



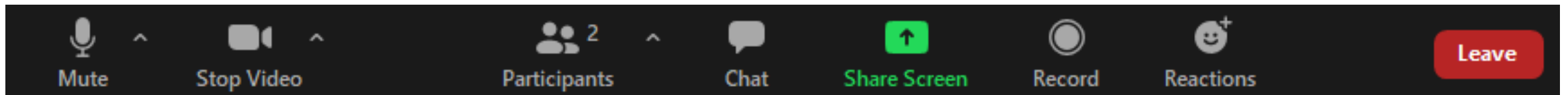
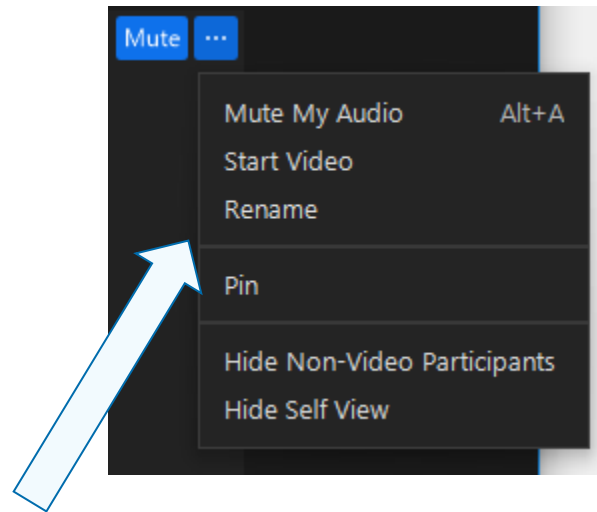
Welcome to the New DTC Orientation!

Session 3

November 28, 2023

Welcome!

Please rename yourself to include your first and last name, your district, and your pronouns (if you wish).



Activator



Image from Karaoke Stock Photos



Start Recording

Updates and Reminders

Updates:

- 2023-24 30-Day Notice and Opt-Out Forms published
- New DTC Orientation Sessions 1 and 2 resources posted

Reminders:

- Read the TAM again . . .
- Familiarize yourself with the ODE website and OSAS Portal
- Communicate, communicate, communicate . . .

Introductions: Regional ESD Partners

Assessment Support:

Amy Rockwell, Regions 1 & 2

Shannon Lyon, Region 3

Data Collections/Accountability:

Karen Brown Smith

Peter Campbell



Schedule of Events

Date	Topics
10/17/2023	Intros of Assessment Team members, ESD Partners, Mentor DTCs Overview of OSAS (and what it's not) "Before testing" section of Roadmap
11/2/2023	"During testing"
11/28/2023	"After testing" + Impropriety Reporting
Winter / Spring	ESD Partners will present on topics of choice

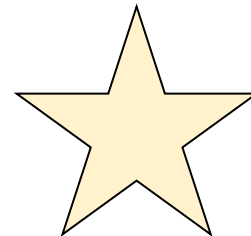
School Year Test Administration

Before Testing

During Testing

After Testing

Aug Sept Oct Nov Dec Jan Feb Mar Apr May Jun Jul



“During” and “After” Testing Topics

Reporting potential test improprieties and irregularities to ODE

Remote administration

ODE Applications and Data Collections

- **Assessment Transactional System (ARUA)**
 - Test record management (correcting errors, entering opt-outs), looking up test records
- **Secure Assessment Reports (SAR)**
 - “Official” reports: Individual Student (ISR), Class Roster, Class Summary
- **Achievement Data Insight (ADI)**
 - Assessment Report Validations
- **Accountability Warehouse Extract (AWE)**



Test Improproprieties & Irregularities

Key Point: DTCs are responsible for reporting potential test incidents to ODE.

What is an Impropriety or Irregularity?

Test improprieties are behaviors prohibited during test administration because they give students an unfair advantage or disadvantage, or compromise test security or validity.

Test irregularities are unusual circumstances that may potentially affect student performance on the test or interpretation of student scores. Test irregularities may impact single students, such as prolonged absences which lead to a test expiring before the student returns to complete testing.

- All incidents are reported via the same form (irregularity or impropriety).
- Be sure to investigate the incident so that you can provide relevant information. (“The test ended” is not actionable.)

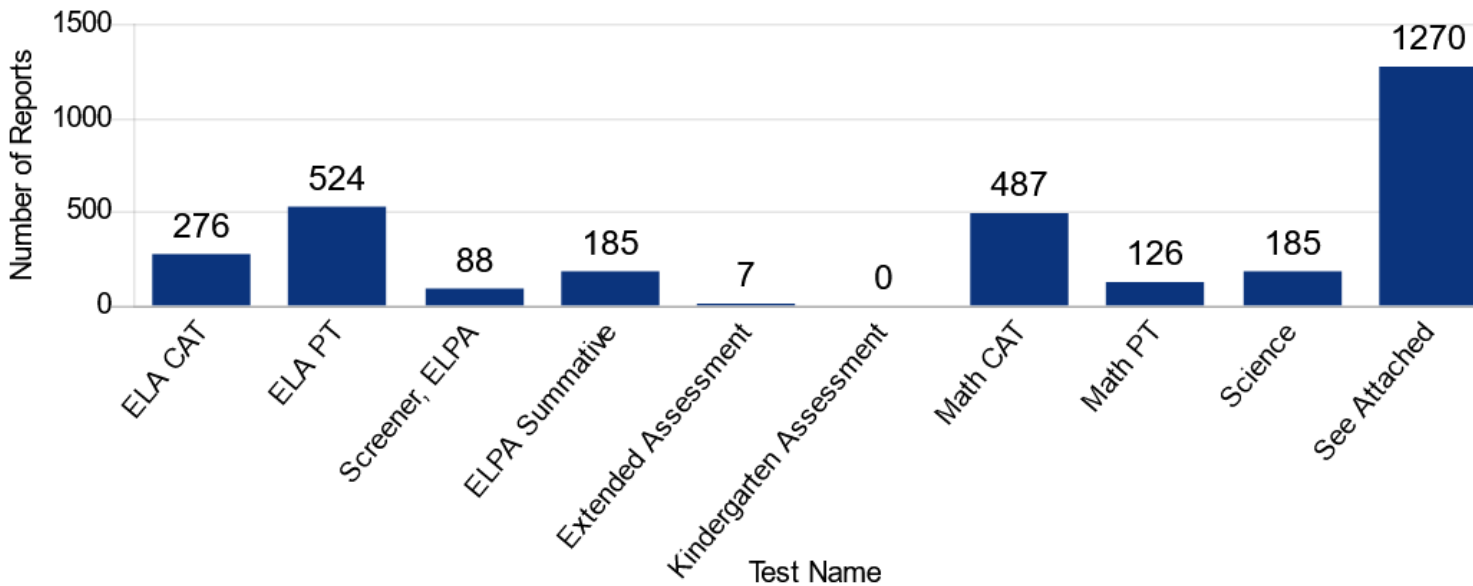
There is No “Gotcha”

Reporting helps improve systems and practices. ODE does not use the system to “catch wrongdoers”. ODE does not preserve records of individuals associated with improprieties or irregularities.

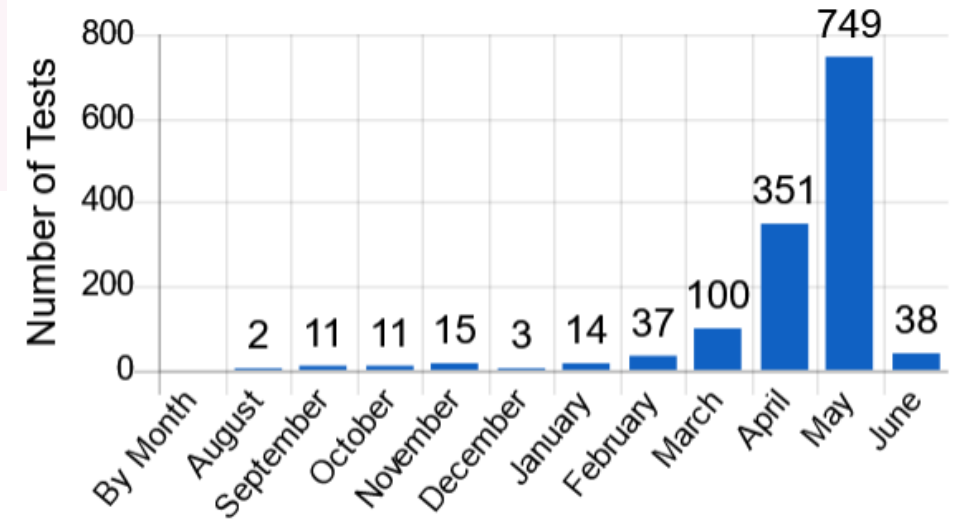
- Impropriety reports help ODE understand where mistakes are most often made with the testing interface, which in turn helps us provide feedback to vendors.
 - Example: a pattern of accidental submissions on the ELA PT led to proposed improvements with the End Test interface.
- Impropriety reports can help districts identify needs for local training or improvement.
- Impropriety reports can help districts document incidents that need local action.

Impropriety Patterns (22-23)

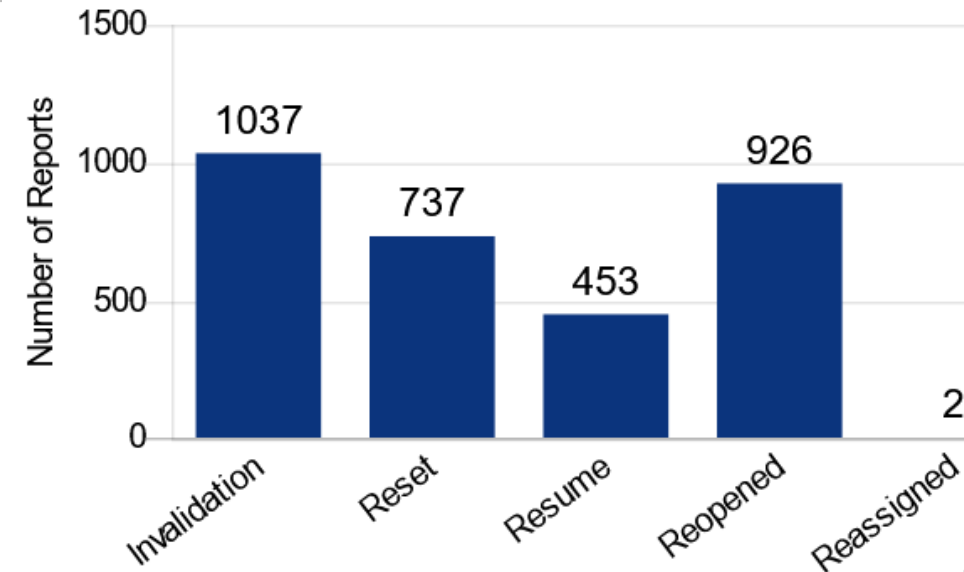
Reports by Test



By Month



ODE Approved Outcomes



Core Requirements

Which of the following core requirements was compromised? (Check one or both. See TAM Section 3.0 for definitions) *

- Students complete the correct test in a supervised, secure, and distraction-free test environment.
- Students have access to necessary, allowable, and appropriate resources.

- If no core requirement was compromised, it may not be a test impropriety or irregularity. (Check the TAM!)
- If the problem is that students couldn't finish the test, choose the first core requirement.
- It's not a quiz. Your report will still be processed if you choose the "wrong" core requirement.

Incident Description

What happened? *

- Describe how the core requirement was compromised, providing sufficient detail to fully inform someone who was not present at the event.
- For example: “Student used a cell phone” is insufficient detail. “Student used a cell phone to consult a tutorial on finding the volume of a cylinder” provides needed information.

Example: Students talking to each other about the test

A. “This test is boring”

No student gained an unfair advantage. Not an impropriety. (But still undesirable!)

A. “The question is asking me to define ‘risible’. What does that word mean?”

The student gains an unfair advantage (or disadvantage, depending on who’s helping them). This is an impropriety.

District Recommendation

- These terms are defined in the TAM.
- “Resume Testing” means that no changes to the student’s test record are needed.

District Recommended Outcome *

Select or enter value ▼

- Invalidate Test
- Reset Test
- Reopen Test
- Restore Test
- Reassign Test
- Resume Testing (none of the above)
- Pending (Investigation Underway)

Incident Report Form

- To be filled out by DTC in tandem with TAM Section 3.0.
- Used by ODE to make decisions about student testing, not to monitor or take punitive action.
- Used by DTCs to document potential violations of student IEPs and 504s, report potential test security breaches, and understand potential training gaps.



Test Impropriety and Irregularity Report Form

District Test Coordinators (DTCs) must use this form to report all potential test improprieties and irregularities to the Oregon Department of Education. DTCs must submit their initial report within one day of learning of a potential test impropriety. For more information about test improprieties and irregularities, please see the Test Administration Manual Section 3.0.

Incident Information

Which of the following core requirements was compromised? (Check one or both. See TAM Section 3.0 for definitions) *

- Students complete the correct test in a supervised, secure, and distraction-free test environment.
- Students have access to necessary, allowable, and appropriate resources.

Did the incident result in possible IDEA non-compliance (e.g., violation of a student's IEP or 504 plan)? Choose one.

Select or enter value

Remote Test Administration

Remote Statewide Summative Assessments

Assessment	Assessed Grades	Test Window
Remote English Language Arts, Mathematics	3-8	4/2 – 6/14
Remote Science	5, 8	3/5 – 6/14
Remote English Language Arts, Mathematics, and Science	11	2/6 – 6/14
Remote ELPA	K, 1, 2-3, 4-5, 6-8, 9-12	3/5 – 4/12

Remote Test Administration is available for: OSAS tests, ELPA Summative, Interim Assessments, and the SEED Survey

Additional information and guidance is available by accessing: Training Module 10, OSAS Remote Certification Course, Remote Testing Resources on the Test Administration website

Test Administration

This webpage is designed to assist District Test Coordinators (DTCs), School Test Coordinators (STCs), and Test Administrators (TAs) give valid and reliable state assessments in a timely and secure manner.

- [Current District Test Coordinators](#)
- [Current Testing Schedule \(2023-24\)](#)
- [DTC Roadmap \(2023-24\)](#)

Cambium Assessment, Inc. (CAI) is Oregon's vendor to host the [OSAS Portal](#), our state's online system for assessments. Test Coordinators and Administrators use the OSAS portal to assign accessibility supports to students, set up and administer test sessions, and view student participation and performance reports. Families and students can access practice tests via the portal to familiarize themselves with the test experience and question design.

- Administration Manuals +
- Checklists +
- Forms +
- Remote Testing Resources +
- User Guides +

[Training Materials](#)

Test administration and security training materials for District Test Coordinators, School Test Coordinators, and Test Administrators.

Preparing for Testing

SYSTEM



Test Information Distribution Engine (TIDE)

Manage users and student information, and monitor test progress.

SYSTEM



TA Practice Site

Become familiar with TA Interface and proctor practice sessions for students and guest users

TRAINING



Remote Test Administration Certification

Complete training on using the TA Interface for remote test administration

SYSTEM



Technology Guide

This guide provides instructions to set up technology in your school.

Remote Test Administration (2 of 3)

Most students across Oregon will test in-person. Administration of OSAS State Tests should align to a school's instructional model.

- If a school provides a student predominantly *remote or online instruction*, **they may offer** that student summative tests remotely.

Remote Testing is **not** available if the student is participating in...

- *Oregon Extended Assessment*
- *Oregon's Statewide Assessments Braille version*
- *ELPA Screener*

Remote Test Administration (3 of 3)

- Consent from a parent/guardian is required for a student to participate in a remotely proctored test session
- If a parent/guardian provides consent, the permissions must be set in TIDE to allow a student to participate in remote administration.



The screenshot shows the 'Test Access' form in TIDE. At the top, there is a 'Blocked Subjects (Student Restrictions):' dropdown menu set to 'None selected'. Below this is a 'Target Up' section with three dropdown menus: 'ELA: 07', 'Mathematics: 07', and 'Science: - Select -'. To the right of these fields, the 'Remote Tester:' field is circled in red, showing two radio buttons: 'Yes' and 'No'.



Each spring, students across Oregon in grades 3rd - 8th and 11th participate in the Oregon Statewide Assessments (e.g. English Language Arts, Mathematics, and Science). Some K - 12 students will also participate in Oregon's English Language Proficiency Assessment (ELPA). Additionally, Oregon offers students in grade 3 - 12 the opportunity to participate in the SEED Survey and provide feedback on their learning experience. Oregon primarily uses these assessments to help families, schools, districts, and the state understand and improve student academic achievement.

Most students participate in these tests at school. However, to provide additional flexibility, the Oregon Department of Education is allowing districts an option for students to participate at home or another remote testing location if needed based on a student's regular academic instruction (e.g. virtual, or online instruction).

(Remote test window: ELPA 4/19/21 - 4/29/21; OSAS ELA, Math, Science, SEED Survey 4/19/21 - 6/3/21)

When testing remotely, your child will have access to a test administrator who is supervising the assessment. This test administrator will be able to assist your child via chat. We also recommend, similar to online instruction, that your child have video/audio enabled. This allows the test administrator to both see and hear your student during the test and to communicate directly with your child when they need support during the test. The connection between the proctor and your student is direct and no one else will have access. Audio is recorded on the speaking domain for ELPA; video is not recorded.

To make sure the results are valid, ODE must ensure student participation is accurate and represents the student's learning. Additionally, ODE must maintain the security and confidentiality of all test materials. If you would like your student to participate at home or another remote testing location, you have several responsibilities. By signing this agreement, you agree to the following:

- I will not take any type of picture of the test.
- I will not assist my student with answering any test questions.
- I will not write anything about the test, on paper or electronically.
- I will not disclose any secure test materials, including test questions and answers.
- I have read the Parent/Guardian Agreement and reviewed the Student Agreement on the reverse side of this document.
- I understand that parents and students who engage in inappropriate conduct with respect to Oregon's assessments may be subject to actions including, but not limited to, a student's test being invalidated.
- I agree that it is important that my child complete all of the activities of the assessment independently.

My child **will** participate in remote testing administration. (Please indicate which option for remote testing)

Yes, Video and Audio-enabled Yes, Only Audio-enabled No, Video or Audio-enabled

My child **will not** participate in remote testing administration and will instead test in person.

Student's Name (printed) _____

Parent/Guardian Name (printed) _____

Parent/Guardian Signature _____ Date _____

ODE District Data Site

Login the [Central Login application](#) found on the ODE District Data Site:

<https://odedistrict.oregon.gov/>

Select the Application from the Applications list

The Assessment Transactional System is in Consolidated Collections

Applications

You have been granted access to the items displayed in this list. To access an application, select it from the list.

- [Accountability Warehouse Extract - Oregon Department of Education](#)
- [Achievement Data Insight - Oregon Department of Education](#)
- [Consolidated Collections - Oregon Department of Education](#)
- [Secure Assessment Reports 2.0 - Oregon Department of Education](#)

Assessment Transactional System (ARUA)

ARUA :: Assessment Transactional System :: Assessment Test Staging (DSA)

This application is used to:

- Manage test records, such as adding administration codes.
- To manage test records in this collection, students must have been reported as a resident of your district at the time of testing.

Academic Year	<input type="text" value="20212022"/>	Test Year	<input type="text" value="2122"/>	Test End Date	<input type="text" value="05/23/2022"/>
PADMID	<input type="text" value="60166323T0522"/> *	Subject Code	<input type="text" value="CM"/>	Test Type Code	<input type="text" value="T"/>
Overall Scale Score	<input type="text" value="2254"/>	Performance Level for Grade	<input type="text" value="1"/>	Performance Level for Benchmark	<input type="text" value="1"/>
ELPA Proficiency Status Code	<input type="text"/>	Test Benchmark Code	<input type="text" value="1B"/>	Test Grade Band Code	<input type="text"/>
Test Valid Flag	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	Test Attempted	<input type="text" value="Y"/>	Enrolled Grade At Test	<input type="text" value="03"/>
Best Score Flag	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	Targeted Code	<input type="text"/>	Administration Code	<input type="text"/>
Accommodation Flag	<input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> * <input type="checkbox"/>	Accommodation Code 2	<input type="text"/>	Accommodation Code 3	<input type="text"/>
Accommodation Code 1	<input type="text"/>	Accommodation Code 5	<input type="text"/>	Accommodation Code 6	<input type="text"/>
Accommodation Code 4	<input type="text"/>	Class Period	<input type="text"/>		
Teacher Name	<input type="text"/>				

Assessment Transactional System (ARUA) (2 of 2)

This application has a Test Lookup Report that can be used to:

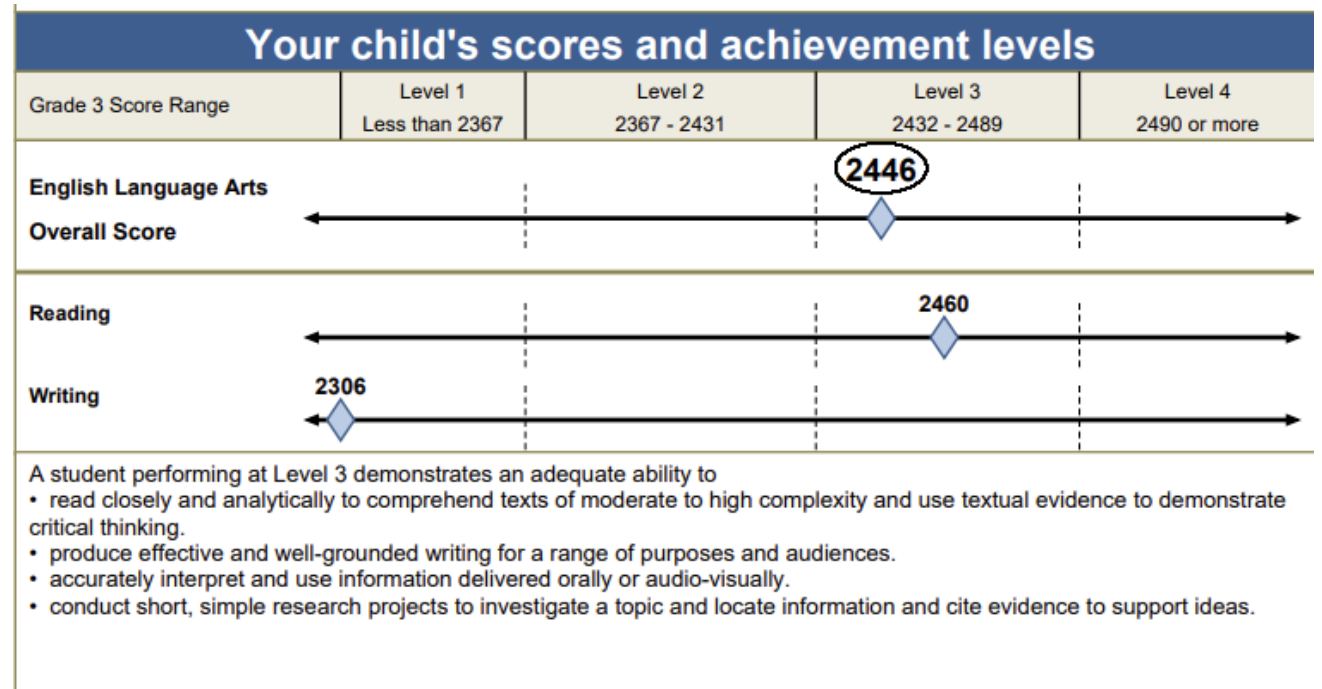
- Look up test records taken anywhere in Oregon

Status	SSID	First Name	MI	Last Name	Resident District ID	Resident District Name	Resident School ID	Resident School Name	Subject	Bench	Test Type	Test Valid Flag	Test Date
Posted	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Silver Falls SD 4J	780	Pratum Elementary School	CE	2B	T	Y	052022
Posted	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Silver Falls SD 4J	780	Pratum Elementary School	CM	2B	T	Y	052022
Posted	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Silver Falls SD 4J	780	Pratum Elementary School	NS	2B	T	Y	052022

Secure Assessment Reports (SAR)

This application provides access to test scores in the following formats:

- Individual Student Reports (ISRs)
- Combined ISRs
- Class Rosters
- Class Summaries



Achievement Data Insight (ADI)

This application is used to view validations - data included in accountability reporting, such as assessment student performance summaries. ODE summarizes the data:

English Language Arts Student Performance

Last Visited: 10/12/2023
Last Refreshed: 10/25/2023
Validation Open: 06/08/2023
Validation Closed: 08/18/2023
Public Release: 10/26/2023

Closed

Mathematics Student Performance

Last Visited: 10/12/2023
Last Refreshed: 10/25/2023
Validation Open: 06/08/2023
Validation Closed: 08/18/2023
Public Release: 10/26/2023

Closed

Science Next Gen Student Performance

Last Visited: Never
Last Refreshed: 10/25/2023
Validation Open: 06/08/2023
Validation Closed: 08/18/2023
Public Release: 10/26/2023

Closed

Achievement Data Insight (ADI) (2 of 2)

2023-24 English Language Arts, Mathematics, Science Next Gen Student Performance validations

- Open June 13 and close August 23, 2024
- Participation calculation includes students enrolled on the first weekday in May.
- Performance calculation includes students enrolled for a full academic year (enrolled on the first weekday in May and greater than .5 calculated ADM FTE).
 - Achievement/Performance Standards <https://www.oregon.gov/ode/educator-resources/standards/Pages/Achievement-Performance-Standards.aspx>
- ❖ Ensure Principals have a chance to review the validations before they close. If the summaries are not correct, action is required by the school district. The last day to make changes is August 23.

Accountability Warehouse Extract (AWE)

This application allows users to download historical summative test data for students they have claimed, regardless of where the test was taken in Oregon.

- Assessment Bulk Extract
- Assessment Student Extract

The screenshot shows the 'Assessment Student Extract' interface. At the top, there are three tabs: 'Assessment Bulk Extract', 'Assessment Student Extract' (which is active), and 'Regional Warehouse Extract'. Below the tabs, the title 'Assessment Student Extract' is displayed. The main area is titled 'Select Download(s)'. It features a filter for 'School Type(s) (Pick at Least 1):' with three checked options: 'Attending', 'Resident', and 'Participating'. Below this is a 'Test Type' dropdown menu set to '--All--'. A table is shown with a collapsed 'Academic Year' section and an expanded '2022-2023' section. The table has three columns: 'Subject', 'Select', and 'Compare Standards'. The subjects listed are English Language Arts, English Language Proficiency Assessment, Mathematics, and Next Gen Science, each with an unchecked checkbox in the 'Select' column and an unchecked checkbox in the 'Compare Standards' column.

Subject	Select	Compare Standards
English Language Arts	<input type="checkbox"/>	<input type="checkbox"/>
English Language Proficiency Assessment	<input type="checkbox"/>	<input type="checkbox"/>
Mathematics	<input type="checkbox"/>	<input type="checkbox"/>
Next Gen Science	<input type="checkbox"/>	<input type="checkbox"/>

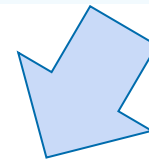
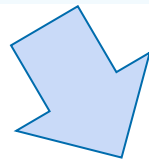


Q&A



Thank You!

Feedback Form



Please give us [your feedback](#) and suggestions for next session!