

## DTC Webinar Q&A – {June 14, 2023}


DTC Webinar recordings are posted on the [Test Administration Resources webpage](#) under DTC Webinars.

### Q&A Session:

#### *Impropriety*

1. During the webinar, ODE explained a new process for opt-outs and test invalidations. Could you provide a complete summary of the new process?
  - a. A parent, guardian, or adult student may submit an opt-out form at any time prior to the close of the test window (before, during, or after student testing). All requests made prior to the end of the test window are honored. If the student has not yet tested, they should not test. If the student is currently testing, testing must be suspended. Opt-out requests which are submitted after the close of the test window cannot be honored. In every case where an opt-out is submitted and the student has begun testing, the district must report a testing impropriety. This is true even in cases where the test was originally administered in accordance with the parent/guardian/adult student's wishes. Affected tests will be invalidated in the Cambium system, whether partially or fully completed. It does not matter whether the district plans to access scores in the Centralized Reporting System (CRS); reporting results for these students violates ORS 329.479.

In addition, in every case where an opt-out form is submitted, the district must report the test using administrative code X in the Assessment Records Updating Application (ARUA). This includes partially and fully completed tests. Tests reported using administrative code X



will be invalidated in ODE data systems and the students will count as non-participants (even if they fully completed the test).

These two actions (impropriety report and administrative code X in ARUA) must both be completed for every applicable test. Submitting an impropriety report will not cause a code X to appear in ARUA, and entering a code X in ARUA will not invalidate tests in CRS.

Impropriety reports need to be submitted prior to the yearly test status change deadline in mid-June. In 2023, this deadline was June 16. Administrative codes need to be entered prior to the close of the yearly validation window in mid-August. In 2023, this deadline is August 18.

In 2022-23, due to limited time, a good faith effort was sufficient to satisfy these requirements. In 2023-24, the new requirements will be in force from the beginning of the school year and will be required of all districts.

As a reminder, opt-out applies only to Math and ELA Summative tests, not any other content area. However, a similar process will also apply in 2023-24 to parent requests for exemption due to disability or religion, if the district approves the request during or after a student tests.

2. Is it possible to run a report after Aug 18, 2023 that shows how many “code X/7 + partial scores: were invalidated in ODE data systems?
  - a. Yes, AWE is the best application to use to see that type of data.

## ODE Reporting

3. When will Combined ISRs be available? How will districts be notified?
  - a. Our IT staff are working on the ISRs and Combined ISRs right now. An announcement will be shared both in the AA Update and through the DTC listserv when they are available.

## Opt-Out

4. Do districts need to submit impropriety reports for students who opted-out after a student had already tested?
  - a. Yes.
5. Can the Opt-Out Form include a message that if you submit this form after your student has started testing, here is what will happen, etc?
  - a. While the language used in the opt-out form is tightly controlled based on state law, ODE will work internally to address this suggestion.
6. If we have the opt-out codes (from Synergy for example) and make sure they match/update non-participant files, will the system catch any partial tests and invalidate those?
  - a. ARUA will not invalidate tests in CRS.
7. Can the change just be made in the validation process by adding the opt-out code?
  - a. Yes, a test impropriety needs to be submitted in order to make sure that both systems match. If only the code is submitted, then the test will still appear valid in CRS.
8. Regarding opt outs: 1. All opt out test records get an X code. 2. Only those where the test happened AFTER receiving the form must be reported as improprieties. Correct?
  - a. 1. Yes.
  - b. 2. All cases where a student was tested and also opted out are reported using the impropriety system, regardless of the order in which those events occurred. This also will help to

create more accurate and consistent records, for example, with the unofficial OSAS ISRs.

9. If a student was tested and then the opt-out form comes in after the fact, why is that an impropriety?
  - a. It needs to be flagged in both systems: OSAS and ARUA. The impropriety process is how the issue is flagged for OSAS. The X code is used to flag it in ARUA.
10. When do all opt outs have to be entered in ARUA?
  - a. August 18th is the last day to make changes to test records.
11. What, if anything, will happen automatically in ARUA?
  - a. The X code is not automatically entered into ARUA.
12. Will putting an X in ARUA will invalidate tests?
  - a. If you're putting an X on a valid test record, then yes, that record will be invalidated, but only in the ARUA system.
13. If a district doesn't use the OSAS portal for ISRs, can they just enter the X in ARUA?
  - a. Entering the X code in ARUA is also necessary to indicate a parent Opt-out in the reporting system, as well.
14. If an impropriety was submitted to ODE, do we need to mark them somewhere else too?
  - a. Entering the X code in ARUA is also necessary to indicate a parent Opt-out in the reporting system, as well.
15. As a DTC, am I required to enter all invalidations by Friday, June 16?
  - a. Because of the timing of the change, this year will require some flexibility. As much information as can be entered by June 16th will be greatly appreciated.
16. Is it possible to extend beyond June 16th for entering the test improprieties?
  - a. June 16 is the vendor's deadline, so it can't be extended.
17. If I get opt out forms from my school and block students in TIDE, where do I check to find out what I need to do? Is recording TIDE well enough? Do we need to verify after the fact whether a

student has or has not participated (to see if the blocking worked, to see if the student tested prior to the block being put in place, etc.)?

- a. If you blocked the students in TIDE, that shouldn't be an issue. The difficulty is when you receive opt out forms during or after testing.

18. For the invalidations, is the SSID enough or do we need the results ID also?

- a. Submitting invalidation requests using Results IDs is highly preferred. However, such requests can be made with an SSID and a note as to which test(s) from which the student is being exempted.

19. Scenario 1: If a parent submits an opt-out form in advance and the school makes a mistake, you must submit as impropriety. Scenario 2: If the student tests but the parent opts out after the student has started and/or finished the test, DTC also must submit that as impropriety.

- a. Yes, in both of those cases, a test impropriety would be submitted in order to invalidate the test.

20. What if a parent turns in an opt-out form on Monday?

- a. The opt-out form must be submitted prior to the end of the test window. For example, if a form is submitted on Monday, June 19th, that request cannot be honored. Opt-out requests submitted after the close of the test window do not constitute an impropriety.

### ***OSAS Platform (TIDE, CRS)***

21. When will recordings for the Cross Sectional Target Reports webinars become available?

- a. ODE will post the Cross-Sectional Target Reports to the Assessment PD Page during the week of June 19. DTCs will be alerted in a listserv message and/or A&A Update that the resources are accessible.

<https://www.oregon.gov/ode/educator-resources/assessment/Pages/Student-centered-Assessment-Project.aspx>)

22. Is the test interface being looked at to help with the accidental submissions?
- a. Cambium Assessment continually works to improve their user interface to be intuitive and easy to use. ODE tracks enhancement requests throughout the year, so please submit suggestions that could remedy this to [ODE.AssessmentTeam@ode.oregon.gov](mailto:ODE.AssessmentTeam@ode.oregon.gov).

### *Other*

23. When does publication of the AA Update suspend for the summer? When does publication resume for 2023-24?
- a. The A&A Update newsletter pauses publication annually each July and resumes each August.

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**Helpful Links:**

[DTC Designation Form \(2022-2023 SY\)](#)

[Accountability Training](#)

[Assessment Training Materials](#)

[AA Update](#) page, with archives and subscription link

[DTC Roadmap](#)

[Interim Assessment](#) resources and training materials

[Nationally-Normed College Entrance Practice Test](#) page

ODE's Equitable Grading Practices [webpage](#) and [email](#)

[OSAS Portal](#) (includes testing schedule)

[SEED Survey](#)

[Test Administration](#) page (Oregon Accessibility Manual and Test Administration Manual)

[Test Administration Resources](#) page (Accessibility Supports, RARP, DTC Webinar Resources)