



The Individual Student Assessment Accessibility Profile (ISAAP) Process and the ISAAP Tool

The ISAAP Process

The ISAAP process represents a thoughtful and systematic approach to addressing student access needs for California Assessment of Student Performance and Progress (CAASPP) summative assessments including the Smarter Balanced, California Alternate Assessments (CAAs), California Science Test and California Spanish Assessment (both field test and operational assessment). The ISAAP process includes preparatory steps, a step for creating the ISAAP itself, and steps that allow educators to verify that designated supports and accommodations are entered correctly into the test engine for the appropriate students.

The overall goal of using the ISAAP process and the ISAAP Tool is to provide students with a comfortable testing experience that allows them to demonstrate what they know and can do. For students with individualized education programs (IEPs) or Section 504 plans, ISAAP decisions are determined by the IEP or Section 504 teams, respectively. For other students who can benefit from the use of designated supports (including English learners), a team approach is optimal.

The following process helps to ensure students have the accessibility resources they need to participate in the CAASPP. Schools may organize these steps to fit local resources and needs, adding or collapsing steps as necessary:

1. Select key staff members and define roles
2. Provide training and information to staff, students, and parents/guardians
3. Identify students who will benefit from designated supports, accommodations, or both.
4. Select the appropriate designated supports and accommodations for each student identified. The ISAAP Tool may be used to facilitate the selection of designated supports and/or accommodations.
5. Enter designated supports and accommodations into the test delivery system via the CAASPP Test Operations Management System (TOMS).
6. Perform a pre-administration check of assigned accessibility resources in CAASPP version of TOMS.

Check for delivery of assigned designated supports and accommodations in the Test Administrator Interface at the time of test administration.

The ISAAP Tool should be used in conjunction with the documents available on the CDE Matrix One: CAASPP System Accessibility Resources web page at <https://www.cde.ca.gov/ta/tg/ai/caasppmatrix1.asp>. Matrix One displays the universal tools, designated supports, and accommodations that are allowed as part of all CAASPP general and alternate assessments.

Additionally, you may refer to the *Smarter Balanced Usability, Accessibility and Accommodations Guidelines* and state regulations and policies related to assessment accessibility as a part of the ISAAP process. A link to the *Smarter Balanced Usability, Accessibility, and Accommodations Guidelines* can be found on the CAASPP Student Accessibility Resources and Test Settings web page at <http://www.caaspp.org/administration/accessibility/>.