

Getting Ready for the New Alaska Alternate Assessments

Aran Felix & Dan Farley
Wednesday, September 24, 2014
3:30 – 4:30 PM
GoToMeeting Webinar
(to be repeated on October 1)

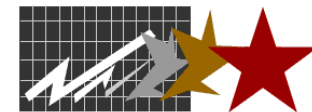


App3.3a_Getting_Started_Webinar



Handouts *(In 9/24/14 Mentor Newsletter)*

- PPT Notes Pages
- AK Participation Guidelines (draft)
- First Contact Survey (FCS)
- Personal Needs and Preferences Profile (PNP)



Agenda

- Having your DTC get your KITE Client/Educator Portal account set up
- Using your KITE Client/Educator Portal Account
- Educator Portal Resources
- State, District, and School Roles and Responsibilities
 - Data Steward
 - Technical Liaison
 - Assessment Coordinator
 - Test Administrator (TA)
- Required steps prior to test administration
- Pre-Annual Mentor Training Assignments



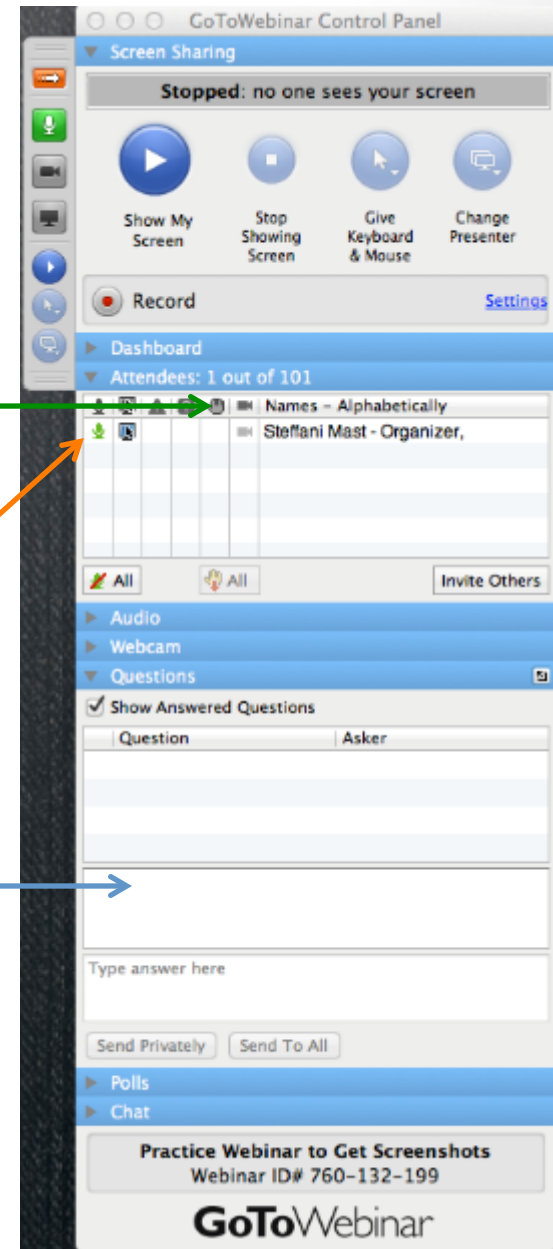
Objectives

- Overview of Alaska's new alternate assessments: roles and responsibilities
- Overview of revised ak.k12test.com site as the “one-stop shop” for all AKAA testing resources and training tools
- Discuss how to prepare students, staff, and parents for the new statewide assessments (ELA & Math)
- Discuss the importance of participating in one of three Field Testing opportunities
- Review ways to prepare and keep involved



GoToMeeting

- Here are the three primary functions of the *GoToMeeting* webinar interface:
 - Raise your hand to ask questions out loud by clicking on the hand icon
 - Mute yourself by clicking here
 - Type questions here



ak.k12test.com Updates

- The ak.k12test.com website has been completely revised to include all ELA and Math resources provided by DLM
- There is a a separate system for training and administration related to the Science assessment
- A new tab has been added for Mentors, which provides additional resources that can be used for training staff



Changes & Updates

Alaska Alternate Assessment dra.test.Q
Home

Home Training Proficiency Materials

Welcome QT sampleqt! You are an Assessor-In-Training (Last login was on 9/20/2014 at 6:57 pm. [View History](#))

NEW!! Training in alternate assessment test administration, AK-DLM English Language Arts and Math alternate assessments, and Science assessment.

IMPORTANT Check the Changes & Updates link from the Home Page each time you log in for important information.

NOTE Mentor training materials are available in the Mentor tab of this AKA training website. This Tab will become visible only they have completed all required training and proficiency tests, and have been upgraded from AIT to QT.

Mentor training materials are also available on the EED website (EED Training Materials):
<http://www.eed.state.ak.us/tls/assessment/alternate.html>

Click on one of the following links.

Changes & Updates
View a log of updates to this website.

Help/Settings
Change your password and edit other account information.

Training
Learn to score the Alternate Assessment.

Proficiency
Test your scoring proficiency.



Administration

The screenshot shows a web browser window with the URL <http://ak.k12test.com/teachersstaff/training/>. The page title is "Alaska Alternate Assessment" and the user is logged in as "danny.farley@gmail.com". The navigation menu includes Home, Training, Proficiency, Materials, Sci Data Entry, Sci Reports, Mentor, Admin, and Help/Settings. The "Training" section is active, and the page is titled "Training" with a link to "Edit Instructions".

The system tracks progress by adding a green check mark in the Status column as training sections are completed. This green check mark will not appear until you select the "Mark this area complete" box after completing training for the specific task.

Content Area	Full Training
■ ADMINISTRATION	<input type="checkbox"/>
■ Alternate Assessment System Updates	<input type="checkbox"/>
■ CALENDAR of Important Dates	<input type="checkbox"/>
■ Navigating Through the Training Site	<input type="checkbox"/>
■ Glossary	<input type="checkbox"/>
■ Overview of the Alaska Alternate Assessment	<input type="checkbox"/>
■ Participation Criteria	<input type="checkbox"/>
■ Alternate Achievement Standards	<input type="checkbox"/>
■ Qualified Assessor/ Test Administrator	<input type="checkbox"/>
■ Qualified Mentor-Trainer	<input type="checkbox"/>
■ Test Security	<input type="checkbox"/>
■ Policy and Guidance	<input type="checkbox"/>
■ Earning CEUs	<input type="checkbox"/>
■ ENGLISH LANGUAGE ARTS & MATH ALTERNATE ASSESSMENT	<input type="checkbox"/>



ELA and Math Resources

Alaska Alternate Assessment Training

Home **Training** Proficiency Materials Sci Data Entry Sci Reports Mentor Admin Help/Settings

[Edit Instructions](#)

The system tracks progress by adding a green check mark in the Status column as training sections are completed. This green check mark will not appear until you select the "Mark this area complete" box after completing training for the specific task.

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■ Qualified Assessor/ Test Administrator	<input type="checkbox"/>
■ Qualified Mentor-Trainer	<input type="checkbox"/>
■ Test Security	<input type="checkbox"/>
■ Policy and Guidance	<input type="checkbox"/>
■ Forming CEUs	<input type="checkbox"/>
■ ENGLISH LANGUAGE ARTS & MATH ALTERNATE ASSESSMENT	<input type="checkbox"/>
■ ELA and Math Content Standards (EEs)	<input type="checkbox"/>
■ Roles and Manuals	<input type="checkbox"/>
■ Preparing for ELA and Math Alternate Assessments	<input type="checkbox"/>
■ Required Training to administer ELA and Math Alternate Assessment	<input type="checkbox"/>
■ ELA & Math Practice Tests	<input type="checkbox"/>
■ Additional Professional Development (CEUs available)	<input type="checkbox"/>



Required Training Guidance Document

Dynamic Learning Maps Assessment – Required Training System 2014-15

There are seven modules that Alaska test administrators must complete in order to gain access the secure English language arts (ELA) and Mathematics assessments. They can be accessed within the "Professional Development" tab, under the "Modules" sub-tab. To access the training, you must first log into the KITE Client Educator Portal (<http://educator.ccte.us/AART/login.htm>). There is also one training module that EED is requiring in addition to the seven for ELA and Math. It is titled *Module 7: IEPs Linked the DLM Essential Elements* and is available at this link: <http://secure.dynamiclearningmaps.org/unc/modules.html>.

NOTE: For Mac users in particular, please note that the KITE system only supports one version of the Safari browser (6.0.5), which is also not the most current version. We highly recommend that you download and use the Firefox browser (24.3 ESR or higher) instead of using an older version of Safari. This recommendation is consistent with that provided by the DLM HelpDesk.

Supported Browsers

Firefox 24.3 ESR (recommended) and above

Safari 6.0.5

IE 8 and above

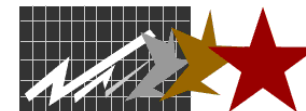


Self-directed Learning Module Guidance

Dynamic Learning Maps Assessment - Training System 2014-15

Alaska is transitioning to a new alternate assessment based on alternate achievement standards (AA-AAS) system beginning in the spring of 2015. This document was developed by EED and DIA to guide Alaska Qualified Mentors and Assessors through the instructional training process on DLM's website (<http://dynamiclearningmaps.org>). Remember, if you have any questions regarding the DLM website to contact their Help Desk. They recommend sending an e-mail rodin@ju.edu. However, you can also contact them at 1-800-555-5555.

To access the DLM's Self-Directed Learning Modules system, you can either log into ak.k12test.com and follow the appropriate link, or go directly to the Self-directed Learning Modules located here: (<http://dynamiclearningmaps.org/unc/modules.html>). You will definitely want to bookmark this page for reasons that will become more clear later in this document. Your screen should look like this:



Science Resources

■ SCIENCE ALTERNATE ASSESSMENT

■ Science Content Standards (ExGLEs)

■ Training to administer the Science Alternate Assessment

■ Test Administration Information and Rules

■ Science Expanded Levels of Support (ELOS)

■ Reinforcement During Science Test Administration

■ Science Accommodations

■ Reasons Not Tested

■ Science Scoring

■ Science Training Activity

■ Entering Science Student Scores

■ Retrieving Science Student Reports



Mentor Tab

Alaska Alternate Assessment - Mentor

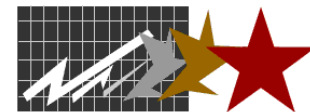
Home Training Proficiency Materials Sci Data Entry Sci Reports **Mentor** Admin Help/Settings

Mentor [Edit Instructions](#)

Content Area

- Mentor Training Documents
- Getting Started Webinar
- October 2014 Annual Mentor Training
- Monitoring Training Completion
- Monitoring Test Completion
- Accessing Official Student Reports
- Practice tests (for QAs and students)
- Mentor Facilitated Training Resources
- How-To Guides

Full Training



KITE Client / Educator Portal

DEFINITIONS

The KITE Client is a secure browser for students to access testlets. Teachers do not have KITE Client accounts.

The Educator Portal is the secure website where educators access required training and manage student accounts and settings.

See p. 14 of TAM!!!



KITE Educator Portal Functions

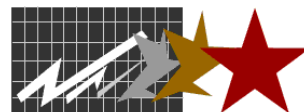
- Home
 - Access all functions
- Test Management
 - Manage student access to assessments
- **Professional Development**
 - **Access all required training**
- Configuration
 - Manage student lists and rosters
 - FCS/PNP
- Site Map
 - File uploads and reports



AKAA Resources – Quick Review

All resources or links to DLM resources are easily located on ak.k12test.com

- Training and test administration resources
- All technical manuals
- Templates for uploading student and user (Assessor) lists, and developing rosters
- Proficiency testing resources
- Secure test access
- Data Entry



Test Administrator (Qualified Assessor)

Teacher or other qualified examiner

- Complete required training
- IEP team decisions
- Managing student information
- Plan, deliver, and adjust instruction
- Prepare for the assessments
- Administer assessments
- Prepare for next year

[Test Administration Manual](http://dynamiclearningmaps.org/sites/default/files/test_administration_manual_ye_2014-15.pdf)

http://dynamiclearningmaps.org/sites/default/files/test_administration_manual_ye_2014-15.pdf



Assessment Coordinator (DTC, Mentor)

Supports assessment implementation; supports test administrators

- Manage staff roles and responsibilities.
- Develop and implement a comprehensive training plan
- Monitor and support test preparation and administration
- Manage communication of test-related processes and events with parents and staff

Assessment Coordinator Manual

http://dynamiclearningmaps.org/sites/default/files/assessment_coordinator_manual_ye_2014-15_0.pdf



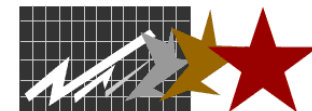
Data Steward *(not a specific Mentor role)*

Manages student and enrollment data, Educator Portal accounts

- In AK, this has been the person responsible for uploading the pre-code file for DRC; they are now responsible for the AMP and DLM uploads
- Responsible for getting the .csv files for users, enrollment, and rosters uploaded into the KITE Educator Portal
- Assisting with data updates and validation
- Sometimes are asked to assist Test Administrators (TAs) with the First Contact Survey (FCS) and/or Personal Needs Profile (PNP)

[Data Steward Manual](#)

http://dynamiclearningmaps.org/sites/default/files/data_steward_manual.pdf



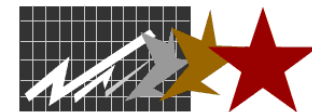
Technical Liaison (Tech Coordinator – not a specific Mentor Role)

Manages AMP & DLM technology requirements for a school or district

- Manage the KITE Client for staff
- May troubleshoot:
 - the Educator Portal,
 - difficulties with .csv files,
 - whitelisting websites (e.g., .cete.us), and/or
 - establishing Local Caching Servers, where needed

Technical Liaison Manual

http://dynamiclearningmaps.org/sites/default/files/technical_liaison_manual_0.pdf

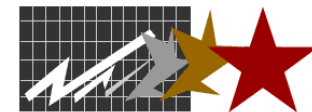


Accessibility Manual

- DLM's guidelines regarding accessibility options for the ELA and Math assessments
 - First Contact Survey (FCS)
 - Personal Needs Profile (PNP)
 - Participation criteria

[Accessibility Manual](http://dynamiclearningmaps.org/sites/default/files/accessibility_manual.pdf)

http://dynamiclearningmaps.org/sites/default/files/accessibility_manual.pdf



Tests Available

- **Year End Assessment (YE)** – a summative assessment delivered once only during the Spring Testing Window.
- **Integrated Model (IM)**, which includes Instructionally Embedded Assessments (IE) – an integrated model of instructionally embedded formative assessments administered throughout the school year in combination with the summative assessment
- **SAVE THE DATE:** EED and DLM will be providing a training on the Integrated Model in the winter, January 21-22, 2015 in Anchorage



Required Training Modules

- Test Administration Module 1 – Overview of the DLM System
- Test Administration Module 2 – Test Security in the DLM
Alternate Assessment
- Test Administration Module 3 – Accessibility for All Students
- Test Administration Module 4 – How the Assessment Works
- Test Administration Module 5 – Preparing for the Test
- Test Administration Module 6 – Computer Delivered Testlets
- Test Administration Module 7 – Teacher Administered
Testlets
- Self-Directed PD Module 7 – IEPs Based on AK-DLM Essential
Elements



And... Science!

- Science assessment sponsored by DRA, as in the past
- Still based upon the Alaska ExGLEs
- Training, proficiency testing, secure test downloads, and data entry remain functions of the ak.k12test.com website for the Science Alternate Assessment



7 Steps for Test Administration

There are seven steps to complete in order to administer ELA, Math, and Science assessments this year:

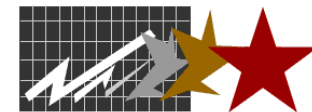
1. DTC sets up your Educator Portal Account
2. View and pass seven required DLM trainings and 1 EED required module
3. Complete DLM and AK Test Security Agreements (TSAs)
4. Student(s) are enrolled and associated with teachers (rostered)
5. Complete or update one FCS for each student
6. Complete or update one PNP per student, depending upon student support needs (updated annually thereafter)
7. Complete the Administration and Science Proficiency assessments on the ak.k12test.com website

!!!DO NOT WORK AHEAD!!!



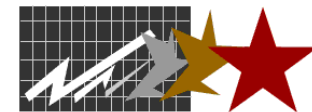
Field Testing Windows

- Field Test A (October 13 – October 31, 2014) ONLY accessible if your district uploads your student rosters in time
- Field Test B (November 10 – December 20, 2014)
- Field Test C (January 5 – March 6, 2014; includes Braille test)



Pre-Annual Mentor Assignments

- Prior to October 6, 2014, complete the following two Self-Directed learning modules
 - Module #10 [Claims & Conceptual Areas](#), and
 - Module #17 [Core Vocabulary](#)
 - <http://secure.dynamiclearningmaps.org/unc/modules.html>
 - Bring your Certificates of Completion (an email printout)
- There is no need to work beyond these expectations; we will get you from here to there at Annual Mentor training!



Annual Mentor Training

- Make sure that you register for Annual Mentor Training (AMT) Request a registration form: matt.delabruere@alaska.gov
- You will receive all of the training that you need at AMT; please do not become overly concerned about training yourself prior to that time
- For now, just make sure that you work with your DTC to develop an Educator Portal account and that you:
 - are able access the KITE Educator Portal on your laptop by October 3, 2014
 - complete the pre-AMT homework assignments



Additional Training Opportunities

- DLM Integrated Model Training (Instructionally Embedded Assessment (IE))
 - For Mentors and Special Education Directors
 - January 21-22, 2015
 - Anchorage, AK

EED highly encourages participation in this training, as the IEs will be operationalized next year, 2015-16, and included in accountability determinations

- Assessors can use IEs this year, but the scores will not be part of any accountability framework



Questions?



Contact Information

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