

Assessment News

March 25, 2019

Top News This Week

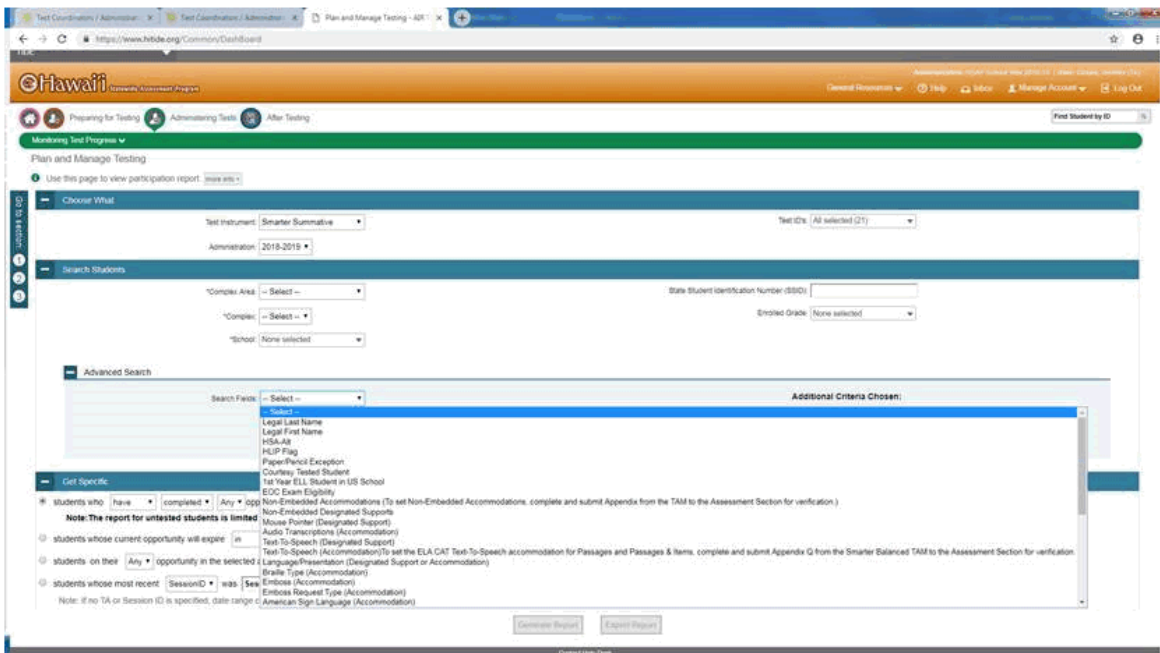
Smarter Balanced

1. Test Expiration Reminder

The Computer Adaptive Test (CAT) will remain active until the student submits the test, or 45 calendar days after the student started the test, whichever occurs first. The Performance Tasks (PT) are only open for ten calendar days after a student starts the test. The 45- and 10-day test windows include breaks and intercessions. To reopen an expired test, test coordinators need to submit a request, including other relevant information, via TIDE (Create Testing Incident). For more information, test coordinators and test administrators may refer to the Test Administrator's Manual ([TAM](#)) located in the "Resources" section of the Smarter Balanced homepage on alohahsap.org.

2. Student Participation

Test coordinators should regularly monitor student participation in the Test Information and Distribution Engine ([TIDE](#)) for both overall (school) and subgroup participation to ensure that students are taking the assessment. The "Search Fields" drop-down menu from the *Plan and Manage Testing* option under the *Monitoring Test Progress* tab is available for use to track the testing progress of students, including students with different characteristics.



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3. Designated Supports and Accommodations for Statewide Testing

Test coordinators should provide Student Service Coordinators (SSC) and counselors with a copy of the Usability, Accessibility, and Accommodations Guidelines ([UAAG](#)) and the Crosswalk of Accessibility Features Across State Assessments in Hawai'i ([CAF](#)), which are found in the "Resources" section of the Smarter Balanced homepage on [alohahsap.org](#). These documents, along with the Test Administrator's Manual (TAM), provide teachers, counselors, SSCs, and test coordinators with information regarding the appropriate provision of designated supports and/or accommodations for statewide testing, including processing/identifying them in TIDE.

4. Technology Support

For support with login (password), secure browser, and other technical issues, test and technology coordinators should call the AIR Help Desk at 1-866-648-3712 (toll free), or email hsaphelpdesk@air.org. Technology coordinators may also refer to the documentation under "Technology Coordinators" on [alohahsap.org](#). Some of the resources available at the website include the [Technical Specifications Manual for Online Testing for Technology Coordinators](#), which is available in the "Resources" section of the the Smarter Balanced homepage, and [Secure Browser Installation Manual for Technology Coordinators](#), which are available in the "Resources" section of the Smarter Balanced homepage on [alohahsap.org](#).

5. Multi-Track Testing Window

The Smarter Balanced testing window for Red, Green, and Blue tracks at multi-track schools is open and will close on *Friday, June 21, 2019*. Test coordinators should ensure that secure browsers are installed and test devices have been properly configured for testing. Technology coordinators may reference the documents in the [Technology](#) section (under "Resources" of the Smarter Balanced homepage on [alohahsap.org](#)) for system requirements. Test coordinators should also ensure that test administrators have been trained and certified to administer the assessment.

HSA-Alt

6. HSA-Alt Instructions for Paper/Pencil Accommodation

The [HSA-Alt Spring 2019 Instructions for Use of Printed Response Option Cards and Test Visuals for Students with a Verified Paper/Pencil Accommodation](#) document, which is available under the "Resources" section of the HSA-Alt homepage on [alohahsap.org](#), provides guidance on the use of paper response option cards and test visuals for the paper/pencil administration of the HSA-Alt for English Language Arts (ELA), Mathematics, and Science in Spring 2019. NOTE: This document should only be used to administer the HSA-Alt to students who have been approved by the HIDOE Assessment Section for the paper/pencil test kit accommodation.

7. HSA-Alt Training Test Paper Response Option Materials

Printed test materials for use with the HSA-Alt Training Tests are available at the [Students and Families](#) section of the HSA-Alt homepage on [alohahsap.org](#). These PDF documents contain the paper response option cards and paper test visuals for use with the HSA-Alt Training Tests in ELA, Mathematics, and Science for three grade groups: Grades 3-5, Grades 6-8, and Grade 11. These materials should be used to access the HSA-Alt Training Tests with students who have been approved for the paper/pencil test administration accommodation.

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End-of-Course Exams

8. Spring Testing Window

Eligibility for the [Spring EOC Testing Window](#) will be set in TIDE on *April 2, 2019*. 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 designated supports and/or accommodations have been entered into TIDE (and eCSSS, if appropriate), and test administrators have been certified. The Spring Testing Window will open on *Monday, April 29*, and close on the last day of school. EOC Exams are to be administered upon course completion.

ACT

9. PreACT Score Reports

Student score reports will be delivered to schools in both paper and electronic (CD) format to the attention of the ACT test coordinator. Paper score reports may be distributed to students and used for review with students to identify areas where instructional support may be needed. Electronic copies should be stored in a secure location.

WIDA ACCESS for ELLs

10. Material Return Documents

The test window for the ACCESS for ELLs Online and Paper/Pencil assessments has closed. WIDA test coordinators should make sure all missing materials were located and sent back to WIDA-DRC. To ensure that WIDA-DRC has received your materials, log in to WIDA AMS/Materials/Return Materials Receipt Report. The column under "Qty Not Received" should have all "0's." For program improvements in the future, please send feedback regarding the administration of the ACCESS for ELLs assessment to ELL RTs.

Please contact the Assessment Section at (808) 733-4100 if you have any questions about the information included in this Assessment News.

"Education's purpose is to replace an empty mind with an open one." Malcolm Forbes