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GENERAL ANNOUNCEMENTS

Upcoming System Downtime

This is a reminder of the upcoming scheduled system downtime for TIDE, TDS, and ORS. The all-system downtime is scheduled from **Friday, September 13 at 5:00 p.m. PT to Sunday, September 15 at 7:00 p.m. PT**. The full list of [Scheduled Downtimes](#) is available on the [OSAS Portal](#).

Oregon ELA and Mathematics Statewide Assessment Target Reports **REPEAT**

The ODE Assessment team has released documents to support educators' use of the [Online Reporting System, Target Reports](#) for the Oregon Statewide Assessment. These documents provide the purpose and use of Target Reports. For more information, please see the "Oregon ELA and Mathematics Statewide Assessment Target Reports" article posted in the [August 15 A&A Update](#).

For further questions or clarifications, or for training resources, please contact ELA and Social Sciences Assessment Specialist [Tony Bertrand](#) at 503-947-5830 or Mathematics Assessment Specialist [Andrew Byerley](#) at 503-947-5832.

Reminder: Annual DTC Training Requirements **REPEAT**

As a reminder, District Test Coordinators (DTCs) must participate in the annual test security and administration training provided by ODE. *DTCs who do not participate in annual test security and administration training will have their current access to the OSAS system revoked and may not receive important updates sent to the DTC listserv.*

Registration for the 2019-20 ODE-facilitated Webinar sessions is now open. **DTCs must register for one of the required ODE-facilitated Webinar sessions listed below:**

- November 5, 2019 3:00-4:30 PM
- November 6, 2019 9:00-10:30 AM
- November 7, 2019 3:45-5:15 PM

Prior to participating in one of the required ODE-facilitated Webinar sessions, **DTCs are also required to complete the following actions by November 1, 2019:**

Complete the following reading requirements:

1. The 2019-20 Test Administration Manual (to be posted by **October 1, 2019**)
 - a. The [Oregon Accessibility Manual](#)
 - b. The [Essential Skills and Local Performance Assessment Manual](#)
2. Independently review the 2019-20 ODE-provided training modules (to be posted by **October 1, 2019**); and
3. Complete the ODE-provided training survey (to be posted by **October 1, 2019**)

For more information about DTC training requirements, please contact your [Regional ESD Partner](#).

TEST ADMINISTRATION

EXTENDED ASSESSMENT

Oregon's Extended Assessment: 2019-20 Qualified Trainer & Qualified Assessor Training Notice

The "ORExt QT & QA Training Notice" notice that includes information for new and/or returning QAs and QTs who plan to serve in this capacity for the 2019-20 school year can be found under the "Training" section of the [Statewide Alternate \(Extended\) Assessment](#) webpage. All returning QAs and QTs must requalify annually to remain current and available to administer the Oregon Extended Assessment for each school year. All returning QTs must requalify annually to remain current and available to train QAs of the Oregon Extended Assessment for each school year.

PLEASE NOTE: For those who served as QAs last year and have been identified to become a QT this year, the link to register for a QT Training and site is included on page 2 of the notice. Only those who have served as a QA the prior year are qualified to become a QT. Registration will no longer be taken at the training sites.

Contact Director of Assessment [Dan Farley](#) at 503-947-5721 with questions.

SCIENCE

OSAS Science Content Review Panel Recruitment **REPEAT**

Oregon Department of Education's Office of Teaching, Learning, and Assessment is seeking individuals to participate in content review of new science items for the Oregon Statewide Assessment System (OSAS) Science Assessment. The purpose of content review is to ensure the high quality of items presented in the OSAS Science Assessment.

Meeting Dates:

- **October 1-2 2019, 8:30 a.m. - 4:00 p.m.**

The deadline for submitting an [application](#) is **5:00 p.m. Monday, September 9, 2019**. Please see the [recruitment letter](#) for more information. Participants will be compensated for their time or receive substitute reimbursement as applicable.

For more information, please contact Science Assessment Specialist [Noelle Gorbett](#) at 503-947-5928.

OSAS Science Bias and Sensitivity Review Panel Recruitment **REPEAT**

The Oregon Department of Education's Office of Teaching, Learning, and Assessment is seeking individuals to participate in a bias and sensitivity review of new science items for the Oregon Statewide Assessment System (OSAS) Science Assessment. The purpose of the bias and sensitivity review is to ensure that Oregon statewide assessments are free from bias and stereotyping and are accessible to all Oregon students.

Meeting Dates:

- **October 3-4 2019, 8:30 a.m. - 4:00 p.m.**

The deadline for submitting an [application](#) is **5:00 p.m. Monday, September 9, 2019**. Please see the [recruitment letter](#) for more information. Participants will be compensated for their time or receive substitute reimbursement as applicable.

For more information, please contact Science Assessment Specialist [Noelle Gorbett](#) at 503-947-5928.

ACCOUNTABILITY & REPORTING

Review Institution Database Employee Directory for Accuracy

The last day to make changes to Institution information included on the 2018-19 At-A-Glance Profiles is **September 15, 2019**, including the Head of the Organization (principal/superintendent). Many institutions have additional employee information listed in the directory that is often out of date and needs to be updated. The only position that is required is the Head of the Organization, while the other positions are voluntary. Providing information in voluntary fields requires the submitter to ensure this information is being updated regularly. If a position is often changing, it may be wise to remove the outdated employee information and not replace it. You can review the current information provided in the Institution Database by using the [Institution Lookup Tool](#).

To request changes to the employee information in the Institution Database, please send an e-mail with the Institution Name, ID, and what is being updated, added, or replaced to the [ODE Institutions Request Inbox](#).

Contact [Amanda Leopard](#) at 503-947-5676 with questions.

Last Day to Make Edits to the Class Roster Collection: September 13

The last day to make changes to your Class Roster Collection will be **Friday, September 13**; the collection cannot be reopened after this date. If you haven't already done so, please review your Class Size Validation by logging into [Central Login](#) and selecting the [Achievement Data Insight](#) application to access your validation data. Class Size data are published on the front of the At-A-Glance School Profiles and will be published in a [standalone report](#) later in November. Training for the Class Roster Collection (May 2), the Class Size Validation (July 11), and the At-A-Glance School and District Profiles (July 25) can be found online at the [2018-2019 video training page](#), and other resources are posted on the [Class Roster Resources](#) page. If you have any questions about the Class Size Validation, please contact [Robin Stalcup](#) at 503-947-0849.

For questions about how to change information in your Class Roster Collection or to have it re-opened, please contact [Robin Stalcup](#) at 503-947-0849, [Ryan Clark](#) at 503-947-5632, or your [Regional ESD Partner](#).

Kindergarten Assessment Data Collection Training Today **REPEAT**

This is a reminder that ODE will provide a [web training](#) today, **September 5 at 2:00 p.m.** for the 2019-20 Kindergarten Assessment Data collections. For more information, please see the [August 29 A&A Update](#).

If you have any questions, please contact your [Regional ESD Partner](#) or [Elyse Bean](#) at 503-947-5831.

Ninth Grade On-Track Collection Review Opened August 29 **REPEAT**

The Ninth Grade On-Track Collection re-opened August 29, and will close at **11:59 PM on September 6**. During this time, please log in to submit any Ninth Graders from the 2018-19 school year who became on-track during the summer (on or before August 31, 2019) and have not yet been submitted into the collection. **No changes will be allowed in this collection after Friday, September 6.** More information can be found on the [Ninth Grade On-Track Resources page](#).

If you have questions, please contact [Beth Blumenstein](#) at 503-947-5767 or your [Regional ESD Partner](#).