ASSESSMENT and ACCOUNTABILITY CHECKLIST
for the 2019-20 SCHOOL YEAR

Find this document on the Key Dates for Accountability and Reporting webpage

INITIAL PUBLISH DATE: JULY 22, 2019

PERIOD COVERED: JULY 1, 2019 TO OCTOBER 15, 2020

REVISION HISTORY BEGINS ON PAGE **42**

THIS DOCUMENT PROVIDES:
● Assessment testing windows for the 2019-20 school year.
● Key events and district responsibilities related to the ordering, handling, administration, and reporting of Oregon Statewide Assessment results.
● Data collection windows, related to school and district accountability reports for the 2019-20 school year.
● Key events and district responsibilities related to student and staff level data collections used in school and district profiles, accountability details, and assessment group reports.

The Assessment and Accountability Update is a weekly newsletter highlighting news, updates, and changes to the state's assessment and accountability efforts. To subscribe to this free newsletter, go to the GovDelivery listserve page.

If you identify inaccuracies in this document, or have suggestions for improvement, please contact:

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General Assessment Support

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Data Collections & Accountability Support

Regions 1, 2 & 3 - InterMountain ESD

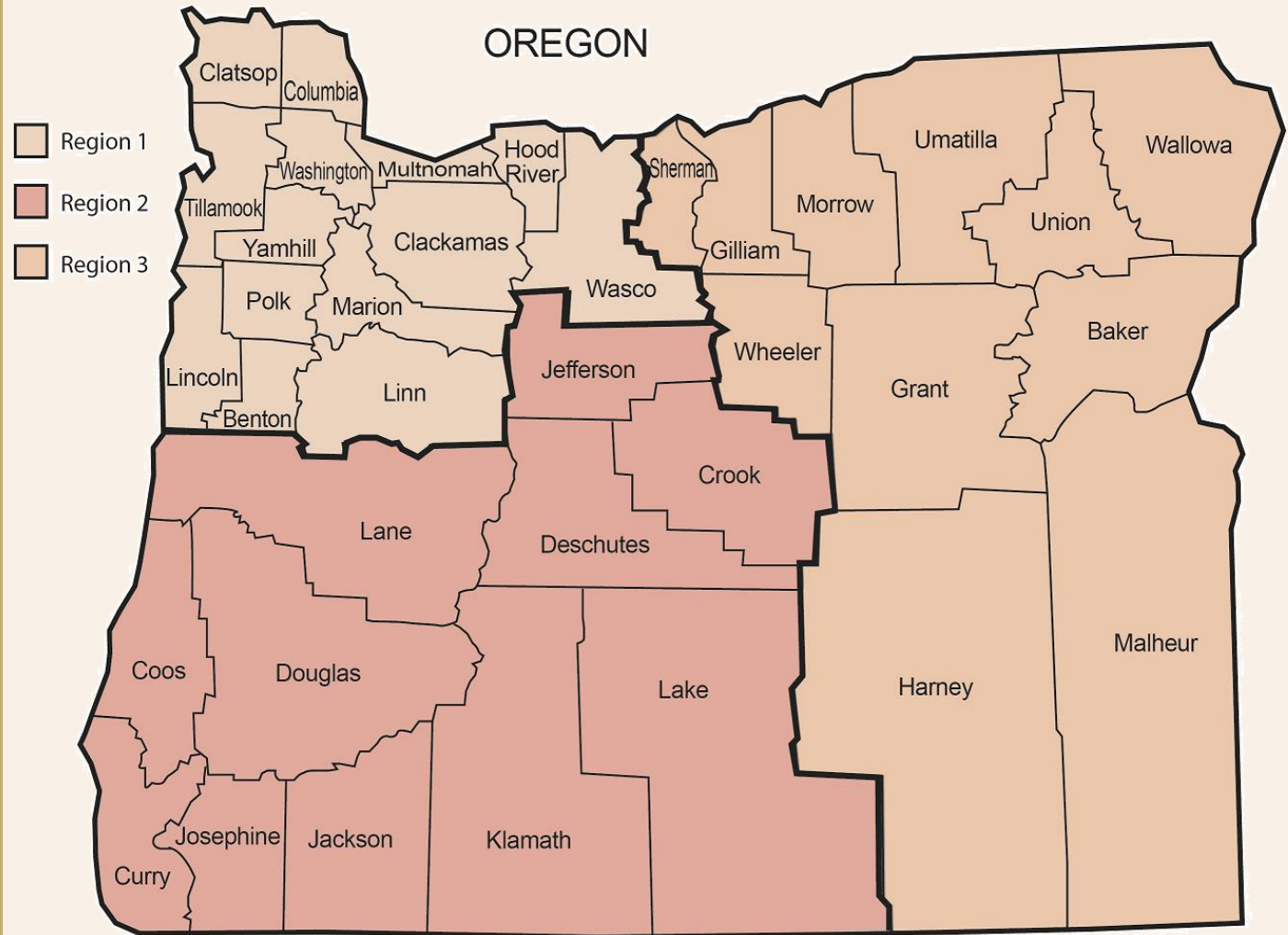**Karen Brown Smith**
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Peter Campbell
1-800-706-4447 ext. 3203
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Map of Oregon Counties by Region

Oregon Department of Education Data Owners and Topic Contacts

TOPIC	CONTACT NAME	PHONE	EMAIL
Accountability Reports	Jon Wiens	503-947-5764	jon.wiens@state.or.us
Assessment of Essential Skills	Tony Bertrand	503-947-5830	tony.bertrand@state.or.us
Class Roster	Ryan Clark	503-947-5632	ryan.clark@state.or.us
Class Size	Robin Stalcup	503-947-0849	robin.stalcup@state.or.us
Cumulative ADM Collections	Amanda Leopard	503-947-5674	amanda.leopard@state.or.us
Cumulative ADM Exit Adjustment Graduate/Dropout Reporting	**Jon Wiens**	**503-947-5764**	**jon.wiens@state.or.us**
Discipline Incidents Restraint and Seclusion	Lisa Bateman	503-947-5655	lisa.bateman@state.or.us
ESEA Title III English Learners	Kim Miller	503-947-5712	kim.a.miller@state.or.us
ESEA Title III Recent Arrivers	Emily Swope	503-947-5642	emily.swope@ode.state.or.us
Extended Assessment	**Dan Farley**	**503-947-5721**	**dan.farley@state.or.us**
Fall Membership	Robin Stalcup	503-947-0849	robin.stalcup@state.or.us
Ninth Grade On-Track	**Jon Wiens**	**503-947-5764**	**jon.wiens@state.or.us**
Instructional Unit Identifier (IUID)	Caitlin McRae	503-934-0831	caitlin.mcrae@state.or.us
Kindergarten Assessment Secure Assessment Reports Student Centered Staging	Elyse Bean	503-947-5831	elyse.bean@state.or.us
Dual Language Immersion Assessment (DLIA)	Kelly Kalkofen	503-947-5741	kelly.kalkofen@state.or.us
National Assessment of Educational Progress (NAEP)	Beth LaDuca	503-947-5836	beth.laduca@state.or.us
PSAT/NMSQT®	Karly Nelson-Aparicio (College Board)	541-705-5122	knelson-aparicio@collegeboard.org
At-A-Glance Narrative Collection	Elyse Bean	503-947-5831	elyse.bean@state.or.us
At-A-Glance and Accountability Details Validations	**Elyse Bean**	**503-947-5831**	**elyse.bean@state.or.us**
Secure Assessment Reports Student Centered Staging	Cindy Barrick	503-947-5822	cindy.barrick@state.or.us
Staff Assignment	Caitlin McRae	503-934-0831	caitlin.mcrae@state.or.us
Staff Position	Ryan Clark	503-947-5632	ryan.clark@state.or.us

JULY 2019

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
July 1 @ 11:59 PM	Data Collection	Collection window closes for: - Class Roster 2018-19	Contact: Ryan Clark 503-947-5632
July 1 @ 11:59 PM	Data Collection	Collection window closes for: - Discipline Incidents 2018-19	Contact: Lisa Bateman 503-947-5655
July 1 @ 11:59 PM	Data Collection	Collection window closes for: - Ninth Grade On-Track 2018-19	Contact: Beth Blumenstein 503-947-5767
July 4	Informational	Oregon Department of Education (ODE) is closed for the Independence Day holiday.	
July 5	Test Ordering & Reporting	Test records from English Language Arts and Mathematics Partial records available in the Student Centered Staging application on the ODE district secure website	***District Test Coordinator*** As test records are posted on the ODE district secure website: - Verify that the demographic information on posted test records is correct, including program participation. - Correct error records. - Supply accommodation codes if necessary. - Notify Regional ESD Partner if a posted record is not from a district student. - Apply administration codes for students not enrolled during test window, home schooled students, etc.
July 8 @ 11:59 PM	Data Collection	Collection Window Closes for: - Annual Cumulative ADM 2018-19	Contact: Amanda Leopard 503-947-5674
July 11 @ 2 PM	Training	Webinar: Training for Class Size Validation and Class Roster Audits 2018-19	***Data Submitter*** - To participate in the webinar, go to the Video Training 2018-2019 webpage.
July 11 - 19	Data Collection Audit Review	Data Collection Audit Review Window for: - Class Roster 2018-19	***Data Submitter*** - The collection will be open during this period to allow districts to verify and correct their data submission.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
July 11 - August 9	Report Validation	Report Validation Window for: - Ninth Grade On-Track 2018-19	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission. - Video Training related to collections and validations is available on the Video Training 2018-2019 webpage.
July 11 - September 13	Report Validation	Report Validation Window for: - Class Size 2018-19	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission. - Video Training related to collections and validations is available on the Video Training 2018-2019 webpage.
July 18 - 26	Data Collection Audit Review	Data Collection Audit Review Window for: - Annual Cumulative ADM 2018-19 (covering the period from July 1, 2018 to June 30, 2019)	***Data Submitter*** - The collection will be open during this period to allow districts to verify and correct their data submission. (Collection will be reopened for all districts to review the Audits list July 18-26. After July 26, full collection available for editing by request only.)
July 18 - September 20	Data Collection	Collection Window for: - At-A-Glance Narrative 2018-19	***Data Submitter*** - Video Training related to this collection is available on the Video Training 2018-2019 webpage.
July 18- October 2	Report Validation	Report Validation Window for: - Preliminary School & District Accountability Details Reports	Video Training related to collections and validations is available on the Video Training 2018-2019 webpage.
July 19	Data Collection Audit Review	Data Collection Audit Review Window Closes for: - Class Roster 2018-19	Contact: Ryan Clark 503-947-5632

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
July 19 - 21	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, July 19 until 7 PM PT on Sunday, July 21.
July 24 - 31	Test Administration	Test Information Distribution Engine (TIDE) of OSAS Online is offline for updates	***District Test Coordinator*** - The Test Information Distribution Engine (TIDE) will be offline on Wednesday, July 24 through Wednesday, July 31, 2019 and will re-open for the 2019-2020 school year on Thursday, August 1, 2019 at 8 AM PT. As a reminder, all institution-level users will be deleted from TIDE as part of the preparation for the school year rollover. - Districts are encouraged to download a file with institution-level users by 5 PM PT on Tuesday, July 23. These users can then be uploaded into TIDE after TIDE re-opens on August 1. (Note: If you are unable to download users by July 23, your Regional ESD Partner will be available to assist you once TIDE re-opens.)
July 25 @ 2 PM	Training	Webinar: Training for School and District At-A-Glance Profiles 2018-2019	To participate in the webinar, go to the Video Training 2018-2019 webpage.
July 25 - October 2	Report Validation	Report Validation Window for: - Preliminary School & District At-A-Glance Profiles	Video Training related to collections and validations is available on the Video Training 2018-2019 webpage.
July 26 @ 11:59 PM	Data Collection Audit Review	Data Collection Audit Review Window Closes for: - Annual Cumulative ADM 2018-19	***Data Submitter*** - The collection will be closed to audit reviews. (After July 26, full collection available for editing by request only.)

AUGUST 2019

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
August 1	Test Administration	TIDE available through the OSAS Portal	***District Test Coordinator*** Instructions for creating or modifying user accounts and viewing or editing student information are included in the TIDE User Guide, available on the Assessment Administration webpage. - Add new users - View/edit student information and student settings - Search for students - View/edit student restrictions
August 1 - 23	Report Validation	Report Validation Window (based on Third Period Cumulative ADM Collection) for: - Student Mobility 2018-19	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.
August 6 - October 17	Test Administration	2019-20 Kindergarten Assessment Testing Window Opens: - Early Literacy - Early Mathematics - Approaches to Learning	***District Test Coordinator*** - Ensure that all Kindergarten students who are enrolled in public school have the opportunity to take the Kindergarten Assessment in accordance with the **Kindergarten Assessment Manual**.
August 6 - July 17, 2020	Test Administration	2019-20 ELPA Screener Testing Window	***District Test Coordinator*** - For more information, see the ELPA Screener Directions for Administration.
August 8	Training	Last day to make arrangements for District Test Coordinator (DTC) Kindergarten Assessment make-up training	***District Test Coordinator*** - Last day to contact your Regional ESD Partner to make arrangements for a Kindergarten Assessment make-up training if you are unable to participate in the May 21, 2019 or August 14, 2019 trainings. - ODE-provided Kindergarten Assessment Trainings are a required component of Annual DTC Training for districts supporting Kindergarten programs.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
August TBA	Report Validation	Report Validation Window for: - On Track to English Language Proficiency (ELP) 2018-19	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Contact your Regional ESD Partner or use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.
August 8 - September 20	Report Validation	Report Validation Window for: - Unsafe Schools (based on Discipline Incidents Collection) - Expulsions & Suspensions (based on Discipline Incidents Collection)	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.

August 8 - October 28	Data Collection	Collection Window for:
		
		- 2019-20 Kindergarten Assessment
		    - Early Literacy
		    - Early Math
		    - Approaches to Learning
			Data Submitter
			
			- Ensure that all Kindergarten students who are enrolled in public school have the opportunity to take the Kindergarten Assessment.
			- Submit data for all applicable students.
			- Video Training related to these collections will be available on the Video Training 2019-2020 webpage.

August 9	Training	Last day to register for August 13, 2019 District Test Coordinator (DTC) Kindergarten Assessment training webinar	***District Test Coordinator*** - ODE-provided Kindergarten Assessment Trainings are a required component of Annual DTC Training for districts supporting Kindergarten programs.
August 9	Report Validation	Report Validation Window Closes for: - Ninth Grade On-Track 2018-19	Contact: Beth Blumenstein 503-947-5767
August 12 - September 12	Test Administration	Bulk Registration window for PSAT/NMSQT	***District Test Coordinator*** - See the Bulk Registration FAQ for more information.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
August 14 @ 9 AM	Training	Webinar: ODE-provided Kindergarten Assessment Training (Required Component of Annual District Test Coordinator Training for districts supporting Kindergarten programs)	***District Test Coordinator*** - Kindergarten Assessment training is required for District Test Coordinators (DTCs) and anyone who will administer Oregon's Kindergarten Assessment in 2019-20. - The purpose of this training is to check for comprehension of the Kindergarten Assessment administration and security requirements and to provide an opportunity for DTCs to ask questions and seek clarifications.
August 14	Test Administration	Deadline for schools to order tests using the pre-administration option for PSAT/NMSQT	***District Test Coordinator*** - Participating schools receive answer sheets and supervisor's manuals by September 12. - For PSAT/NMSQT resources and deadlines, go to the PSAT webpage.
August 15 - 23	Report Validation	Report Validation Window for: - Secure Test Results for 2018-19 (to be released to the public and press release on September TBA, 2019)	***District Test Coordinator*** If the district has made changes to assessment test records after August 2: - Review preliminary Secure Test Results posted on the ODE district secure website to verify that demographic information in report reflects student demographics. Go to the Achievement Data Insight application on the district secure website. - Review virtual records for students reported in Third Period Cumulative ADM who did not participate in required state assessments, and apply administration codes for students not enrolled during test window, home schooled students, etc.
August 15 - September 13	Report Validation	Report Validation Window for: - Teacher Qualification 2018-19	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.
August 16 - 18	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, August 16 until 7 PM PT on Sunday, August 18.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
August 20	Test Administration	Deadline to request SSD accommodations for PSAT/NMSQT	***District Test Coordinator*** - For PSAT/NMSQT resources and deadlines, go to the <u>PSAT</u> webpage.
August 22 @ 5 PM	Accountability Reports	School and District Accountability Appeals due to ODE	***Superintendent*** - Request appeal of accountability data if appropriate. Appeal form is available on the <u>Accountability Policy</u> webpage.
August 22 - September 16	Data Collection Review	Data Collection Review Window for: - Discipline Incidents 2018-19	Contact: <u>Lisa Bateman</u> 503-947-5655
August 23 @ 5 PM	Report Validation	Assessment Report Validation Window Closes for: - English Language Arts Student Performance - Mathematics Student Performance - On Track to ELP	***District Test Coordinator*** - Validation windows close at 5 PM.
August 23	Data Collection	Last date for changes to be included in Final accountability details: - 2018-19 Assessment test records - Third Period Cumulative ADM 2018-19	
August 23 @ 11:59 PM	Report Validation	Report Validation Window Closes for: - Regular Attenders (Not Chronically Absent) - Student Enrollment - Student Mobility - Staff Turnover	***Data Submitter*** - No changes to Third Period Cumulative ADM will be allowed after August 23 at 11:59 PM. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.
August 23 @5 PM - August 26	Accountability Reports	Student Centered Staging, Secure Assessment Reports closed for final processing	***District Test Coordinator*** - All 2018-19 assessment records will be unavailable for download or editing. - 2018-19 Student Reports will also be unavailable during this time. - 2018-19 assessment records will remain READ-ONLY after August 23.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
August 27 by 9 AM	Informational	Student Centered Staging, Secure Assessment Reports reopen (All subjects read-only for 2018-19)	
August 29 - September 6	Data Collection Audit Review	Data Collection Review Window for: - Ninth Grade On-Track 2018-19	Contact: Beth Blumenstein 503-947-5767

SEPTEMBER 2019

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
September 2	Informational	ODE is closed for the Labor Day holiday.	
September 5	Data Reporting	2018-19 Kindergarten Assessment Results Look-Back Report available on ODE public website	***Superintendent*** - Prepare local press release, if necessary.
September 5 @ 2 PM	Training	Webinar: Training for Kindergarten Assessment Collections 2019-20	***Data Submitter*** - ODE-provided Kindergarten Assessment Data Collection Training is strongly recommended for all districts supporting Kindergarten programs. - To participate in the webinar, go to the Video Training 2019-2020 webpage.
September 6	Data Collection Review	Data Collection Review Window Closes for: - Ninth Grade On-Track 2018-19	Contact: Beth Blumenstein 503-947-5767
September 12	Test Administration	Deadline for Bulk Registration for PSAT/NMSQT	***District Test Coordinator*** - See the Bulk Registration FAQ for more information.
September 13	Report Validation	Report Validation Window Closes for: - Class Size 2018-19	Contact: Robin Stalcup 503-947-0849
September 13	Report Validation	Report Validation Window Closes for: - Teacher Qualification 2018-19	Contact: Caitlin McRae 503-934-0831
September 13	Data Collection	Collection Window Closes for: - IUID (Instructional Unit Identifier) Collection 2018-19	Contact: Caitlin McRae 503-934-0831

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
September 13	Data Collection	Deadline for NAEP coordinators of selected schools to register for the MyNAEP website and, if needed, to submit test date change requests	***District Test Coordinator*** - Remind NAEP coordinators of selected schools to register for the MyNAEP website and, if needed, to submit test date change requests.
September 13 - 15	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, Sept 13 until 7 PM PT on Sunday, Sept 15.
September 15	Data Reporting	REMINDER: Last day to submit requests for new Institution IDs for the 2019-20 school year	Contact: Amanda Leopard 503-947-5674
September 16	Data Collection Review	Data Collection Review Window Closes for: - Discipline Incidents 2018-19	Contact: Lisa Bateman 503-947-5655
September 19	Data Reporting	REMINDER: 2018-19 Test Results available on ODE public website	***Superintendent*** - Prepare local press release, if necessary.
September 19 @ 2 PM	Training	Webinar: Training for First Period Cumulative ADM Collection 2019-20	***Data Submitter*** - To participate in the webinar, go to the Video Training 2019-2020 webpage.
September 19 @ 6 PM	Test Administration	Deadline to order, increase, or decrease PSAT/NMSQT test materials and to order non-standard test formats for SSD on the College Board School Ordering Services webpage.	***District Test Coordinator*** - For PSAT/NMSQT resources and deadlines, go to the PSAT webpage.
September 19	Data Reporting	Students must take the ELPA Summative in 2019-20 if they were exited from ELD services after September 19 of the current year, or if they were eligible to receive ELD services in the current school year (including waived students).	***Data Submitter*** - Report students who exited prior to 09/19/2019 in both fall and spring ESEA Title III: English Learners 2019-20 Collections. - Information related to these collections is available on the Title III English Learners Data Collections webpage. Contact: Kim Miller 503-947-5712
September 20	Data Collection	Deadline for NAEP coordinators of selected middle schools to complete the "Provide School Information" and "Submit Student List" sections of the MyNAEP website.	***District Test Coordinator*** - Remind NAEP coordinators of selected middle schools to complete the "Provide School Information" and "Submit Student List" sections of the MyNAEP website.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
September 20 @ 5 PM	Report Validation	Report Validation Window Closes for: - Unsafe Schools (based on Discipline Incidents Collection) - Expulsions & Suspensions (based on Discipline Incidents Collection)	Contact: Lisa Bateman 503-947-5655
September 20	Data Collection	Collection Window Closes for: - At-A-Glance Narrative 2018-19	Contact: Elyse Bean 503-947-5831
September 24	Training	Webinar: Training for Title III Recent Arrivers and English Learners data collections - during EL Coordinators webinar	Contact Kim Miller 503-947-5712 for web link or see the calendar on the EL Coordinator web page
September 26 - October 28	Data Collection	Collection Window for: - First Period Cumulative ADM 2019-20 (covering the period from July 1, 2019 to October 1, 2019)	***Data Submitter*** - Review business rules and instructions prior to submission on the ADM Resources webpage. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after file is processed. - Review collection summary report to verify data was submitted correctly. - Save a production download for your records. - Video Training related to this collection is available on the Video Training 2019-2020 webpage. ***Reminder:*** If a student is enrolled on October 1 or is continuously enrolled on October 2, report the ADM End Date as 10/02/2019 so the student will be included in the Fall Membership count.
September 26 - November 1	Data Collection	Collection Window for: - ESEA Title III: Recent Arrivers 2019-20	***Data Submitter*** - This is a snapshot of students enrolled in the district as of October 1, 2019. - Contact: Emily Swope 503-947-5642

OCTOBER 2019

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
October 1	Test Ordering & Reporting	REMINDER: Last day of Braille Order Window for ELPA Summative	***District Test Coordinator*** - ELPA Summative Braille tests must be ordered during this window.
October 1 - November 1	Training	2019-20 Test Administration and Security Training modules posted to ODE public website	***District Test Coordinator*** - District Test Coordinators (DTCs) must watch all of the ODE-provided training modules prior to completing the training survey and attending the ODE-facilitated Webinar Session in accordance with Section 1.5: Training Requirements of the 2019-20 Test Administration Manual. - The 2019-20 ODE-provided recorded training modules will be available on the Assessment Training Materials webpage as of October 1, 2019.
October 2	Report Validation	Report Validation Window Closes for: - Preliminary School & District At-A-Glance Profiles and Accountability Details	Video Training related to collections and validations is available on the Video Training 2018-2019 webpage.
October 3	Accountability Reports	Final 2018-19 School & District At-A-Glance Profiles and Accountability Details available for preview on district secure website	***Superintendent*** - Prepare local press release, if necessary.
October 3	Test Ordering & Reporting	REMINDER: Last day of Braille Order Window for Kindergarten Assessment 2019-20	***District Test Coordinator*** - Kindergarten Assessment 2019-20 Braille tests must be ordered during this window.
October 3 @ 2 PM	Training	Webinar: Training for Cumulative ADM Exit Adjustment 2018-19 and Dropout Reporting (Part 1 of 2 for Reporting Dropouts & Cohort Graduation; see Part 2 on October 17)	***Data Submitter*** - To participate in the webinar, go to the Video Training 2019-2020 webpage.
October 10 @ 2 PM	Training	Webinar: Training for IUID (Instructional Unit Identifier) Collection 2019-20	***Data Submitter*** - To participate in the webinar, go to the Video Training 2019-2020 webpage.
October 10 - December 2	Data Collection	Collection Window for: - Cumulative ADM Exit Adjustment 2018-19	***Data Submitter*** - Review and update end date codes, diploma type codes, withdrawal factors, and Essential Skills fields in 2018-19 Annual Cumulative ADM data. - Video Training related to this collection is available on the Video Training 2019-2020 webpage.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
October 11	Training	Deadline to sign up for required 2019-20 District Test Coordinator (DTC) Training Webinar: - November 5, 2019 - 3-4:30 PM PST - November 6, 2019 - 9-10:30 AM PST - November 7, 2019 - 3:45-5:15 PM PST	***District Test Coordinator*** - ODE's authorized ESD Partner will provide one make up training session as needed in December 2019 for incoming District Test Coordinators (DTCs) in cases where the outgoing DTC is not available to provide internal make up training. To exercise this option, the district must notify their <u>Regional ESD Partner</u> by **November 13, 2019**.
October 11 - 13	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, October 11 until 7 PM PT on Sunday, October 13.
October 14 - December 20	Test Administration	Testing window for NAEP in selected middle schools	***District Test Coordinator*** - Remind NAEP coordinators that parent/guardian notification must be sent to the parents/guardians of all students selected for NAEP prior to the school's NAEP assessment date. - Remind NAEP coordinators that the school must schedule a make-up session if less than 90% of selected students participate in NAEP testing.
October 16 - OR - October 19 - OR - October 30	Test Administration	PSAT/NMSQT testing	***District Test Coordinator*** - Ensure that all tenth grade students who are enrolled in public school have the opportunity to take the PSAT/NMSQT (except in districts with a waiver). - Wednesday, October 16 is the preferred administration date for the PSAT/NMSQT. Schools with conflicts may opt to administer the test on October 19 or October 30.
October 17	Accountability Reports	Public Release of: - Final 2018-19 School & District At-A-Glance Profiles and Accountability Detail reports	***Superintendent*** - Prepare local press release, if necessary. ***District Test Coordinator*** - Download school and district At-A-Glance reports for 2018-19 for distribution to parents prior to January 15, 2020. Go to the <u>At-A-Glance School and District Profiles</u> webpage.
October 17 @ 2 PM	Training	Webinar: Training for Reporting Dropouts & Cohort Graduation (Part 2 of 2; see Part 1 on October 3)	***Data Submitter*** - To participate in the webinar, go to the <u>Video Training 2019-2020</u> webpage.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
October 17	Accountability Reports	Regular Attenders report for 2018-19 posted on ODE public website	Download the Regular Attenders report from the <u>Attendance and Absenteeism</u> webpage.
October 17	Test Administration	2019-20 Kindergarten Assessment Testing Window Closes: - Early Literacy - Early Mathematics - Approaches to Learning	*District Test Coordinator* - Ensure that all Kindergarten students who are enrolled in public school have the opportunity to take the Kindergarten Assessment in accordance with the **Kindergarten Assessment Manual**.
October 17 - December 2	Data Collection	Fall Collection Window for: - ESEA Title III: English Learners 2019-20	*Data Submitter* - Review business rules and instructions prior to submission on the <u>Title III: English Learners Schedule of Due Dates</u> webpage or the <u>English Learners Data Collections</u> webpage. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after file is processed. - Review collection summary report to verify data was submitted correctly. - Save a production download for your records. - Information related to this collection is available on the <u>Title III English Learners Data Collections</u> webpage.
October 17 - Sept 11, 2020	Data Collection	Collection Window for: - IUID (Instructional Unit Identifier) 2019-20	*Data Submitter* - Video Training related to this collection is available on the <u>Video Training 2019-2020</u> webpage.
October 18	Data Collection	Deadline for NAEP coordinators of selected elementary and high schools to complete the "Provide School Information" section of the <u>MyNAEP website</u>.	*District Test Coordinator* - Remind NAEP coordinators of selected elementary and high schools to complete the "Provide School Information" section of the <u>MyNAEP website</u>.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
October 24 - December 6	Report Validation	Report Validation Window for: - NCES Dropout Report 2018-19 - Graduation Cohort 4-year and 5-year Reports for 2018-19	*Data Submitter* - Check that all schools are included in the validation and that ADM codes are accurately reported in the 2018-19 Annual ADM Collection. Revisions are made in the Exit Adjustment Collection. - Adjustments to outcome data prior to 2018-19 can be made by submitting a program type 14 record to 2018-19 Annual Cumulative ADM. To request to have this collection opened, please email your Regional ESD Partner or Amanda Leopard. See Cumulative ADM Program Type 14 for more information. - Cohort Report will include the four-year cohort graduation rate (students first entering high school in 2015-16) and five-year cohort graduation rate (students first entering high school in 2014-15). - Go to the Achievement Data Insight application on the district secure website. The 2018-19 rates are available under Reporting Year 2019-2020. Data will refresh periodically throughout the window – see the validation site for scheduled refresh dates. - Student Level data is available in the "Detail" tab on the validation site. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.
October 25 - 28	Test Administration	Sample and Training Tests offline for updates	*District Test Coordinator* - The Sample Tests and Training Tests will be offline for updates from 5 PM PT on Friday, October 25 until 6 AM PT on Tuesday, October 29, 2019.

October 28 @ 11:59 PM	Data Collection	Collection Windows Close for:
		
		- 2019-20 Kindergarten Assessment
		  - Early Literacy
		  - Early Math
		  - Approaches to Learning
			Contact: Elyse Bean 503-947-5831

October 28 @ 11:59 PM	Data Collection	Collection Window Closes for: - First Period Cumulative ADM 2019-20 (7/1 - 10/1)	Contact: Amanda Leopard 503-947-5674

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
October 29	Test Administration	2019-20 Online Sample Tests available through the OSAS Portal: - ELPA - English Language Arts (ELA) & Math - Science	***District Test Coordinator*** - Sample tests are available to help familiarize students and test administrators with the test format and functionality prior to operational testing. The sample tests can also be used to make informed decisions about what accommodations might benefit a student during testing.

NOVEMBER 2019

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
November 1	Data Collection	Collection Window Closes for: - ESEA Title III: Recent Arrivers 2019-20	Contact: Emily Swope 503-947-5642
November 1	Training	Deadline for completing required District Test Coordinator (DTC) Training Survey	***District Test Coordinator*** - Complete the ODE-provided Training Survey posted on the Assessment Training Materials webpage by **November 1, 2019**.
November 5 - 7	Training	Required 2019-20 District Test Coordinator (DTC) Training Webinar: - November 5, 2019 - 3-4:30 PM PST - November 6, 2019 - 9-10:30 AM PST - November 7, 2019 - 3:45-5:15 PM PST	***District Test Coordinator*** - The purpose of the required ODE-facilitated Webinar Sessions is to clear up misconceptions indicated in the training survey responses, address questions submitted through the training survey, and provide an opportunity for DTCs to ask additional questions and seek clarification. - ODE's authorized ESD Partner will provide one make up training session as needed in December 2019 for incoming DTCs in cases where the outgoing DTC is not available to provide internal make up training. To exercise this option, the district must notify their Regional ESD Partner by **November 13, 2019**.
November 5 - 19	Training	Oregon Extended Assessment Qualified Trainer Training	***District Test Coordinator*** All trainings will be held using the webinar system or in person this year. - Nov 4 Southern Oregon ESD (Medford) - Nov 7 InterMountain ESD (Pendleton) - Nov 12 High Desert ESD (Redmond) - Nov 14 Northwest Regional ESD (Hillsboro) - Nov 19 Willamette ESD (Salem)

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
November 7 - 15	Data Collection Audit Review	Data Collection Audit Review Window for: - First Period Cumulative ADM 2019-20	*Data Submitter* - The collection will be open during this period to allow districts to verify and correct their data submission.
November 7 - January 24	Report Validation	Report Validation Window for: - Fall Membership 2019-20	*Data Submitter* - Review student enrollment for Districts/Schools. - Go to the Achievement Data Insight application on the district secure website. Data will refresh periodically throughout the window – see the validation site for scheduled refresh dates. - Student Level data is available in the "Detail" tab on the validation site. - Contact your Regional ESD Partner or Robin Stalcup if you have questions or if corrections are needed. - Remember - students must have been reported as enrolled on the first school day in October in order to be included in the Fall Membership report. In other words, the ADM End Date (the week day following the student's last enrollment within the period) should be 10/02/2019.
November 11	Informational	ODE is closed for the Veteran's Day holiday.	
November 12 - January 10	Test Ordering & Reporting	Oregon Extended Assessment Braille and Large Print order window for English Language Arts, Mathematics, & Science	*District Test Coordinator* - Oregon Extended Assessments requiring Braille or Large Print format must be ordered during this window. - Orders will be delivered to districts by February 13, 2020.
November 14	Accountability Reports	Class Size report for 2018-19 posted on ODE public website	Download the Class Size report from the Class Size Report webpage.
November 15	Data Collection Audit Review	Data Collection Audit Review Window Closes for: - First Period Cumulative ADM 2019-20	Contact: Amanda Leopard 503-947-5674

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
November 15	Data Collection	Deadline for NAEP coordinators of selected elementary schools to complete the "Submit Student List" section of the MyNAEP website.	***District Test Coordinator*** - Remind NAEP coordinators of selected elementary schools to complete the "Submit Student List" section of the MyNAEP website.
November 15 - 17	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, November 15 until 7 PM PT on Sunday, November 17.
November 18 - 26	**Data Collection Audit Review**	**Data Collection Audit Review Window for:** - **Kindergarten Assessment 2019-20**	***Data Submitter*** - **The collections will be open during this period to allow districts to verify and correct their data submission.**
November 19	Training	Final Training for Oregon Extended Assessment Qualified Trainers	***District Test Coordinator*** All trainings will be held using the webinar system or in person this year. - Nov 4 Southern Oregon ESD (Medford) - Nov 7 InterMountain ESD (Pendleton) - Nov 12 High Desert ESD (Redmond) - Nov 14 Northwest Regional ESD (Hillsboro) - Nov 19 Willamette ESD (Salem)
November 26 @ 11:59 PM	**Data Collection Audit Review**	**Data Collection Audit Review Window Closes for:** - **Kindergarten Assessment 2019-20**	**Contact: Elyse Bean 503-947-5831**
November 27	Accountability Reports	Statewide Report Card posted on Oregon Department of Education public website	To download the Statewide Report Card, go to the Statewide Annual Report Card webpage.
November 28 - 29	Informational	ODE is closed for the Thanksgiving holiday.	

DECEMBER 2019

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
December 2 @ 11:59 PM	Data Collection	Fall Collection Window Closes for: - ESEA Title III: English Learners 2019-20	Contact: Kim Miller 503-947-5712

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
December 2 @ 11:59 PM	Data Collection	Collection Window Closes for: - Cumulative ADM Exit Adjustment 2018-19	***Data Submitter*** - Review and update end date codes, diploma type codes, withdrawal factors, and Essential Skills fields in 2018-19 Annual Cumulative ADM data. - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
December 4 @ 2 PM	Training	Webinar: Training for Staff Position Collection 2019-20	***Data Submitter*** - To participate in the webinar, go to the Video Training 2019-2020 webpage.
December 5 @ 2 PM	Training	Webinar: Training for Second Period Cumulative ADM Collection 2019-20	***Data Submitter*** - To participate in the webinar, go to the Video Training 2019-2020 webpage.
December 6	Report Validation	Report Validation Window Closes for: - NCES Dropout Report for 2018-19 - Graduation Cohort 4-year and 5-year Reports for 2018-19	***Data Submitter*** - Video Training related to collections and validations is available on the Video Training 2019-2020 webpage.
December 9 - 11	Test Ordering & Reporting	PSAT/NMSQT score reports for students, schools, and districts and AP Potential available. Schools will receive through a secure online portal, score reports for the revised PSAT/NMSQT for their students. A single paper copy for each student of their PSAT will be delivered to the school, and students can access their scores online.	***District Test Coordinator*** - Districts and schools will have online access to their students' PSAT/NMSQT scores, skills, answers, percentiles, AP Potential, and college majors. The online portal allows schools to interactive with individual student's scores as well as aggregate data to help inform instruction. - Schools receive a single paper copy of student score report for each PSAT/NMSQT participant. - Khan Academy provides customized academic skill study plan for each student who takes the PSAT/NMSQT.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
December 12 - January 13	Data Collection	Collection Window for: - Second Period Cumulative ADM 2019-20 (7/1 - 12/31)	***Data Submitter*** - Review business rules and instructions prior to submission on the ADM Resources webpage. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after file is processed. - Review collection summary report to verify data was submitted correctly. - Save a production download for your records. - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
December 12 - January 27	Data Collection	Collection Window for: - Staff Position 2019-20	***Data Submitter*** - USID must be requested or updated for all staff prior to completing the staff-level collections. - Review business rules and instructions prior to submission. Go to the Staff Position website. - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
December 13 - 15	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, December 13 until 7 PM PT on Sunday, December 15.
December 25	Informational	ODE is closed for the Christmas holiday.	

JANUARY 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
January 1	Informational	ODE is closed for the New Year's Day holiday.	
January 2	Accountability Reports	PREVIEW of Final 2018-19 Dropout and Cohort Graduation Rate reports posted to the ODE district secure website	***Data Submitter*** - Preview of Final Reports will include the current traditional dropout rate. - Preview of Final Reports will include the four-year cohort graduation rate (students' first entering high school in 2015-16) and five-year cohort graduation rate (students' first entering high school in 2014-15). - Public Release is **January 23, 2020**.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
January 2 - 17	Report Validation	Report Validation Window for: - 2019-20 Kindergarten Assessment	***Data Submitter*** - Go to the Achievement Data Insight application on the district secure website. Data will refresh periodically throughout the window – see the validation site for scheduled refresh dates. - Student Level data is available in the "Detail" tab on the validation site. - Contact your Regional ESD Partner or use the Ask a Question button in the validation if you have questions or if corrections are needed. - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
January 3 - 7	Test Administration	OSAS Online Test Delivery System (including Sample Tests) offline for deployment of 2019-20 assessments in English Language Arts, Mathematics, ELPA, and Science	***District Test Coordinator*** - TDS will be offline for test deployment from **5 PM** PT on Friday, January 3 until **6 AM PT on Tuesday, January 7**.
January 4 - 7	Test Administration	OSAS Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - ORS will be offline to support the deployment of the 2019-20 administration from **5 PM PT on Saturday, January 4 until 6 AM PT on Tuesday, January 7**.
January 6 - March 13	Test Administration	Testing window for NAEP in selected elementary schools	***District Test Coordinator*** - Remind NAEP coordinators that parent/guardian notification must be sent to the parents/guardians of all students selected for NAEP prior to the school's NAEP assessment date. - Remind NAEP coordinators that the school must schedule a make-up session if less than 90% of selected students participate in NAEP testing.
January 7	Test Ordering & Reporting	Reports Available through the OSAS Portal: - Performance Reports (Science) - Participation Reports	***District Test Coordinator*** - Instructions for generating reports through the Online Reporting System (ORS) are included in the Online Reports User Guide, available on the Assessment Administration webpage.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
January 7	Test Ordering & Reporting	Oregon Extended Assessment document download launched for English Language Arts, Mathematics, and Science	**_District Test Coordinator_** - Download Oregon Extended Assessments for January 7 - June 5 test administration window. Go to <u>Oregon's Extended Assessment Training and Proficiency Site</u>. - Maintain the security of all test materials in accordance with Section 2 - Test Security of the 2019-20 <u>Test Administration Manual</u>.
January 7 - April 10	Test Administration	Testing Window for English Language Proficiency Assessment (Grades K-12)	**_Data Submitter_** - Update SSID records for students prior to testing. - Note: Only students whose English Learner flag (ELFg) is set to "Y" in the SSID record may access the English Language Proficiency Assessment (ELPA). Districts should only set the EL flag to "Y" for students who are eligible for ELD services in the current school year (refer to the <u>Test Administration Manual</u>, Section 9 and Appendix B for details). **_District Test Coordinator_** - Maintain security of all test materials during the testing window in accordance with Section 2 – Test Security of the 2019-20 <u>Test Administration Manual</u>. - Districts must administer the ELPA to all students identified as eligible to receive ELD services in the current school year. Coordinate with Title III Director to ensure that all eligible students are appropriately tested (refer to the <u>Test Administration Manual</u>, Section 9 and Appendix B for details). - Ensure that Test Administrators and School Test Coordinators have been properly trained in both test security and test administration and have turned in a signed Assurance of Test Security form.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
January 7 - June 5	Test Administration	Testing Window for: - English Language Arts, grades 3 - 8 and High School (Grade 11) (plus **optional** Grade 12 retest) - Mathematics, grades 3 - 8 and High School (Grade 11) (plus **optional** Grade 12 retest) - Science (Grades 5, 8, and 11)	***Data Submitter*** - Update SSID records for students prior to testing. ***District Test Coordinator*** - Maintain security of all test materials during the testing window in accordance with Section 2 – Test Security of the 2019-20 <u>Test Administration Manual</u>. - English Language Arts (ELA) and Mathematics assessments are **required** for all students in grades 3 - 8 and High School (grade 11). Grade 12 students have one **optional** opportunity to take the ELA or Math assessments for Essential Skills or college placement purposes. - Science is **required** for all students in grades 5, 8, and High School (Grade 11). - See Section 5.2 of the 2019-20 <u>Test Administration Manual</u> for specific local test window criteria.
January 7 - June 5	Test Administration	Testing Window for Oregon Extended Assessments: - English Language Arts: Grades 3-8 & 11* - Mathematics: Grades 3-8 & 11* - Science: Grades 5, 8 & 11*	***District Test Coordinator*** - Maintain the security of all test materials in accordance with Section 2 - Test Security of the 2019-20 <u>Test Administration Manual</u>. - Ensure that Test Administrators and School Test Coordinators have been properly trained in test security and test administration, have received training specific to the Oregon Extended Assessment, and have turned in a signed Assurance of Test Security form. - Update SSID records for students two days prior to testing. - Transmit results of Extended Assessments via <u>Oregon's Extended Assessment Training and Proficiency Site</u> on the BRT website. - * The High School grade of accountability is grade 11. Although not required, retesting is available for grade 12 students whose IEP indicates the Extended Assessments and who did not meet the alternate achievement standard as 11th graders - especially those needing to demonstrate proficiency for the Essential Skills graduation requirement. - * For grade 12 students, records submitted by **April 23** will be scored and available to districts on **Friday, May 8**.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
January 10	Test Administration	Deadline for identifying PSAT fee waiver-eligible students and making grade-level adjustments.	***District Test Coordinator*** - For PSAT/NMSQT resources and deadlines, go to the <u>PSAT</u> webpage.
January 10	Test Ordering & Reporting	REMINDER: Last day of Oregon Extended Assessment Braille and Large Print order window for English Language Arts, Mathematics, & Science	***District Test Coordinator*** - Oregon Extended Assessments requiring Braille or Large Print format must be ordered during this window. - Orders will be delivered to districts by February 13, 2020.
January 13 @ 11:59 PM	Data Collection	Collection Window Closes for: - Second Period Cumulative ADM 2019-20	Contact: <u>Amanda Leopard</u> 503-947-5674

January 15	Accountability Reports	REMINDER: Deadline for school districts to make a copy of school and district At-A-Glance Profile reports available to the parent(s) or guardian(s) of each child enrolled in a public school in the school district	***OAR 581-022-1060 School and District Performance Report Criteria***
			(3) Each school and school district report shall contain the information required by this rule. By January 15 of each year, school districts shall make a copy of the state provided school and school district performance report available to the parent(s) or guardian(s) of each child enrolled in a public school in the school district by doing one or more of the following:
			  (a) Mailing a copy;
			  (b) Electronically sending a copy; or
			  (c) Providing a link to a state or district web site containing the reports and also making copies available in local schools, libraries, parents centers, community centers, or other public locations easily accessible to parents and others.

January 16 @ 2 PM	Training	Webinar: Student Centered Staging, Secure Assessment Reports, and Accountability Warehouse Extract (AWE)	***District Test Coordinator*** - To participate in the webinar, go to the <u>Video Training 2019-2020</u> webpage.
January 17	Report Validation	Report Validation Window Closes for: - 2019-20 Kindergarten Assessment	***Data Submitter*** - Video Training related to this collection is available on the <u>Video Training 2019-2020</u> webpage. - Contact: <u>Elyse Bean</u> 503-947-5831
January 20	Informational	ODE is closed for the Martin Luther King, Jr. Day holiday.	

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
January 23	Accountability Reporting	2018-19 Dropout and Cohort Graduation Rate reports released to the public	- Reports will include the current traditional dropout rate. - Reports will include the four-year cohort graduation rate (students first entering high school in 2015-16) and five-year cohort graduation rate (students first entering high school in 2014-15).
January 23 - 31	Data Collection Audit Review	Data Collection Audit Review Window for: - Second Period Cumulative ADM 2019-20	*Data Submitter* - The collection will be open during this period to allow districts to verify and correct their data submission.
January 24	Report Validation	Report Validation Window Closes for: - Fall Membership 2019-20	*Data Submitter* - Video Training related to collections and validations is available on the Video Training 2019-2020 webpage.
January 24	Data Collection	Deadline for NAEP coordinators of selected high schools to complete the "Submit Student List" section of the MyNAEP website.	*District Test Coordinator* - Remind NAEP coordinators of selected high schools to complete the "Submit Student List" section of the MyNAEP website.
January 27 @ 11:59 PM	Data Collection	Collection Window Closes for: - Staff Position 2019-20	Contact: Ryan Clark 503-947-5632
January 31	Data Collection Audit Review	Data Collection Audit Review Window Closes for: - Second Period Cumulative ADM 2019-20	Contact: Amanda Leopard 503-947-5674

FEBRUARY 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
February 6	Accountability Reporting	REMINDER: Student Enrollment Report for 2019-20 released to the public and press	*Data Submitter* - Changes to enrollment submissions must be made in First Period Cumulative ADM by January 24 in order to be reflected in the Final Preview and Final Fall Membership Report.
February 6	Data Reporting	Kindergarten Assessment Report for 2019-20 released to the public and press release	*Superintendent* - Prepare local press release, if necessary.
February 6 - 14	Data Collection Audit Review	Data Collection Audit Review Window for: - Staff Position 2019-20	*Data Submitter* - Districts will have an opportunity to make corrections to their Staff Position submission as identified in the post-collection validations.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
February 7 - 9	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, February 7 until 7 PM PT on Sunday, February 9.
February 14	Data Collection Audit Review	Data Collection Audit Review Window Closes for: - Staff Position 2019-20	Contact: Ryan Clark 503-947-5632
February 17	Informational	ODE is closed for the Presidents Day holiday.	

MARCH 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
March 6 - 9	Test Ordering & Reporting	OSAS Online Reporting System (ORS) offline for deployment of English Language Arts, Mathematics, ELPA**, and Science** scores	***District Test Coordinator*** - ORS will be offline from 5 PM PT on Friday, March 6 until 6 AM PT on Tuesday, March 10.
March 10	Test Ordering & Reporting	English Language Arts and Mathematics Tests available in Online Reporting System (ORS) pending comprehensive quality control	***District Test Coordinator*** - The Online Reporting System (ORS) allows authorized users to view institution, personnel, roster, and individual student reports in table and graph forms; manage rosters; and access integrated information from ODE's SSID and OSAS Portal systems, resulting in a centralized reporting system. - Information from ORS should only be viewed as preliminary information. The only source for official scores is the ODE applications.
March 10	Test Ordering & Reporting	Science student scores available in Online Reporting System (ORS) on OSAS Portal	***District Test Coordinator*** - Preliminary Science scores available in Online Reporting System (ORS) within one business day of test completion. - Records available in Student Centered Staging within two business days of test completion. - Information from ORS reports should only be viewed as preliminary information. The source for official scores is the ODE applications.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
March 10	Test Ordering & Reporting	Student Centered Staging opens for 2019-20 test records **and Science 2018-19 records**	***District Test Coordinator*** - Student Centered Staging allows a user in a district who has been granted access to view, edit, fix errors, download errors, upload fixes and download student test records that have been received by the Oregon Department of Education (ODE). - It also provides snapshot reports of student test record counts by school institution ID for a specific subject and school year. - The application is continuously accessible, and 2019-20 records **and Science 2018-19 records** are editable until the accountability reporting validation window closes in late August.
March 10	Test Ordering & Reporting	"Banked" Science high school test records that met the high school standard in a prior year available in Student Centered Staging	***District Test Coordinator*** - Ensure that all students enrolled in Grade 11 on May 1, 2020 who do not have a banked score that met the high school standard are tested in the required subjects.
March 10	Test Ordering & Reporting	ELPA Preliminary Student Scores for tests completed January 7 - 31 available in Online Reporting System (ORS) pending comprehensive quality control	***District Test Coordinator*** - The Online Reporting System (ORS) allows authorized users to view institution, personnel, roster, and individual student reports in table and graph forms; manage rosters; and access integrated information from ODE's SSID and OSAS Portal systems, resulting in a centralized reporting system. - Information from ORS should only be viewed as preliminary information. The only source for official scores is the ODE applications.
March 10	Test Ordering & Reporting	ELPA Tests Completed January 7 - 31 posted to Student Centered Staging pending comprehensive quality control	***District Test Coordinator*** As test records are posted on the ODE district secure website: - Verify that each English Learner has a score posted for the ELPA. - Supply accommodation or administration codes if necessary. - Notify Regional ESD Partner if a posted record is not from a district student. - Notify Regional ESD Partner if a student who completed the ELPA does not have a score in Student Centered Staging.
March 12 @ 2 PM	Training	Webinar: Training for Staff Assignment Collection 2019-20	***Data Submitter*** - To participate in the webinar, go to the Video Training 2019-2020 webpage.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
March 13 - 15	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, March 13 until 7 PM PT on Sunday, March 15.
March 19 @ 2 PM	Training	Webinar: Training for Staff Validations 2019-20	***Data Submitter*** - To participate in the webinar, go to the <u>Video Training 2019-2020</u> webpage.
March 19 - May 29	Data Collection	Collection Window for: - Staff Assignment 2019-20	***Data Submitter*** - USID must be requested or updated for all staff prior to completing the staff-level collections. - IUID collection must be submitted prior to completing the Staff Assignment collection. - Review business rules and instructions prior to submission. Go to the <u>Staff Assignment Schedule of Due Dates</u> website. - Video Training related to this collection is available on the <u>Video Training 2019-2020</u> webpage.

APRIL 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
April 2 – May 25	Report Validation	Report Validation Window for: - Staff FTE - Staff Ethnicity	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the <u>Achievement Data Insight</u> application on the district secure website. - Contact your <u>Regional ESD Partner</u> or use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission. - Video Training related to this collection is available on the <u>Video Training 2019-2020</u> webpage.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
April 7	Test Ordering & Reporting	ELPA Preliminary Student Scores for tests completed February 1 - 29 available in Online Reporting System (ORS) pending comprehensive quality control	***District Test Coordinator*** - The Online Reporting System (ORS) allows authorized users to view institution, personnel, roster, and individual student reports in table and graph forms; manage rosters; and access integrated information from ODE's SSID and OSAS Portal systems, resulting in a centralized reporting system. - Information from ORS should only be viewed as preliminary information. The only source for official scores is the ODE applications.
April 7	Test Ordering & Reporting	ELPA Tests Completed February 1 - 29 posted to Student Centered Staging pending comprehensive quality control	***District Test Coordinator*** As test records are posted on the ODE district secure website: - Verify that each English Learner has a score posted for the ELPA. - Supply accommodation or administration codes if necessary. - Notify Regional ESD Partner if a posted record is not from a district student. - Notify Regional ESD Partner if a student who completed the ELPA does not have a score in Student Centered Staging.
April 9 @ 2 PM	Training	Webinar: Training for Institutions for Accountability Reports 2019-20	***Data Submitter*** - To participate in the webinar, go to the Video Training 2019-2020 webpage.
April 16 - May 11	Report Validation	Report Validation Window for: - Institutions for Accountability Reports 2019-20	***Data Submitter*** - Check that all schools in the district are included in the validation and that relevant data is available for each school. Go to the Achievement Data Insight application on the district secure website. - Request, if desired, recognition as new school. See Accountability Policy Manual for more details. Boundary Change Calculator is posted on the Accountability Tools webpage. - Contact your Regional ESD Partner or use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission. - Institution validation guidance can be found on the Institution Validation webpage.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
April 16 - May 29	Data Collection	Spring Collection Window for: - ESEA Title III: English Learners 2019-20	***Data Submitter*** - Review business rules and instructions prior to submission on the <u>Title III: English Learners Schedule of Due Dates</u> webpage or the <u>English Learners Data Collections</u> webpage. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after file is processed. - Review collection summary report to verify data was submitted correctly. - Save a production download for your records. - Information related to this collection is available on the <u>Title III English Learners Data Collections</u> webpage. Contact: <u>Kim Miller</u> 503-947-5712
April 24	Test Administration	REMINDER: Last day to submit all Oregon Extended Assessments for scoring	***Data Submitter*** - Transmit **all** results of Oregon Extended Assessments via <u>Oregon's Extended Assessment Training and Proficiency Site</u> on the BRT website. - Records submitted by **April 24** will be scored and available in Student Centered Staging, Secure Assessment Reports, and Accountability Warehouse Extract on **Friday, June 19**.
April 24 - 26	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, April 17 until 7 PM PT on Sunday, April 19.

MAY 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
Late spring	Test Administration	Final PSAT invoices are sent to schools	***District Test Coordinator*** - For PSAT/NMSQT resources and deadlines, go to the <u>PSAT</u> webpage.
May 1 @ Noon	Accountability Reports	REMINDER: Last day for submitting requests for new school status due to boundary or grade changes	***Superintendent*** - Send signed request for new school designation with supporting data to ODE. See the <u>Accountability Tools</u> webpage for additional information.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
May 5	Test Ordering & Reporting	ELPA Preliminary Student Scores for tests completed in March available in Online Reporting System (ORS) pending comprehensive quality control	***District Test Coordinator*** - The Online Reporting System (ORS) allows authorized users to view institution, personnel, roster, and individual student reports in table and graph forms; manage rosters; and access integrated information from ODE's SSID and OSAS Portal systems, resulting in a centralized reporting system. - Information from ORS should only be viewed as preliminary information. The only source for official scores is the ODE applications.
May 5	Test Ordering & Reporting	ELPA Tests Completed in March posted to Student Centered Staging pending comprehensive quality control	***District Test Coordinator*** As test records are posted on the ODE district secure website: - Verify that each English Learner has a score posted for the ELPA. - Supply accommodation or administration codes if necessary. - Notify Regional ESD Partner if a posted record is not from a district student. - Notify Regional ESD Partner if a student who completed the ELPA does not have a score in Student Centered Staging.
May 8	Test Ordering & Reporting	English Language Arts (ELA) and Mathematics Tests posted to Student Centered Staging pending comprehensive quality control	***District Test Coordinator*** As test records are posted on the ODE district secure website: - Verify that the demographic information on posted test records is correct, including program participation. - Correct error records. - Supply accommodation codes if necessary. - Notify Regional ESD Partner if a posted record is not from a district student. - Apply administration codes for students not enrolled during test window, home schooled students, etc.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
May 11	Report Validation	Report Validation Window Closes for: - Institutions for Accountability Reports 2019-20	Contact: Amanda Leopard 503-947-5674
May 13	Training	Webinar: Training for Ninth Grade On-Track Collection 2019-20	*Data Submitter* - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
May 13	Training	Webinar: Training for Annual Cumulative ADM Collection 2019-20	*Data Submitter* - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
May 14 - July 6	Data Collection	Collection Window for: - Annual Cumulative ADM 2019-20 (7/1 - 6/30)	*Data Submitter* - Review business rules and instructions prior to submission on the ADM Resources webpage. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after file is processed. - Review collection summary report to verify data was submitted correctly. - Save a production download for your records. - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
May 14 - July 13	Data Collection	Collection Window for: - Ninth Grade On-Track 2019-20	*Data Submitter* - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after file is processed. - Review collection summary report to verify data was submitted correctly. - When data are complete and accurate, click *verify* under Status Tracking. - Save a production download for your records. - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
May 15 - 17	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	*District Test Coordinator* - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, May 15 until 7 PM PT on Sunday, May 17.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
May 21 - August 31	Data Collection	Collection Window for: - Discipline Incidents 2019-20 - Restraint and Seclusion Incidents 2019-20	Contact: Lisa Bateman 503-947-5655
May 19	Test Ordering & Reporting	All remaining ELPA tests posted to Student Centered Staging pending comprehensive quality control	***District Test Coordinator*** As test records are posted on the ODE district secure website: - Verify that each English Learner has a score posted for the ELPA. - Supply accommodation or administration codes if necessary. - Notify Regional ESD Partner if a posted record is not from a district student. - Notify Regional ESD Partner if a student who completed the ELPA does not have a score in Student Centered Staging.
May 22	Test Ordering & Reporting	ELPA Preliminary Student Scores for all remaining tests available in Online Reporting System (ORS) pending comprehensive quality control	***District Test Coordinator*** - The ORS allows authorized users to view institution, personnel, roster, and individual student reports in table and graph forms; manage rosters; and access integrated information from ODE's SSID and OSAS Portal systems, resulting in a centralized reporting system. - Information from ORS should only be viewed as preliminary information. The only source for official scores is the ODE applications.
May 25	Report Validation	Report Validation Window Closes for: - Staff FTE - Staff Ethnicity	Contact: Ryan Clark 503-947-5632
May 25	Informational	ODE is closed for the Memorial Day holiday.	
May 28 @ 2 PM	Training	Webinar: Training for Staff **Retention** Validation	***Data Submitter*** - Video Training related to this collection is available on the Video Training 2019-2020 webpage.
May 29 @ 11:59 PM	Data Collection	Collection Window Closes for: - Staff Assignment 2019-20	Contact: Caitlin McRae 503-934-0831
May 29 @ 11:59 PM	Data Collection	Spring Collection Window Closes for: - ESEA Title III: English Learners 2019-20	Contact: Kim Miller 503-947-5712

JUNE 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
June 11 - August 21	Report Validation	Report Validation Window (based on Staff Position Collection) for: - Staff **Retention**	***Data Submitter*** - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Contact your Regional ESD Partner or use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission. - Video Training related to these validations is available on the Video Training 2019-2020 webpage.
June 11 - 19	Data Collection Audit Review	Data Collection Audit Review Window for: - Staff Assignment 2019-20	***Data Submitter*** - Districts will have an opportunity to make corrections to their Staff Assignment submission as identified in the post-collection validations.
June 11 - 22	Data Collection Review	Last Collection Editing Window for: - ESEA Title III: English Learners 2019-20 - Critical Validation - English Learners/Third Period Cumulative ADM	***Data Submitter*** - Review business rules and instructions prior to submission on the Title III: English Learners Schedule of Due Dates webpage or the English Learners Data Collections webpage. - Adjust records for exiting students. - Review collection summary report to verify data was submitted correctly. - Review provided data sheet from ODE to determine which data collection (English Learners or Third Period Cumulative ADM) needs to be updated. - Information related to this collection is available on the Title III English Learners Data Collections webpage. - **Data will finalize for reporting immediately following the close of this collection.** Contact: Kim Miller 503-947-5712
June 12 - 14	Test Administration	OSAS Online Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance	***District Test Coordinator*** - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, June 12 until 7 PM PT on Sunday, June 14.

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
June 19	Test Ordering & Reporting	Test Records from Oregon Extended Assessments available in Student Centered Staging on the ODE district secure website	***District Test Coordinator*** As test records are posted on the ODE district secure website: - Verify that the demographic information on posted test records is correct, including program information. - Correct error records. - Supply accommodation codes if necessary. - Notify Regional ESD Partner if a posted record is not from a district student. - Apply administration codes for students not enrolled during test window, home schooled students, etc.
June 19	Data Collection Audit Review	Data Collection Audit Review Window Closes for: - Staff Assignment 2019-20	Contact: Caitlin McRae 503-934-0831
June 22	Data Collection Review	Data Collection Review Window Closes for: - ESEA Title III: English Learners 2019-20 - Critical Validation - English Learners/Third Period Cumulative ADM	**Data will finalize for reporting immediately following the close of this collection.** Contact: Kim Miller 503-947-5712

JULY 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
July 3	Informational	ODE is closed for the Independence Day holiday.	
July 6 @ 11:59 PM	Data Collection	Collection Window Closes for: - Annual Cumulative ADM 2019-20	Contact: Amanda Leopard 503-947-5674
July 9 - 17	Data Collection Audit Review	Data Collection Audit Review Window for: - Annual Cumulative ADM 2019-20	***Data Submitter*** - The collection will be open during this period to allow districts to verify and correct their data submission. (Collection will be reopened for all districts to review the Audits list July 9-17. After July 17, full collection available for editing by request only.)

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
July 13 @ 11:59 PM	Data Collection	Collection Window Closes for: - Ninth Grade On-Track 2019-20	Contact: **Jon Wiens** **503-947-5764**
July 17	Data Collection Audit Review	Data Collection Audit Review Window Closes for: - Annual Cumulative ADM 2019-20	*Data Submitter* - The collection will be closed to audit reviews. (After July 17, full collection available for editing by request only.)

AUGUST 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
August 6 - September 11	Report Validation	Report Validation Window for: - Teacher Qualification 2019-20	*Data Submitter* - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.
August 21	Report Validation	Report Validation Window Closes for: - Staff **Retention**	*Data Submitter* - Check that all schools in the district are included in the validation and that data is accurately reported and complete for each school. Go to the Achievement Data Insight application on the district secure website. - Use the Ask a Question button in the validation if a collection needs to be opened in order to correct a prior data submission.
August 27 - September 4	Data Collection Review	Data Collection Review Window for: - Ninth Grade On-Track 2019-20	Contact: **Jon Wiens** **503-947-5764**
August 31 @ 11:59 PM	Data Collection Review	Collection Window Closes for: - Discipline Incidents 2019-20 - Restraint and Seclusion Incidents 2019-20	Contact: Lisa Bateman 503-947-5655

SEPTEMBER 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
September 4	Data Collection Review	Data Collection Review Window Closes for: - Ninth Grade On-Track 2019-20	Contact: **Jon Wiens** **503-947-5764**

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
September 7	Informational	ODE is closed for the Labor Day holiday.	
September 10 – October 2	Data Collection Review	Data Collection Review Window for: - Discipline Incidents 2019-20 - Restraint and Seclusion Incidents 2019-20	***Data Submitter*** - The collection will be open during this period to allow districts to verify and correct their data submission.
September 11	Report Validation	Report Validation Window Closes for: - Teacher Qualification 2019-20	Contact: Caitlin McRae 503-934-0831
September 11	Data Collection	Collection Window Closes for: - IUID (Instructional Unit Identifier) Collection 2019-20	Contact: Caitlin McRae 503-934-0831

OCTOBER 2020

DATE	EVENT TYPE	EVENT	DISTRICT ROLE AND RESPONSIBILITY
October 2	Data Collection Review	Data Collection Review Window Closes for: - Discipline Incidents 2019-20 - Restraint and Seclusion Incidents 2019-20	Contact: Lisa Bateman 503-947-5655

2019-2020 REPORTING/EDITING OF OREGON ASSESSMENT RESULTS
Updated 5/29/2020

District Website: https://district.ode.state.or.us   ODE Public Website: https://www.oregon.gov/ode

Reporting of Statewide Assessment Results

Test Type / Subject	**Preliminary Student Scores** available in Online Reporting System	**Records available on ODE District website** for Downloading & Editing (Student Centered Staging)	**Downloading & Reporting** (Accountability Warehouse Extract) **Individual Student Reports & Class Rosters** (Secure Assessment Reports)
Science - including Braille	Within one business day of test completion	Within two business days of test completion	Within three business days of test completion
Oregon Extended Assessments (English Language Arts, Mathematics, Science)	N/A	~~May 8, 2020~~ June 19, 2020	~~May 8, 2020~~ June 19, 2020
ELPA (English Language Proficiency Assessment) Summative	March 10, 2020 April 7, 2020 May 5, 2020 May 22, 2020	March 10, 2020 April 7, 2020 May 5, 2020 May **19**, 2020	March 10, 2020 April 7, 2020 May 5, 2020 May **19**, 2020
English Language Arts, Mathematics	Within 10 days of scoring completion March 10 - June 26, 2020	May 8 - June 26, 2020	May 8 - June 26, 2020
Kindergarten Assessment (Approaches to Learning, Early Literacy, Early Math)	N/A	N/A	N/A

Preliminary or Final	**Secure Test Results (ADI - AGR Summary tab)** available on **District website** (unsuppressed) https://district.ode.state.or.us/apps/AchvmntDataInsight/	**Public Test Results** available on **ODE public website** (suppressed) https://www.oregon.gov/ode/educator-resources/assessment/Pages/Assessment-Results.aspx
Test Results - Preliminary (Preview for districts only - unsuppressed)	~~August 13 - 21, 2020~~	
Test Results - Final	~~August 27, 2020~~	~~September **19**, 2020~~

2019-2020 REPORTING OF OREGON ASSESSMENT RESULTS
Updated 5/29/2020

District Website: https://district.ode.state.or.us   ODE Public Site: https://www.oregon.gov/ode

Reporting of School and District At-A-Glance and Accountability Details

Event	*Dates*
Accountability Data Elements - **Validation** available on **District secure website**	~~April 2 - September 18, 2020~~
Preliminary reports available on District secure website for: - Accountability Detail sheets	~~July 23 - October 7, 2020~~
Preliminary reports available on District secure website for: - At-A-Glance Profiles	~~July 30 - October 7, 2020~~
LAST DATE for changes to STUDENT COLLECTIONS and TEST RECORDS reflected in Final At-A-Glance and Accountability Detail reports	~~August 21, 2020~~
District Preview **Final** School & District At-A-Glance and Accountability Detail reports available on **District secure website**	~~October 8, 2020~~
Public Release **Final** School & District At-A-Glance and Accountability Detail reports posted on **Oregon Department of Education public website**	~~October **17**, 2020~~

Revision History:

Date	Description	Page(s)
7/24/2019	Revised: Date for Fall Collection Window Closes for ESEA Title III: English Learners 2019-20 to December 2, 2019	20
7/24/2019	Revised: Date for Report Validation Window Closes for Staff FTE, Staff Ethnicity to April 27, 2019	31, 34
7/24/2019	Revised: Date for Report Validation Window Closes for Institutions for Accountability Reports 2019-20 to May 11, 2020	33, 37
8/7/2019	Revised: Date for School and District Accountability Appeals Due to ODE to August 22, 2019	10
8/7/2019	Added: Dates for Data Collection Audit Window for Kindergarten Assessment Collections 2019-20 November 18 - December 2, 2019	20, 21
8/28/2019	Revised: Date for 2018-19 Test Results available on ODE public website to September 19, 2019	12, 52
9/12/2019	Revised: Date for Public Release of Final School and District At-A-Glance Profiles and Accountability Details to October 17, 2019	15, 53
9/12/2019	Revised: Date for Class Size, Regular Attenders reports posted on ODE website to November TBA	19
10/15/2019	Revised: Link for the 2019-20 Kindergarten Assessment Manual	7, 16
10/15/2019	Revised: Date for Collection Window Closes for ESEA Title III: Recent Arrivers 2019-10 to November 1, 2019	13, 18
10/15/2019	Revised: Date for Regular Attenders report posted on ODE website to October 17, 2019	16
10/30/2019	Revised: Date for Data Collection Audit Window Closes for Kindergarten Assessment Collections 2019-20 to November 26, 2019	20
11/6/2019	Revised: Date for Class Size Report for 2018-19 posted on ODE public website to November 14, 2019	19
12/18/2019	Revised: Contact for Extended Assessment to Dan Farley	3
12/18/2019	Revised: Public Release date for 2018-19 Dropout and Cohort Graduation Rate reports to January 23, 2020	22, 27
12/18/2019	Revised: Dates for OSAS Test Delivery System and Online Reporting System offline for deployment of 2019-20 assessments	23
1/28/2020	Revised: Date for Kindergarten Assessment report for 2019-20 released to the public to February 6, 2020	27
1/28/2020	Revised: Date for Science scores available in ORS and Student Centered Staging, including banked records to March 10, 2020	28, 29
1/28/2020	Revised: Dates for Logramos testing and materials shipping	31, 33, 37, 38
5/29/2020	Revised: Contacts for Graduation Reporting, Ninth Grade On-Track, and At-A-Glance School & District Profiles	3
5/29/2020	Deleted: Dates for Testing window for NAEP in selected high schools	30
5/29/2020	Revised: Date for Collection Window Closes for Staff Assignment 2019-20 to May 29, 2020	30, 35
5/29/2020	Revised: Date for Report Validation Window Closes for Staff FTE, Staff Ethnicity to May 25, 2020	30, 35

Date	Description	Page(s)
5/29/2020	Deleted: Last day for ELPA testing	31
5/29/2020	Deleted: Dates for Logramos testing and materials shipping	31, 33, 37, 38
5/29/2020	Deleted: Webinar Training for Third Period Cumulative ADM Collection 2019-20	32
5/29/2020	Revised: Last day to submit Oregon Extended Assessments for scoring to April 24, 2020	32
5/29/2020	Revised: Dates for OSAS TIDE and Online Reporting System (ORS) offline for scheduled maintenance to April 24-26, 2020	32
5/29/2020	Deleted: Collection and Review Windows for Third Period Cumulative ADM 2019-20	33, 38, 40
5/29/2020	Deleted: Webinar Training for Class Roster Collection 2019-20	34
5/29/2020	Revised: Date for Webinar Training for Ninth Grade On-Track Collection 2019-20	34
5/29/2020	Revised: Webinar Training for Annual Cumulative ADM Collection 2019-20	34
5/29/2020	Revised: Dates for Collection Window for Ninth Grade On-Track 2019-20 to May 14 – July 13, 2020	34, 38
5/29/2020	Revised: Date for Collection Window Closes for Discipline Incidents 2019-20 and Restraint & Seclusion Incidents 2019-20	35, 38
5/29/2020	Revised: Date for All remaining ELPA tests posted to Student Centered Staging to May 19, 2020	35
5/29/2020	Revised: Webinar Training for Staff Retention (formerly Staff Turnover) Validation only	35
5/29/2020	Deleted: Dates for Collection, Review, and Validation Windows for Class Roster 2019-20 and Class Size 2019-20	35, 44, 45, 48
5/29/2020	Deleted: Test Records from Oregon Extended Assessments available on the ODE district secure website on May 8, 2020	36
5/29/2020	Deleted: Webinar on Editing and Checking Assessment Data, Third Period Cumulative ADM, and English Learners	36
5/29/2020	Revised: Dates for Audit Review Window for Staff Assignment Collection 2019-20	36, 37
5/29/2020	Deleted: Dates relating to accountability report processing of assessment data	38, 39, 40, 41, 47, 48
5/29/2020	Revised: Contact for Ninth Grade On-Track Collection and Review Windows	38
5/29/2020	Revised: Data Collection Review Window for Discipline Incidents, Restraint & Seclusion Incidents 2019-20	39
5/29/2020	Deleted: Webinar for School Accountability Details reports 2019-20	39
5/29/2020	Deleted: Validation Window for Regular Attenders (Not Chronically Absent), Student Enrollment, and Student Mobility	39, 47
5/29/2020	Deleted: Last day for ELA, Math, and Science testing	40, 41

Date	Description	Page(s)
5/29/2020	Deleted: Webinar Training for At-A-Glance Narrative Collection 2019-20	41
5/29/2020	Deleted: Validation Window for Assessment Student Performance and On Track to English Language Proficiency Validations	42, 47
5/29/2020	Deleted: Partial test records loaded in Student Centered Staging on the ODE district secure website	43, 44
5/29/2020	Deleted: Report Validation Window for Ninth Grade On-Track 2019-20	45, 46
5/29/2020	Deleted: Collection Window for At-A-Glance Narrative 2019-20	45, 49
5/29/2020	Deleted: Report Validation Window for School & District Accountability Details reports 2019-20 and public release of reports	46, 49, 50
5/29/2020	Deleted: Webinar for School and District At-A-Glance Profiles 2019-20	46
5/29/2020	Deleted: Report Validation Window for School & District At-A-Glance Profiles 2019-20 and public release of reports	46, 49, 50
5/29/2020	Deleted: Report Validation Window for Unsafe Schools, Expulsions & Suspensions 2019-20	46, 49
5/29/2020	Deleted: Report Validation Window for Secure Test Results for 2019-20 and public release of reports	47, 48
5/29/2020	Deleted: Kindergarten Assessment 2019-20 Look-back Report posted on ODE public website	48
6/3/2020	Revised: Date for Report Validation Window Opens for Staff Retention (formerly Staff Turnover) to June 11, 2020	36
7/28/2020	Deleted: Class Size Report for 2019-20 posted on ODE public website	39