

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, February 24, 2020

Top News This Week

General Information

1. Cambium Systems Downtime

Cambium (formerly AIR) systems will be offline for scheduled maintenance from 6:00 p.m. Friday, March 13, 2020 to 6:00 a.m. Monday, March 16, 2020.

2. AIRWays Reporting System User Guide 2019-2020

The [AIRWays Reporting User Guide](#) supports users of the AIRWays Reporting System. AIRWays allows authorized users to view individual student responses on the NGSS interim assessment testlets.

3. Training and Practice Tests

Training and practice tests are available for the Smarter Balanced Assessments, HSA Science Assessments, HSA Alternate (HSA-Alt) Assessments, and End of Course (EOC) Exams. The short Training Tests are designed to provide students and teachers with opportunities to familiarize themselves with the software, user interfaces, and navigational tools for online tests. The Training Tests are organized by grade bands and contain 6 to 10 items. Note: Training Test Answer Keys are only provided for the HSA Science Assessment. Practice Tests are also available for the same assessments and exams, except for the HSA-Alt Assessments.

The Practice Tests include about 30 items similar to the Interim and Summative Assessments, as well as performance tasks, at each grade level. There are also classroom activities to be completed before each of the performance tasks. Training and Practice Tests can be found [here](#) or via "Resources" of the "Training and Webinars" section under "Winter 2019 Smarter Balanced Test Coordinator Training" on alohahsap.org. After completion of a Practice Test, click [End Test] and select "Yes" to continue to the next page. Click "Review My Answers" to check the answer for each question from the Scoring Guide or Answer Key available [here](#) or under "Resources" on the "Students and Families" section of the Smarter Balanced homepage on alohahsap.org. Scoring guides and answer keys are available for the Smarter Balanced Practice Tests (including Text-to-Braille), EOC Exams Practice Tests (including Text-to-Braille), and HSA Science Practice and Training Tests (including Text-to-Braille), but not for the Smarter Balanced Training Tests or the EOC Exams Training Tests.

4. Site Preparation for Test Administration

Test Coordinators should remind Test Administrators that all posters, charts, and other instructional aids or materials need to be removed or concealed in test environments (classrooms or labs) prior to the administration of a test. If the test is to be administered in a classroom or lab that has non-removable posters or signage, these items must be covered using large pieces of paper. For test environment security procedures, test Coordinators may refer to pages 16-20 of the [Smarter Balanced Test Administration Manual](#) or to pages 23-25 of the [HSA-Alt Test Administration Manual](#), which is available here or under "Test Administration " on the "Resources" page of the Smarter Balanced or HSA-Alt homepage on alohahsap.org.

Smarter Balanced

5. Smarter Balanced Scores Availability

Results for the 2019-2020 administration of the Smarter Balanced ELA and mathematics assessments, including grade 11 assessments administered at block schedule schools in fall 2019, will be available in the [Online Reporting System](#) (ORS) beginning March 9, 2020.

6. Testing with Braille Training Module 2019-2020

The [Braille Training Module](#) provides test administrators with information to administer online assessments to students using Braille.

HSA-Alt

7. Public Posting of One Percent Threshold Justification Forms 2019-2020

The Hawaii Department of Education (Department) is posting the collected Assurance and Justification forms from schools that exceed the One Percent Threshold. The forms are posted to meet the requirements of 34 CFR 200.6(c)(3)(iv). This federal statute requires all schools that exceed the One Percent Threshold to supply the State with justification for the HSA-Alt student identification overage. In addition, the identified schools are to submit assurances that the State's criteria for alternate test participation are being used by IEP teams to determine alternate test eligibility. All posted Assurance and Justification forms have been redacted to safeguard individual student identity and can be found on the DOE Intranet [here](#).

HSA-Science (NGSS)

8. Accepting Applications for March 2020 Hawaii Statewide Assessment Program (HSAP) Science and Biology End-of-Course Exams Item Review Committees

The Assessment Section is accepting applications from general education, special education, and English Learner (EL) teachers for Science and/or Biology to serve on HSAP science item review committees. Committee members will review newly written Next Generation Science

Standards (NGSS) clusters (e.g., test items) from March 16 - 19, 2020. For detailed information about this opportunity, refer to the [DOE memo here](#). The deadline to submit the online application (<http://bit.ly/Mar2020Science>) is **Friday, February 28, 2020**.

The ACT

9. ACT Materials Return

Test coordinators should ensure that they have their materials ready for pickup by FedEx on February 26, 2020. Test coordinators should alert staff at the business office (or where materials are picked up and dropped off) that there are ACT materials for pickup by FedEx 2Day, not the usual Ground drivers.

10. ACT Extended Hours

Beginning on Monday, February 24, 2020, the ACT will have extended customer service hours from 3:00 a.m. to 5:00 p.m. HST.

11. ACT Online Test Session Creation

Test coordinators at schools administering the ACT online may begin creating test sessions on Friday, February 21, 2020. Test sessions must be set up prior to testing. Instructions may be found in the [ACT Administration Manual - Online Testing](#). Test coordinators may also call Customer Support at (800) 553-6244 ext. 2800.

WIDA ACCESS for ELLs

12. Test Materials Returns

The testing window for ACCESS for ELLs and Alternate ACCESS for ELLs closes on **Wednesday, February 26, 2020**.

The deadline for UPS pickup of ALL secure test materials for return to DRC is **Friday, February 28, 2020**. Remember, if you do not have daily UPS pickup, you must call UPS to schedule the day before you need the pickup.

Technology Coordinators

13. Windows 10 Updates

The Smarter Balanced Secure Browser now officially supports Windows 10 version 1909 for student testing. Documentation in the technology guides will be updated shortly.

" 'A'ohe ulu e loa'a i ka pokole o ka lou - No breadfruit can be reached when the picking stick is too short." (There is no success without preparation) - Hawaiian Proverb

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