

ASSESSMENT and ACCOUNTABILITY CHECKLIST

for the 2020-21 SCHOOL YEAR

Find this document on the [Key Dates for Accountability and Reporting](#) webpage

INITIAL PUBLISH DATE: AUGUST 25, 2020

PERIOD COVERED: JULY 3, 2020 TO MID-OCTOBER, 2021

REVISION HISTORY BEGINS ON [PAGE 41](#)

THIS DOCUMENT PROVIDES:

- Assessment testing windows for the 2020-21 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 2020-21 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:

Cindy Barrick - Research Analyst
Office of Senior Strategy and Operations
Accountability Reporting Team
cindy.barrick@state.or.us or 503-947-5822

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Regional ESD Partners Contact Information

General Assessment Support

Regions 1 & 2 - Willamette ESD

Amy Rockwell

1-800-970-8372 ext. 1

amy.rockwell@wesd.org

Region 3 - InterMountain ESD

Mykael Schlag

1-800-706-4447 ext. 3220

mykael.schlag@imesd.k12.or.us

Joe Doherty

1-800-706-4447 ext. 3140

joe.doherty@imesd.k12.or.us

Data Collections & Accountability Support

Regions 1, 2 & 3 - InterMountain ESD

Karen Brown Smith

1-800-706-4447 ext. 3124

karen.brown@imesd.k12.or.us

Peter Campbell

1-800-706-4447 ext. 3203

peter.campbell@imesd.k12.or.us

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 | Robin Stalcup | 503-947-0849 | robin.stalcup@state.or.us |
| Discipline Incidents Restraint & Seclusion Incidents Seclusion Rooms | 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 | Holly Tucker | 503-378-6807 | holly.tucker@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 Assessment Record Updating Application (ARUA) Secure Assessment Reports | Amanda Leopard | 503-947-5674 | amanda.leopard@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 |
| 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 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.) |
| July 17 @ 11:59 PM | TEST ADMINISTRATION | REMINDER: Last day for ELPA Screener testing for 2019-20 | District Test Coordinator - The testing window closes at 11:59 PM. |
| July 24 - August 3 | 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 Friday, July 24 at 5 PM PT through Monday, August 3, 2020 and will re-open for the 2020-21 school year on Tuesday, August 4, 2020 at 8 AM PT. |

AUGUST 2020

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------|------------------------|--|--|
| August 4 | 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 |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------------------------|------------------------------|---|---|
| August 4 - July 16, 2021 | TEST ADMINISTRATION | 2020-21 ELPA Screener Testing Window | Data Submitter <ul style="list-style-type: none"> - Update SSID records for students prior to testing. - Note: Only students whose English Learner flag (ELFg) is set to “N” in the SSID record may access the ELPA Screener. District Test Coordinator <ul style="list-style-type: none"> - For more information, see the ELPA Screener Directions for Administration. |
| August 6 - September 11 | REPORT VALIDATION | Report Validation Window for: <ul style="list-style-type: none"> - Teacher Qualification 2019-20 | Data Submitter <ul style="list-style-type: none"> - 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 7- 9 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance | District Test Coordinator <ul style="list-style-type: none"> - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, August 7 until 7 PM PT on Sunday, August 9. |
| August 21 | REPORT VALIDATION | Report Validation Window Closes for: <ul style="list-style-type: none"> - Staff Retention and Teacher Experience | Data Submitter <ul style="list-style-type: none"> - 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 27 - September 4 | DATA COLLECTION REVIEW | Data Collection Review Window for: <ul style="list-style-type: none"> - Ninth Grade On-Track 2019-20 | Data Submitter <ul style="list-style-type: none"> - The collection will be open during this period to allow districts to verify and correct their data submission. |
| August 31 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: <ul style="list-style-type: none"> - 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: Ryan Clark 503-947-5632 |
| 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 |
| September 11 - 13 | TEST ADMINISTRATION | OSAS 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 11 until 7 PM PT on Sunday, Sept 13. |
| September 11 - 15 | TEST ADMINISTRATION | OSAS Test Delivery System (TDS) offline for deployment of English Language Arts (ELA) and Mathematics Interim Assessment Blocks (IABs) and Science Interim assessments | District Test Coordinator - TDS will be offline for scheduled deployment from 5 PM PT on Friday, Sept 11 until 6 AM PT on Tuesday, Sept 15. |
| September 15 | DATA REPORTING | REMINDER: Last day to submit requests for new Institution IDs for the 2020-21 school year | Contact: Amanda Leopard 503-947-5674 |
| September 15 - June 4 | TEST ADMINISTRATION | Testing window for English Language Arts (ELA) and Mathematics Interim Assessment Blocks (IABs) and Science Interim assessments | Data Submitter - Update SSID records for students prior to testing. District Test Coordinator - Information about Interim Assessments is available on the ODE website . |
| September 22 @ 2 PM | TRAINING | Posted Webinar: Training for First Period Cumulative ADM Collection 2020-21 | Data Submitter - Go to the Video Training 2020-2021 webpage. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------------------|--------------------|---|--|
| September 24 - October 26 | DATA COLLECTION | Collection Window for: - First Period Cumulative ADM 2020-21 (covering the period from July 1, 2020 to October 1, 2020) | <p>Data Submitter</p> <ul style="list-style-type: none"> - 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 the 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 2020-2021 webpage. <p>Reminder: If a student is enrolled on October 1 or is continuously enrolled on October 2, report the ADM End Date as 10/02/2020 so the student will be included in the Fall Membership count.</p> |
| September 24 - November 30 | DATA COLLECTION | Collection Window for: - ESEA Title III: Recent Arrivers 2020-21 | <p>Data Submitter</p> <ul style="list-style-type: none"> - This is a snapshot of students enrolled in the district as of October 1, 2020. - Contact: Holly Tucker 503-378-6807 |

OCTOBER 2020

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------------|---------------------------|---|--|
| October 1 @ 2 PM | TRAINING | Posted Training for Cumulative ADM Exit Adjustment 2019-20 and Dropout Reporting (Part 1 of 2 for Reporting Dropouts & Cohort Graduation; see Part 2 on October 15) | <p>Data Submitter</p> <ul style="list-style-type: none"> - Go to the Video Training 2020-2021 webpage. |
| October 1 | ACCOUNTABILITY REPORTS | Final 2019-20 Adapted At-A-Glance School and District Profiles available for district preview | <p>Superintendent</p> <ul style="list-style-type: none"> - Prepare local press release, if necessary. |
| October 1 - November 2 | TRAINING | 2020-21 Test Administration and Security Training modules posted to ODE public website | <p>District Test Coordinator</p> <ul style="list-style-type: none"> - 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 2020-21 Test Administration Manual. - The 2020-21 ODE-provided recorded training modules will be available on the Assessment Training Materials webpage as of October 1, 2020. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|------------------------|---------------------------|---|---|
| October 2 | DATA COLLECTION REVIEW | Data Collection Review Window Closes for: <ul style="list-style-type: none"> - Discipline Incidents 2019-20 - Restraint and Seclusion Incidents 2019-20 | Contact: Lisa Bateman 503-947-5655 |
| October 6 | TEST ORDERING & REPORTING | REMINDER: Last day of Braille Order Window for ELPA Summative | District Test Coordinator <ul style="list-style-type: none"> - ELPA Summative Braille tests must be ordered during this window. Find the order form on the Test Administration webpage under Forms. |
| October 8 - December 4 | DATA COLLECTION | Collection Window for: <ul style="list-style-type: none"> - Cumulative ADM Exit Adjustment 2019-20 | Data Submitter <ul style="list-style-type: none"> - Review and update end date codes, diploma type codes, withdrawal factors, and Essential Skills fields in 2019-20 Annual Cumulative ADM data. - Video Training related to this collection is available on the Video Training 2020-2021 webpage. |
| October 9 | DATA COLLECTION | Deadline for NAEP coordinators of selected schools to register for the MyNAEP website | District Test Coordinator <ul style="list-style-type: none"> - Remind NAEP coordinators of selected schools to register for the MyNAEP website. |
| October 9 - 11 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance | District Test Coordinator <ul style="list-style-type: none"> - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, October 9 until 7 PM PT on Sunday, October 11. |
| October 15 | ACCOUNTABILITY REPORTS | Public Release of: <ul style="list-style-type: none"> - Final 2019-20 Adapted At-A-Glance School and District Profiles | Superintendent <ul style="list-style-type: none"> - Prepare local press release, if necessary. District Test Coordinator <ul style="list-style-type: none"> - Download school and district reports for 2019-20 for distribution to parents prior to January 15, 2021. Go to the At-A-Glance School and District Profiles webpage. |
| October 15 @ 2 PM | TRAINING | Posted Training for Reporting Dropouts & Cohort Graduation (Part 2 of 2; see Part 1 on October 1) | Data Submitter <ul style="list-style-type: none"> - Go to the Video Training 2020-2021 webpage. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------------|-------------------|---|---|
| October 15 - November 30 | DATA COLLECTION | Fall Collection Window for: - ESEA Title III: English Learners 2020-21 | Data Submitter <ul style="list-style-type: none"> - 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. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after the 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 Title III English Learners Data Collections webpage. |
| October 22 - December 11 | REPORT VALIDATION | Report Validation Window for: - NCES Dropout Report 2019-20 - Graduation Cohort 4-year and 5-year Reports for 2019-20 | Data Submitter <ul style="list-style-type: none"> - Check that all schools are included in the validation and that ADM codes are accurately reported in the 2019-20 Annual ADM Collection. Revisions are made in the Exit Adjustment Collection. - Adjustments to outcome data prior to 2019-20 can be made by submitting a program type 14 record to 2019-20 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 2016-17) and five-year cohort graduation rate (students first entering high school in 2015-16). - Go to the Achievement Data Insight application on the district secure website. The 2019-20 rates are available under Reporting Year 2020-2021. 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 a collection needs to be opened in order to correct a prior data submission. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------------------------|---------------------|--|---|
| October 22 - Sept 17, 2021 | DATA COLLECTION | Collection Window for: - IUID (Instructional Unit Identifier) 2020-21 | Data Submitter - Video Training related to this collection is available on the Video Training 2020-2021 webpage. |
| October 23 | DATA COLLECTION | Deadline for NAEP coordinators of selected schools to complete the “Provide School Information” section of the MyNAEP website | District Test Coordinator - Remind NAEP coordinators of selected schools to complete the “Provide School Information” section of the MyNAEP website . |
| October 23 – 27 | 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 23 until 6 AM PT on Tuesday, October 27, 2020. |
| October 26 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: - First Period Cumulative ADM 2020-21 (7/1 - 10/1) | Contact: Amanda Leopard 503-947-5674 |
| October 27 | TEST ADMINISTRATION | 2020-21 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 2020

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------|------------|--|--|
| November 2 | 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 2, 2020 . |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------------------|------------------------------|---|--|
| November 3 - 5 | TRAINING | Required 2020-21 District Test Coordinator (DTC) Training Webinar: <ul style="list-style-type: none"> - November 3, 2020 - 3-4:30 PM PST - November 4, 2020 - 9-10:30 AM PST - November 5, 2020 - 3:45-5:15 PM PST | <i>District Test Coordinator</i> <ul style="list-style-type: none"> - 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 2020 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 <u>Regional ESD Partner</u> by November 11, 2020. |
| November 5 - 13 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window for: <ul style="list-style-type: none"> - First Period Cumulative ADM 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - The collection will be open during this period to allow districts to verify and correct their data submission. |
| November 5 - January 22 | REPORT VALIDATION | Report Validation Window for: <ul style="list-style-type: none"> - Fall Membership 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - Review student enrollment for Districts/Schools. - Go to the <u>Achievement Data Insight</u> 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 <u>Regional ESD Partner</u> or <u>Robin Stalcup</u> 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 10/02/2020. |
| November 10 – March 11 | TEST ORDERING & REPORTING | Oregon Extended Assessment Braille and Large Print order window for English Language Arts, Mathematics, & Science | <i>District Test Coordinator</i> <ul style="list-style-type: none"> - Oregon Extended Assessments requiring Braille or Large Print format must be ordered during this window. - Orders will be delivered to districts by March 18, 2021. |
| November 11 | INFORMATIONAL | ODE is closed for the Veteran's Day holiday. | |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------------------|------------------------------|---|--|
| November 12 & 18 | TRAINING | Oregon Extended Assessment Qualified Trainer (QT) Training | <i>District Test Coordinator</i> All trainings will be held as Zoom meetings this year. <ul style="list-style-type: none"> - Thursday, Nov 12, 9 - 10:30 AM (Returning QTs only; register) - Thursday, Nov 12, 3 - 5 PM (New QTs only; register) - Wednesday, Nov 18, 9 - 10:30 AM (Returning QTs only; register) - Wednesday, Nov 18, 3 - 5 PM (New QTs only; register) |
| November 13 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window Closes for: <ul style="list-style-type: none"> - First Period Cumulative ADM 2020-21 | Contact: Amanda Leopard 503-947-5674 |
| November 13 - 15 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance | <i>District Test Coordinator</i> <ul style="list-style-type: none"> - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, November 13 until 7 PM PT on Sunday, November 15. |
| November 20 | 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 26 - 27 | INFORMATIONAL | ODE is closed for the Thanksgiving holiday. | |
| November 30 | DATA COLLECTION | Fall Collection Window Closes for: <ul style="list-style-type: none"> - ESEA Title III: English Learners 2020-21 | Contact: Kim Miller 503-947-5712 |
| November 30 | DATA COLLECTION | Collection Window Closes for: <ul style="list-style-type: none"> - ESEA Title III: Recent Arrivers 2020-21 | Contact: Holly Tucker 503-378-6807 |

DECEMBER 2020

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------------|------------|---|---|
| December 2 @ 2 PM | TRAINING | Webinar: Training for Staff Position Collection 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| December 3 @ 2 PM | TRAINING | Webinar: Training for Second Period Cumulative ADM Collection 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------------------------|--------------------|---|--|
| December 4 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: - Cumulative ADM Exit Adjustment 2019-20 | Data Submitter - Review and update end date codes, diploma type codes, and withdrawal factors in 2019-20 Annual Cumulative ADM data. - Video Training related to this collection is available on the Video Training 2020-2021 webpage. |
| December 8 @ 7:45 AM | TRAINING | NAEP: Optional webinar available on MyNAEP online assessment planning system; training repeated on December 10 and 16 | District Test Coordinator - Remind principals or NAEP coordinators of selected schools that this optional training is available to them. - Attend the training, if desired. |
| December 10 @ 3:45 PM | TRAINING | NAEP: Optional webinar available on MyNAEP online assessment planning system; training repeated on December 8 and 16 | District Test Coordinator - Remind principals or NAEP coordinators of selected schools that this optional training is available to them. - Attend the training, if desired. |
| December 10 - January 11 | DATA COLLECTION | Collection Window for: - Second Period Cumulative ADM 2020-21 (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 the 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 2020-2021 webpage. |
| December 10 - January 25 | DATA COLLECTION | Collection Window for: - Staff Position 2020-21 | 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 2020-2021 webpage. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------------|------------------------|--|---|
| December 11 | REPORT VALIDATION | Report Validation Window Closes for: - NCES Dropout Report for 2019-20 - Graduation Cohort 4-year and 5-year Reports for 2019-20 | Data Submitter - Video Training related to collections and validations is available on the Video Training 2020-2021 webpage. |
| December 11 - 13 | TEST ADMINISTRATION | OSAS 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 11 until 7 PM PT on Sunday, December 13. |
| December 16 @ 7:45 AM | TRAINING | NAEP: Optional webinar available on MyNAEP online assessment planning system; training repeated on December 8 and 10 | District Test Coordinator - Remind principals or NAEP coordinators of selected schools that this optional training is available to them. - Attend the training, if desired. |
| December 16 @ 3:45 PM | TRAINING | NAEP: Optional webinar available on MyNAEP online assessment planning system; training repeated on December 8 and 10 | District Test Coordinator - Remind principals or NAEP coordinators of selected schools that this optional training is available to them. - Attend the training, if desired. |
| December 25 | INFORMATIONAL | ODE is closed for the Christmas holiday. | |
| December 31 | ACCOUNTABILITY REPORTS | PREVIEW of Final 2019-20 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 2016-17) and five-year cohort graduation rate (students' first entering high school in 2015-16). - Public Release is January 21, 2021. |

JANUARY 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------|---------------|---|----------------------------------|
| January 1 | INFORMATIONAL | ODE is closed for the New Year's Day holiday. | |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------------|------------------------------|---|--|
| January 8 - 10 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance | <i>District Test Coordinator</i> - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, January 8 until 7 PM PT on Sunday, January 10. |
| January 11 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: - Second Period Cumulative ADM 2020-21 | Contact: Amanda Leopard 503-947-5674 |
| January 14 - 22 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window for: - Second Period Cumulative ADM 2020-21 | <i>Data Submitter</i> - The collection will be open during this period to allow districts to verify and correct their data submission. |
| January 14 – March 8 | DATA COLLECTION | Collection Window for: - Seclusion Rooms 2020-21 | <i>Data Submitter</i> - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after the 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 2020-2021 webpage. |
| January 15 | ACCOUNTABILITY REPORTS | REMINDER: Deadline for school districts to make a copy of school and district Adapted At-A-Glance School and District Profiles available to the parent(s) or guardian(s) of each child enrolled in a public school in the school district | <i>OAR 581-022-1060 School and District Performance Report Criteria</i> (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. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------------|------------------------------|--|---|
| January 18 | INFORMATIONAL | ODE is closed for the Martin Luther King, Jr. Day holiday. | |
| January 21 | ACCOUNTABILITY REPORTING | 2019-20 Dropout and Cohort Graduation Rate reports released to the public | <ul style="list-style-type: none"> - Reports will include the current traditional dropout rate. - Reports will include the four-year cohort graduation rate (students first entering high school in 2016-17) and five-year cohort graduation rate (students first entering high school in 2015-16). |
| January 22 | REPORT VALIDATION | Report Validation Window Closes for: <ul style="list-style-type: none"> - Fall Membership 2020-21 | Data Submitter <ul style="list-style-type: none"> - Video Training related to collections and validations is available on the Video Training 2020-2021 webpage. |
| January 22 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window Closes for: <ul style="list-style-type: none"> - Second Period Cumulative ADM 2020-21 | Contact: Amanda Leopard 503-947-5674 |
| January 25 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: <ul style="list-style-type: none"> - Staff Position 2020-21 | Contact: Ryan Clark 503-947-5632 |
| January 28 - February 5 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window for: <ul style="list-style-type: none"> - Staff Position 2020-21 | Data Submitter <ul style="list-style-type: none"> - Districts will have an opportunity to make corrections to their Staff Position submission as identified in the post-collection validations. |

FEBRUARY 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------------|------------------------------|---|--|
| February 4 | ACCOUNTABILITY REPORTING | REMINDER: Student Enrollment Report for 2020-21 released to the public and press | Data Submitter <ul style="list-style-type: none"> - Changes to enrollment submissions must be made in First Period Cumulative ADM by January 22 in order to be reflected in the Final Preview and Final Fall Membership Report. |
| February 5 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window Closes for: <ul style="list-style-type: none"> - Staff Position 2020-21 | Contact: Ryan Clark 503-947-5632 |
| February 5 - 7 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance | District Test Coordinator <ul style="list-style-type: none"> - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, February 5 until 7 PM PT on Sunday, February 7. |
| February 9 – April 30 | TEST ADMINISTRATION | Testing Window for English Language Proficiency Assessment (ELPA) Summative (Grades K-12) | Data Submitter <ul style="list-style-type: none"> - 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) Summative. 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 Test Administration Manual, Section 9 and Appendix B for details). District Test Coordinator <ul style="list-style-type: none"> - Maintain security of all test materials during the testing window in accordance with Section 2 – Test Security of the 2020-21 Test Administration Manual. - 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 Test Administration Manual, Section 10 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. |
| February 15 | INFORMATIONAL | ODE is closed for the Presidents Day holiday. | |

MARCH 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------------------|------------------------------------|--|--|
| March 8 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: Seclusion Rooms 2020-21 | Contact: Lisa Bateman 503-947-5655 |
| March 11 @ 2 PM | TRAINING | Webinar: Training for Staff Assignment Collection 2020-21 | Data Submitter - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| March 11 | 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 March 18 , 2021. |
| March 12 - 14 | TEST ADMINISTRATION | OSAS 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 12 until 7 PM PT on Sunday, March 14. |
| March 18 @ 2 PM | TRAINING | Webinar: Training for Staff FTE & Staff Ethnicity Validations 2020-21 | Data Submitter - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| March 18 – April 9 | DATA COLLECTION AUDIT REVIEW | Data Collection Review Window for: - Seclusion Rooms 2020-21 | Data Submitter - Districts will have an opportunity to make corrections to their Seclusion Rooms submission as identified in the post-collection validations. |
| March 18 - April 23 | DATA COLLECTION | Collection Window for: - Staff Assignment 2020-21 | 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 Staff Assignment Schedule of Due Dates website. - Video Training related to this collection is available on the Video Training 2020-2021 webpage. |

APRIL 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------------|------------------------------|--|--|
| April 1 - 26 | REPORT VALIDATION | Report Validation Window for: <ul style="list-style-type: none"> - Staff FTE - Staff Ethnicity - Staff Retention and Teacher Experience | Data Submitter <ul style="list-style-type: none"> - 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 this collection is available on the Video Training 2020-2021 webpage. |
| April 8 @ 2 PM | TRAINING | Webinar: Training for Institutions for Accountability Reports 2020-21 | Data Submitter <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| April 9 | DATA COLLECTION AUDIT REVIEW | Data Collection Review Window for: <ul style="list-style-type: none"> - Seclusion Rooms 2020-21 | Contact: Lisa Bateman 503-947-5655 |
| April 12 - 13 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests) offline for deployment of 2020-21 summative assessments in English Language Arts, Mathematics, and Science, and the Student Educational Equity Development (SEED) Survey | District Test Coordinator <ul style="list-style-type: none"> - TDS will be offline for test deployment from 5 PM PT on Monday, April 12 until 6 AM PT on Tuesday, April 13. |
| April 12 - 13 | TEST ORDERING & REPORTING | OSAS Online Reporting System (ORS) offline for deployment of ELPA Summative scores | District Test Coordinator <ul style="list-style-type: none"> - ORS will be offline from 5 PM PT on Monday, April 12 until 6 AM PT on Tuesday, April 13. |
| April 13 | TEST ORDERING & REPORTING | Oregon Extended Assessment document download launched for English Language Arts, Mathematics, and Science | District Test Coordinator <ul style="list-style-type: none"> - Download Oregon Extended Assessments for April 13 - June 11 test administration window. Go to Oregon's Extended Assessment Training and Proficiency Site. - Maintain the security of all test materials in accordance with Section 2 - Test Security of the 2020-21 Test Administration Manual. |
| April 13 | TEST ORDERING & REPORTING | Reports Available through the OSAS Portal : <ul style="list-style-type: none"> - Participation Reports (TIDE) | District Test Coordinator <ul style="list-style-type: none"> - Instructions for generating reports through TIDE are included in the TIDE User Guide, available on the Assessment Administration webpage. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------------|---------------------------|---|--|
| April 13 | TEST ORDERING & REPORTING | ELPA Summative Preliminary Student Scores for tests completed February 9 - 28 available in Online Reporting System (ORS) pending comprehensive quality control | <p><i>District Test Coordinator</i></p> <ul style="list-style-type: none"> - 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 13 | TEST ORDERING & REPORTING | ELPA Summative Tests Completed February 9 - 28 posted to Student Centered Staging pending comprehensive quality control | <p><i>District Test Coordinator</i></p> <p>As test records are posted on the ODE district secure website:</p> <ul style="list-style-type: none"> - Verify that each English Learner has a score posted for the ELPA Summative. - Supply accommodation or administration codes if necessary. - Notify <u>Regional ESD Partner</u> if a posted record is not from a district student. - Notify <u>Regional ESD Partner</u> if a student who completed the ELPA Summative does not have a score in Student Centered Staging. |
| April 13 - June 11 | TEST ADMINISTRATION | <p>Testing Window for:</p> <ul style="list-style-type: none"> - English Language Arts and Mathematics, grades 3 - 8 and 11* - Science, grades 5, 8, and 11* | <p><i>Data Submitter</i></p> <ul style="list-style-type: none"> - Update SSID records for students prior to testing. <p><i>District Test Coordinator</i></p> <ul style="list-style-type: none"> - Maintain security of all test materials during the testing window in accordance with Section 2 – Test Security of the 2020-21 <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). - Science is required for all students in grades 5, 8, and High School (Grade 11). - See Section 5.2 of the 2020-21 <u>Test Administration Manual</u> for specific local test window criteria. <p>* The high school grade of accountability is 11th grade. Although not required, 10th graders who have successfully completed advanced coursework and 12th graders who did not get their 11th grade opportunity may also test.</p> |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------|---------------------|---|--|
| April 13 - June 11 | TEST ADMINISTRATION | <p>Testing Window for Oregon Extended Assessments:</p> <ul style="list-style-type: none"> - English Language Arts and Mathematics, grades 3 - 8 and 11* - Science, grades 5, 8, and 11* | <p><i>District Test Coordinator</i></p> <ul style="list-style-type: none"> - Maintain the security of all test materials in accordance with Section 2 - Test Security of the 2020-21 Test Administration Manual. - 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 Oregon's Extended Assessment Training and Proficiency Site on the BRT website. <p>* The high school grade of accountability is 11th grade. Although not required, 10th graders who have successfully completed advanced coursework and 12th graders who did not get their 11th grade opportunity may also test.</p> |
| April 13 - June 11 | TEST ADMINISTRATION | Testing Window for Student Educational Equity Development (SEED) Survey | <p><i>District Test Coordinator</i></p> <ul style="list-style-type: none"> - Ensure that Test Administrators and School Test Coordinators have been properly trained in test administration and have received training specific to the SEED Survey. - Update SSID records for students at least two days prior to testing. |
| April 15 - May 10 | REPORT VALIDATION | <p>Report Validation Window for:</p> <ul style="list-style-type: none"> - Institutions for Accountability Reports 2020-21 | <p><i>Data Submitter</i></p> <ul style="list-style-type: none"> - 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 a new school. Boundary Change Calculator is posted on the Accountability Details 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 15 - May 28 | DATA COLLECTION | Spring Collection Window for: - ESEA Title III: English Learners 2020-21 | Data Submitter <ul style="list-style-type: none"> - 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. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after the 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 Title III English Learners Data Collections webpage. Contact: Kim Miller 503-947-5712 |
| April 22 @ 2 PM | TRAINING | Webinar: Training for Third Period Cumulative ADM Collection 2020-21 | Data Submitter <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| April 23 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: - Staff Assignment 2020-21 | Contact: Caitlin McRae 503-934-0831 |
| April 26 | REPORT VALIDATION | Report Validation Window Closes for: <ul style="list-style-type: none"> - Staff FTE - Staff Ethnicity - Staff Retention and Teacher Experience | Contact: Ryan Clark 503-947-5632 |
| April 27 | TEST ORDERING & REPORTING | “Banked” high school test records that met the high school standard in a prior year available in Student Centered Staging and Accountability Warehouse Extract (AWE) | District Test Coordinator <ul style="list-style-type: none"> - Ensure that all students enrolled in Grade 11 on May 3, 2021 who do not have a banked score that met the high school standard are tested in the required subjects. |
| April 27 | TEST ORDERING & REPORTING | Student Centered Staging opens for 2020-21 ELA, Math, and Science test records on the ODE district secure website | District Test Coordinator <ul style="list-style-type: none"> - 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. - Student Centered Staging will be continuously accessible, and 2020-21 records are editable until the accountability reporting validation window closes in late August. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------------------|------------------------|--|---|
| April 28 @ 2 PM | TRAINING | Webinar: Training for Ninth Grade On-Track Collection 2020-21 | Data Submitter <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| April 29 @ 2 PM | TRAINING | Webinar: Training for Class Roster Collection 2020-21 | Data Submitter <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| April 29 - May 24 | DATA COLLECTION | Collection Window for: <ul style="list-style-type: none"> - Third Period Cumulative ADM 2020-21 (7/1 - 5/1) | Data Submitter <ul style="list-style-type: none"> - 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 the 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 2020-2021 webpage. <p>Reminder: If a student is enrolled on May 3 or is continuously enrolled on May 4, report the ADM End Date as 05/04/2021 so the student will be included in the Spring Membership count.</p> |
| April 30 @ 11:59 PM | TEST ADMINISTRATION | REMINDER: Last day for ELPA Summative testing | District Test Coordinator <ul style="list-style-type: none"> - The testing window closes at 11:59 PM. |

MAY 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------------|---------------------------------|---|---|
| May 1 @ Noon | ACCOUNTABILITY REPORTS | REMINDER: Last day for submitting requests for new school status due to boundary or grade changes | <i>Superintendent</i> <ul style="list-style-type: none"> - Send signed request for new school designation with supporting data to ODE. See the Accountability Details webpage for additional information. |
| May 6 @ 2 PM | TRAINING | Webinar: Training for Annual Cumulative ADM Collection 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| May 6 - 14 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window for: <ul style="list-style-type: none"> - Staff Assignment 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - Districts will have an opportunity to make corrections to their Staff Assignment submission as identified in the post-collection validations. |
| May 6 - July 9 | DATA COLLECTION | Collection Window for: <ul style="list-style-type: none"> - Class Roster 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - Video Training related to this collection is available on the Video Training 2020-2021 webpage. |
| May 6 - July 9 | DATA COLLECTION | Collection Window for: <ul style="list-style-type: none"> - Ninth Grade On-Track 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - 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 <i>verify</i> under Status Tracking. - Save a production download for your records. - Video Training related to this collection is available on the Video Training 2020-2021 webpage. |
| May 7 | TEST ORDERING & REPORTING | ELPA Summative Preliminary Student Scores for tests completed March 1 - 31 available in Online Reporting System (ORS) pending comprehensive quality control | <i>District Test Coordinator</i> <ul style="list-style-type: none"> - 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. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------------|------------------------------|--|--|
| May 7 | TEST ORDERING & REPORTING | ELPA Summative Tests Completed March 1 - 31 posted to Student Centered Staging pending comprehensive quality control | <i>District Test Coordinator</i> As test records are posted on the ODE district secure website: <ul style="list-style-type: none"> - Verify that each English Learner has a score posted for the ELPA Summative. - Supply accommodation or administration codes if necessary. - Notify <u>Regional ESD Partner</u> if a posted record is not from a district student. - Notify <u>Regional ESD Partner</u> if a student who completed the ELPA Summative does not have a score in Student Centered Staging. |
| May 10 | REPORT VALIDATION | Report Validation Window Closes for: <ul style="list-style-type: none"> - Institutions for Accountability Reports 2020-21 | Contact: <u>Amanda Leopard</u> 503-947-5674 |
| May 12 @ 2 PM | TRAINING | Webinar: Assessments & Accountability Reports (Editing and Checking Assessment Data, Third Period Cumulative ADM, and English Learners) | To participate in the webinar, go to the <u>Video Training 2020-2021</u> webpage. |
| May 13 - July 12 | DATA COLLECTION | Collection Window for: <ul style="list-style-type: none"> - Annual Cumulative ADM 2020-21 (7/1 - 6/30) | <i>Data Submitter</i> <ul style="list-style-type: none"> - Review business rules and instructions prior to submission on the <u>ADM Resources</u> webpage. - Submit collection with common fields and collection-specific fields accurately filled for all applicable students. - Correct any error records after the 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 <u>Video Training 2020-2021</u> webpage. |
| May 14 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window Closes for: <ul style="list-style-type: none"> - Staff Assignment 2020-21 | Contact: <u>Caitlin McRae</u> 503-934-0831 |
| May 14 - 16 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance | <i>District Test Coordinator</i> <ul style="list-style-type: none"> - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, May 14 until 7 PM PT on Sunday, May 16. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|------------------------|------------------------------|--|--|
| May 20 - July 2 | DATA COLLECTION | Collection Window for: - Discipline Incidents 2020-21 | Contact: Lisa Bateman 503-947-5655 |
| May 20 - July 9 | DATA COLLECTION | Collection Window for: - Restraint and Seclusion Incidents 2020-21 | Contact: Lisa Bateman 503-947-5655 |
| May 24 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: - Third Period Cumulative ADM 2020-21 (7/1 - 5/1) | Data Submitter - Should have Third Period Cumulative ADM submitted (collection opened April 29 to May 24; additional editing window open to all submitters will be May 27 to June 4 to work on audits, and open by request only (email) from June 7 to August 20 allowed during accountability reporting validation period). |
| May 27 @ 2 PM | TRAINING | Webinar: Training for Summer Validations (Student Enrollment and Student Mobility Validations) | Data Submitter - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| May 27 - June 4 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window for: - Third Period Cumulative ADM 2020-21 | Data Submitter - The collection will be open during this period to allow districts to verify and correct their data submission. |
| May 28 | DATA COLLECTION | Last date for changes to be included in the initial posting of accountability data validations: - Third Period Cumulative ADM 2020-21 | Data Submitter - Should have Third Period Cumulative ADM submitted (collection opened April 29 to May 24; open for editing May 27 to June 4; open by request (email) only June 7 to August 20). |
| May 28 @ 5 PM - June 1 | ACCOUNTABILITY REPORTS | Student Centered Staging , Secure Assessment Reports temporarily closed for processing | District Test Coordinator - All 2020-21 test records will be unavailable for download or editing in Student Centered Staging in order to generate non-participation (virtual) records. - 2020-21 Student Reports will also be unavailable during this time. |
| May 28 @ 11:59 PM | DATA COLLECTION | Spring Collection Window Closes for: - ESEA Title III: English Learners 2020-21 | Contact: Kim Miller 503-947-5712 |
| May 31 | INFORMATIONAL | ODE is closed for the Memorial Day holiday. | |

JUNE 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------------|---------------------------|--|--|
| June 2 by 9 AM | DATA VALIDATION | Student Centered Staging , Secure Assessment Reports reopen (with non-participation virtual records generated from Spring Membership) | <p><i>District Test Coordinator</i></p> <p>Review test records in Student Centered Staging to verify that demographic information in report reflects student demographics:</p> <ul style="list-style-type: none"> - Review virtual records for students reported in Third Period Cumulative ADM who did not participate in required state assessments and apply admin codes for students not enrolled during the test window, home schooled students, etc. - Notify submitter of Third Period Cumulative ADM Collection if virtual records represent students not enrolled on the first school day in May, reflect incorrect grade of enrollment of the student, or student was reported as enrolled at the wrong school. - Notify submitter of Third Period Cumulative ADM Collection if race/ethnicity, program flags, TAG, economically disadvantaged, full academic year, or district special education flags on test records are inaccurate. - Notify submitter of English Learners Collection if English Learners data on test records is incorrect. |
| June 3 @ 2 PM | TRAINING | Webinar: Training for Regular Attenders Validation 2020-21 | To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| June 4 | TEST ORDERING & REPORTING | ELPA Summative Preliminary Student Scores for tests completed April 1 - 30 available in Online Reporting System (ORS) pending comprehensive quality control | <p><i>District Test Coordinator</i></p> <ul style="list-style-type: none"> - 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. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|------------------------|------------------------------|---|--|
| June 4 | TEST ORDERING & REPORTING | ELPA Summative Tests Completed April 1 - 30 posted to Student Centered Staging pending comprehensive quality control | District Test Coordinator As test records are posted on the ODE district secure website: <ul style="list-style-type: none"> - Verify that each English Learner has a score posted for the ELPA Summative. - Supply accommodation or administration codes if necessary. - Notify <u>Regional ESD Partner</u> if a posted record is not from a district student. - Notify <u>Regional ESD Partner</u> if a student who completed the ELPA Summative does not have a score in Student Centered Staging. |
| June 4 | TEST ORDERING & REPORTING | Last date for changes to be included in the initial posting of accountability data validations: <ul style="list-style-type: none"> - Assessment test records | District Test Coordinator As test records are posted on the ODE district secure website: <ul style="list-style-type: none"> - Verify that the demographic information on posted test records is correct, including program participation. - Correct error records. - Supply accommodation codes if necessary. - Notify <u>Regional ESD Partner</u> if a posted record is not from a district student. - Apply administration codes for students not enrolled during the test window, home schooled students, etc. |
| June 4 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window Closes for: <ul style="list-style-type: none"> - Third Period Cumulative ADM 2020-21 | Contact: <u>Amanda Leopard</u> 503-947-5674 |
| June 4 @ 5 PM - June 7 | ACCOUNTABILITY REPORTS | Student Centered Staging , Secure Assessment Reports temporarily closed for processing | District Test Coordinator <ul style="list-style-type: none"> - All 2020-21 test records will be unavailable for download or editing in Student Centered Staging in order to generate non-participation (virtual) records. - 2020-21 Student Reports will also be unavailable during this time. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------|------------------------------|---|--|
| June 8 by 9 AM | DATA VALIDATION | Student Centered Staging , Secure Assessment Reports reopen (with non-participation virtual records generated from Spring Membership) | <p><i>District Test Coordinator</i></p> <p>Review test records in Student Centered Staging to verify that demographic information in report reflects student demographics:</p> <ul style="list-style-type: none"> - Review virtual records for students reported in Third Period Cumulative ADM who did not participate in required state assessments and apply admin codes for students not enrolled during the test window, home schooled students, etc. - Notify submitter of Third Period Cumulative ADM Collection if virtual records represent students not enrolled on the first school day in May, reflect incorrect grade of enrollment of the student, or student was reported as enrolled at the wrong school. - Notify submitter of Third Period Cumulative ADM Collection if race/ethnicity, program flags, TAG, economically disadvantaged, full academic year, or district special education flags on test records are inaccurate. - Notify submitter of English Learners Collection if English Learners data on test records is incorrect. |
| June 10 @ 2 PM | TRAINING | Webinar: Training for At-A-Glance Narrative Collection 2020-21 | <p><i>Data Submitter</i></p> <ul style="list-style-type: none"> - To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| June 10 - 21 | DATA COLLECTION REVIEW | <p>Last Collection Editing Window for:</p> <ul style="list-style-type: none"> - ESEA Title III: English Learners 2020-21 - Critical Validation - English Learners/Third Period Cumulative ADM | <p><i>Data Submitter</i></p> <ul style="list-style-type: none"> - 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 the 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. <p>Contact: Kim Miller 503-947-5712</p> |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|----------------------------|---------------------|--|---|
| June 10 - August 20 | REPORT VALIDATION | Report Validation Window (based on Third Period Cumulative ADM Collection) for: <ul style="list-style-type: none"> - Regular Attenders - Student Enrollment | Data Submitter <ul style="list-style-type: none"> - 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. - Compare EverEL and EL data in Student Enrollment as you verify your ESEA Title III: English Learners 2020-21 collection. You will not be able to change these EL data after the spring collection closes. - 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 2020-2021 webpage. |
| June 10 - August 20 @ 5 PM | REPORT VALIDATION | Assessment Report Validation Window for: <ul style="list-style-type: none"> - English Language Arts Student Performance - Mathematics Student Performance - Science Next Gen Student Performance | District Test Coordinator <ul style="list-style-type: none"> - To validate assessment participation, performance, and growth data, go to the Achievement Data Insight application on the district secure website. - Video Training related to collections and validations is available on the Video Training 2020-2021 webpage. |
| June 11 @ 5 PM | DATA COLLECTION | REMINDER: Last day for transmitting Oregon Extended Assessment results to BRT: <ul style="list-style-type: none"> - English Language Arts (ELA) and Mathematics: Grades 3-8 & High School - Science: Grades 5, 8 & High School | Data Submitter <ul style="list-style-type: none"> - Transmit results of Oregon Extended Assessments via Oregon's Extended Assessment Training and Proficiency Site on the BRT website. <p><u>IMPORTANT:</u> <i>Extended Assessment results not transmitted by this date will be counted as non-participants in assessment and accountability reports.</i></p> |
| June 11 | TEST ADMINISTRATION | REMINDER: Last day of testing window for: <ul style="list-style-type: none"> - English Language Arts (ELA) and Mathematics (Grades 3 - 8 and High School) - Science (Grades 5, 8, and High School) | District Test Coordinator <ul style="list-style-type: none"> - Testing window closes for Oregon statewide Summative, Interim, and Extended assessments in ELA, Mathematics, and Science. |
| June 11 | TEST ADMINISTRATION | REMINDER: Last day of testing window for Student Educational Equity Development (SEED) Survey | District Test Coordinator <ul style="list-style-type: none"> - Testing window closes for SEED Survey. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------|---------------------------|---|--|
| June 11 - 13 | TEST ADMINISTRATION | OSAS Test Delivery System (including Sample Tests), TIDE, and Online Reporting System (ORS) offline for scheduled maintenance | <i>District Test Coordinator</i> - TDS, TIDE, and ORS will be offline for scheduled maintenance from 5 PM PT on Friday, June 11 until 7 PM PT on Sunday, June 13. |
| By June 14 | TEST ORDERING & REPORTING | All completed student scores available for ELA, Math, and Science | <i>District Test Coordinator</i> - ELA, Math, and Science records are typically available in the Student Centered Staging within two business days of test completion. |
| June 21 | DATA COLLECTION REVIEW | Data Collection Review Window Closes for: - ESEA Title III: English Learners 2020-21 - Critical Validation - English Learners/Third Period Cumulative ADM | Data will finalize for reporting immediately following the close of this collection. Contact: <u>Kim Miller</u> 503-947-5712 |
| June 25 | TEST ORDERING & REPORTING | Test records from Science Partials and Oregon Extended Assessments available in Student Centered Staging on the ODE district secure website | <i>District Test Coordinator</i> 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 <u>Regional ESD Partner</u> if a posted record is not from a district student. - Apply administration codes for students not enrolled during the test window, home schooled students, etc. |

JULY 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------------|---------------------------|--|--|
| July 2 | TEST ORDERING & REPORTING | Test records from ELA and Math Partial tests available in Student Centered Staging on the ODE district secure website | <i>District Test Coordinator</i> As test records are posted on the ODE district secure website: <ul style="list-style-type: none"> - Verify that the demographic information on posted test records is correct, including program participation. - Correct error records. - Supply accommodation codes if necessary. - Notify <u>Regional ESD Partner</u> if a posted record is not from a district student. - Apply administration codes for students not enrolled during the test window, home schooled students, etc. |
| July 2 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: <ul style="list-style-type: none"> - Discipline Incidents 2020-21 | Contact: <u>Lisa Bateman</u> 503-947-5655 |
| July 5 | INFORMATIONAL | ODE is closed for the Independence Day holiday. | |
| July 8 @ 2 PM | TRAINING | Webinar: Training for Class Size Validation and Class Roster Audits 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - To participate in the webinar, go to the <u>Video Training 2020-2021</u> webpage. |
| July 8 - August 20 | REPORT VALIDATION | Report Validation Window for: <ul style="list-style-type: none"> - Ninth Grade On-Track 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - 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 collections and validations is available on the <u>Video Training 2020-2021</u> webpage. |
| July 9 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: <ul style="list-style-type: none"> - Class Roster 2020-21 | Contact: <u>Ryan Clark</u> 503-947-5632 |
| July 9 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: <ul style="list-style-type: none"> - Ninth Grade On-Track 2020-21 | Contact: <u>Ryan Clark</u> 503-947-5632 |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-----------------------------------|------------------------------------|--|---|
| July 9 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: - Restraint and Seclusion Incidents 2020-21 | Contact: Lisa Bateman 503-947-5655 |
| July 12 @ 11:59 PM | DATA COLLECTION | Collection Window Closes for: - Annual Cumulative ADM 2020-21 | Contact: Amanda Leopard 503-947-5674 |
| July 15 - 23 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window for: - Class Roster 2020-21 | Data Submitter - The collection will be open during this period to allow districts to verify and correct their data submission. |
| July 15 - 23 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window for: - Annual Cumulative ADM 2020-21 | 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 15-23 . After July 23 , full collection available for editing by request only.) |
| July 15 - September 17 | REPORT VALIDATION | Report Validation Window for: - Class Size 2020-21 | 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 collections and validations is available on the Video Training 2020-2021 webpage. |
| July 15 - September 17 | DATA COLLECTION | Collection Window for: - At-A-Glance Narrative 2020-21 | Data Submitter - Video training related to this collection is available on the Video Training 2020-2021 webpage. |
| July 16 @ 11:59 PM | TEST ADMINISTRATION | REMINDER: Last day for ELPA Screener testing for 2020-21 | District Test Coordinator - The testing window closes at 11:59 PM. |
| July 23 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window Closes for: - Class Roster 2020-21 | Contact: Ryan Clark 503-947-5632 |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------------------|------------------------------|---|---|
| July 23 | DATA COLLECTION AUDIT REVIEW | Data Collection Audit Review Window Closes for: - Annual Cumulative ADM 2020-21 | Data Submitter - The collection will be closed to audit reviews. (After July 23 , full collection available for editing by request only.) |
| July 29 @ 2 PM | TRAINING | Webinar: At-A-Glance School and District Profiles 2020-21 | To participate in the webinar, go to the Video Training 2020-2021 webpage. |
| July 29 - September 29 | REPORT VALIDATION | Report Validation Window for: - Preliminary At-A-Glance School & District Profiles 2020-21 | Video Training related to collections and validations is available on the Video Training 2020-2021 webpage. |

AUGUST 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|--------------------------------|-------------------|---|---|
| August 5 - 20 | REPORT VALIDATION | Report Validation Window for: - Student Mobility 2020-21 - On Track to English Language Proficiency (ELP) 2020-21 | 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 collections and validations is available on the Video Training 2020-2021 webpage. |
| August 5 - September 10 | REPORT VALIDATION | Report Validation Window for: - Teacher Qualification 2020-21 | 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. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------------------|------------------------|---|--|
| August 12 - 20 | REPORT VALIDATION | Report Validation Window for: <ul style="list-style-type: none"> - Secure Test Results for 2020-21 (to be released to the public and press release in September 2021) | <i>District Test Coordinator</i> If the district has made changes to assessment test records in Student Centered Staging after July 30: <ul style="list-style-type: none"> - Review preliminary Secure Test Results posted on the Oregon Department of Education district secure website to verify that demographic information in the 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 the test window, home schooled students, etc. |
| August 19 - September 20 | DATA COLLECTION REVIEW | Data Collection Review Window for: <ul style="list-style-type: none"> - Discipline Incidents 2020-21 - Restraint and Seclusion Incidents 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - The collection will be open during this period to allow districts to verify and correct their data submission. |
| August 19 - September 20 | REPORT VALIDATION | Report Validation Window for: <ul style="list-style-type: none"> - Unsafe Schools (based on Discipline Incidents Collection) 2020-21 - Expulsions & Suspensions (based on Discipline Incidents Collection) 2020-21 | <i>Data Submitter</i> <ul style="list-style-type: none"> - 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 20 | REPORT VALIDATION | Report Validation Window Closes for: <ul style="list-style-type: none"> - Regular Attenders - Student Enrollment - Ninth Grade On-Track - Student Mobility - On Track to ELP | <i>Data Submitter</i> <ul style="list-style-type: none"> - 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. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------------|-------------------|---|--|
| August 20 @ 5 PM | REPORT VALIDATION | Assessment Report Validation Window Closes for: <ul style="list-style-type: none"> - English Language Arts Student Performance - Mathematics Student Performance - Science Next Gen Student Performance | <i>District Test Coordinator</i> <ul style="list-style-type: none"> - Validation windows close at 5 PM. |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|-------------------------------------|------------------------|---|---|
| August 20 | DATA COLLECTION | Last date for changes to be included in final Assessment Group Reports: - 2020-21 Assessment test records - Third Period Cumulative ADM 2020-21 | |
| August 20 @ 5 PM - August 23 | ACCOUNTABILITY REPORTS | Student Centered Staging , Secure Assessment Reports closed for final processing | <i>District Test Coordinator</i> - All 2020-21 assessment records will be unavailable for download or editing. - 2020-21 Student Reports will also be unavailable during this time. - 2020-21 assessment records will remain READ-ONLY after August 20. |
| August 24 by 9 AM | INFORMATIONAL | Student Centered Staging , Secure Assessment Reports reopen (All subjects read-only for 2020-21) | |
| August 26 - September 3 | DATA COLLECTION REVIEW | Data Collection Review Window for: - Ninth Grade On-Track 2020-21 | Contact: Ryan Clark 503-947-5632 |

SEPTEMBER 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|---------------------|------------------------|--|---|
| September 3 | DATA COLLECTION REVIEW | Data Collection Review Window Closes for: - Ninth Grade On-Track 2020-21 | Contact: Ryan Clark 503-947-5632 |
| September 6 | INFORMATIONAL | ODE is closed for the Labor Day holiday. | |
| September 10 | REPORT VALIDATION | Report Validation Window Closes for: - Teacher Qualification 2020-21 | Contact: Caitlin McRae 503-934-0831 |
| September 17 | REPORT VALIDATION | Report Validation Window Closes for: - Class Size 2020-21 | Contact: Ryan Clark 503-947-5632 |
| September 17 | DATA COLLECTION | Collection Window Closes for: - At-A-Glance Narrative 2020-21 | Contact: Elyse Bean 503-947-5831 |
| September 17 | DATA COLLECTION | Collection Window Closes for: - IUID (Instructional Unit Identifier) Collection 2020-21 | Contact: Caitlin McRae 503-934-0831 |

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|------------------------|------------------------|---|---|
| September 20 | DATA COLLECTION REVIEW | Data Collection Review Window Closes for: <ul style="list-style-type: none"> - Discipline Incidents 2020-21 - Restraint and Seclusion Incidents 2020-21 | Contact: Lisa Bateman 503-947-5655 |
| September 20 @ 5 PM | REPORT VALIDATION | Report Validation Window Closes for: <ul style="list-style-type: none"> - Unsafe Schools (based on Discipline Incidents Collection) - Expulsions & Suspensions (based on Discipline Incidents Collection) | Contact: Lisa Bateman 503-947-5655 |
| September 29 | REPORT VALIDATION | Report Validation Window Closes for: <ul style="list-style-type: none"> - Preliminary School & District At-A-Glance Profiles | Video Training related to collections and validations is available on the Video Training 2020-2021 webpage. |
| September 30 | ACCOUNTABILITY REPORTS | Final 2020-21 School & District At-A-Glance Profiles available for preview on district secure website | Superintendent <ul style="list-style-type: none"> - Prepare local press release, if necessary. |

OCTOBER 2021

| DATE | EVENT TYPE | EVENT | DISTRICT ROLE AND RESPONSIBILITY |
|----------------|---------------------------|---|--|
| October TBA | ACCOUNTABILITY REPORTS | Class Size report for 2020-21 posted on ODE public website | Download the Class Size report from the Class Size Report webpage. |
| October TBA | ACCOUNTABILITY REPORTS | Student Enrollment report for 2020-21 posted on ODE public website | Download the Student Enrollment report from the Student Enrollment Reports webpage. |
| October TBA | ACCOUNTABILITY REPORTS | Webinar on Release of School & District Profiles | <i>Superintendent, Principals, Data Submitters</i> <ul style="list-style-type: none"> - Webinar to provide school district staff with a preview of Oregon's school and district profiles <ul style="list-style-type: none"> - District Webinar: 9:30 AM - Media Webinar: 11:30 AM |
| October TBA | ACCOUNTABILITY REPORTS | Public Release of: <ul style="list-style-type: none"> - Final 2020-21 School & District At-A-Glance Profiles | <i>Superintendent</i> <ul style="list-style-type: none"> - Prepare local press release, if necessary. <i>District Test Coordinator</i> <ul style="list-style-type: none"> - Download school and district profiles for 2020-21 for distribution to parents prior to January 15, 2022. Go to the At-A-Glance School and District Profiles webpage. |

2020-2021 REPORTING/EDITING OF OREGON ASSESSMENT RESULTS

Updated 6/22/2021

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 | N/A | April 27, 2021 | April 27, 2021 |
| English Language Arts, Mathematics | N/A | April 27, 2021 | April 27, 2021 |
| Oregon Extended Assessments (English Language Arts, Mathematics, Science) | N/A | June 25, 2021 | June 25, 2021 |
| ELPA (English Language Proficiency Assessment) Summative | April 13, 2021 May 7, 2021 June 4, 2021 | April 13, 2021 May 7, 2021 June 4, 2021 | April 13, 2021 May 7, 2021 June 4, 2021 |
| 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 12 - 20, 2021 | |
| Test Results - Final | August 26, 2021 | September TBA, 2021 |

2020-2021 REPORTING OF OREGON ASSESSMENT RESULTS

Updated 4/22/2021

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 1 - September 17, 2021 |
| Preliminary reports available on District secure website for: - At-A-Glance Profiles | July 29 - September 30, 2021 |
| LAST DATE for changes to STUDENT COLLECTIONS and TEST RECORDS reflected in Final At-A-Glance and Accountability Detail reports | August 20, 2021 |
| District Preview Final School & District At-A-Glance Profiles and Accountability Detail reports available on District secure website | September 30, 2021 |
| Public Release Final School & District At-A-Glance Profiles and Accountability Detail reports posted on Oregon Department of Education public website | October TBA, 2021 |

Revision History:

| Date | Description | Page(s) |
|------------|--|----------------|
| 9/10/2020 | Revised: Date for Public Release of Final 2019-20 Adapted At-A-Glance School and District Profiles to October 15, 2020 | 8 |
| 9/10/2020 | Revised: Date for Collection Window Closes for Restraint and Seclusion Incidents 2020-21 to July 9, 2021 | 26, 33 |
| 9/10/2020 | Revised: Date for Report Validation Window Opens for Student Enrollment 2020-21 to June 10, 2021 | 30 |
| 9/24/2020 | Revised: Webinar Training for First Period Cumulative ADM 2020-21 posted on September 22, 2020 | 6 |
| 9/24/2020 | Revised: Dates for Oregon Extended Assessment Qualified Trainer (QT) Training to November 12 and 18, 2020 | 12 |
| 9/30/2020 | Revised: Contact for ESEA Title III: Recent Arrivers Collection 2020-21 to Holly Tucker | 3, 7, 12 |
| 9/30/2020 | Revised: Date for Final 2019-20 Adapted At-A-Glance School and District Profiles available for district preview to October 1, 2020 | 7 |
| 9/30/2020 | Revised: Date for Collection Window Closes for ESEA Title III: Recent Arrivers 2020-21 to November 30, 2020 | 7, 12 |
| 11/12/2020 | Revised: Date for Statewide Report Card posted on Oregon Department of Education public website to November 20, 2020 | 12 |
| 12/28/2020 | Revised: Dates for Testing Window for ELPA Summative to February 9 - April 30, 2021 | 17, 20, 23, 28 |
| 12/28/2020 | Revised: Date for Oregon Extended Assessment document download launched for ELA, Mathematics, and Science to March 4 | 19 |
| 12/28/2020 | Revised: Dates for OSAS TDS and ORS offline for deployment of summative assessments in ELA, Mathematics, and Science | 19 |
| 12/28/2020 | Revised: Date for Reports available through the OSAS Portal to March 4, 2021 | 19 |
| 12/28/2020 | Revised: Dates for Testing Window for high school grades in ELA, Mathematics, and Science to March 4 - June 4, 2021 | 19 |
| 12/28/2020 | Deleted: Dates for Testing Window for NAEP in selected schools | 20, 23 |
| 12/28/2020 | Revised: Dates for Testing Window for high school grades in ORExt ELA, Mathematics, and Science to March 4 - June 4, 2021 | 20 |
| 12/28/2020 | Revised: Date for Assessment Record Updating Application (ARUA) opens for 2020-21 ELA, Math, and Science records to March 11 | 20, 39 |
| 12/28/2020 | Revised: Date for "Banked" high school test records available in the ARUA and Accountability Warehouse Extract (AWE) to March 11 | 20 |
| 12/28/2020 | Revised: Date for Webinar training on assessment data in the ARUA, AWE, and Secure Assessment Reports to March 17, 2021 | 21 |
| 12/28/2020 | Revised: Dates for OSAS Online Reporting System (ORS) offline for deployment of ELPA Summative scores to April 9 - 13, 2021 | 22 |
| 12/28/2020 | Revised: Date for ELPA Summative Batch 1 scores available in ORS on the OSAS Portal to April 13, 2021 | 20, 39 |
| 12/28/2020 | Revised: Date for ELPA Summative Batch 1 scores available in the ARUA on the ODE district secure website to April 13, 2021 | 20, 39 |
| 12/28/2020 | Revised: Date for ELPA Summative Batch 2 scores available in ORS on the OSAS Portal to May 7, 2021 | 24, 39 |

| Date | Description | Page(s) |
|------------|--|---|
| 12/28/2020 | Revised: Date for ELPA Summative Batch 2 scores available in the ARUA on the ODE district secure website to May 7, 2021 | 25, 39 |
| 12/28/2020 | Revised: Date for ELPA Summative Batch 3 scores available in ORS on the OSAS Portal to June 4, 2021 | 27, 39 |
| 12/28/2020 | Revised: Date for ELPA Summative Batch 3 scores available in the ARUA on the ODE district secure website to June 4, 2021 | 28, 39 |
| 1/14/2021 | Revised: Date for Last day of Oregon Extended Assessment Braille and Large Print order window to March 11, 2021 | 11, 18 |
| 1/14/2021 | Revised: Date for 2019-20 Dropout and Cohort Graduation Rate reports released to the public on January 21, 2021 | 14, 16 |
| 1/14/2021 | Revised: Dates for OSAS Online Reporting System (ORS) offline for deployment of ELPA Summative scores to April 12 - 13, 2021 | 19 |
| 2/22/2021 | Revised: Date for Student Enrollment Report for 2020-21 released to the public and press on February 4, 2021 | 17 |
| 2/22/2021 | Revised: Dates for OSAS TDS offline for deployment of summative assessments in ELA, Mathematics, and Science, and the SEED Survey to April 12 - 13, 2021 | 19 |
| 2/22/2021 | Revised: Date for Oregon Extended Assessment document download launched for ELA, Mathematics, and Science to April 13, 2021 | 19 |
| 2/22/2021 | Revised: Dates for Testing Window for Oregon Extended Assessments in ELA, Mathematics, and Science to April 13 - June 11, 2021 | 19, 21, 30 |
| 2/22/2021 | Revised: Participation reports available in TIDE on April 13, 2021 | 19 |
| 2/22/2021 | Revised: Dates for Testing Window for Summative Assessments in ELA, Mathematics, and Science to April 13 - June 11, 2021 | 20, 30 |
| 2/22/2021 | Added: Dates for Student Educational Equity Development (SEED) Survey window April 13 – June 11, 2021 | 21, 30 |
| 2/22/2021 | Revised: Date for Webinar training on assessment data in the ARUA and AWE to posted by April 15, 2021 | 21 |
| 2/22/2021 | Revised: Date for “Banked” high school test records available in the ARUA and Accountability Warehouse Extract (AWE) to April 15 | 21 |
| 2/22/2021 | Revised: Date for Assessment Record Updating Application (ARUA) opens for 2020-21 ELA, Math, and Science records to April 15 | 22, 39 |
| 2/22/2021 | Revised: Date for All completed student scores available for ELA, Math, and Science to June 14, 2021 | 31 |
| 2/22/2021 | Revised: Date for Test records from Science Partial tests and Oregon Extended Assessments available to districts on June 25, 2021 | 31, 39 |
| 2/22/2021 | Revised: Date for Test records from ELA and Math Partial tests available to districts on July 2, 2021 | 32 |
| 4/22/2021 | Revised: Replaced references to the Assessment Record Updating Application (ARUA) with Student Centered Staging | 3, 20, 22, 25, 26, 27, 28, 29, 31, 32, 35, 36, 39 |
| 4/22/2021 | Revised: Date for Collection window closes for Seclusion Rooms 2020-21 to March 8, 2021 | 15, 18 |
| 4/22/2021 | Deleted: Webinar training on assessment data in the ARUA and AWE on April 15 | 21 |
| 4/22/2021 | Revised: Date for Last day for submitting requests for new school status due to boundary or grade changes to May 1, 2021 | 24 |

| Date | Description | Page(s) |
|-----------|--|--------------------|
| 4/22/2021 | Deleted: Webinar Training on Accountability Details 2020-21 on June 3 | 27 |
| 4/22/2021 | Revised: Date for Webinar Training for Regular Attenders Validation 2020-21 to June 3, 2021 | 27 |
| 4/22/2021 | Revised: Date for Report Validation Window opens for Regular Attenders to June 10, 2021 | 30 |
| 4/22/2021 | Deleted: Report Validation Window and Public Release of School and District Accountability Details for 2020-21 | 34, 36, 37, 38, 40 |
| 6/22/2021 | Revised: Date for Student Centered Staging opens for editing 2020-21 ELA, Math, and Science test records to April 27, 2021 | 22, 39 |
| 6/22/2021 | Revised: Date for Collection window closes for Annual Cumulative ADM 2020-21 to July 12, 2021 | 25, 33 |
| 6/22/2021 | Revised: Dates for Data Collection Audit Review window for Annual Cumulative ADM 2020-21 to July 15 - 23, 2021 | 33, 34 |
| 7/29/2021 | Revised: Date for Report Validation Window closes for Ninth Grade On-Track 2020-21 to August 20, 2021 | 32, 35 |