



Assessment News

September 11, 2015

Top News This Week

1. September 2015 Webinars for Various Statewide Student Assessments

Thursday, September 10, 2015

Technology Coordinators Webinar for EOC Exams, HSA Science Assessments, and Smarter Balanced Interim Assessments

The Hawai'i Statewide Assessment Program (HSAP) Information for Technology Coordinators Webinar presentation will be held on **Thursday, September 10, 2015, from 2:30 to 3:30 p.m. HST**. The webinar was recorded and will be posted at alohahsap.org.

Tuesday, September 15, 2015

Understanding and Administering the Smarter Balanced Interim Assessments

Details on how to access the online presentation and conference call will be provided by the Department's Assessment Section approximately one week prior to the webinar presentation date.

Thursday, September 17, 2015

Test Coordinators and Test Administrators Webinar for EOC Exams, HSA Science Assessments, and Smarter Balanced Interim Assessments

Details on how to access the online presentation and conference call will be provided approximately one week prior to the webinar presentation date in the "Recent Announcements" on the homepage for each assessment at alohahsap.org.

Thursday, September 24, 2015

Test Coordinators and Test Administrators Webinar for EOC Exams, HSA Science Assessments, and Smarter Balanced Interim Assessments

Details on how to access the online presentation and conference call will be provided approximately one week prior to the webinar presentation date in the "Recent Announcements" on the homepage for each assessment at alohahsap.org.

Tuesday, September 29, 2015

Teacher Hand Scoring and Using the Smarter Balanced Interim Assessment Results

Details on how to access the online presentation and conference call will be provided by the Department's Assessment Section approximately one week prior to the webinar presentation date.

2. ACT Aspire Infrastructure Trial Portal for Grades 8, 9, and 10 Assessments

ACT Aspire Test Coordinators and Technology Coordinators are invited to register for access to the ACT Aspire Infrastructure Trial Portal. Schools have the option of administering either the online or paper/pencil version of the ACT Aspire. If a school is considering online administration then the school's test coordinator and technology coordinator are encouraged to access the Infrastructure Trial Portal to test local infrastructure, work with simulated student data, set-up practice test sessions, print authorization tickets, etc. Click the following link to register for access to the portal: <http://goo.gl/forms/s6wuGkmmm>.

Assessment News

September 11, 2015

An Infrastructure Trial Tenant is a separate tenant (website) within the ACT Aspire Portal that works as a sandbox environment, i.e., a trial environment where test coordinators can access and learn the functionality of the system that applies to both online and paper testing. This trial environment is separate from the live production tenant (website) that will be utilized to complete test administration tasks.

The infrastructure trial is a great tool to utilize prior to live testing. For online testing, the real time simulation will allow users to identify any issues that may arise and will enable users to remedy those issues prior to testing day. For example, users will be able to identify any mice, headphones, keyboards, power cords, or Ethernet cables that are not working properly; locate any automatic updates that will need to be turned off prior to testing day; ensure that the school's network connections and student load testing are operating as expected, etc.

The deadline for registering is Friday, September 25th, 2015. Once you complete the online registration form, ACT Aspire will process your request. Within 5-7 business days you will be invited to join the Infrastructure Trial Tenant (website). Please watch for an email invitation sent from Admin@ACTAspire.org.

If you have questions, please call toll-free [888-802-7502](tel:888-802-7502) or email at ACTAspire_Implementation@ACTAspire.org.

SPECIAL NOTE REGARDING THE ACT ASSESSMENT FOR GRADE 11

Test coordinators for the The ACT Assessment will receive email notification from ACT's mainland staff during mid-October regarding the posting of online test administration and accommodations manuals and subsequent online Question & Answer sessions about the information included in these manuals.

3. Delivery of Family Reports and Data Labels for EOC Exams, HSA-Alt Assessments, HSA Science Assessments, and Smarter Balanced Assessments

The 2014-15 Family Reports and Data Labels for these assessments and exams were delivered to all schools during the weeks of **August 31 – September 11, 2015** in two shipments except for the Summer School End-of-Course Exam Family Reports that will be delivered to the school during the weeks of September 14 – 25, 2015.

Shipment 1

Shipment 1 contains one copy of a Family Report for each student who took one or more of the assessments or exams.

- > Smarter Balanced ELA and Mathematics Assessments (one report)
- > Hawaii State Alternate Assessments for Reading and Mathematics (one report)
- > Hawaii State Alternate Assessments for Science (one report)
- > Hawaii State Alternate Assessments for ELA, Mathematics, and Science (one report)
- > Hawaii State Science Assessments (one report)
- > Algebra I, Algebra II, Biology I, or U. S. History End-of-Course Exams (separate report for each exam)

Parents can access an online Interpretive Guide for the Family Report that is related to each assessment or exam on the Resources page at alohahsap.org.

Assessment News

September 11, 2015

Shipment 2

Shipment 2 contains one "Data Label" for each student who took one or more of the assessments or exams. The Data Label for each student needs to be affixed to the elementary cumulative folder, secondary VISI card, or a school-developed testing card that is kept with each student's permanent record.

- > Smarter Balanced ELA and Mathematics Assessments (one label)
- > Hawaii State Alternate Assessments for Reading and Mathematics (one report)
- > Hawaii State Alternate Assessments for Science (one report)
- > Hawaii State Alternate Assessments for ELA, Mathematics, and Science (one label)
- > Hawaii State Science Assessments (one label)
- > Algebra I, Algebra II, Biology I, or U.S. History End-of-Course Exams (one label for all exams taken)

Schools are asked to forward the 2014-15 Family Reports and Data Labels for the students in the highest grade, i.e., 5th, 6th, or 8th to the appropriate intermediate/middle or high schools where these students are enrolled for 2015-16 by September 25, 2015. Schools are encouraged to distribute the Family Reports for each assessment or exam to the parents by October 2, 2015.

If a student has withdrawn from your school, please ask your school office staff to call the Hawaii public, public charter or private school to which the student has transferred and inform their office staff that his or her Family Report(s) and Data Label(s) will be sent to them. Have your office staff mail the Family Report(s) to the student's parents if they provided a forwarding address before moving to another state or country.

If your school wants to place a copy of each student's Family Report(s) in his or her cumulative folder or provide copies for teachers' use with their 2015-16 students during instruction, you may make copies of the original family reports before sending them to the parents or print copies of the Family Reports that will be posted in a secure folder for each school on the DOE's Intranet during September.

Important Note:

All group reports for grade levels, teachers, and student subgroups must be accessed and downloaded via the Online Reporting System maintained by American Institutes for Research (AIR) because paper group reports are not printed and shipped to the schools.

If you have any questions regarding the delivery of the Family Reports, Data Labels, or the scores included in a student's Family Report for any assessment or exam, please ask your test coordinator to contact the Hawaii Statewide Assessment Program (HSAP) Help Desk toll-free number, **1-866-648-3712**, or via email at HSAPHelpdesk@air.org

Assessment News

September 11, 2015

4. Request to Update Your School's 2015-16 Contact List

If you have not already done so, it is important that your school contacts be updated as soon as possible. Contact information is needed to ensure that school staff receive relevant testing information.

School contact information can be accessed by clicking this link to [a secured online form](#) on the DOE Intranet. School personnel (Principals, Vice Principals, SASAs, test coordinators, etc.) now have access to update the school contact information throughout the year.

You can quickly update last year's information by clicking on the edit icon to the left of your school code, type in any changes, then press save. To add additional lines, click on "+ new item."

"Curriculum Coordinator" has been added to the list this year. If your school chooses not to have your Curriculum Coordinator on the contact list, you may specify "N/A" in the "last name" section.

If you have any questions, please contact Ben Meyer, Test Development Specialist, Assessment Section, at (808) 733-4100 or via [Lotus Notes](#).