



[A&A Update Webpage](#)

January 19, 2023

## [General Announcements](#)

### [Test Administration](#)

ELPA  
Extended Assessment  
Interim Assessment  
Early Learning Transition Check-in  
English Language Arts  
Mathematics  
Science  
Social Sciences

Accessibility Supports

Essential Skills

### [Accountability & Reporting](#)

### [Questions and Answers](#)

## CONTACTS

### [Regional ESD Partners](#)

### [Who To Contact at ODE](#)

## [IMPORTANT DATES](#)

For the weeks and months ahead

*Find all the Assessment & Accountability dates for the current school year in the*

### [A&A CHECKLIST](#)

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## GENERAL ANNOUNCEMENTS

### OSAS Professional Development Opportunity: ELA and Mathematics Summative Test Scoring **REPEAT**

The Oregon Department of Education (ODE) is seeking educators interested in participating in the scoring of ELA and Mathematics test items for Oregon Statewide Summative Tests.

- This training is primarily intended for individuals who would like to deepen their understanding of hand-scored items and the rubrics used to score them.

**The initial training for this project will occur on March 17, 2023, in Salem, OR.** Substitute and travel costs for the March 17 training day will be covered by ODE.

- As a reminder, recruited applicants will be signed on as temporary employees with ODE and Measurement Incorporated and will receive compensation at the standard ODE rate of \$28.96 per hour. Following that training day, qualified raters will then remotely score items during their own off-contract time throughout spring.

The deadline for submitting an [application](#) is **Thursday, February 9, 2023** and ODE will notify successful applicants by **February 13**, along with information on next steps.

For additional information, please refer to the A&A Update Newsletter posted [December 8, 2022](#).

## TEST ADMINISTRATION

### New Alt ELPA Resources Available

The following Alt ELPA resources are now available.

- Alt ELPA Translated Test Directions
  - Translated versions of TA directions found in the Alt ELPA User Guide
  - Available in [Resources](#) section of OSAS Portal
- TA Directions and Scoring Rubrics Booklets
  - Required resource for administration of the Alt ELPA
  - Available in the General Resources pulldown in TIDE (select "General Resources" again)

- **Secure material:** only use in the secure test environment and destroy securely after testing
- Alt ELPA Informational Webinar
  - Summarizes existing information on the Alt ELPA
  - [Slide deck](#) (with transcripts) is accompanied by a [compiled Q&A](#)
  - Found on ELP Assessment page, in Alt ELPA Resources expandable

Please contact [Mason Rivers](#) with questions or concerns regarding the Alt ELPA.

## ACCOUNTABILITY & REPORTING

### REMINDER: Last Day to Make Changes to First Period Cumulative Average Daily Membership (ADM) is Friday, January 20, 2023

The last day to make changes that affect the 2022-23 First Period Cumulative ADM collection is **Friday, January 20, 2023**. After this date, the collection may only be reopened with Data Governance Committee formal approval on a case by case basis. Second Period Cumulative ADM 2022-23 is currently open for all districts to review first round audits, which compare to First Period Cumulative ADM.

Please ensure a member of your district has reviewed your Second Period audits and made any changes necessary to First Period by the end of this week.

To request First Period Cumulative ADM be reopened for changes, please contact your [Regional ESD Partner](#) or [Amanda Leopard](#), Research Analyst.

### Assessment Webinar Training February 23, 2023

The video training webinar that was previously scheduled for this Thursday, January 19 has been rescheduled to **Thursday, February 23 at 2 PM** on the [ODE District Training](#) page. This webinar will focus on management of assessment data in the Assessment Record Updating Application (ARUA) (i.e., editing posted records; reviewing and correcting errors; applying administration codes) and accessing the test records in the Accountability Warehouse Extract (AWE) and the Secure Assessment Reports 2.0 (SAR) applications. If you do not have access to the ARUA, AWE, or SAR applications, please contact your [district security administrator](#).

There is also a recorded video walkthrough about the ARUA posted on the [Assessment Transactional System](#) page. Please contact your [Regional ESD Partner](#) for more information or for assistance with accessing assessment records.

### 2022-2023 Fall Membership Validation **REPEAT**

The Fall Membership validation of First Period Cumulative ADM closes tomorrow, January 20, 2023. Please view your data in the [Achievement Data Insight](#) application. **No changes will be allowed to First Period Cumulative ADM after January 20, 2023**. If you have any questions, please contact your [Regional ESD Partner](#) or [Robin Stalcup](#), Research Analyst.

### Staff Position Collection Closes Monday, January 23 **REPEAT**

The Staff Position Collection will close at **11:59 PM on Monday, January 23, 2023**. More information on this collection can be found on the [Staff Position Collections Page](#). If you have any questions, please contact your [Regional ESD Partners](#) or [Ryan Clark](#), Research Analyst at 971-208-0471.

## QUESTIONS AND ANSWERS

### Answers to Common Questions from the Field

**QUESTION:** What are the attendance reporting requirements for Cumulative ADM in 2022-23 for **Remote Instruction**?

**ANSWER:** For remote instructional models, schools and districts must take daily attendance. Attendance should be demonstrated in a set 24 hour window that the school establishes and communicates to families prior to the school year. The 24 hour window is not required to be from 12:00 a.m. to 11:59 p.m.

For additional information about remote instruction attendance and what counts towards attendance requirements, see page 4 of the [Cumulative ADM Manual](#).

**QUESTION:** Our school is partnering with local businesses, and we are placing high school students in jobs where they are paid for their time worked. Students receive high school credit for the work experience and turn in a timesheet for hours worked. Can I claim the hours worked as instructional time in Cumulative ADM when the student is paid?

**ANSWER:** No, as noted on page 113 of the [Cumulative ADM manual](#), if a student is receiving compensation for their work, they are no longer a student, but considered an employee doing work for said business. See [Cumulative ADM manual](#) page 113 for additional requirements for qualifying work-study.