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Thursday, September 7, 2017

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TEST ADMINISTRATION

KINDERGARTEN ASSESSMENT

2017-18 Kindergarten Assessment Materials Issue

ODE has received reports of districts receiving 2016-17 materials intermixed with their 2017-18 Kindergarten Assessment materials. At this time, the full scope of which districts received faulty shipments remains unknown. ODE strongly advises districts to review all Kindergarten Assessment materials to ensure each file (scoresheet, administrator booklet, and student booklet) is for the 2017-18 school year. ODE's test vendor, American Institutes for Research (AIR) is preparing to provide impacted districts with replacement materials. If you discover that your district's shipment included 2016-17 materials, please contact the AIR Helpdesk at 1-866-509-OAKS (6257) or oaks.helpdesk@air.org for assistance. AIR has committed to providing districts with replacement materials within three business days of contacting the helpdesk.

If your district has already administered the Kindergarten Assessment using 2016-17 materials, you will not be required to retest students. Instead, please continue to submit the results through Consolidated Collections following the standard procedure and alert Holly Dalton at holly.dalton@state.or.us that 2016-17 materials were used to inform ODE's validation process.

Please contact Holly Dalton with any questions. ODE and AIR apologize for this error and thank you for your patience.

ACCESSIBILITY SUPPORTS

Oregon Accessibility Manual

The [2017-18 Oregon Accessibility Manual](#) is now posted. The Oregon Accessibility Manual (OAM) provides districts, schools, and IEP teams policies and requirements that will govern the provision of accessibility supports for students participating in Oregon Statewide Assessments. Additional accessibility support resources, are located under [Assessment Administration Resources](#). For additional information, contact Brad Lenhardt at Brad.Lenhardt@state.or.us.

CONTACTS

[Regional ESD Partners](#)

<http://www.oregon.gov/ode/educator-resources/assessment/Documents/esdpartners.pdf>

[Who To Contact at ODE](#)

<http://www.oregon.gov/ode/educator-resources/assessment/Documents/aa-who-to-contact.pdf>

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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ESSENTIAL SKILLS

WorkKeys Transition: Impact on Essential Skills

The revised WorkKeys assessment may not be used to meet the Essential Skills graduation requirement pending review by the Assessment of Essential Skills Review Panel (AESRP) and adoption by the State Board. After the updated WorkKeys assessment is released it will need to be evaluated by AESRP to determine its applicability as an Essential Skills assessment option and to recommend achievement standards equivalent in rigor to the other adopted Essential Skills assessment options. AESRP would then need to submit its recommendation to the State Board for adoption. ODE does not anticipate this process being completed before spring of 2018.

The last date for online administrations of the current WorkKeys assessment is **September 30, 2017**. The last date for paper/pencil forms of the current WorkKeys assessment to be delivered to test sites is June 30, 2017, and all materials that need to be scored must be postmarked no later than **August 18, 2017**. This information is also posted on the [ACT WorkKeys – News & Announcements](#) page. Note: The revised WorkKeys began being available in June, 2017, so it is important to work with the WorkKeys administrator to ensure that you know which version of WorkKeys is being administered.

ACCOUNTABILITY & REPORTING

Last Day to Make Edits to the Class Roster Collection: September 15

The last day to make changes to your Class Roster Collection will be **Friday, September 15**, and it will not be reopened after this date. If you haven't already done so, please log into your Class Size Validation through the [Achievement Data Insight](#) (ADI) to review your data. These data will be published on the front of the [school and district report cards](#) and in a [standalone report](#), which will be issued later this fall.

Training for the [Class Roster Collection](#) (April 26) and the [Class Size Validation](#) (July 6) can be found online at the [2016-2017 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 [Beth Blumenstein](#) at 503-947-5767. You may also contact your [Regional ESD Partner](#).

Deadline to request 2016-17 Report Card Institution Contact Information Changes is September 15, 2017

This is a reminder that the deadline to request institutions contact information changes for the 2016-17 Report Card is **September 15**. Please see the [August 24 A&A Update](#) for more information. For questions, please contact the ODE Institutions Request Inbox: ode.institutions-request@ode.state.or.us.

2017-18 Cumulative ADM Manual

The 2017-2018 Cumulative ADM Manual is now posted and can be found on the [ADM Resources](#) district web page.

REMINDER: Report Card Narrative Data Collection Closing

The Report Card Narrative Data Collection is your opportunity to provide additional context to school and district report cards in the form of letters and other narrative elements. If you do not provide narrative, ODE will insert "Information was not submitted for this section" into the relevant areas. The collection will close on **September 22 at 11:59 p.m.**

Remember that all sections must be completed in both English and Spanish in order to submit the collection. See the [training on April 27](#) for more details. ODE pre-populates "Dear Parents and Community Members" at the top of each letter, and a signature at the bottom – if you need to change the name used in the signature, please contact the [ODE Institutions Request Inbox](#).

QUESTIONS AND ANSWERS

Answers to Common Questions from the Field

QUESTION: When is the public release of the 2016-17 assessment results?

ANSWER: The Oregon Department of Education (ODE) will publicly release the 2016-17 state assessment results on **Thursday, September 14, 2017**. These results will be available on an embargoed basis to districts and members of the media starting the afternoon of **Monday, September 11, 2017**.