

Oregon Extended Assessments

Training Redesign



Section 1. Background

Oregon’s Extended Assessments (ORExt) are alternate assessments designed specifically for students with the most significant cognitive disabilities. The ORExt assessments are individually administered, include a variety of Universal Design for Learning (UDL) components, and allow for a wide range of accessibility supports, including accommodations. The decision to administer Oregon’s Extended Assessments can only be made by the student’s IEP team, including the parent. For more information visit the [ODE Oregon Extended Assessment webpage](#).

Specific qualifications and training expectations for those educators involved in the administration of the ORExt help to ensure consistency in test administration, resulting in comparability, and ensure that interpretations of test outcomes are valid. Based on feedback from educators involved in the administration of the ORExt and feedback from the Oregon Department of Education’s [Alternate Assessment Advisory Panel](#), the Assessment Team has made changes to the qualifications and training requirements related to the ORExt, to start the 2024-25 school year. These changes are intended to:

- a) Balance important training needs for the ORExt and the busy schedules of educators.
- b) Increase flexibility and options to meet the needs of both large and small districts.
- c) Take advantage of technology and increased comfortability with online training.
- d) Address the difficulty that some districts have in accessing a Qualified Trainer.
- e) Maintain commitments to high quality training and continuous improvement.

Section 2. Changes to ORExt training requirements

The current 6 training modules located on the [OR.K12test.com](#) website will be redesigned as indicated below, new modules in purple:

Table 2.0 Changes to ORExt Training Modules

2023-2024	Starting 2024-2025
Module 1 – Updates	Module 1 – Overview of the ORExt
Module 2 – QAs & QTs	Module 2 – General Test Administration
Module 3 – General Test Administration	Module 3 – Rostering & Monitoring
Module 4 – Electronic Administration	Module 4 – Electronic Administration
Module 5 – Paper/Pencil Administration	Module 5 – Paper/Pencil Administration
Module 6 – Terminology	Module 6 – Website Admin

Live Qualified Trainer training previously provided by the Oregon Department of Education (ODE) and Behavioral Research and Teaching (BRT) will no longer be required. All content covered in this training will be dispersed amongst the newly redesigned 6 training modules on the OR.K12test.com website.

Live Qualified Assessor training previously provided by a local Qualified Trainer will no longer be required. All content covered in this training will be dispersed amongst the newly redesigned 6 training modules on the OR.K12test.com website. *Note:* While ODE no longer requires live training for QAs, a district may decide to offer or require live training for QAs in their district provided by qualified district personnel.

There will be **NO** changes to reading requirements related to the ORExt assessments and the [Test Administration Manual](#) and [Oregon Accessibility Manual](#).

Section 3. Changes to user type and qualifications

The Qualified Trainer (QT) is renamed Qualified Test Coordinator (QTC). Qualifications to serve as a Qualified Test Coordinator starting the 2024-25 school year are indicated below, changes in purple:

Table 3.0 Changes to QT/QTC User Type Qualifications

2023-2024	Starting 2024-2025
QT Qualifications	QTC Qualifications
<ul style="list-style-type: none"> • Licensed/certified school staff • QT or QA at least one of the previous 3 school years 	<ul style="list-style-type: none"> • School staff • <i>Recommended: Previous experience with the ORExt assessments</i>

The changes to the QT/QTC user type qualifications bring this role more closely in alignment with the School Test Coordinator role. These changes also allow District Test Coordinators to serve as the QTC should they so desire, which may be especially helpful for those districts who have minimal ORExt participation and previously struggled to access a QT.

There will be **NO** changes to the District Test Coordinator (DTC) or Qualified Assessor (QA) qualifications.

Section 4. Changes by user type to training requirements & responsibilities

The tables below outline previous and new requirements for each user role involved in the ORExt Assessment, including District Test Coordinator (DTC), Qualified Test Coordinator (QTC), and Qualified Assessor (QA), changes in purple.

Table 4.0 District Test Coordinator (DTC) Training Requirements

2023-2024	Starting 2024-2025
<ul style="list-style-type: none"> • ODE training modules 1-8 (9 & 10 as needed) • ODE training survey “fact finder” • ODE Annual DTC Webinar 	<ul style="list-style-type: none"> • ODE training modules 1-8 (9 & 10 as needed) • ODE training survey “fact finder” • ODE Annual DTC Webinar • <i>Modules 1 & 6 on the OR.K12test.com website</i>

Once District Test Coordinators complete the two brief modules on the OR.K12test.com website, their account will be verified by their [Regional ESD Assessment Support Partner](#). Verified DTCs can in turn verify and manage QTC and QA accounts for staff in their district. DTCs who complete *Module 3 – Rostering & Monitoring* can also roster students and monitor test completion.

*Table 4.1 District Test Coordinator (DTC) ORExt Responsibilities**

2023-2024	Starting 2024-2025
<ul style="list-style-type: none"> • Managing the Extended Assessment in conjunction with SPED Director • Managing all aspects of paper testing (ORExt) • Ensuring that the STCs, TAs, QTs, and QAs are appropriately trained 	<ul style="list-style-type: none"> • Managing the Extended Assessment in conjunction with SPED Director • Managing all aspects of paper testing (ORExt) • Ensuring that the STCs, TAs, QTCs, and QAs are appropriately trained • Verify QTCs in OR.K12test.com system

* This table includes a limited selection of DTC responsibilities to demonstrate changes related to the ORExt. Refer to section 1.4 of the [TAM](#) for a more detailed list of DTC responsibilities.

Table 4.2 Qualified Test Coordinator (QTC) Training Requirements

QT 2023-2024	QTC Starting 2024-2025
<ul style="list-style-type: none"> • Live QT training from ODE/BRT • Module 1 – Updates • Module 2 – QAs & QTs • Module 3 – General Test Administration • Module 4 – Electronic Administration • Module 5 – Paper/Pencil Administration • Module 6 – Terminology • District Test Security training provided by local district 	<ul style="list-style-type: none"> • Module 1 – Overview of the ORExt • Module 2 – General Test Administration • Module 3 – Rostering & Monitoring • Module 4 – Electronic Administration • Module 5 – Paper/Pencil Administration • Module 6 – Website Admin • District Test Security training provided by local district

The removal of the live training requirement should decrease overall QTC training time. Because training materials will be available asynchronously, QTCs will have more flexibility to schedule training and return to training materials as needed.

Table 4.3 Qualified Test Coordinator (QTC) ORExt Responsibilities

QT 2023-2024	QTC Starting 2024-2025
<ul style="list-style-type: none"> • Point person for local questions • Provide live training to local QAs • Manage QA accounts • Maintain awareness of, and communicate, updates and changes to ORExt 	<ul style="list-style-type: none"> • Point person for local questions • Monitor training for QAs • Manage QA accounts • Maintain awareness of, and communicate, updates and changes to ORExt

Table 4.4 Qualified Assessor (QA) Training Requirements

2023-2024	Starting 2024-2025
<ul style="list-style-type: none"> ● Live QA training from local QT ● Module 1 – Updates ● Module 2 – QAs & QTs ● Module 3 – General Test Administration ● Module 4 – Electronic Administration ● Module 5 – Paper/Pencil Administration ● Module 6 – Terminology ● District Test Security training provided by local district 	<ul style="list-style-type: none"> ● Module 1 – Overview of the ORExt ● Module 2 – General Test Administration ● Module 3 – Rostering & Monitoring ● Module 4 – Electronic Administration ● Module 5 – Paper/Pencil Administration ● District Test Security training provided by local district

The removal of the live training requirement and training module 6 should decrease overall QA training time. Because training materials will be available asynchronously, QAs will have more flexibility to schedule training and return to training materials as needed.

Table 4.5 Qualified Assessor (QA) ORExt Responsibilities (no changes)

2023-2024	Starting 2024-2025
<ul style="list-style-type: none"> ● Prepare materials and setting for test administration ● Administer tests ● Score responses ● Input scores in system (as needed) ● Interpret results 	<ul style="list-style-type: none"> ● Prepare materials and setting for test administration ● Administer tests ● Score responses ● Input scores in system (as needed) ● Interpret results

Contact Information

For questions or technical assistance related to training requirements and administration of the ORExt Assessments, please contact your [Regional ESD Assessment Support](#).

For policy questions related to the ORExt Assessments, please contact [Mason Rivers](#), Special Education Assessment Specialist.

For support with the OR.K12test.com website, please contact the [ORExt Helpdesk](#).