

Changes to the Alaska Alternate Assessment Training Site <ak.k12test.com>

POLICY OR PROCEDURAL CHANGES

1. **Updated the Refresher Training Tasks:** Added certain training tasks to the Refresher Training Tasks based on analysis of Proficiency Test questions missed and enhanced training in ELOS and Writing Scoring.
2. **Updated the Calendar of Important Dates**
3. **Updated the Navigation Guide**
4. **Braille and Large Print Orders**
District Test Coordinators will send Braille and Large Print test orders to EED, October 3-14, 2011. Please alert your DTC if you have a student requiring one of these assessments. These tests will be mailed to the DTC in mid-January.

TRAINING and CONTINUOUS IMPROVEMENT

1. **Reliability and Validity Studies**
All grade 8 and grade 10 Writing Scoring Protocols and Writing Student Materials will be mailed or FedEx'd to DRA for scoring analysis.

Do not shred the scoring protocols at the close of the test window.

2. **Alternate Assessment Training and Committees 2011-2012**

New Mentor Training, September 26-27, 2011, Juneau, AK
Annual Mentor Training, October 25-26, 2010, Anchorage, AK
Communities of Practice, October 27, 2010, Anchorage, AK

3. **Work Ready/College Ready Regulation**

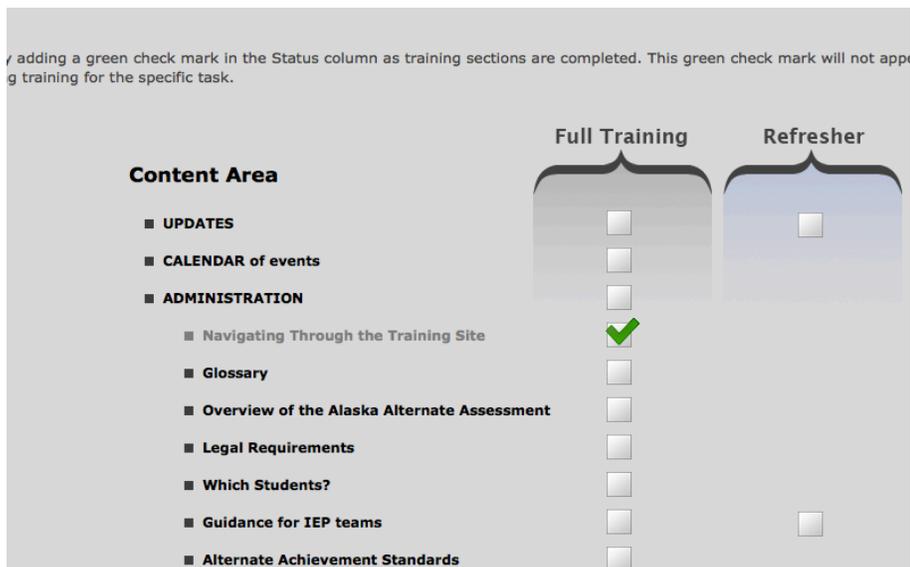
The two Work Ready/College Ready regulations are under legal review to determine how these regulations may apply to students with significant cognitive disabilities. The two regulations are: 4 AAC 06.715. Work ready/college ready transitional skills curriculum and benchmark Assessments, and 4 AAC 06.717. Work ready/college ready transitional skills assessment.

SPECIFIC WEBSITE CHANGES

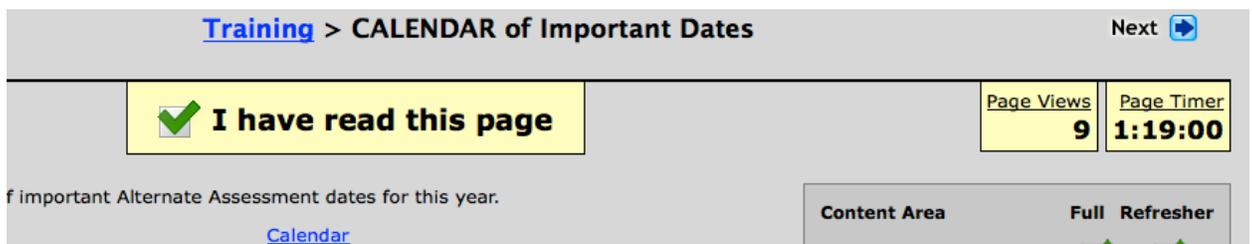
TRAINING tab

1. **Refresher vs Full training:** For returning QAs and QTs who completed either full or refresher training in 2010-2011, Refresher Tasks are delineated on the Training home page and in the navigation box on the right side of each training page.

Returning QAs and QTs who qualify for the Refresher training and testing will see both columns. All others will see only the Full Training column and full Proficiency testing options.



2. **Enlarged I have read this page** box and included page view and page timer tools. These tools will improve the users' and mentors' ability to track access to training by showing the number of times and total time that each user spends reviewing each page.



3. **Changes to ELOS Tests**

The ELOS test books have been thoroughly revised to align with Early Entry Points to the Extended Grade Level Expectations. In addition, each ELOS subject area is further subdivided into grade bands (3/4, 5/6, 7/8, and 9/10). Each subject area grade band ELOS assessment is comprised of only 15 test items (5 items in 3 tasks). All 15 items must be administered to the student.

Each task's items follow the same order of complexity: An attention-seeking item, an interaction item, one easy, one medium and one hard item.

Scoring options are limited to levels of support (1, 2, 3, 4). Options for scoring **A** (Already has the skill), **I** (Inappropriate) and **R** (Refusal) have been removed.

- 4. Updated Supporting Documents for many training pages and training videos.**
Scoring protocols, student materials scored, answers and explanation of answer documents have been reviewed and updated as needed. Issues reviewed include writing scoring alignment to new Writing Scoring Manual and the ELOS scoring protocol, Levels of Independence matrix, and administration rules alignment to new test.
- 5. Enhanced guidance in scoring writing samples (Administration > Writing Scoring)**
A Writing Scoring Manual is available on the website (in the Materials Tab) to more fully define the existing writing scoring rules. Each rule is accompanied by multiple examples. In addition, a Writing Scoring Mini-lesson unit is available for use in training (**2012Writing Scoring Mini Lesson VF, 2012WritingNewMentorMini Lesson.ppt, CWS_CLS_IOMini-lessonAnswers**).

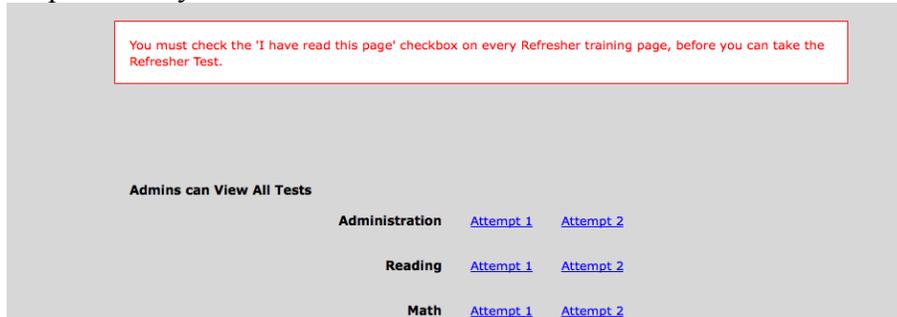
MATERIALS tab

- 1. New, Revised Practice tests**
Practice Test Materials are aligned to the new ELOS and Writing Scoring Manual.
- 2. Training and support documents**
All documents listed on the Materials Tab have been updated. Significant changes or additions are:
 - Writing Scoring Manual
 - Writing Scoring training (powerpoint, mini-lessons workbook, and mini-lessons answers)
 - Online Training Support Documents Handbook. This document has been revised and reflects the current ak.k12test.com training site, including all revised scoring protocols, student materials, scored student materials, and explanations of answers.
- 3. Reorganization of Secure Test Materials**
As was true last year, the Secure Test materials located under the Materials Tab have been reorganized for ease of use. This year, the grade-banded ELOS tests will also be available in the matrix format. Simply click on the blue, highlighted test document to have the document download to your desktop in PDF file format (be sure to remove all downloaded test documents from your hard drive and “Empty Trash” by April 10, 2012).

PROFICIENCY tab

1. Proficiency vs Refresher tests

For all users, a message box will appear if the user attempts to take a proficiency test before reading through each required training page and checking the "I have read this page" box. Only after completing the required training will the user be permitted to take the proficiency test.



Users who qualify to take the reduced Refresher Proficiency test will automatically be provided with that option. Users who qualify to take the full training and full proficiency test will only have that option available.

DATA ENTRY tab

1. Entering Student Caseload Information

All student names and demographic information need to be entered into the online system by February 17, 2012. Student data entry is available throughout the test window; we encourage early entry of all students eligible for the Alternate Assessment so data entry and submission can be monitored. Additionally, DRA will use the student data entry to inform the Writing Scoring study.

You may begin entering student data on January 30, 2012.

2. Learner Characteristics Inventory

Each assessor will complete an additional inventory tool for each student enrolled in the Alternate Assessment. The link will be available on the Student Setup page as Assessors add students, beginning January 30, 2012.

The screenshot shows a form for entering student information. It has three main columns: "State ID", "First Name", and "Last Name". Under "State ID" are fields for "State ID:" and "District ID:". Under "First Name" are fields for "First:", "Middle:", and "Suffix:". Under "Last Name" are fields for "Last:" and "Suffix:". Below these are fields for "Grade:" (with a "Click to Select" dropdown), "District:" (with a dropdown showing "DRA"), "School:" (with a dropdown showing "DRA"), and "Birthday:" (with three "Click" dropdowns). On the right side, there is a circular button labeled "Add Student" with a sub-link "adding LCI Survey". At the bottom right are "Cancel" and "Save" buttons.

ADMIN tab

1. **Data Entry Status** The Data Entry Status table will include a 5th column, indicating the number of registered students for whom the Assessor has completed data entry AND submitted the scores to EED.

HELP / SETTINGS tab (previously ACCOUNT)

1. **Help Desk Information included at the opening page of this tab**

2. **FAQ link added to opening page of this tab**

3. **Forced review and update of user information**

On initial log in to the site, each user will be taken to the Help/Settings tab to review their information and update as needed.

Make changes as needed and choose Update Accounts box at bottom of page.

If no changes are needed, users will scroll to bottom of the page and choose the Update Account box.