2021-22 School Year District of Columbia Statewide Assessments
Nonpublic School Test Security & Administration

The District of Columbia administers multiple assessments annually in accordance with DC and federal law. These districtwide assessments are an important source of data on students' progress and proficiency relative to DC's educational standards. Students attending nonpublic schools participate in statewide assessments.

Administration of the assessments by the school requires coordination with the District of Columbia Office of the State Superintendent of Education (OSSE) and the local education agency (LEA) of enrollment. Documentation of test planning is submitted to and approved by OSSE annually, as evidence that each school is prepared for test administration. An overview of these requirements and resources are outlined below.

What are the legal assessment requirements for DC students attending nonpublic schools?

Nonpublic special education schools or programs shall ensure all students are appropriately included in the statewide assessment, either by taking the statewide general assessment or an alternate assessment approved by OSSE, in accordance with guidelines established by OSSE. (5A 28 DCMR § 2805.3)

In accordance with chapter A-23 and section 3019 of chapter E-30 of Title 5 of the DCMR, every nonpublic special education school or program shall ensure that every District of Columbia student with an IEP enrolled in a nonpublic special education school or program is appropriately included in either the District of Columbia statewide assessment system or alternate assessment approved by OSSE. (5A 28 DCMR § 2812.1)

A nonpublic special education school or program shall ensure that statewide assessments are administered according to the test security guidelines published by OSSE. (5A 28 DCMR § 2812.2)

The nonpublic special education school or program shall ensure a student's IEP shall include a specific finding that the student is eligible for participation in the alternate assessment based upon the alternate academic achievement standards, OSSE state level guidelines for participation in alternate assessments, and other applicable guidance issued by OSSE. (5A 28 DCMR § 2812.3)

Unless specifically required by a student's IEP, the nonpublic special education school or program and the sending LEA shall not substitute an alternate assessment based on alternate academic achievement standards for the general statewide assessment for any student. (5A 28 DCMR § 2812.4)

Which assessments are nonpublic school students required to take?

ACCESS for ELLs 2.0 (Feb. 14-March 25, 2022): An assessment taken by English learners (EL) in grades K-12 to determine their growth and participation in EL programming. An alternate version of the ACCESS assessment is available for students with significant cognitive disabilities.

PARCC Partnership for Assessment of Readiness for College and Careers (April 4-May 20, 2022): A summative assessment measuring student mastery of grade- or course-level mathematics and English language arts (ELA) standards taken by students in grade 3-8 and students enrolled in certain high school courses.

DC Science (April 4-May 20, 2022): A summative assessment measuring student mastery of the Next Generation Science Standards taken by students in grades 5 and 8, and those taking a high school biology course.

DLM* Dynamic Learning Maps (March 14-April 29, 2022): An alternate science assessment available to students with significant cognitive disabilities and taken instead of DC Science in grades 5 and 8, and by students taking a high school biology course.

MSAA* Multistate Alternate Assessment (March 14-April 29, 2022): An alternate mathematics and ELA assessment available to students with significant cognitive disabilities in lieu of PARCC by students in grades 3-8 and 11.

*Schools with students who may qualify for alternate assessments should coordinate with LEAs to complete the alternate assessment eligibility process through OSSE. Final eligibility applications are to be submitted by the LEA.

Who oversees the planning of assessments for nonpublic schools?

Each school will assign a staff member to the role of Nonpublic School Test Coordinator. This individual will plan for testing and liaise with OSSE and LEAs to coordinate a successful assessment administration. They will submit a testing plan to OSSE, manage testing systems and materials, and manage staff training and test administration. If you will be serving as a School Test Coordinator, please complete **this form by Oct. 18, 2021** and email OSSE.Assessment@dc.gov to provide your contact information and gain access to the testing systems used to manage test administration.

What documentation do nonpublic schools need to submit to OSSE?

Each nonpublic that is administering a statewide assessment is required to submit a school test security plan to OSSE. These plans outline procedures for keeping testing materials secure, training staff, setting up technology and systems, and scheduling testing. **School test security plans must be approved by OSSE before any student begins testing**. The plans are also shared with each student's LEA. School test security plan submission are made in an online system called Quickbase. To request access to Quickbase, please email OSSE.Assessment@dc.gov.

How are statewide assessments in DC administered?

Each statewide assessment has an online system and a set of instructions or manuals that outline procedures for testing. The table below provides links to these resources. OSSE hosts a range of online and in-person training events for school staff each year. To view and register for these events, please visit osse.dc.gov/page/test-coordinator-resources and select the link for the 2021-22 training schedule.

Assessment	Testing Platform	Testing Resources Website	Testing Manuals
PARCC	PearsonAccessNext dc.pearsonaccessnext.com	dc.mypearsonsupport.com/	dc.mypearsonsupport.com/manuals/
MSAA	MSAA System www.msaaassessment.org	www.msaaassessment.org	www.msaaassessment.org
DC Science	PearsonAccessNext dc.pearsonaccessnext.com	dc.mypearsonsupport.com/	dc.mypearsonsupport.com/manuals/
DLM	KITE Suite dynamiclearningmaps.org/kite	dynamiclearningmaps.org/district-of-columbia	dynamiclearningmaps.org/district-of-columbia
ACCESS for ELLs	WIDA AMS www.drcedirect.com/all/eca-portal-ui/welcome/WIDA	wida.wisc.edu/memberships/consortium/dc	wida.wisc.edu/assess/access

What components of the testing process do nonpublic schools oversee?

- Coordinate with LEAs to determine which assessment(s) are to be administered to nonpublic school students
- Confirm student registration in the online systems
- Assign accommodations as outlined in their IEP, 504, or English Learner (EL) plans and confirm the student accommodations are accurate in online systems
- Manage user accounts and the online testing systems
- Create a testing schedule and notify students' families of tests/testing schedule for their students
- Train school staff who will support test administration

- Submit school test security plan to OSSE and create a school test security file to document test irregularities
- Set up student testing devices
- Receive and securely store test materials
- Ensure appropriate accommodations are provided to students during testing
- Oversee the testing and ensure test security
- Submit incident reports to OSSE if test security irregularities arise before, during, or after testing
- Return secure materials to testing vendors at the conclusion of testing
- Submit the test security affidavit to OSSE at the conclusion of testing

What steps should the Nonpublic School Test Coordinator take?

- ✓ Review DC's Statewide Summative Assessment Participation and Performance Policy
- ✓ In collaboration with LEAs, determine the assessments students attending your nonpublic school are required to take
- ✓ Read the *Next Generation Assessment Bulletin* that OSSE sends to assessment points of contact via email every one to two weeks. To gain access to this communication, email OSSE.Assessment@dc.gov.
- ✓ Complete **this form by Oct. 18, 2021** and then email OSSE.Assessment@dc.gov with a list of DC LEAs that send students to your nonpublic school. This information is needed to provide access to the testing systems and the school test security plan tool. *Do not share any secure or private information with OSSE via email, such as student names or disability status.*
- ✓ Consult with the special education teams to determine the appropriate testing accommodations for students
- ✓ Review resources at osse.dc.gov/page/test-coordinator-resources, including testing schedule, Coordinating Districtwide Assessments document, customer support contact information, assessment-specific resources, and training schedule
- ✓ When available, login to the assessment systems and ensure you have access to your students and their testing information