE Preview	Provide overview of ADAM features	Release week of Dec. 16
January 2025	DLM	Test Coordinator	Jan. 9
	DC CAPE	Administration overview	Jan. 14
	ACCESS Test Administrator Training		Jan. 15
	Test Security and Integrity Training		Jan. 22 from 10 a.m. to 12 p.m. online
	Next Generation Assessments (NGA) Meeting		Jan. 28 from 10 to 11 a.m. online
	DC CAPE		Jan. 30 beginning at 2 p.m.
	DLM, Session I	Test Administrator	Jan. 30



ACCESS Activities



ACCESS Activities and Reminders

Course	Test Coordinators	Test Administrators
Online ACCESS for ELLs: Administration	Recommended	Recommended
Paper ACCESS for ELLs: Administration	Recommended	Recommended
Alternate ACCESS: Administration and Scoring	Recommended	Recommended
Kindergarten ACCESS for ELLs: Administration and Scoring	Recommended	Required, as applicable
Speaking for Grades 1-5: Scoring ACCESS Paper and WIDA Screener	Recommended	Required, as applicable
Speaking for Grades 6-12: Scoring ACCESS Paper and WIDA Screener	Recommended	Required, as applicable

Additional resources and information about training and other activities are found on the [WIDA State Support page](#) for DC. The State Support page includes a checklist of activities to prepare for administration.



Upcoming ACCESS Tasks

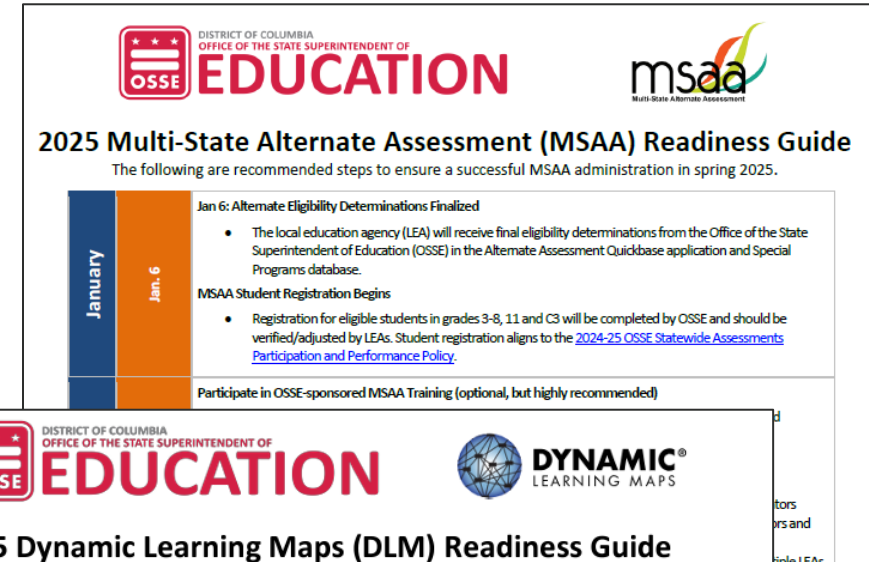
- Verify student information loaded into WIDA AMS
- Create staff user accounts
- Monitor completion of online trainings
- Deliver Test Security Training and Test Security Notification to staff
- Prepare Family Notification Letter
- Prepare and Submit School Test Security Plans

MSAA and DLM Activities



MCAA and DLM Readiness Guides

- MCAA and DLM are alternate assessments in ELA/math and science
 - Final eligibility determinations will be available by Jan. 6, 2025
- OSSE has developed a two-page MCAA and DLM Readiness Guide with high-level activities for each month
 - Created in response to stakeholder feedback
 - Was shared in NGA bulletin and posted on OSSE website in December

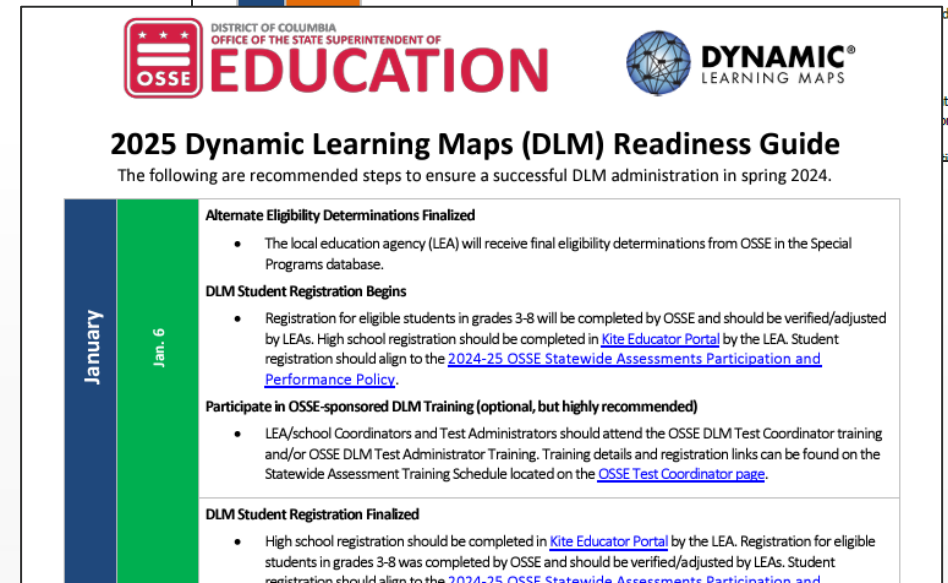


DISTRICT OF COLUMBIA OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION **OSSE EDUCATION** **msaa**
Multi-State Alternate Assessment

2025 Multi-State Alternate Assessment (MSAA) Readiness Guide

The following are recommended steps to ensure a successful MSAA administration in spring 2025.

January	Jan. 6	<p>Jan 6: Alternate Eligibility Determinations Finalized</p> <ul style="list-style-type: none"> The local education agency (LEA) will receive final eligibility determinations from the Office of the State Superintendent of Education (OSSE) in the Alternate Assessment Quickbase application and Special Programs database. <p>MSAA Student Registration Begins</p> <ul style="list-style-type: none"> Registration for eligible students in grades 3-8, 11 and C3 will be completed by OSSE and should be verified/adjusted by LEAs. Student registration aligns to the 2024-25 OSSE Statewide Assessments Participation and Performance Policy.
		<p>Participate in OSSE-sponsored MSAA Training (optional, but highly recommended)</p>



DISTRICT OF COLUMBIA OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION **OSSE EDUCATION** **DYNAMIC LEARNING MAPS**

2025 Dynamic Learning Maps (DLM) Readiness Guide

The following are recommended steps to ensure a successful DLM administration in spring 2024.

January	Jan. 6	<p>Alternate Eligibility Determinations Finalized</p> <ul style="list-style-type: none"> The local education agency (LEA) will receive final eligibility determinations from OSSE in the Special Programs database. <p>DLM Student Registration Begins</p> <ul style="list-style-type: none"> Registration for eligible students in grades 3-8 will be completed by OSSE and should be verified/adjusted by LEAs. High school registration should be completed in Kite Educator Portal by the LEA. Student registration should align to the 2024-25 OSSE Statewide Assessments Participation and Performance Policy. <p>Participate in OSSE-sponsored DLM Training (optional, but highly recommended)</p> <ul style="list-style-type: none"> LEA/school Coordinators and Test Administrators should attend the OSSE DLM Test Coordinator training and/or OSSE DLM Test Administrator Training. Training details and registration links can be found on the Statewide Assessment Training Schedule located on the OSSE Test Coordinator page.
		<p>DLM Student Registration Finalized</p> <ul style="list-style-type: none"> High school registration should be completed in Kite Educator Portal by the LEA. Registration for eligible students in grades 3-8 was completed by OSSE and should be verified/adjusted by LEAs. Student registration should align to the 2024-25 OSSE Statewide Assessments Participation and Performance Policy.

MCAA Timeline of Activities

Dates	Activities
By Jan. 31	OSSE registers eligible students in the MCAA System
Feb. 5	MCAA Overview webinar for Test Coordinators
Feb. 10-14	OSSE creates LEA and Nonpublic School Test Coordinator accounts in the MCAA System <ul style="list-style-type: none">LEAs are responsible for creating School Test Coordinator & Test Administrator accounts
Feb. 18	Required online TC and TA training modules available in the MCAA System
March 10 – April 25	MCAA administration window

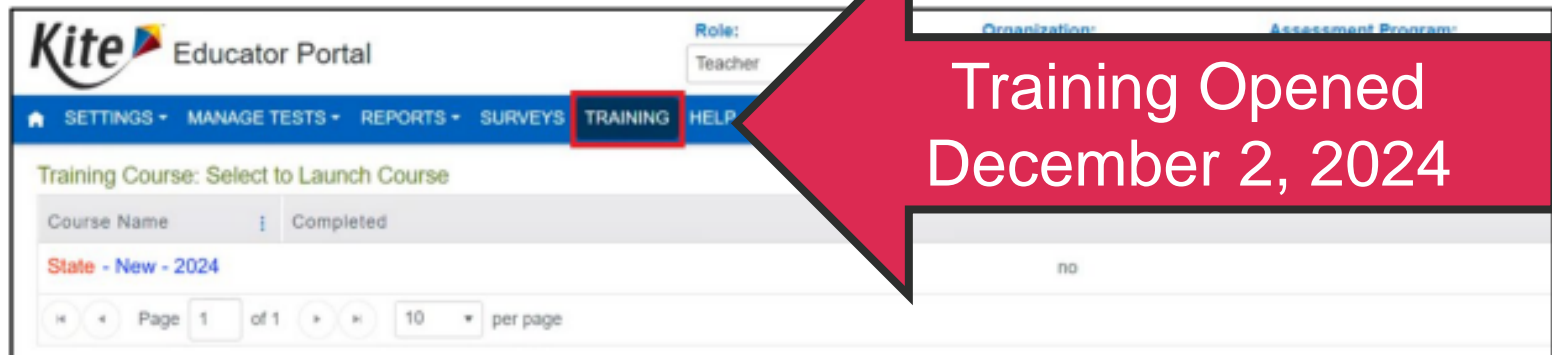


DLM Required Test Administrator Training

Educators with the Teacher role will need to access the DLM Required Test Administrator Training in the training section of Kite Educator Portal for the 2024-2025 school year.

- Users who have a Kite account and the “Teacher” role assigned will be automatically enrolled in the training and can access the training via the training tab.
 - Newly created accounts will be enrolled in the training within about 30 minutes after their accounts are activated.
- New Test Administrators are still expected to pass each of the four modules with a score of 80 percent or higher.
 - Returning Test Administrators are still expected to pass one module with a score of 80 percent or higher.

More information can be found in the *Guide to DLM Required Test Administrator Training for Year-End Model States* located on the [DC DLM page](#).



The screenshot shows the Kite Educator Portal interface. The top navigation bar includes 'SETTINGS', 'MANAGE TESTS', 'REPORTS', 'SURVEYS', 'TRAINING', and 'HELP'. The 'TRAINING' tab is highlighted with a red box. Below the navigation bar, the page title is 'Training Course: Select to Launch Course'. There is a table with columns 'Course Name' and 'Completed'. The first row shows 'State - New - 2024' and 'no'. At the bottom, there is a pagination control showing 'Page 1 of 1' and '10 per page'. A large red arrow points from the 'TRAINING' tab to a red box containing the text 'Training Opened December 2, 2024'.

DLM Timeline of Activities

Dates	Activities
Jan. 6 – Jan. 31	OSSE enrolls grade 5 and grade 8 DLM-eligible students. LEAs enroll DLM-eligible high school students.
Jan. 15 – Jan. 31	Teacher accounts added or updated in Kite Educator Portal by test coordinators.
Feb. 3 – Feb. 14	OSSE rosters students eligible for DLM assessment to available teacher accounts.
Feb. 17	Start window for First Contact survey and Personal Needs Profile (PNP) Profile completion by teachers. <i>*This must be completed prior to testing</i> LEAs verify DLM student rosters.
March 10 – April 25	DLM administration window

Upcoming DLM Trainings

Dates	Activities
Jan. 9	DLM Test Coordinator Training, 10 a.m. - 12 p.m.
Jan. 30	DLM Test Administrator Training (session 1), 10 a.m. - 12 p.m.
Feb. 14	DLM Test Administrator Training (session 2), 1 – 3 p.m. <i>*This is a repeat of session 1</i>
March 10 – April 25	DLM administration window

DC CAPE Activities



DC CAPE Readiness Guide

OSSE has developed a two-page DC CAPE Readiness Guide with high-level activities for each month

- Created in response to stakeholder feedback
- Was announced in NGA bulletin and posted on OSSE website in December

2025 DC Comprehensive Assessments of Progress in Education (CAPE) Readiness Guide
The following are recommended steps to ensure a successful DC CAPE administration in spring 2025.

Month	Activities
February-March	<p>Ensure the DC CAPE LEA or Nonpublic Coordinator has access to ADAM</p> <ul style="list-style-type: none">• LEA test coordinator accounts will only be created for individuals listed as LEA Assessment Manager in the All Staff Points of Contact/Nonpublic All Staff Points of Contact collection. Please update your designation and that of any staff who requires LEA-level or Nonpublic School Test Coordinator-level access to the platform in the Integrated Data Submission (IDS) portal in order to ensure appropriate access. Reach out to your Data Manager for more guidance in completing this task. <p>Attend LEA DC CAPE Coordinator Trainings or View Recordings</p> <ul style="list-style-type: none">• Trainings for LEA Test Coordinators on tasks required in the Assessment Management & Delivery (ADAM) platform. Coordinators can sign up for these trainings once posted to the OSSE Test Coordinator page.• Recordings of trainings and resource guides are posted on the Pearson Support Portal. <p>Apply Test Assignment Tags for Students Taking Course-Based Assessments (ELA I, ELA II, Algebra I, Geometry, Algebra II, Biology) in ADAM</p> <ul style="list-style-type: none">• Student test assignment should align to the 2024-25 OSSE Statewide Assessments Participation and Performance Policy.• Test assignments for students in grades 3-8 will default to their grade level. For middle school students in advanced math courses, and for all high school students, test assignment tags must be applied.• Test assignment tags can be entered manually or via a Student Assignment Tag upload in ADAM.• The Test Assignment Tagging Quick Reference Guide is available on the Pearson Support Portal to assist with this task. <p>Assign Student Accommodations and Accessibility Features in ADAM</p> <ul style="list-style-type: none">• Accommodations for each student with an individualized education program (IEP), 504 plan, or English learner plan should be entered in ADAM. Accommodations and accessibility features can be entered manually or via a Student Accommodation Upload.• LEAs and nonpublic schools must enter student accommodations for tests requiring paper materials (human reader, paper-based test, braille, large print) in ADAM and place a Materials Order once accommodations are completed. The Submitting Orders Quick Reference Guide is available on the Pearson Support Portal to assist with this task. Orders will not be approved if accommodation assignments are missing.• The Accommodations Assignment Reference Guide is available on the Pearson Support Portal to assist with this task.• Confirm or update the shipping address and point of contact for your school in ADAM. Shipping information is updated through the IDS portal. Please reach out to OSSE if changes need to be made.
Before March	

DC CAPE Timeline of Activities

Dates	Activities
Jan. 6	State opens Assessment Delivery and Management platform (ADAM) to LEAs
Jan. 6 – March 4	LEAs and Nonpublics load accommodations file into ADAM
March 4 – May 9	NEW! Materials Order Window - Test Materials (e.g., test booklets, answer documents)
March 4 – May 16	Materials Order Window - Human Reader Scripts
March 4 – May 30	Materials Order Window - Ancillary Return Materials only (e.g., return labels, boxes)
March 31 – May 23	DC CAPE online administration window <i>Paper administration window: March 31 – May 16</i>

2024-25 Test Security Processes and Timelines



2024-25 Test Security Guidelines

- 2024-25 Test Security Guidelines (and more!) are posted on [OSSE's Test Security webpage](#)
- This document outlines responsibilities of OSSE, LEAs and schools in maintaining test security and test integrity
- Updates
 - School Test Security File requirements
 - Minor Deviations expectations

Test Security Training Timelines

- OSSE's asynchronous training have been posted on [OSSE's Test Security webpage](#)
 - Presentation
 - Script
- Live trainings will continue in January
 - Additional options will be available in February
- All individuals with the role of LEA Assessment Manager have been sent invitations to the OSSE Assessment Portal

Test Security Training Requirements

- Individuals in the following roles must complete OSSE Test Security Training for 2024-25:
 - LEA Assessment Manager
 - LEA ACCESS for ELLs Test Coordinator
 - LEA MSAA/DLM Test Coordinator
 - LEA DC CAPE Test Coordinator
 - Nonpublic School Test Coordinator
- Training options will include live options and an asynchronous recording. Both sessions will be the same.
- All individuals must pass the OSSE Test Security Training quiz with a score of at least 80 percent or higher.
- LEA Assessment Managers are responsible for ensuring that all authorized personnel at schools under their LEA are trained in test security policies and procedures.
- The due date to submit ACCESS start/end dates in the OSSE Assessment Portal is **Jan 21, 2025**.

2024-25 OSSE Ambassador Program



OSSE Assessment Ambassador Support

- Regular, ongoing support for LEAs identified by OSSE
 - First year with a grade level or test;
 - Transition of the previous year's assessment staff;
 - Failure to submit a timely school test security plan (STSP) for one or more statewide assessments;
 - Test security incidents during previous year's assessment administration;
 - Failure to follow the chain of custody protocols for secure materials during assessment administration;
 - Request from LEA staff for additional support.
- LEAs will establish a plan of action for preparing for and administration of spring 2025 assessments.
- OSSE Assessment Ambassadors will contact LEAs in early 2025 to introduce themselves and begin planning.

Staying Connected to the OSSE Office of Assessments



Educator Recruitment



Educator Recruitment

The Office of Assessments is recruiting educators with a range of assessment and curriculum experience, content expertise, and diversity, equity and inclusion (DEI) training to apply for the opportunity to participate in test development events.

All applicants should meet the following qualifications:

- Currently employed as a teacher or academic leader for grades 3 through 12 at a District of Columbia public or public charter school;
- Experience teaching diverse populations and/or students with special needs;
- Expertise in ELA, mathematics, or science with a deep understanding of the Common Core State Standards or Next Generation Science Standards;
- Three years of experience as a teacher and/or academic leader; and
- Able to commit three to five school days a year to attend test development events.

Complete the application [here](#) by **5 p.m. on Feb. 14, 2025** to be eligible for test development events. For additional questions, please contact Yolanda Barber at Yolanda.Barber@dc.gov.

Recap

- Be sure information in the All Staff Database in IDS is correct. This information is used to create accounts in different assessment administration platforms and to communicate information.
- Register for required trainings, including assessment-specific trainings and Test Security and Integrity training. Registration information is announced in the NGA Bulletin.
- The Ambassador Program is here to help. Look out for communication from your Ambassador soon.
- Readiness Guides are published on the OSSE Test Coordinator Resources website. Use these guides to help plan preparation activities.
- Review student information in WIDA AMS to prepare for ACCESS testing.
- Make your voice heard about DC summative assessments and apply to participate on committees.

Q&A

Thank You!

