



Issue 38
March 28, 2019

A Weekly Email from the California Department of Education

Assessment Spotlight

Focusing on the California Assessment of Student Performance and Progress (CAASPP) System and English Language Proficiency Assessments of California (ELPAC)—and including, when timely, updates on California’s other statewide assessments.

Completion Status Reports for the CAASPP Administration

The Completion Status Interface is the primary means of viewing students’ CAASPP test status and completion data. This web-based system enables authorized local educational agency (LEA) CAASPP coordinators, CAASPP test site coordinators, test administrators, and test examiners to view test progress information. The interface offers users three options:

- The **“Plan and Manage Testing”** option allows users to monitor students’ test progress by generating real-time, customized completion status reports to determine which students have completed testing, which students have yet to begin or complete a test, what item number a student is on, and other relevant information. Users can search by assessment, school, test administrator, and session ID. Options for searching by last name, first name, Statewide Student Identifier (SSID), and grade level when assessed have been added for this year.
- The **“Test Completion Rates Reports”** option allows LEA- and school-level users to generate a daily report displaying the total number of students who have started and completed each test at the LEA or school. The Test Completion Rates Reports include students, in the denominator, with whom the “not tested due to medical emergency” (NTE) condition code has been associated. Students with whom the “parent/guardian exemption” (PGE) condition code has been associated

are **not** included in the report and are not represented in the denominator.

- The “**Search by SSID**” option allows users to generate the same real-time completion status report available in “Plan and Manage Testing” by entering one or more SSIDs, separated by a comma, or by uploading a file containing up to 1,000 SSIDs.

Refer to the [Guide to CAASPP Completion Status and Roster Management](#), on the [CAASPP Portal](#), for more information on generating completion status reports.

Braille Operational CAST Available Next Week!

Beginning on April 1, students who use the braille accommodation—refreshable braille or print on demand (embossing)—can begin testing with the 2018–19 operational California Science Test (CAST)! These students may use the CAST braille tactile graphics package, which is new this year and includes items and stimuli that contain graphics.

The periodic table of elements and reference list of formulas and constants also are available for these students and are intended to be printed using a braille embosser. They can be found on the CAASPP Portal [CAST web page](#).

To prepare for the CAST, students can try out the braille versions of the practice and training tests, which can be found on the [CAASPP Online Practice and Training Tests Portal](#). Questions about the braille CAST can be directed to the California Technical Assistance Center (CaTAC) by phone at 800-955-2954 or by email at caltac@ets.org.

All About Accessibility

With speech-to-text, a non-embedded accommodation, students employ voice recognition to use their own voice as an input device to the computer to dictate responses or to give commands. For use of this accommodation, speech-to-text software must be loaded on the student’s testing computer, and the permissive mode must be selected in the student test settings in the Test Operations Management System. Note that the permissive mode will not allow any cloud-based applications to interact with the test delivery system. Students using this accommodation will need to be familiar with the software and to have many opportunities to use it before testing.

More information on this accommodation can be found in *Smarter Balanced Assessment Consortium: Usability, Accessibility, and Accommodations Guidelines*, available on the [Smarter Balanced website](#).

Updated Data Dictionary for Interim Assessment Reporting System Exports

The Smarter Balanced *Data Dictionary for Interim Assessment Reporting System Exports* is a resource for LEA staff who export data files from the Smarter Balanced Interim Assessment Reporting System. The data dictionary provides a listing and brief description of each data element contained in the LEA/school downloadable student assessment results files. Key information in the data dictionary includes:

- Student name and demographics
- Test name
- Overall test score and error band
- Overall test achievement level

Please note that the results teachers export for their classes (groups) will be labeled and arranged according to the filters they select.

The [Data Dictionary for Interim Assessment Reporting System Exports](#) can be found on the CAASPP Portal [Interim Assessment Administration Resources web page](#).

ELPAC—Superintendent Designation Forms

Just a reminder that all LEA ELPAC coordinators should be designated by April 1. However, it has come to our attention that several LEA superintendents have been unable to designate a 2019–20 LEA ELPAC coordinator. A communication will be coming soon to provide LEAs with a workaround. If you have any questions, please contact CalTAC by phone at 800-955-2954 for assistance.

Register for 2018–19 Post-Test Workshops

Registration is now open for this year's CAASPP post-test workshops, themed "The Results Are In—Now What? Analyzing Assessment Results to Inform Teaching and Learning." These workshops will be hosted at eight locations across California in May and June, offering support in accessing, analyzing, and building meaningful, collaborative discussions focused on 2019 CAASPP data.

These workshops are best suited for LEA CAASPP coordinators, curriculum instruction leaders, and professional development leaders. LEA or site teams of educators are strongly encouraged to attend. Early [online registration](#) is recommended, as seating at the workshops is limited. More information can be found on the CAASPP Portal [In-Person Workshops and Professional Development Opportunities web page](#).

CAASPP and ELPAC Coordinators: Save the Date! 2019 Assessment Information Meetings

The 2019 North-South Assessment Information Meetings, hosted by the California Department of Education, are coming soon! This year, the meetings will take place in August in order to provide CAASPP and ELPAC coordinators with the latest information and updates on California's assessment system earlier in the school year than in the past.

Please save the date to join us at one of the following locations:

- **North Meeting**
Thursday, August 15
DoubleTree by Hilton Sacramento
2001 Point West Way
Sacramento, CA 95815
- **South Meeting**
Thursday, August 22
DoubleTree by Hilton Ontario
222 North Vineyard Avenue
Ontario, CA 91764

Registration will open for LEA coordinators on April 2!

Please share this email with any educators in your local educational agency who would be interested in or benefit from this information. To join the email list, send a blank email message to subscribe-caaspp@mlist.cde.ca.gov. Are you a new subscriber? Visit the CDE [Assessment Spotlight web page](#) to find previous issues.

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