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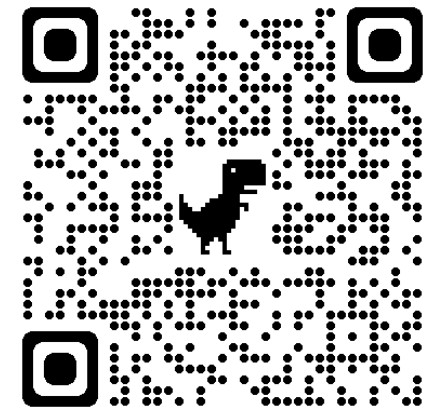


Next Generation Assessment Meeting

Feb. 27, 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 [the Next Generation Assessment Meetings](#) 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



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



Alternate ELA and Mathematics, grades 3-8 and 11



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

OSSE Office of Assessments

Statewide Assessments

2023-24 Statewide Testing Windows

Assessment	2023-24 Statewide Test Window
NAEP (Selected schools only)	Jan. 29 – March 8, 2024
ACCESS for ELLs	Feb. 12 – March 22, 2024
MSAA and DLM	March 11 – April 26, 2024
DC CAPE DC ELA, DC Math, DC Science	April 1 – May 24, 2024 (April 1 – May 17, 2024: paper accommodation window)

Agenda

- 2023-24 Assessment Policy Reminders
- Test Security
 - School Test Security Plans
 - Incident Reports
 - Assessment Monitoring
- 2023-24 Assessment Administration Updates
 - NAEP
 - MSAA & DLM
 - DC CAPE
- Stay Connected with the Office of Assessments

2023-24 Assessment Policy Reminders

Assessment Policy Reminders

- The Office of Assessments annually publishes the [Statewide Assessment Participation and Performance Policy](#). The document contains information about required assessments and details OSSE policy in several areas including:
 - English Learner Requirements and Participation
 - Students Recently Arrived to the United States
 - Students Taking Advanced Middle School Mathematics
 - Statewide Assessment Participation Rate Calculation
 - Statewide Assessment Performance Results Calculation
- Review the policy guidance to ensure compliance with the guidelines and administration fidelity.

Test Security

School Test Security Plan

- OSSE requires **every school, including nonpublic schools**, that will administer a statewide assessment to complete and submit a School Test Security Plan prior to the start of the school's testing window.
- The School Test Security Plan serves as an official communication with OSSE of a school's plan for administering statewide assessments.
- The [OSSE Assessment Portal](#) application, through which School Test Security Plans are submitted, is now live.
- School plans must be submitted to OSSE for final approval **at least 15 business days prior to the first day of testing**.
 - Start and end dates for ACCESS for ELLs **were due** no later than **Jan. 23, 2024**.
 - Start and end dates for MSAA and DLM **were due** no later than **Feb. 12, 2024**.
 - Start and end dates for DC CAPE are due no later than **Mar. 4, 2024**.

Incident Reports

- Incident Reports for all 2024 Assessments can now be submitted directly in the [OSSE Assessment Portal](#).
 - Please do not submit Incident Reports in the OSSE Support Tool. To submit reports, access the attached guide for support.
- Notifications for all Incident Reports will go directly to the point of contact who submitted the School Test Security Plan.
- Make sure to follow your internal process to notify all necessary LEA personnel of any Incident Reports, and print the Incident Report for your Test Security File.
- Anonymous reports may be submitted using [this link](#).
- Adjustments made to the School Test Security Plan or the Testing Schedule are considered minor deviations and may be updated in the School Test Security Plan app. They are not classified as incidents.

2023-24 Assessment Monitoring

- OSSE monitors **all** statewide assessments in person. OSSE selects schools for onsite monitoring primarily based on random selection.
- Assessment Monitoring begins with ACCESS administration in February and continues through the end of the DC CAPE window in May.
- OSSE will not notify schools that have been selected for assessment monitoring and may visit a single school site for multiple assessments.

2023-24 Assessment Administration



NAEP Activities

NAEP

- The NAEP administration window is nearly halfway over.
- OSSE appreciates the effort of participating schools to administer the assessment in addition to the roster of statewide assessments.
- Please contact with your field staff or Cassidy Schenley for any ongoing issues.

ACCESS for ELLs Activities

ACCESS for ELLs and WIDA Alternate ACCESS

- Test window: Feb. 12 – March 22
- LEAs should log in and verify student registrations and accommodations before beginning testing.
- Additional Materials order window opened Feb. 6
 - Orders must be placed by LEA test coordinator and shipped to individual schools
- Refer the OSSE [ACCESS Readiness Guide](#) for high-level activities related to administration and the resources available on the [WIDA Secure Portal](#).

MSAA and DLM Updates

DLM Registration and Overview of Tasks

- OSSE will begin enrolling eligible DLM students in grade 5 and grade 8 the week of Jan 15.
 - LEAs and nonpublic schools are responsible for enrolling eligible high school students for the DLM assessment.
- Key dates and additional process details are shared below:

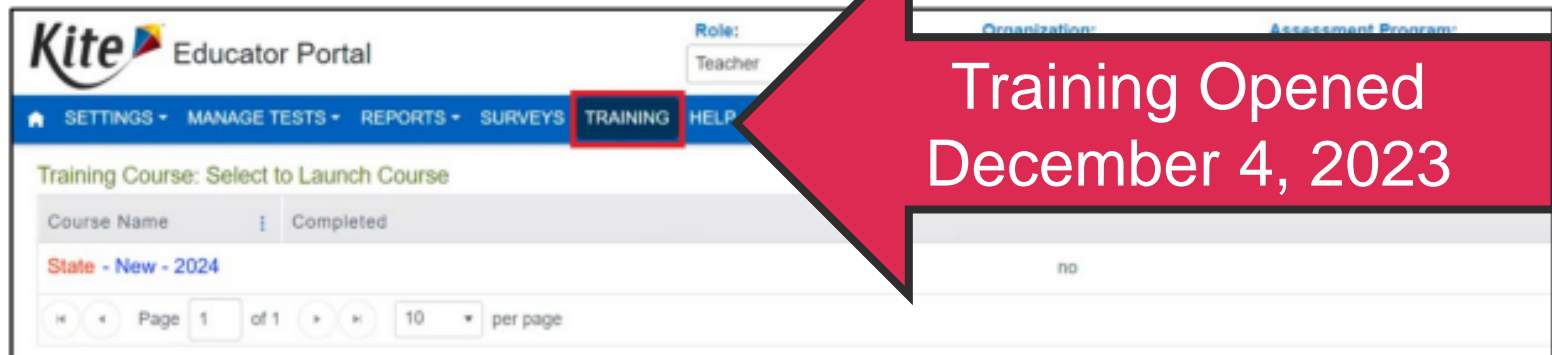
Dates	Action
Jan. 15 – Feb. 2	OSSE enrolls grade 5 and grade 8 eligible students; LEAs and nonpublic schools enroll eligible HS students
Jan. 15 – Feb. 2	DLM LEA Test Coordinators add/update accounts for users in their LEA in Kite Educator Portal
Jan. 25	DLM Test Administrator Training – Session 1 (virtual Teams meeting)
Feb. 5 – Feb. 16	OSSE rosters grade 5 and grade 8 eligible students; LEAs and nonpublic schools' roster eligible high school students
Feb. 16	DLM Test Administrator Training – Session 2 (virtual Team meeting)
Feb. 19 – March	Test Administrators complete First Contact Survey and Personal Needs and Preferences (PNP) prior to testing *Reminder – student First Contact Survey and PNP must be completed at least <u>one</u> day prior to the start of testing. Testlet creation takes 24 hours upon completion.
March 11 – April 26	DLM Administration Window

Reminder: DLM Required Test Administrator Training

New for 2023-24: 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 2023-24 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](#).



MSAA Updates

- Students who are eligible for MSAA have been registered by OSSE in the [MSAA System](#)
- LEA Test Coordinators should have received a welcome email from the MSAA System on Tuesday, Feb. 20
 - LEA Test Coordinators are responsible for creating Test Administrator accounts
 - Nonpublic School Test Coordinators can reach out to OSSE.Assessment@dc.gov to gain access to the appropriate students in the MSAA System

MSAA Training Requirements – Test Coordinators

- MSAA test coordinator training modules are housed in the MSAA system
- Completion of the training is required, but Test Coordinators do not need to take the final quiz

Module #	Module Title	Approximate Time
Module 1	MSAA Overview	34 minutes
Module 2	Navigating the MSAA Online Assessment System	28 minutes
Module 3	Test Administrator and Test Coordinator Responsibilities	21 minutes
Module 4	The Writing Prompt	17 minutes
Module 5	Creating and Managing Users and Classrooms	18 minutes
Module 6	Student Response Check and Early Stopping Rule	18 minutes

Approximate Total Training Time 2.5 hours

MSAA Training Requirements – Test Administrators

- MSAA test administration training modules are housed in the MSAA System
- Each training module includes a required end-of-module quiz
- The final quiz must be passed with a score of **80 percent or higher**

Module #	Module Title	Approximate Time
Module 1	MSAA Overview	33 minutes
Module 2	Navigating the MSAA Online Assessment System	24 minutes
Module 3	Test Administrator and Test Coordinator Responsibilities	21 minutes
Module 4	The Writing Prompt	13 minutes
Module 5	Accessibility Features and Accommodations	17 minutes
Module 6	Student Response Check and Early Stopping Rule	14 minutes
Approximate Total Training Time		2.5 hours

Test Administration Best Practices Videos

- Short videos that outline best practices for MSAA administration
- Highly recommended for Test Administrators and Test Coordinators

Video #	Video Title	Running Time
Video 1	How to Administer an Item	10 minutes
Video 2	How to Administer the SRC and Implement the ESR	12 minutes
Video 3	How to Administer a Level 2 Writing Prompt	17 minutes
Video 4	How to Administer a Level 3 Writing Prompt	16 minutes

Resources & Contacts


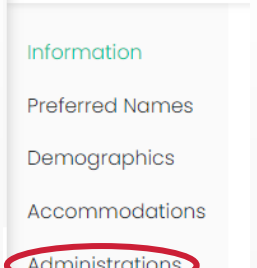
- [MSAA System](#)
 - Assessment management
 - Training modules
 - Test Administration Manual
 - User Guides
- [MSAA Website](#)
 - Test design information
 - Resources for educators and families
- [OSSE Testing Accommodations Guide](#)
 - Policy information and crosswalk with Special Programs
- OSSE Office of Assessments:
OSSE.Assessment@dc.gov
- OSSE Assessments webpage:
osse.dc.gov/assessments

DC CAPE Updates

DC CAPE Updates

- The ADAM platform is open to LEA Assessment Managers as of Friday, Jan. 19. LEA test coordinator accounts were created only for individuals listed as the LEA Assessment Manager in AllStaff.
- Nonpublic school test coordinators should also update their designations to LEA Assessment Manager in the Nonpublic AllStaff collection. Reach out to OSSE.callcenter@dc.gov for assistance with this process.
- We anticipate releasing the DC CAPE Accessibility Features & Accommodations (AF&A) Manual and Test Coordinator and Test Administrator Manuals in late February. These documents will be posted on the [Pearson Support Portal](#).
- Pearson is developing reference guides to support specific tasks/processes LEAs will need to complete in ADAM. These guides are available on the [Pearson Support Portal](#).

DC CAPE Updates

- The discrepancies between the Accommodations Registration File (ARF) template in ADAM and the Accessibility Features and Accommodations (AF&A) manual have been reconciled. The ARF must be completed and uploaded **by March 5**.
- The updated template can be found in ADAM using the following path:
 - **Home>Users>Student Accommodation Upload**
- Individual student records may continue to be updated by
 - Selecting the Edit icon 
 - Selecting Accommodations from the left-hand navigation panel and 
 - Completing the matrix.

DC CAPE Upcoming Trainings

Previously Held	Upcoming
Jan. 22, 1- 3 p.m.: Accommodations and Accessibility Features – Overview Decision-Making for Specific Students	March 6, 11 a.m.-12 p.m.: Test Coordinator and Test Administrator Activities During Testing
Jan. 26, 1-3 p.m.: Overview of DC CAPE Tasks for LEA Coordinators and Nonpublic School Test Coordinators	Available in March (pre-recorded module): Additional Order Processes
Jan. 30, 10-11 a.m.: Creating Users - Bulk User Imports and managing via User Interface	All trainings will be posted to the <u>Pearson Support Portal</u>
Feb. 1, 10:30 a.m-12 p.m.: Uploading Accommodations and Student Test Assignments in ADAM	
Feb. 7, 10-11 a.m.: Creating Proctor Groups in ADAM	

Staying Connected to the OSSE Office of Assessments



Stay Connected with Assessments

- Become a part of our email list! Register in [IDS](#) to receive the most current updates and training notifications, as well as our NGA Bulletin—a regularly distributed e-newsletter. Don't forget you can sign up using [the link](#) too.
- Additional roles, such as a MSAA coordinator, ACCESS for ELLs Coordinator and Assessment POC, may be added to [IDS](#) too.
- Update contact information by **as soon as possible** by using [the link](#) found here.






Technical Assistance Bookings

- LEA-level and nonpublic school assessment points of contact can sign up to meet with the OSSE Office of Assessments for support through office hours.
- Office hours topics include:
 - ACCESS for ELLs Support
 - Dynamic Learning Maps (DLM) Support
 - General OSSE Assessment Policy
 - Multi-State Alternate Assessment (MSAA) Support
 - National Assessment for Educational Progress (NAEP) Support
 - DC CAPE Administration and Policy
 - DC CAPE Assessment Management (ADAM) Support (ELA, Math, and Science)
 - Test Security
- Individuals assigned as LEA Assessment Managers, LEA Test Coordinators, and/or Nonpublic School Test Coordinators can [sign up for Office Hours here](#).
- When signing up to meet, please include the specific topics and/or questions that you would like to discuss so that we can come prepared to support.

Assessment Literacy

- **Goal:** This professional development opportunity will advance understanding of how assessment design, implementation and results impact instructional decisions.
- **How:** The course will be listed within OSSE's Professional Learning catalogue ([Learning Management System](#)) and offered online through asynchronous modules.

Modules 1-4
1.1 Introductory Level: The Fundamentals of Assessment
1.2 Intermediate Level: Principles of Assessment Design and Use
1.3 Advanced Level, Part 1: Equity and Innovation in Assessment
1.4 Advanced Level, Part 2: Using Data from Assessments

Area	Topic	Point of Contact
Assessment Policy	Every Student Succeeds Act (ESSA) and General Assessment Policy	Stephanie Snyder , Director of Assessments Stephanie.Snyder@dc.gov
	Data, Reporting, Business Rules	
	Special Populations	
	Test Integrity and Security	Rohini Ramnath , Assessment Specialist, Test Security Rohini.Ramnath@dc.gov
Test Administration		Cassidy Schenley , NAEP State Coordinator Cassidy.Schenley@dc.gov
	 ELA, Math and Science	Yolanda Barber , Assessment Specialist, Mathematics Yolanda.Barber@dc.gov Rachel Knaizer , Assessment Specialist, ELA Rachel.Knaizer@dc.gov Chelsea Charland , Assessment Specialist, Science Chelsea.Charland@dc.gov
		Chelsea Charland , Assessment Specialist, Science Chelsea.Charland@dc.gov
	 	OSSE.Assessment@dc.gov
Assessment Literacy	LEA/School Workshops and Trainings	Yolanda Barber , Assessment Specialist, Mathematics Yolanda.Barber@dc.gov



Thank You!