



## MINUTES

Texas Statewide Network of Assessment  
Professionals (TSNAP) Teleconference  
November 3, 2005  
1-4 p.m.

Roll Call – Sandra Poth for Steve Peterson

### TSNAP – Keith Haffey, 2005 TSNAP President

- New District Coordinator's Academy Follow-up (Kevin Stoerner, Coordinator) – 2 days for new testing coordinators; 125 first two days; “not-so-new” coordinators with less than 2 years for one day; very successful; contributions from many; contact me if want to help with next year
- Texas Assessment Conference Dec. 11-14
  - Helpers for the TSNAP Booth – contact David Baum – [david.baum@abileneisd.org](mailto:david.baum@abileneisd.org)
- Legislative update – Sandra Poth
  - State Board of Education met in October
    - Agreed on 1<sup>st</sup> reading to release 2005 SDAA II tests; will go back to session in December to address this
    - Gr. 8 science passing standards – agreement to phase in 2SEM, 1SEM, Panel Recommendation

### Moderator 1 – Sandra Poth – TSNAP 2003 Past-President

- Assessment update - Lisa Chandler
  - Calculation of AYP USDE – still going back and forth with USDE on how we can use SDAA II and LDAA in the calculations
- Testing of Louisiana Students - Lisa Chandler
  - Coding of SAT and ACT
    - Concern that if students are testing in TX and are having the reports come back to TX schools it would interfere for the higher ed award in LA
    - Lisa will pose the question to LA Dept. of Ed and get information to us
  - Status for Spring Administration of Louisiana Tests
    - No details of how it will take place
    - Proposal for online testing in all states; contract not completed
    - Memo will outline what students will need to do
    - Question: Online testing for exit level or all grade level tests?
      - Have been focusing on exit level students.
        - ELA and Math in Gr. 10; Sc and SS in Gr. 11. Not anticipating testing at the lower grades.
        - In LA Gr. 4 and 8 are SSI grades and state has waived those requirements.

- LA AYP includes Gr. 3 - 8
  - LA test times Jan, Mar/Apr and June. Must be negotiated with LA. Can't jeopardize our testing program. Will let you know details surrounding that testing.
- Important changes to the District and Campus Coordinator Manual (DCCM) - Gloria Zyskowski
    - Posted at 10:00today; bound copies week of Dec. 5
    - Larger than it has been in the past
    - Incorporated TELPAS and LAT into the manual
    - New: TAKS – I; bundled accommodations; Katrina and Rita information (special coding); very few supplements this year; expanded test security section with more guidance; goal this year is prevention of irregularities
    - Providing mini-session at the conference that will cover new things in the DCCM
    - Few changes in policy to stress in training
      - Telecommunication devices – districts develop policy; cell phones prohibited during testing
      - Issue of the number of answer documents that are blank – Requiring test administrators to review answer documents for failure to record responses; must be given back to the student to make sure responses are filled in; will try this year
      - Requests to copy tests onto colored paper will not be granted; may use colored overlays; may copy answer documents onto colored paper; transcribe onto a regular answer document
    - Questions:
      - What if a student marked a few answers and stopped? Intention is for completely blank answer documents. Take care of random bubbling during monitoring.
        - Will the manual give us a scripted statement? No, but more information will be in the test administrator manual.
        - During testing time or during a window afterward? Intention is for when student turns in the answer document.
      - Can answer documents of LA students be precoded? Not going to be able to get it into the precode file. Coding the students may be a way to remove these students from the accountability subset.
        - L. Chandler – will look into that and get back to you
        - Will code in "Agency Use" field
      - As far as coding them they are still going to be coming in to take the exit test for graduation purposes, can we use another column in agency use to code Gr. 10 so they don't come back as PID errors?
        - Mariana – primary administrations go into PID error file automatically; in 2006 will continue with the use of the Agency Use section for retests only; 2007 will default to panel recommendation if we don't have records
        - Will request data from Pearson and see if we can talk about PID errors at the ESC training.
      - Will there be a powerpoint presentation to accompany the manual? Will talk about it at ESC training; a powerpoint will be available.
      - Our PEIMS person is using 0 and 1 for coding LEP status, and we're told we have to go in and code C and M. We're asking that the coding be aligned so that it is consistent.
        - Mariana – something already has been submitted

- Dyslexia “Bundled” Accommodations – Gloria Zyskowski
  - Clarification of reading assistance
    - All of the instructions will be included in the manual; test administrator manual will be very specific.
  - Ordering materials
    - Not necessary to order anything specific
    - Will use Form 1 and districts will receive more of an overage than in the past. Can order additional; won't have to let us know in advance.
  - Conflict with 5<sup>th</sup> grade science for reading re-testers
    - Schedule in manual will explain the days you must use for the test administrations for Gr. 3,4,5
      - Gr. 3 and 4 will test on regular day and day after as 2<sup>nd</sup> day.
      - Gr. 5 2<sup>nd</sup> administration will start reading test one day earlier and everyone will take science on the regularly scheduled day.
  - Questions
    - What if a student is absent on the first day? Will need to get back to you about that.
    - When a student starts to test on day 1, clip the section for day 2 – no seal
    - Can they read the questions before they read the proper nouns? No
    - Must use all 3 accommodations
    - Once they start the test, cannot read the list of proper nouns a second time.
    - Can read answer choices more than once
    - Directions outlined in the test administrator manual
    - SDAA II dyslexia bundle not allowed except by request. Must you request by individual student or can you request by group? Will get info to you ASAP
    - Will the script be a part of the test administrator manual or a supplement to the manual? Part of the test administrator manual
  
- Open-Ended Responses Clarification (per information shared at Region IV September ELA meeting)
  - Gloria Zyskowski – If students write outside the box, will that additional information be scored? Yes. Any information that appears in the scanned portion will be scored as the students' response.
  
- TAKS and SDAA II Enrollments - Gloria Zyskowski
  - Item here as a reminder that Nov. 6 is the deadline for submitting your enrollments. 500 have not submitted TAKS and 566 have not submitted SDAA II. Won't get any SDAAII materials if you don't enroll. If you don't enroll for TAKS you will receive materials based on last year's count. Must provide TAKS-I information on the TAKS form or you won't get any. Must also provide LAT information.
  - TAKS – I: Available in large print? Yes. How to order? On an additional order form
  - Will we indicate LDAA information on the TAKS - I answer doc? Yes. Must order in sufficient numbers.
  
- December Online Exit Test Procedures
  - Letter going out to districts soon
  - Dec. 5-9 window
  - Will not register students individually – will be registered automatically
  - If you believe a campus will participate they will have to complete a survey which provided information on their infrastructure. This website – need a log-in key (txlive)
  - <http://etest.pearson.com/Customers/Texas/eoct/txeoct/resources.html>

- When will we receive the preliminary online rosters for exit? Nov. 11 – will know who the students are
  - Region 5: Our students will not test until November and will not test online in Dec.
    - L. Chandler - We have discussed but have not been able to find a solution.
  - Are OOS allowed to test online? OOS will not be automatically included. Will get back to you on this
  - Limited to one day per subject? Campuses can set up the schedule. Student must finish test on one day.
- Special Education - Cari Wieland
    - SSI and 5<sup>th</sup> Grade Math Follow-up ARD committee as the GPC
      - Has to do with the ARD committees - Would there be some leeway under IDEA to schedule ARDs prior to the results coming back and cancel if not necessary? Must get IDEA coordination folks to answer that by e-mail
    - Sept. 22 LDAA Steering Committee Meeting Highlights
      - At the beginning of the development of this. Working on NCLB and putting assessment in place for the 1%.
      - 2 goals of the meeting: Help us generate guiding questions for development and start the discussions of eligibility criteria for these 1% students
      - Hope to get group come back together again in Jan. or Feb. 2006
    - Accommodations group meeting
      - Biggest change is the policy decision of not copying on colored paper
- State Assessments for Special Ed Students – Cari Wieland
    - Clarification of ARD requirements for TAKS-I
    - Ordering TAKS-I materials
      - Order by number of students.
      - Does that mean the TAKS-I science and social studies are independent? Yes.
      - Precodes for TAKS-I? Yes
      - Will the TAKS label be used on the TAKS-I test? No label for Gr. 8 so will it be an SDAA label? We will provide 2 additional labels for every student labeled “Special Education”.
      - Can TAKS and TAKS-I students be tested in the same room? Yes, unless individual administration or distractions
      - Have you made a decision about a leaver code for how they graduated? Would they be rolled into a regular leaver code? Will check.
    - Future of Fully-Accommodated Assessment Instruments – Cari Wieland
      - Reminder that TAKS-I only available at exit level and non-SDAA II subjects and grades
      - Will get information out as soon as possible

**Moderator 2 – Keith Haffey, Ed.D. – TSNAP 2005 President**

- Grade Placement Committees and Confidential Student Reports - Mariana Vassileva
  - Question: Since 3<sup>rd</sup> and 5<sup>th</sup> gr. results are received after 2<sup>nd</sup> administration, is there a way for the electronic files sent to us early to include the CSR for the students who don't pass?
  - Not at this time because they both have another test administration at that time and the CSR has information for both tests. Until all districts have shipped we can't do the CSR for the other subjects.

- Same case for 2<sup>nd</sup> admin of Gr. 5 math? We do offer electronic CSR for a fee.
  - Am I understanding correctly that we can order individual student reports for students who fail? No. Would have to order one for every student in the district.
- Phase-in Reporting of 8<sup>th</sup> grade Science Test - Mariana Vassileva
  - Will we get the summary reports at each level in the AEIS reports? Haven't worked on it but the model will probably follow what we have done in the past.
- Texas Growth Index - Shannon Housson
  - Dates:
    - Nov. 16 - AEIS on TEASE website; released to public Dec. 7;
    - Dec. 6-8 (targeting) – AYP letters for appeals on TEASE website;
    - Dec. 9 - PEG list
    - Dec. 14-15 – School Report Cards (SRC)
  - Applications of Texas Growth Index
    - 2 uses: Alternative Education accountability and to show comparable improvement in top quartile for TGI growth
    - Described in manual in Appendix G
    - Will there be an application of TGI at the individual student level? That was not what it was intended to be used for. Scale score system used for looking at growth. TGI designed for accountability purposes.
    - Tell us what the TGI can be used for specifically.
      - Accountability for Alternative Education campuses – progress measure
    - L. Chandler - We have been cautioned about using it at the individual student level.
  - Gold Performance Acknowledgements
    - Concern: Dozens of students take AP Spanish test at end of gr. 10 and state allows them to receive course credit for Spanish 3 and 4 but can't get them included in advanced courses for GPA because they are 10<sup>th</sup> grade students (only for 11<sup>th</sup> and 12<sup>th</sup> graders). Shannon will follow up with the individual.
- Testing materials - Terri Fish
  - Shipping update
    - Spring break – no system to handle that – not an option. Might provide shipping information earlier to allow you to work with the carriers
    - Huge number of late orders – are introducing a new distribution system which includes late orders. Automatic back-ordering. Can ship what's in stock and generate an order when the materials are in stock.
    - Additional orders must be made on-line
    - Get accurate counts up front
    - Make use of January update enrollments
    - Have reset all passwords – new user id and passwords
  - Return of scorable off-campus materials
- LAT Materials - Terri Fish/Laura Ayala
  - In process of ordering now.
  - Are there separate materials to order or are we using a certain form? Separate LAT test booklet. Not TAKS, but an equivalent test. LAT column on enrollment form.
  - Will be overages. Specific LAT test administrator manual - all grades use the same manual. Linguistic simplification guide. Must document use of these accommodations
  - Are there going to be 2 different answer docs? It's the same answer document but the gr. 3 test booklets will be different.
  - Videoconference information on the TEA website now with a powerpoint for training

- LAT manuals and guides will be sent according to the test booklets you order in the initial distribution
- TOP Update - Laura Ayala
  - Finalized letter yesterday – has 2 attachments we disseminated in Austin training.
    - Puts in writing to extend the timeline for training to Dec. 16.
    - It removes the draft status of the training materials used.
    - Gives window for administration of online qualifying tests
      - January 30 – March 3, 2006
    - Lets districts know about CDs and DVDs that were created to go along with the training process.
  - Additional information to come on spring qualifying system.
  - Deadline for training is Dec. 16. No plans to extend the training dates. We will consider if you request in writing.
  - Training process? Some did not pass the qualifying test. What considerations were taken into account when you planned this process? We see a big morale problem coming with this process. What are your thoughts on this?
  - If one does not qualify to become an independent rater of the writing collections, they are still eligible to be a TOP rater. If they don't meet qualifications to rate the writing, they still rate and then another certified person rates and if the rating is different, the second rating holds. Provides an additional verification.
  - Fall qualifying is a run through only.
  - Do the fall qualifying test documents come from the state? And will they be considered secure documents? Secure until after Dec. 16 and can be used after Dec. 16.
  - Requires an annual requalification?
    - Plan not fully laid out and approved. Perhaps a refresher course will replace the lengthy training session.
- Update on Grade 2 RPTE design – Laura Ayala
  - Online or paper and pencil or both
    - Field testing Gr. 2 RPTE in spring in a test booklet
    - Small online study for Gr. 2 to help us examine whether an online test is appropriate. Contact me if you want to volunteer. Would use January PEIMS update information to determine online and paper/pencil testers.

No final roll call