



Annual DTC Training Webinar

Required for All DTCs

Tuesday, November 4, 2025 (3:00-4:30 PM PST)
Wednesday, November 5, 2025 (9:00-10:30 AM PST)
Thursday, November 6, 2025 (3:45-5:15 PM PST)

Notify ESD Partners of need for make-up prior to Wednesday, November 12, 2025

Assessment Team Contacts



[Dan Farley, Ph.D](#), Assistant Superintendent

[Andrea V. Lockard, Ed.D](#), Director of Assessment & Student Reporting

[Mariela Salas Bao, Ed.D](#), Science

[Tony Bertrand](#), English Language Arts and
Social Sciences

[Sody Fearn](#), K-2 Balanced Assessment

[Audrey Lingley, Ed.D](#), SEED Survey

[Carla Martinez](#), Administrative Support

[Crys Plattner](#), Administrative Support

Vacant, Math

[Ben Wolcott](#), English Language Proficiency

Regional ESD Partner Contacts

Assessment Support

[Amy Rockwell](#) – All regions
1-800-970-8372 ext. 1 or 503-540-4470

Accountability and Collections Support

[Karen Brown Smith](#) – All regions
1-800-706-4447 ext. 3124 or 541-966-3124

[Peter Campbell](#) – All regions
1-800-706-4447 ext. 3203 or 541-966-3203

[Joe Doherty](#) – All regions (ADM, SSID, 9OT)
1-800-706-4447 ext. 3140 or 541-966-3140

DTC Training Requirements

All District Test Coordinators must:

1. Complete required readings as detailed in Section 1.4 of the Test Administration Manual
2. Watch all 2025-26 Training Modules
3. Complete modules 1 & 6, **and pass DTC proficiency test** on the OR.K12test.com website
4. Submit responses to the 2025-26 Fact Finder
5. Participate in ODE-facilitated Webinar (today!)

OSAS Updates and Reminders

- Test status change deadlines: 6/5/26 ELPA Summative and Alt ELPA, 6/18/26 ELA/Math/Science/SEED Survey/ELPA Screener



ELPA Domain Exemptions

Domain Exemptions: ELPA Summative and Alt ELPA

- The TIDE ELPA Summative / Alt ELPA domain exemption tool will be disabled 1/13/26.
As feasible, enter domain exemptions by 1/12/26!
 - To change domain exemptions before a student opened *any* domain test: contact ESD Partner.
 - To change domain exemptions after a student opened *any* domain test: submit a test impropriety report.
- Deadlines (TAM Section 10.0, Section II of [Domain Exemptions on ELPA](#)):
 - *Un-exempt a domain* (i.e. student needs to test on that domain) until 3/20/26.
 - *Exempt a tested domain* (i.e. student should not have tested on that domain) until 6/5/26.
 - ODE no longer needs to Reset domains unrelated to the exemption. Student work on domains unrelated to the domain exemption will be preserved.



STC/TA Training Requirements & Resources

Training Requirements Review

- Ensure that all STCs and TAs:
 - Read and understand the [Test Administration Manual](#), the [Oregon Accessibility Manual](#), and the [SEED Survey Administration Manual](#)
 - Receive annual training
 - Sign assurance of test security form
- Ensure that all non-TAs with access to the secure test environment or materials:
 - Understand the importance of maintaining security
 - Sign assurance of test security form


TAM, Section 1.5: Training Requirements

Required ODE Modules

- Module 2: TA Training
- Module 3: Accessibility Supports
- Module 4: Test Security
- Module 5: ELA and Mathematics
- Module 6: Science
- Module 7: ELPA
- Module 8: SEED Survey
- Module 9: Interims
- Module 10: Remote testing



**Required
for all TAs**



**Required for TAs
based on the
test(s)/survey they
will administer**

Test administration and security training modules:
[Training Modules](#)

Test Coordinator Facilitation Guides

Module 1: Test Coordinators Facilitation Guide

This optional facilitation guide was designed to assist District Test Coordinators in providing the required test coordinator training module to School Test Coordinators and provide an opportunity to orient users to supplemental resources.

Required Module Topics	Supplemental Resource Suggestions
<ul style="list-style-type: none"> • Training Overview • Format • Topics • Roles & Responsibilities 	<ul style="list-style-type: none"> • Right Assessment for the Right Purpose Guidance Document • DTC may supplement with local policies or protocols that support the responsibilities and duties of the STC
<ul style="list-style-type: none"> • Training and Reading Requirements • Considerations • Support • Creating Accounts 	<ul style="list-style-type: none"> • TCs may supplement with local policies/protocols for training at this point. • DTCs may supplement with local policies/protocols for STCs for creating user accounts at this point in the training • Assessment Training Materials (including training modules)
<ul style="list-style-type: none"> • Optional Question & Answer 	<ul style="list-style-type: none"> • This is an optional point in the required training to pause and discuss the questions provided or locally developed set of relevant questions.
<ul style="list-style-type: none"> • School-level Test Windows • Building a Schedule 	<ul style="list-style-type: none"> • Assessment schedule • Assessment and Accountability Checklist
<ul style="list-style-type: none"> • Optional Question & Answer 	<ul style="list-style-type: none"> • This is an optional point in the required training to pause and discuss the questions provided or locally developed set of relevant questions.

Facilitation Guides Use

- Provide a high-level summary of required module training topics
- Connects required modules to supplemental resources
- Clarifies opportunities in required modules where local information may be added
- Posted as PDF on ODE website but available in Word by request

TIDE Users

Each user in TIDE has a role, such as:

- **District Test Coordinator (DTC)**
- **District Level User (DLU)**
- **School Test Coordinator (STC)**
- **Test Administrator (TA)**
- **Test Technician (TT)**
- **District Report Viewer (DRV)**
- **School Report Viewer (SRV)**
- **Tools for Teachers (TFT_SC)***
- **Response Alert Viewer (RAV)**

Each role has an associated list of permissions to access certain features within TIDE.

*TFT_SC users only have access to the Tools for Teachers system. The TFT_SC role is created and managed in TIDE.

[TIDE User Guide](#)

Optional TIDE and CRS Training

- TIDE Training Dates
 - **11/4/25** from 9:00-10:00am
 - **11/12/25** from 3:00-4:00pm
- Last CRS Training Date
 - **3/19/26** from 9:00-10:00am
- Registration links will be included in AA Updates
- These webinars are open to any user role and will be recorded and posted to the ODE website.

Accessibility Supports

- Documentation guidance found in the OAM
- Inclusion of system settings in Section 5.0 of the OAM
- District process for setting supports in TIDE
- Opportunity to practice using supports with a sample test
- TA accessibility supports check during student login process

Assessment Resources

Assessment Literacy

- [Right Assessment for the Right Purpose Guidance Document](#)
- [Parent Assessment Literacy Training Modules](#)

Formative Assessment Practices

- [Formative Assessment](#) page
- [Formative Assessment PLC resources](#)

Interim Assessments and Tools for Teachers

- [Interim Assessment](#) page
- [Tools for Teachers](#)

OSAS Instrument pages

- [English Language Arts](#)
- [English Language Proficiency](#)
- [Extended](#)
- [Mathematics](#)
- [Science](#)
- [SEED Survey](#)

Next Steps

- *(DTCs who will also administer tests)* Contact your Regional ESD Partner to add test groups to your user account
- Local training of STCs and TAs
- Monitor monthly A&A Updates for updates related to assessment and accountability, distributing to staff as appropriate
- Prepare for the 2025-26 OSAS [assessment window](#)