



Attention Public School Principals, Public Charter School Directors, VPs (involved with testing), Test Coordinators, Technology Coordinators, Student Services Coordinators, and Curriculum Coordinators

(This message is also being sent to Complex Area Superintendents, Complex Area Support Team Leaders, and Information Technology Managers.)

Assessment News

Monday, December 16, 2019

Top News This Week

General Information

1. Accepting Applications for the Innovative Assessment Pilot Program

The Assessment Section is accepting applications from school teachers and principals to participate in the Innovative Assessment Pilot Program. Grade 4 teachers of ELA and Grade 8 teachers of mathematics are being recruited to participate in the first year of the pilot program, SY 2020-21. *Subject to approval by the USDOE, student participants in the Innovative Assessment Pilot Program will be exempt from the statewide summative assessment in the same content area (e.g., no double testing in the same subject).*

Teacher participants are expected to attend a full-day, in-person training in Honolulu that will be scheduled during the spring semester at a time that is convenient for the majority of participants. Principals and other school level leaders of the teacher participants will also be invited to attend. Substitutes will be provided for teachers who need them or stipends will be provided when training sessions occur during a break. Travel costs will also be covered for neighbor island participants. The deadline to apply is **Tuesday, December 31, 2019**. The online application can be accessed via this [link](#) or through the alohahsap.org website. Full information about this innovative assessment pilot program is available in the [December 6, 2019 DOE Memo](#).

Smarter Balanced

2. Winter 2019 HSAP Smarter Balanced Assessment Test Coordinator Training

Opportunity to participate in the *January – February 2020 Smarter Balanced Assessment Test Coordinator training sessions* is available. Please see below for the training locations, dates, and times. Complex area staff, principals, and others are welcome to attend the session held in their school's district on a space-available basis. The online registration form may be accessed at <http://bit.ly/SBAC2020> or via <https://smarterbalanced.alohahsap.org/> (see option "Winter 2020 HSAP Smarter Balanced Test Coordinator Training" on the right side of the screen). Information about the training, including special registration instructions for neighbor-island residents, is provided in the [December 11, 2019 DOE memo](#). The registration deadline is *Friday, January 17, 2020*.

DATE	DISTRICT	TIME	SITE
January 27 (Monday)	Honolulu*	8:30 am–3:00 pm	Manoa Ballroom
January 28 (Tuesday)	Central	8:30 am–3:00 pm	KROC Center
January 30 (Thursday)	Maui*	8:30 am–3:00 pm	King Kamehameha Golf Club
January 31 (Friday)	Kauai	8:30 am–3:00 pm	Kauai Beach Resort
February 3 (Monday)	Leeward	8:30 am–3:00 pm	KROC Center
February 4 (Tuesday)	Windward	8:30 am–3:00 pm	Ko'olau Ballrooms
February 6 (Thursday)	East Hawaii-Hilo	8:30 am–3:00 pm	Naniloa Hotel - Hilo
February 7 (Friday)	West Hawaii-Kona	8:30 am–3:00 pm	Palamanui Community College

*Airfare will be provided for participants from Molokai, Hana and Lanai to attend a training session.

3. Online Accommodation Verification Form Now Available

School Test Coordinators and Student Service Coordinators are encouraged to use the [Online Accommodation Verification Form](#) to submit accommodation requests. This form is also available on alohahsap.org > Smarter Balanced > Resources > Test Administration (or Accessibility and Accommodations) > 2019-2020 Accommodations Verification Online Form (must use HIDOE Gmail account to access). This Google form automatically uploads to the Assessment Section office and is available here. The deadline to submit accommodation verification requests for the 2019-20 school year is ***Friday, January 17, 2020***.

4. AIRWays Tutorials

Short training videos on how to access AIRWays Reporting are available. These videos provide a generic overview of AIRWays Reporting for users with different administrative roles, information about modifying scores and other hand-scoring features, accessing student data and reports, and setting up rosters and reports within the AIRWays Reporting System. Each link will open in a new window for users to view a narrated, streaming video. The videos can be accessed via this [link](#) on alohahsap.org > Smarter Balanced > Resources > Trainings and Webinars > Training Modules.

HSA-Alt

5. HSA-Alt Test Administrator Training

Registration for the HSA-Alt Test Administrator Training is now open. All HSA-Alt test administrators should register by *Friday, December 20*. Click [here](#) to access the registration form directly. For additional information, click [here](#) to access the November 12, 2019 DOE memo. This training is required for all HSA-Alt Test Administrators.

HSA Science (NGSS)

6. HSA Science (Including Braille) Test Window Opens

The Online HSA Science test window will open on *Wednesday, January 8, 2020* and remain open until the end of the school year. Students will have two opportunities to take the Grade 5 or 8 Science assessment that covers the Next Generation Science Standards (NGSS). Test coordinators should verify that the secure browser on all student testing devices has been updated to the current version prior to testing. For more information on compatible devices or operating systems, Test or Technology Coordinators should refer to the current [Operating System Support Plan](#) on alohahsap.org. If applicable, review the [Smarter Balanced Braille Option Guide 2019-2020](#) for information on administering statewide assessments to students who require the Braille accommodation, including guidance on printing Braille Ready Format (BRF) and Printer Output File (PRN) files. Please contact the Assessment Section or the HSA Help Desk if you have any questions regarding Braille forms of the science assessments.

Remember that students will have 2 opportunities, however, there will be no results until achievement standards setting takes place in June 2020.

EOC Exams

7. End-of-Course Exam Fall 2019 Testing Window Closes (Online and Paper/Pencil)

The End-of-Course (EOC) Exam Fall 2019 testing window for online and paper/pencil administration will close on *Friday, December 20, 2019*. The Biology 1 EOC Exam is required to be administered to all students enrolled in the course. The Algebra 1 and Algebra 2 EOC Exams are optional.

The ACT

8. ACT Q&A Webinar

On Thursday, *December 19, 2019* from 2:30 - 3:30 p.m., The ACT will host a Q&A webinar for test coordinators about the administration of The ACT. Test coordinators may register [here](#).

9. ACT Accommodations Webinar Posted

The ACT Thursday, *December 5, 2019* Accommodations webinar has been posted here. Test coordinators who were not able to attend live may view it [here](#) (it's approximately 60 minutes). Test coordinators may also refer back to this webinar for reference purposes.

10. ACT Holiday Hours

The ACT offices and Customer Support lines will be closed on December 24 & 25 and December 31 & January 1.

WIDA ACCESS for ELLs

11. WIDA and DRC Holiday hours

- WIDA Client Services Center
 - Mon. 12/23: 8:00am-5:00pm CT
 - Tues. 12/24: CLOSED
 - Wed. 12/25: CLOSED
 - Thurs. 12/26: 8:00am-5:00pm CT
 - Fri. 12/27: 8:00am-5:00pm CT

- DRC Customer Service
 - Tues. 12/24: CLOSED
 - Wed. 12/25: CLOSED
 - Wed. 1/1: CLOSED

12. Upcoming WIDA Webinar Schedule

WIDA and DRC will be hosting a webinar for test coordinators on the following ACCESS for ELLs topic:

- Tuesday, December 17, 9:00am - 10:00am HST *During Testing: Managing Students in WIDA AMS (Paper)*
- Thursday, January 9, 9:00am - 10:00am HST *During Testing: Managing Test Materials (Paper)*
- Wednesday, January 15, 7:00am - 8:00am HST *During Testing: Technology Troubleshooting*
- Thursday, January 30, 9:00am - 10:00am HST *Post-Testing: Returning Materials (Paper)*

More information and login details can be found on the [WIDA Q&A Webinar Schedule](#). Technology Coordinators wishing to join the January 15 webinar can find login details on the [2019-20 Q&A Webinar Schedule for Technology Coordinators](#) on WIDA AMS.

For those test coordinators who are unable to attend, the webinars will be posted on the [WIDA website](#) when they become available. More information and login details can be found on the [WIDA Q&A Webinar Schedule](#).

Technology Coordinators

13. ACCESS For ELL - Content Hosting and Content Management Settings

Technology coordinators may check the readiness of their school for ACCESS For ELL Online testing by going to the [Device Toolkit](#) page on the [wida-ams.us](#). Once completed, the Configurations Tab for the COS Device::

- Will have Content Hosting set to YES
- Will have Content Management set to YES
- Will have settings to match the Technology User Guide (please verify your ORG ID here is the one used to set up the INSIGHT Browser on student test devices at this time)

Central Office Services - Device Toolkit

Configurations Add New Configuration

Configuration Information Locations **Content Management** Content Hosting Service Devices Deployment Testing Devices Delete

Desktop Server **BOTH Content Management and Content Hosting must be set to "YES"** Help: Yes

Org Unit ID: [your ORG ID here](#)
Use the Org Unit ID when first starting your testing device to register it to this configuration.

System Readiness Check: 7745
Required to view the System Readiness Check. On the main DRC Insight page click the blue checkmark and enter this code when prompted.

Content Management Yes

If you set Content Management to Yes, the test content for the administrations and accommodations that are selected in the grid will be automatically downloaded to your Central Office device. All available administrations and accommodations default to being selected. Accommodations can include Text to Speech (TTS), Human Voice Audio (HVA) and Video Sign Language (VSL). Not all accommodations are available for every administration. If you need to save space on the device, you can deselect items that you don't need by clicking the checkboxes. Once you have made your selections, click Update Configuration.

<input checked="" type="checkbox"/>	Admin	TTS/HVA	VSL
<input checked="" type="checkbox"/>	EWD372 WIDA Sample Items <i>Refer to Tech User Guide for settings</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	EWD804 WIDA ACCESS for ELLs	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	EWD808 WIDA Screener Assessment	<input type="checkbox"/>	<input type="checkbox"/>

Update Configuration

Test or technology coordinators encountering any problems with setup should email the DRC Help Desk at WIDA@datarecognitioncorp.com or call 1-855-787-9615 in the morning Hawaii time, as they are approximately five hours ahead of us.

14. Mac Secure Profile

Updated information from AIR on the Mac Secure Profile for Mac OS student test devices is that this profile is **optional**, and failure to install this profile will not affect Secure Browser functionality for smarter balanced testing (provided the most recent version of the AIR Secure Browser has been installed). The Secure Profile will disable various hotkeys, trackpad gestures, and sets function keys to standard functions for *all* users of the Mac device it is installed on, and *cannot be uninstalled*. AIR recommends that schools only install the Mac Secure Profile on devices that are solely used for testing.

“Education is the key to success in life, and teachers make a lasting impact in the lives of their students.” Solomon Ortiz

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