

Assessment News

April 20, 2018

Top News This Week

General Information

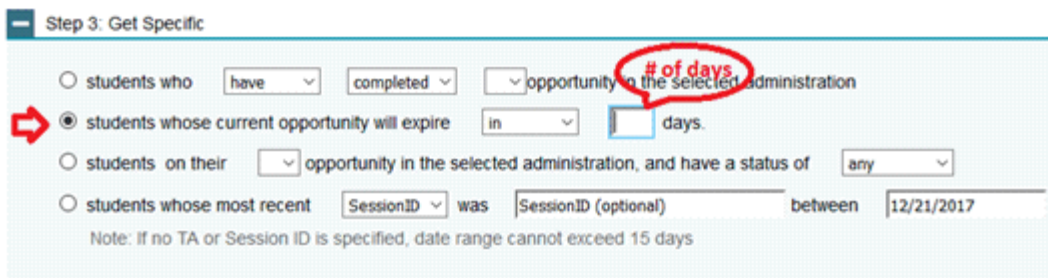
1. Support During Testing

For issues that arise during testing (technical, TIDE, access-related, etc.), test coordinators or test administrators should contact the AIR Help Desk at 1-866-648-3712 (toll free) or email at hsaphelpdesk@air.org for assistance. The technical support staff at the Help Desk are familiar with many issues that may come up during testing with various platforms and are well-equipped to assist test and technology coordinators with resolving issues due to greater resource availability (Help Desk staff are able to view student test status and other system indicators that the Assessment Section may not be able to access).

Smarter Balanced

2. Test Expiration Dates

Test coordinators who wish to view student tests about to expire (PT will expire in 10 calendar days, CAT will expire in 45 calendar days, including weekends, holidays, and intercessions) may use the Monitoring Test Progress tab in TIDE. Test coordinators should select [Monitoring Test Progress](#) > Plan and Manage Testing, then select the appropriate assessment in Step 1. To set the number of days remaining until a test expires, in Step 3 select the second radio button, then enter the number of days to expiration.



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3. 2018-2019 Common Core Item Authoring Training

Registration is now open for the 2018-2019 Hawaii Common Core Item Authoring Training. This training is for teachers of ELA/L and mathematics to become item authors for the Hawaii Statewide Assessment Program. Teachers who are interested in learning how test questions are developed, and how alignment to the Hawaii Common Core standards is ensured, are encouraged to apply. This training is focused on fundamental item authoring skills; therefore, it is intended for educators with minimal or no prior item authoring experience or those interested in improving item authoring skills by collaborating with novice item writers. Participants who complete all training requirements will become certified HSAP Item Authors and become eligible for additional item writing activities. Full information about the training can be found in the official HIDOE announcement [memo here](#). Please click [here](#) to access the registration form directly.

4. Reporting Testing Incidents

Test coordinators should remind test administrators to notify them immediately of testing incidents, and to review procedures with them for handling incidents such as unauthorized electronic devices in the test environment. Test coordinators should also remind test administrators that they must read the directions verbatim to the students and be clear about the rules governing electronic devices such as phones. Should it become necessary to fill out a [Testing Incident Report Form](#) (Appendix P in the [TAM](#)), please refer to the [TAM](#) for instructions on the various types of Incidents and fill in the Testing Incident Report Form as completely as possible. If test administrators and principals/administrators also have material to contribute, it should be printed and faxed along with the Testing Incident Report Form as additional testimony. Include any steps taken by the school to mitigate the situation and correct it to prevent further incidents of that nature.

5. Test Impropriety Requests in TIDE

Test Coordinators requesting test Resets, Re-openings, Grace Period Extensions, or Invalidations in TIDE should refer to the [TAM](#) to ensure the correct request is being made. An incorrect request may result in follow up calls or emails which may delay the requested action. Test coordinators should be as specific as possible when filling out the comments box to assist the Assessment Section in determining the appropriateness of the request (e.g., test Re-open vs. Grace Period Extension). Once a test is re-opened, the 10 calendar day window for PTs, or the 45 calendar day window for CATs will begin. If the test expires again, the Assessment Section will not be able to re-open the test a second time.

6. Designated Supports in TIDE

Test coordinators and teachers should ensure that students are provided only the appropriate Designated Supports, as decided by an educator or team of educators familiar with the student's needs. These should be supports that the student is familiar with and uses during classroom instruction. Excessive provision of undocumented or unfamiliar supports to students not accustomed

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to them may lead to increased testing times due to unfamiliarity with these supports, test fatigue, and lower scores. To help familiarize students with the various embedded Designated Supports, Training and Practice tests may be administered. For more information or clarification, please refer to the [TAM](#), the [Crosswalk of Accessibility Features Across State Assessment in Hawaii](#), and the [Usability, Accessibility, and Accommodations Guidelines](#) documents on [alohahsap.org](#).

7. Digital Library Links in AIR Ways Reporting

Links to the Digital Library playlists associated with the Interim Assessment Blocks (IABs) is now available in the AIR Ways Reporting System. These resources can be accessed by clicking on the "additional report information" icon within the upper-left corner of the IAB report table(s). Please note that a Digital Library username and password is required to access the Digital Library playlists. To request a Digital Library account go to www.smarterbalancedlibrary.org, click the "Register for the Digital Library" button, and enter your name and email address ending in "@notes.k12.hi.us." Schools that use Yahoo, Gmail, or other non-Lotus Notes email addresses cannot use the self-registration feature and should contact the HSAP Help Desk to register for a Digital Library account.

The screenshot shows the AIRWAYS reporting system interface. At the top, there is a navigation bar with "AIR Ways" and a dropdown arrow. Below that is the "AIRWAYS" logo. The main content area is titled "Dashboard > District Performance on Test". A red box highlights a small icon in the upper-left corner of a report table. The report title is "Average Score and Performance Distribution for IAB-Grade 7 ELA Revision (Pre-Test), by Student and Reporting Category: Demo School Group 2, 2" and it is filtered by "Test Reasons: All Test Reasons".

School	Total	Total	
		Student Count	Performance Distribution
Max Points			Above Standard
All Schools		1	 100%
 Kula a'o Ha...		1	 100%

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The screenshot shows the AIRWAYS dashboard with the title 'Average Score and Performance Distribution for IAB-Grade 7 ELA Revision' and a filter for 'All Test Reasons'. A table displays performance data for 'All Schools' and 'Kula a'o Ha...'. A 'Test Resources' pop-up window is overlaid on the right, listing resources for IAB-Grade 7 ELA Revision.

School	Total
	Student Count Performance Distribution
Max Points	Above Standard
All Schools	1 100%
Kula a'o Ha...	1 100%

Resource	Description
Connections Playlist Grade 7 Revision	Smarter Balanced Connections Playlist for the Grade 7 Revision Interim Assessment Block

For additional information on accessing the "additional report information" icon, please refer to page 31 of the updated [AIR Ways Reporting System User Guide 2017-2018](#).

8. Interim Assessment Resources

The Assessment Section is looking for teachers to share their stories about using the Digital Library. If you are administering the Interim Assessment Blocks and using the Connections Playlists to locate Instructional Resources in the Digital Library, please contact Dianne Morada (dianne_morada@notes.k12.hi.us) or Carol Anton (carol_anton@notes.k12.hi.us). The Assessment Section would like to hear how teachers are using the resources for instruction.

HSA-Alt

9. HSA-Alt Identification Process

The Hawaii DOE Assessment Section has released a memo regarding the Hawaii State Assessment-Alternate (HSA-Alt) identification process, including details about the HSA-Alt Participation Criteria. School IEP teams are encouraged to review the memo prior to meeting to review each student's current academic achievement and functional performance to determine the student's participation in the appropriate state-wide assessment(s). The memo may be accessed by clicking [here](#) or via the Resources > Hawaii DOE Memos section of the HSA-Alt portal.

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End-of-Course Exams

10. EOC Exams Spring Testing Window

The Spring Testing Window for the Biology 1, Algebra 1, and Algebra 2 EOC Exams opens on *Monday, April 23, 2018* and closes on the last day of school. EOC Exams are to be administered after instruction of all course content has been completed. Test coordinators should work with their Assessment Teams (including technology coordinators) to ensure that testing devices have the updated secure browser installed prior to the start of testing, student accommodations have been entered into eCSSS and TIDE, and test administrators have been certified.

The ACT

11. Score Reports for Schools

School reports for the ACT will be available in PANext shortly. Schools will also receive hardcopy reports in the mail. Please treat these materials as secure materials, as they contain Personally Identifiable Information (PII). [The ACT Test Score Report Schedule](#) contains information on the reports available, and when schools may expect to begin receiving them. Test coordinators who wish to provide teachers and counselors with more information and resources may refer them to the Interpretation page in the [ACT Hawaii](#) web page.

WIDA ACCESS for ELLs Online

12. WIDA ACCESS Student Score Reports

School shipment of WIDA ACCESS Student Score Reports will arrive on the same day as the Complex Area shipment. This shipment will have a yellow label affixed to the boxes and will contain ACCESS for ELLs 2.0 and Alternate ACCESS for ELLs Score Reports. Complex Areas will receive their ACCESS for ELLs 2.0 reports, printed and online, on *Tuesday, April 24, 2018*. Online reports will be available on WIDA-AMS using the Student Score Reports functionality. Complex-Area level users may view both complex-area level and school level reporting. Test administrators do not have permission to view reports. Test coordinators may select Test Results from the Report Delivery menu to display the Test Results page and can use the Administration, District, School and Report drop down menus to filter the display.

"Education is all a matter of building bridges." Ralph Ellison