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IMPORTANT DATES FOR THE WEEKS AND MONTHS AHEAD	
JULY 21 – OCTOBER 5	Report Validation Window for Preliminary School and District Report Card Ratings Detail PDFs
JULY 28 – OCTOBER 5	Report Validation Window for Preliminary School and District Report Card Summary PDFs
AUGUST 9 – OCTOBER 20	2016-2017 Kindergarten Assessment Testing Window (Early Literacy, Early Math, Approaches to Learning)
AUGUST 11 – SEPTEMBER 23	Report Validation Window for Unsafe Schools, Expulsions & Suspensions
AUGUST 11 – OCTOBER 31	Collection Window for Kindergarten Assessment 2016-2017 (Early Literacy, Early Math, Approaches to Learning)
SEPTEMBER 15	REMINDER: Last day to submit requests for new Institution IDs for the 2016-17 school year
SEPTEMBER 16	Collection Window CLOSES for IUID (Instructional Unit Identifier) Collection 2015-16
SEPTEMBER 20	Report Validation Window CLOSES for Class Size 2015-16 and Last day to make changes to the 2015-16 Class Roster Collection
SEPTEMBER 22 @ 9 AM	Webinar: Training for ESSA Title III: English Learners Collection 2016-17
SEPTEMBER 22 @ 2 PM	Webinar: Training for Kindergarten Assessment Collections 2016-17
SEPTEMBER 22 – OCTOBER 24	Collection Window for First Period Cumulative ADM 2016-17 <b>NEW</b>
SEPTEMBER 23	Collection Window CLOSES for Report Card Narrative (Supplemental)
SEPTEMBER 23	Deadline for NAEP coordinators of selected schools to register for the MyNAEP website ( <a href="https://www.mynaep.com">https://www.mynaep.com</a> ) and, if needed, to submit test date change requests
SEPTEMBER 23 @ 6 PM	Deadline to increase test book orders and to order non-standard test formats for SSD at <a href="http://www.collegeboard.org/school">www.collegeboard.org/school</a> <b>NEW</b>
OCTOBER 13	Public Release of Final 2015-16 School & District Report Cards and Report Card Rating Detail Sheets <b>NEW</b>

## GENERAL ANNOUNCEMENTS

### 2016-17 30-day Notice and Opt-out Form Now Available

The 2016-17 30-day notice and opt-out form are now posted to ODE's webpage along with the 2016-17 annual notice at <http://www.ode.state.or.us/search/page/?id=4302>. Districts are required to distribute the Annual Notice to parents at the start of each school year and must also distribute the combined 30-day notice and opt-out form by January 7, 2017.

[Numbered Memo 003-2015-16 - Exemption from Statewide Summative Tests](#) provides additional information about both the annual notice and 30-day notice/opt-out form.

### Reporting Test Improperities

New for 2016-17, DTCs will submit their initial report electronically using an online form that will be posted to <http://www.ode.state.or.us/go/TestSecurity> by October 1, 2016. ODE will also post a step-by-step guide and how-to video to assist DTCs with using the new online form and submission process.

For the 2016 Kindergarten Assessment test window, until the new online form is available, districts should continue to follow the reporting procedures described in Section 3.6 of the [Preliminary 2016-17 Test Administration](#) using the report form included in Appendix K: Test Impropropriety Initial Report Form.

If you have any questions, contact Jordan Heide at [jordan.heide@state.or.us](mailto:jordan.heide@state.or.us) or 503-947-5905.

## Test Administration

MARY ANDERSON – DIRECTOR OF ASSESSMENT

[www.ode.state.or.us/go/assessment](http://www.ode.state.or.us/go/assessment)

No articles this week

### ■ ELPA21

No articles this week

### ■ EXTENDED ASSESSMENT

No articles this week

### ■ KINDERGARTEN ASSESSMENT

## Kindergarten Assessment Assurance Form **REPEAT**

This is a reminder that anyone handling confidential student responses must have a signed Kindergarten Assessment Assurance form found [here](#). For more information, please see the *Kindergarten Assessment Assurance Form* article posted in the [August 18 A&A Update](#). For questions, please contact your [Regional ESD Partner](#).

## 2016-17 Kindergarten Assessment Data Collection Training **REPEAT**

The final Kindergarten Assessment Data Collection trainings will be held on **Thursday, September 22, 2016 2:00 PM -4:00 PM PDT**. For more information on how to register for the training, please reference the “Kindergarten Assessment Data Collection Training” article in the [July 28 A&A Update](#).

For further questions related to the training please contact Amber Helvie at [amber.helvie@state.or.us](mailto:amber.helvie@state.or.us) or your [Regional ESD Partner](#).

### ■ SMARTER BALANCED

No articles this week

### ■ SCIENCE AND SOCIAL SCIENCES

No articles this week

### Accessibility Supports

SARAH DRINKWATER – ASSISTANT SUPERINTENDENT, STUDENT SERVICES

[www.ode.state.or.us/go/OAM](http://www.ode.state.or.us/go/OAM)

No articles this week

### Essential Skills

CRISTEN MCLEAN – ASSESSMENT POLICY ANALYST

[www.ode.state.or.us/go/ES](http://www.ode.state.or.us/go/ES)

No articles this week

### Accountability Reporting

JON WIENS – SENIOR DIRECTOR, ASSESSMENT AND ACCOUNTABILITY

[www.ode.state.or.us/go/AsmtRpt](http://www.ode.state.or.us/go/AsmtRpt)

## REMINDER: Deadline for Class Size Validation

The Class Size Validation will close at the end of the day on **Tuesday, September 20**, and no changes to Class Roster data will be allowed after that date. Please note that changes to Class Roster that require the IUID collection to be opened must be completed by **September 16** since the IUID collection cannot be opened after September 16. To view the Class Size Validation, log into Achievement Data Insight (ADI) and look for *Class Size Validation*.

If you have questions regarding Class Roster or need your Class Roster collection reopened for edits, please contact Beth Blumenstein at [beth.blumenstein@state.or.us](mailto:beth.blumenstein@state.or.us) or 503-947-5767. You may also refer to the Class Roster Manual [here](#). For questions regarding the Class Size calculation, please refer to the Class Size Technical Manual [here](#).

For any other questions, please contact your [Regional ESD Partner](#).

## First Period Cumulative ADM 2016-17 Opens September 22 - October 24, 2016

The 2016-17 First Period Cumulative ADM collection will be open beginning **September 22, 2016** until **11:59 PM on October 24, 2016**. Training for this collection was presented on Tuesday, September 13 at 2:00 PM, and the recording will be posted to the Video Training website [here](#).

The 2016-17 Cumulative ADM Manual, resources for new data submitters, and all referential material for the ADM collection will be posted [here](#). The 2016-17 ADM Manual will be posted soon.

For any other questions, please contact your [Regional ESD Partner](#) or Emily Bowen at [emily.bowen@state.or.us](mailto:emily.bowen@state.or.us) or 503-947-5831.

### Question & Answer

#### ANSWERS TO COMMON QUESTIONS FROM THE FIELD

**Question:** When do you use Administration Code 'E' (Eligible Student not Tested in Spanish) for the Kindergarten Assessment Early Math Collection?

**Answer:** To use 'E' (Eligible Student not Tested in Spanish) in the Early Math collection, without the record producing an error, the student must be *Officially Identified Spanish-speaking English Learner*, and needs to meet the following conditions:

- ✓ LEPfg= Y
- ✓ Language of Origin= 4260
- ✓ Attempt Code= Y or N
- ✓ Admin Code= E

**Two Examples for when you would use Admin Code 'E' (Eligible Student not Tested in Spanish) without producing an error:**

1. If an officially identified Spanish-speaking English Learner was given the English Only version when they should have received the Bilingual version (Attempt 'Y')
  - o Attempt Code= Y
  - o LEPfg= Y
  - o Lang Of Origin= 4260
  - o Tested via Bilingual Version (SpnLngFg)= N  
Will not produce an error, however if the student receives the incorrect version of this assessment, this is considered a testing impropriety and must be reported by the District Test Coordinator as a test impropriety
2. If an officially identified Spanish-speaking English Learner was not given the opportunity to take the Bilingual version of the Early Math assessment (Attempt 'N')
  - o Attempt Code= N
  - o LEPfg= Y
  - o Lang Of Origin= 4260
  - o Tested via Bilingual Version (SpnLngFg)= N  
Will not produce an error, and will be considered a non-participant

For additional questions on the Kindergarten Assessment Data Collection Submission process, please contact your [Regional ESD Partner](#).

**WHO TO CONTACT AT ODE**<http://www.ode.state.or.us/search/page/?id=2098>**ASSESSMENT****◆ Accessibility Supports & Extended Assessment:**Brad Lenhardt | 📞 503-947-5755 | ✉ [brad.lenhardt@state.or.us](mailto:brad.lenhardt@state.or.us)**◆ English Language Proficiency Assessment for the 21<sup>st</sup> Century (ELPA21):**Michelle McCoy | 📞 503-947-5829 | ✉ [michelle.mccoy@state.or.us](mailto:michelle.mccoy@state.or.us)**◆ English Language Arts:**Ken Hermens | 📞 503-947-5830 | ✉ [ken.hermens@state.or.us](mailto:ken.hermens@state.or.us)**◆ Essential Skills:**Cristen McLean | 📞 503-947-5842 | ✉ [cristen.mclean@state.or.us](mailto:cristen.mclean@state.or.us)**◆ Kindergarten Assessment:***Administration & Policies/Procedures:* Holly Peterson | 📞 503-947-5927 | ✉ [holly.peterson@state.or.us](mailto:holly.peterson@state.or.us)*Data Collection & Validation:* Amber Helvie | 📞 503-947-5928 | ✉ [amber.helvie@state.or.us](mailto:amber.helvie@state.or.us)**◆ Logramos Assessment:**Kelly Slater | 📞 503-947-5741 | ✉ [kelly.slater@state.or.us](mailto:kelly.slater@state.or.us)**◆ Mathematics:**Bryan Toller | 📞 503-947-5832 | ✉ [bryan.toller@state.or.us](mailto:bryan.toller@state.or.us)**◆ National Assessment of Educational Progress (NAEP):**Beth LaDuca | 📞 503-947-5836 | ✉ [beth.laduca@state.or.us](mailto:beth.laduca@state.or.us)**◆ Science & Social Sciences (until position is filled):**Mary Anderson | 📞 503-947-5721 | ✉ [mary.anderson@state.or.us](mailto:mary.anderson@state.or.us)**ACCOUNTABILITY****◆ ADM & Institutions:**Emily Bowen | 📞 503-947-5831 | ✉ [emily.bowen@state.or.us](mailto:emily.bowen@state.or.us)**◆ Class Roster & Staff Position:**Beth Blumenstein | 📞 503-947-5767 | ✉ [beth.blumenstein@state.or.us](mailto:beth.blumenstein@state.or.us)**◆ Data Collection, Cohort Graduation, & NCES Dropout:**Isabella Jacoby | 📞 503-947-5878 | ✉ [isabella.jacoby@state.or.us](mailto:isabella.jacoby@state.or.us)**◆ Reporting, Report Card, Student Growth, & AMOs:**Josh Rew | 📞 503-947-5845 | ✉ [josh.rew@state.or.us](mailto:josh.rew@state.or.us)**◆ Accountability Warehouse Extract, Secure Assessment Reports, Student Centered Staging:**Cindy Barrick | 📞 503-947-5822 | ✉ [cindy.barrick@state.or.us](mailto:cindy.barrick@state.or.us)