

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, March 8, 2021

Top News This Week

General Information

1. Statewide Summative Testing Reminders

The [Statewide Summative Assessments and Accountability SY 2020-21](#) DOE memo posted February 12, 2020, includes current testing requirements for this school year. The [USED Assistant Secretary Letter to CSSOs](#) dated February 22, 2021 and referenced in the March 1 edition of the Assessment News did not change any of the requirements for testing as stated in the February 12 DOE memo. Also, the [Assessment and Accountability Comprehensive Plan for School Year 2020-21](#) currently remains in place. Students (including students who are distance learning) are expected to be tested in-person and on campus, in accordance with all Hawai'i DOE/DOH, and school guidelines for safety and social distancing.

Some additional guidance documents that have been posted to the alohahsap.org portal include the following:

- [Hawaii DOE Assessment Considerations for Spring 2021](#),
- [Hawaii DOE Suggested Guidelines for In-person Test Administration](#),
- [Parent Letter Template for In-Person Test Administration](#),
- [FAQs Template for School-level Staff](#).

2. Student Errors When Logging Into TIDE

Test coordinators who have students that are encountering issues when logging into a test session should verify that the students are entering their first names exactly as they appear on the test ticket. Two of the primary reasons that students encounter difficulties when logging in are due to the use of a hyphenated name and the 'okina (diacritical stop).

If a student encounters difficulty logging in and the Student ID and Session ID are correct, the test administrator should:

- Verify that students have entered their names **exactly** as they appear on the ticket, including any hyphens or 'okinas
- Verify that their first name does not exceed the maximum character length permitted, which is **50** characters

- Verify that the character the student is using for the 'okina is the same character used in Infinite Campus (there are many different ways to represent an 'okina, but TIDE only recognizes two)
- If there is a chance that the character used to represent the 'okina in the source system (Infinite Campus) is not recreatable by the student while logging in (there are approximately 2830438 different kinds of apostrophe characters you can use in MS Word), the test coordinator should consult with the Registrar, and if necessary, update the student records in Infinite Campus to one of the two recognized apostrophes in TIDE:
 - The normal apostrophe (also known as U+0027, which is found to the right of the L key on a keyboard)
 - The grave accent (also known as U+0060, which is found in the upper left corner of the keyboard next to the 1 key).

NOTE: The majority of students use the normal apostrophe.

If none of these methods works, please contact the HSAP Help Desk at 1-866-648-3712.

Smarter Balanced

3. Smarter Balanced Shortened Summative Assessments-Reminder

The Smarter Balanced summative computer adaptive tests (CATs) have been shortened to 20-25 test questions. These shortened CATs have been designed to be completed in one test session lasting 45-60 minutes. The revised Smarter Balanced Assessments will measure the same standards and provide the same overall score information, with reliability and validity, as the full-length version. The reduced time for test administration provides more time for instruction and classroom-based assessments to advance student learning and success.

Smarter Balanced ELA and Math Estimated Test Times with the Shortened CAT			
Content Area	Grades	Computer Adaptive Test (CAT)	Performance Task (PT) <u>hrs</u> : mins
English Language Arts/Literacy	3-5	45-60 min	1:45
	6-8		1:20
	HS		1:00
Mathematics	3-5 6-8 HS	45-60 min	N/A

4. State Test Accommodations

State test accommodations are available for students with documented IEPs or 504 Plans. School IEP/504 Teams meet to determine the need for state test accommodations based on the guidance included in the [Hawaii State Test Accommodation Guides, Crosswalk of Accessibility Features Across State Assessments in Hawai'i 2020-2021](#), and the [Usability, Accessibility, and Accommodations Guidelines 2020-2021](#). The IEP/504 Teams' determinations are subject to review and audit by the Assessment Section and Special Needs Section to ensure compliance with *The Individuals with Disabilities Education Act (IDEA)*. In accordance with the *IDEA* (34 CFR §§300.160(b)(2)),

“the State’s guidelines must identify only those accommodations for each assessment that do not invalidate the score; and instruct IEP teams to select, for each assessment, only those accommodations that do not invalidate the score.”

If there are any questions, please email Elaine Lee, Ph.D., at Elaine.Lee@k12.hi.us.

The ACT

5. ACT Materials Ordering

Test coordinators ordering materials for the March 23 assessment have until March 12 to order materials. Test coordinators will not be able to order materials for the April 6 test until March 23.

6. ACT Office Hours

ACT will host open Office Hours sessions through *Monday, March 29*. Some examples of topics that will be covered are: Completing the non-test activity in MyACT, Receiving and Storing Materials, Placing Orders for Additional Materials, and Returning Materials.

There will be time for questions and answers during these Office Hours sessions. These are good opportunities for test coordinators who are having difficulty contacting the Help Desk to post questions to ACT staff. Test coordinators can find the links to join a session, as well as the dates and times for each session in March in the [calendar linked here](#). These sessions are not state specific and are open to all states and schools participating in State Testing. *Please do not share students' personal information.*

Date: Every Monday
Time: 6:00 – 7:00 a.m. HST

Date: Every Thursday
Time: 12:00 – 1:00 p.m. HST

WIDA

7. WIDA Test Window Closing

The testing window for ACCESS for ELLs and Alternate ACCESS for ELLs closes on *Wednesday, March 10, 2021*. Test coordinators can monitor the completion of testing in [WIDA](#)

[AMS](#) by using the Student Status Dashboard which displays student testing status by school and administration. Test coordinators can filter student test data on the Dashboard by testing status, grade, content area, and assessment (or any combination of these). The Dashboard data is displayed in real-time and can be viewed at the school-level only.

8. Reminder for Schools Currently Testing

WIDA and DRC ask schools currently testing to return completed Grades 1-3 Writing Test Materials before the end of the test window, if possible. Receiving these materials early plays a critical role in the scoring process and will help WIDA and DRC get the student information you need to you as soon as possible. Late returns will delay score reporting for the entire state.

Please view the *After Testing* tutorial on the [WIDA Secure Portal](#) for more information on returning materials. You can find the tutorial after logging into the WIDA Secure Portal and clicking on the *Paper-Based* tile in the *ACCESS for ELLs Training Courses*. Then, click the *Afterward* tab and click on *After Testing*.

“Don’t let yesterday take up too much of today” - Will Rogers

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HSAP Help Desk: Phone: 1-866-648-3712 Email: HSAPHelpDesk@cambiumassessment.com