

Louisiana Believes

**Assessment and Accountability Monthly Call
April 21, 2020**

Agenda

- I. Month-by-Month Checklist**
- II. Accountability**
- III. Assessment Administration**
- IV. Assessment Updates**
- V. Support and Communication**

April/May Assessment and Accountability Checklist

With the cancellation of testing for 2019-2020, many deadlines for April and May are no longer applicable. The Department will continue to provide updates to school systems through normal forms of communication, as well as updates that are made weekly in Covid-19 documents.

The image is a screenshot of the Louisiana Department of Education website. At the top, there is a navigation bar with links for HOME, ABOUT US, BESE, NEWSROOM, LIBRARY, and CONTACT US, along with a search bar. Below this is a secondary navigation bar with links for EDUCATORS, EARLY CHILDHOOD, TEACHING + LEARNING, MEASURING RESULTS, GRADUATION PATHWAYS, SCHOOL CHOICES, and FUNDING. A language selection dropdown is visible on the left. The main content area features a large teal banner with icons for a briefcase (labeled 2020), a lightbulb, a school building, and a magnifying glass. A dark blue circular badge on the left contains the text "COVID-19 INFORMATION & RESOURCES". A white notification box with a grey border and a close button is overlaid on the banner, containing the following text: "Attention Regarding COVID-19", "In response to the ongoing health crisis, all public schools in the state of Louisiana are currently closed. Visit the [Department's COVID-19 webpage](#) for more information." To the right of the notification, the text "ds Now live!" and "OLS.COM" is partially visible.

Covid-19 Updates



SCHOOLS AND CENTERS

dated. If you've opened a document more than once, please clear your history/cache and the page to view the most up-to-date version.

CONTINUOUS EDUCATION RESOURCES

[Technology for Continuous Learning PDF](#)

[Continuous Education for Students with Disabilities: Direct Services PDF](#)

[Continuous Learning for Students with Disabilities Reporting Guidance Documents PDF](#)

[Family Toolbox: Ways to Support Students with Disabilities During School Closures PDF](#)

K-12 GUIDANCE

[COVID-19 FAQ: K-12 Schools PDF](#)

[K-12 COVID-19 Updates \(April 16\) PDF](#)

[LDOE Letter to Governor \(April 9\) PDF](#)

[K-12 COVID-19 Updates \(April 9\) PDF](#)

[Louisiana COVID-19 Fiscal Waiver 2019-2020 PDF](#)

[School System Promotion Guidance 2019-2020 PDF](#)

[Senior Course Credit and Graduation Guidance PDF](#)

High School Assessment Requirement Waivers: Graduating Seniors

Student Testing Status	Waiver Determination	Examples
Student is a graduating senior in 2019-2020 who meets all course credit requirements by August 31, but needs to take an <u>initial</u> test for a course.	Waived	<p>Example of Qualifying Student: Lee is a student who will complete all course requirements for graduation by August 31. Lee is taking US History and was scheduled to take the US History LEAP 2025 US History assessment for the first time, and has not passed the Biology assessment. Lee does not need to pass either of the subjects in this subject pair to meet assessment graduation requirements.</p> <p>Example of Student Not Qualifying: Juan is a student who will not complete three courses required for graduation by August 31. Juan has no waiver of the assessment requirements and should plan to participate in the summer and/or fall high school assessment administration.</p>
Student is a graduating senior in 2019-2020 who meets all course credit requirements by August 31, but needs to <u>retake</u> a subject assessment for which the student previously earned Unsatisfactory/Needs Improvement.	Waived	<p>Example of Qualifying Student: Brionna is a student who will complete all course requirements for graduation by August 31. Brionna has taken all six LEAP 2025 subjects, but has not passed either the Algebra I or Geometry assessments. Brionna does not need to pass either of the math assessments in order to meet assessment graduation requirements.</p> <p>Example of Student Not Qualifying: Tate is a student who will not complete two courses required for graduation by August 31. Although Tate has taken all assessments, he has not passed either English I or English II. Tate has no waiver of the assessment requirements and should plan to participate in the summer and/or fall high school assessment administration.</p>

High School Assessment Requirement Policy Recommendation for Students who are not Graduating (All grade levels)

Student Testing Status	Waiver Determination	Examples
<p>Student</p> <ul style="list-style-type: none"> • Is not a graduating senior in 2019-2020 and • Would have been scheduled to take an <u>initial test</u> • Will earn a credit for a high school assessment-eligible course in 2019-2020. 	<p>The Department will recommend a policy change in May.</p>	<p>Example of High School Student Qualifying: Mika is a student who is in grade 10. Mika will complete and pass the Biology course for the first time in 2019-2020, and has never participated in the Biology high school assessment. Mika will not be required to pass the Biology assessment in order to meet graduation requirements. However, Mika will be required to take the US History assessment when he completes the course. He can take the Biology assessment as well in order to increase his opportunities to meet the Biology/US History pair requirement.</p> <p>Example of Middle School Student Qualifying: Riley is in grade 8 and was enrolled in Algebra I for high school credit in 2019-2020. Riley will earn a high school credit for Algebra I by August 31, but he has not taken the Algebra I assessment. The course grade should be determined by local authority rule used for any high school credit that does not have a high school assessment. Riley will not be required to take or pass the Algebra I assessment; however, if Riley takes Geometry in a future year, Riley will be required to take and pass the Geometry assessment. Riley can also participate in Algebra I in order to increase his opportunities to meet the math subject pair.</p>

High School Assessment Requirements Not Waived or Recommended for Policy Change

Student Testing Status	Waiver Determination	Examples
Student is not a graduating senior in 2019-2020 and needs to <u>retake</u> a subject assessment for which the student previously earned an Unsatisfactory/Needs Improvement.	Not Waived	Example: Lyriqua is a student who had to repeat the Biology course in 2019-2020. She has not passed the Biology high school assessment. Lyriqua will be required to pass the Biology assessment and continue to retest until she passes either Biology or US History.
Student is no longer enrolled in school because the student met all course credit requirements, but has not met high school assessment graduation requirements and needs to <u>retake</u> a subject assessment for which the student previously earned an Unsatisfactory/Needs Improvement.	Not Waived	Example: Van is a student who met all course credit and credential requirements in the spring of 2019. Van was not enrolled in school at the time of school closure but continues to return to school to participate in the Algebra I and Geometry high school assessments in order to pass one of the subjects in the mathematics pair. Van is not eligible for a waiver and must continue to try and pass Algebra I or Geometry.

School System Promotion Policy

On April 16th, the Department released [School System Promotion Policy 2019-2020](#).

- The high stakes requirement for grades 4 and 8 have been waived.
- Students who already have an Individual Academic Intervention Plan (IAIP) should continue to have plans.
- Students who transfer from home study, nonpublic or out-of-state schools and are enrolling in grades 5 or 9 in 2020-2021 do not have to take the state placement test, although the test remains available.
- Grade 8 promotion decisions and placement for the 2020-2021 school year to grade 8, T9, or grade 9 remains at the discretion of the local school or school system, in consultation with the student's parents. Decision must be based on evidence from student learning including course grades, benchmark assessments, state assessments.

Accountability

SPS Release

Per policy in Bulletin 111 and the waiver of federal requirements approved by the USDE, there will be no release of school performance scores or letter grades for 2019-2020. The department will provide data that can be used for planning purposes based on data that are available.

The Department is discussing the effects of Covid-19 school closures on the 2020-2021 SPS and will review policy and data for potential adjustments.

Cohort Graduation Data Certification

Cohort graduation data certification is tentatively scheduled to open on May 6th and will remain open through June 5th. The window has been extended to accommodate and support measures that are in place to prevent the spread of Covid-19.

It is extremely important that accountability contact information be accurate for account setup in Louisiana Data Review. School systems should work with their Human Resources director to update all contacts.

Accountability contacts will receive an individual email with resources to assist with the completion of the review.

Test Security

Accommodations Audits

At the conclusion of each testing window, (including ACT and WorkKeys) the Department audits the accommodations students receive during testing to ensure appropriate application of accommodations on IEPs, IAPs, or EL checklists.

- Test scores will be voided for accountability purposes for all students who do not receive accommodations as documented on an IEP, IAP or EL checklist.
- Paper copies of all plans, on file at the school, should be used by test coordinators and administrators to verify the accommodations students receive on all tests.

Testing Students with Accommodations

Test administrators testing students with accommodations should be provided with the following:

- Training on what accommodations each student will receive
- A list of the accommodations each student is set to receive and when they should receive them
- Processes for communicating with the testing coordinator should questions or issues arise during administration

Test administrators testing students with accommodations, including small group, are expected to actively monitor during administration including moving about the room and ensuring limited student interaction during any breaks.

Violations of Test Security: Related Policy

Violations of test security are defined in Bulletin 118 and include:

- Administering tests in a manner that that would give examinees an unfair advantage or disadvantage
- Giving examinees access to test questions prior to testing
- Examining any test item at any time (except for providing certain accommodations)
- At any time reproducing or discussing all or part of any secure materials
- Coach or interfering examinees in any manner during testing
- Altering or interfering with examinees' responses in any manner
- Administering previously administered or current forms of any statewide assessment
- Failing to account for and secure test materials
- Conducting testing in alternate environments without approval
- Failing to report any testing irregularities
- Participating in, encouraging, or failing to report any violation

Violations of test security can result in the revocation of a teaching or leadership certificate as defined in Bulletin 746.

GOLD Updates

GOLD Updates

Update GOLD ECE Guidance

- On March 20, the Department received federal approval to waive assessment requirements for the remainder of the 2019-2020 school year. Teaching Strategies *GOLD* documentation for the May checkpoint will not be required.

Update GOLD OSEP Guidance

- TS GOLD OSEP Administrators should follow the same process for completing intended exit assessments for any children who would have been exited as a result of a withdrawal from ECSE services or within six weeks of the child's 6th birthday. Administrators are encouraged to use any data collected during winter checkpoint and input into the OSEP license to use as a final rating for this school year. Even if an administrator is exiting the child now, an exit assessment should include the end of the school year date and all ratings should be finalized before completing the exit assessment.

LEAP 360

LEAP 360 Updates

Given school systems' continued work to reduce unnecessary testing through the increased use of high-quality curriculum with embedded assessments, the LEAP 360 program is evolving to support school systems' efforts and will continue to be a Department-funded resource for school systems in 2019-2020 and 2020-2021. This means educators will have continued, free access to K-2 formative tasks, diagnostics, and interims (ELA/math).

- The diagnostic test setup opens on July 10th and online administration will open on August 1. The Department is discussing the possibility of remote testing with DRC and information will be shared when available.
- The practice test setup will open on July 1 for school systems that begin early or hold summer school. The Department recommends the use of this assessment in concert with instruction and it can be administered across multiple sessions.

LEAP 360 Updates

The items from the EAGLE item bank are being exported from the DRC INSIGHT portal and made available on the Department's website. Please click on the link in the table to see a sample file. The EAGLE platform will no longer be available beginning July 1. Teacher-created tests **will not** be exported and teachers are encouraged to download any teacher-made tests prior to June 30.

	2019-2020	2020-2021
Cost	Free	Free
K-2 Formative Tasks	Available from DRC INSIGHT portal	Available from DRC INSIGHT portal
Diagnostics	Available from DRC INSIGHT portal	Available from DRC INSIGHT portal
Interims	One ELA form (Grades 3-HS) Two Math forms (Grades 3-8) Three Math forms (HS) Available from DRC INSIGHT portal	One ELA form (Grades 3-HS) <ul style="list-style-type: none">● New Content Two Math forms (Grades 3-HS) <ul style="list-style-type: none">● (1) New Content (aligned to mid-year administration) Available from DRC INSIGHT portal
EAGLE Item Bank	Available from DRC INSIGHT portal	Available from the Department's website . View a sample file . Note: Teachers should download self-made tests.

Action Item: Communicate these updates, including the downloading of self-made EAGLE tests, to educators.

LEAP 2025

LEAP 2025 Test Setup

The LEAP 2025 summer high school administration will be active in eDIRECT on June 5th. School and system level users should do the following:

- Create TA Numbers
- Add additional students
- Move students within the district
- Verify accommodations
- Create test sessions
- Generate and print test tickets

Test Coordinators should review the [eDIRECT User Guide](#) under the General Information tab for guidance on how to complete test setup tasks.

Creating and Editing Test Sessions

To create a Test Session:

1. Click on Add Session from the Test Session screen.
2. Populate the session details, then click on Find Students. This will display all the available students for the test session, by grade and content area.
3. To add the students to the test session, select the student, then click on the right facing arrow to add the students to the session.
4. Complete the above steps until all students are added to test sessions.

Edit Test Session

Testing Window: 08/20/2014 - 10/05/2014

Eligible Grades: 04

Instructions

* Indicates required fields

Session Name: ELA LI, Gr 04 (1) *

Content Area: ELA: Literature and Info *

Assessment: Gr 04 - ELA: Literature *

Mode: Online *

Begin Date: 8/20/2014 *

End Date: 8/27/2014 *

Search for Available Students

Student Last Name: _____ Student First Name: _____ State Student ID: _____ Grade: 04

Find Students **New Student** **Clear**

Available Students: _____

Students in Session: StudentB, Test (234567899)

Double-click to edit Student

Save **Cancel**

The **Upload Multiple Test Sessions** option will be available in addition to creating individual test sessions.

All schools selected to participate in the field test have been notified by the LDOE and automatically assigned to the field test in eDIRECT. As noted in the eDIRECT Test Session File Layout, when creating test sessions using the Test Session Upload, schools must add an "*" to the end of the Social Studies Assessment Values.

Multiple Test Session Upload

DTCs and STCs can set up all test sessions at one time by using the Multiple Test Session Upload file steps below:

- Select Test Management
- Select Manage Test Session
- Select Upload Multiple Test Sessions
- Download the [file layout](#) and sample CSV File
- Create the file for all students needing a testing session
- Upload the file

Note: Student accommodations and TA numbers must be in the system prior to creating test sessions.

Test Schedules

- All tests are strictly timed. No additional time is allowed except for students receiving the accommodation Extended Time. TAs will follow the directions in each *Test Administration Manual*.
- Each test session must be administered and completed on the day it is scheduled.
- For CBT, users must enter the designated begin and end dates for each test session in eDIRECT. Makeup testing for CBT is done within the testing window.

Testing for Initial Testers

The requirement for taking an initial test for a course earned in 2019-2020 has been waived. The Department received inquiries regarding optional testing of initial testers during the summer test administration. Initial testers can participate in summer and fall testing; however, all initial test scores earned in summer and fall are used in the 2020-2021 school performance scores per current policy.

Students can participate in testing for any subject waived if needed to help students meet the graduation requirement.

Participation for Nonpublic Schools

The [FAQ about Testing Home Study and Nonpublic School Students](#) is available in the Assessment Library.

Some highlights from those documents include:

- Nonpublic school students who have a scholarship/TDC should test at their scholarship or TDR school.
- Other nonpublic school students can be tested if the district is willing to pay DRC directly for testing them. The cost per student/per test is \$35.00.
- The tests must be given in accordance with all guidelines for test administration and test security.
- The LASID for non-public, non-scholarship students is the SSN with a leading “0”.

The [Participation Form for Nonpublic School Students](#) is available in the Assessment Library.

- Students participating in the TDC Program will be invoiced to the Sponsor/School Tuition Organization; nonscholarship students will be invoiced to the school system. If there is more than one STO, an additional form should be completed. Only one STO should be indicated on each form.
- Sites will be invoiced via email, and payment is due to DRC within 10 days of invoice receipt to receive reports during the standard reporting window.
- Complete and return this form to DRC within the testing window.

LEAP Connect and ELPT

LEAP Connect and ELPT Reporting

LEAP Connect reports will be available in May as in past years.

- Students who graduate on the Jump Start pathway for students participating in LEAP Connect must take all subject assessments, and pass the ELA and math tests at Level 2. If students are unable to pass, the school should complete the portfolio process.

ELPT reports will also be available in May as in past years.

- Scores earned by students who take the test for the first time will be used as baseline scores for students in future accountability reporting.
- Scores should be used to determine if students are now English proficient and can be exited from the program at the beginning of the 2020-2021 academic year.

ACT and WorkKeys

ACT Updates

ACT announced new flexibilities for summer testing and new test-at-home options that will become available in the fall and winter. Information about at-home testing with remote proctoring will be shared as it becomes available.

Update on National Test Date Flexibility (no rescheduling fee)

- Students can only register for June 13th administration. There is no registration for June 20th. A national test site can request that their scheduled assessment be changed from the 13th to the 20th.
- The same arrangement is available for the national test date of July 18th. There is no registration for July 25th, but sites can request a change to this date.

State Administrations (State Contract)

- June 2 Standard paper; June 2-4 online; June 2-8 accommodations window
- October 6 and October 20 paper only; accommodations windows to be announced

ACT June State Administration

The June 2nd administration replaces the state assessment planned in March. All juniors and seniors with no ACT score from a prior administration on file with the Department test at the expense of the state. Seniors who wish to retest may participate at the expense of their school systems. Materials will be shipped in mid-May.

Since the test administration in June may require safe social distancing practices, school systems can elect to focus on seniors. There will be another ACT administration for juniors in the fall of 2020-2021 on October 6 and October 20.

Support and Communication

School System Support

The Assessment team offers multiple avenues of support to districts, schools, and teachers seeking information or assistance about assessment administration and accountability.

Weekly Newsletters

Assessment and accountability information and deadlines are released each week in the district newsletter.

Weekly Assessment & Accountability Calls

Each Tuesday at 4:15 PM these webinars are held to provide training, updates, and important information to DTCs and Accountability Contacts.

Assessment Library and Accountability Library

The [Assessment Library](#) contains resources for DTCs including the Assessment Schedule and the Assessment and Accountability Month-by-Month Checklist. The [Accountability Library](#) contains resources for accountability contacts including the School Performance Score (SPS) calculators as well as information on data certification and federal accountability.

School System Support

Monthly Educational Technology Calls

Each month a webinar is held for district technology personnel to provide training, updates, and important information related to technology readiness and digital literacy.

Assessment@

All stakeholders are encouraged to email assessment and accountability questions and/or concerns to assessment@la.gov.

Assessment Hotline

For immediate assistance regarding assessment and accountability, district-level staff may call the Assessment Hotline at 1-844-268-7320.

EdTech@

All stakeholders are encouraged to email technology readiness questions and/or concerns to edtech@la.gov.

2019-2020 Assessment and Accountability Webinar Dates

The chart lists the details for accessing the remaining 2019-2020 Assessment and Accountability Monthly Calls. The entire calendar is located in the [2019-2020 School System Support Calendar](#).



Assessment and Accountability Monthly Calls	
Webinar Dates	<ul style="list-style-type: none">• May 12• June 9• July 7• August 11• September 15
Webinar Time	4:15 PM (until internet becomes more stable)
Webinar Link	https://ldoe.zoom.us/j/202189164
Phone Number	16468769923,,202189164#
Meeting ID	Meeting ID: 202 189 164

Assessments Customer Service

The Assessments Customer Service Contact Information has been posted to the [Assessment Library](#). This provides customer service contact information for all assessments.



Assessment Contact Information

Below is contact information for questions and support regarding assessments.

Assessment	Contact Information
General Test Administration	LDOE hotline: 1-844-368-7320 Email: assessment@ls.gov Contact Hours: 8:30 AM – 6:30 PM
ACT	Phone: 1-800-353-6244 x 2800 Online: https://act.org/stateanddistrict/contactus Contact Hours: Monday – Friday: 7:00 AM – 7:00 PM Saturday: 8:00 AM – 2:00 PM
ACT Accommodations	Phone: 1-800-353-6244 x 7800 Email: ACTStateAccomp@act.org Contact Hours: Monday – Friday: 7:00 AM – 7:00 PM Saturday: 8:00 AM – 2:00 PM
College Board: Advanced Placement (AP)	Phone: 1-877-274-6474 (Professionals) Phone: 1-888-225-9427 (Students) Online: https://apcentral.collegeboard.org/ap-services-inquiry-form Email: apstudents@info.collegeboard.org (Students) Contact Hours: Monday – Friday: 7:00 AM – 7:00 PM
College Board: College-Level Examination Program (CLEP)	Phone: 800-257-9558 or 212-237-1331 E-mail: clep@collegeboard.org (Professionals) E-mail: clep@info.collegeboard.org (Students) Contact Hours: Monday – Friday: 7:00 AM – 5:00 PM
English Language Proficiency Test (ELPT)	AIR phone: 1-866-758-0231 Email: ls@theipdesk@air.org Chat: http://ls.portal.airast.org/chat/ Contact Hours: Monday – Friday: 7:00 AM – 7:00 PM
KEA/K-3 Literacy	Teaching Strategies (TS) Tech Support phone: 1-866-248-2575 TS General Customer Service: 1-800-637-3632 Online: https://teachingstrategies.com/contact/support/customer-support-form/ Contact Hours: Monday – Friday: 7:00 AM – 5:00 PM LDOE Email: EarlyChildhood@ls.gov
LEAP 2025, LEAP 360, LEAP Connect, LAA1	DRC phone: 1-888-718-4836 Email: ls@ipdesk@datarecognitioncorp.com Contact Hours: 7:30 AM – 4:30 PM
ACT WorkKeys	Phone: 1-800-WorkKey (967-5539) Email: workkeys@act.org Contact Hours: Monday – Friday: 7:00 AM – 7:00 PM Saturday: 8:00 AM – 2:00 PM

Next Steps

Dates	Action
May	LEAP Connect and ELPT Reporting
May 6	Opening of cohort graduation data certification
June 2	ACT testing: standard paper
June 2-4	ACT testing: online
June 2-8	ACT testing: accommodations window
June 5	LEAP 2025 High School Summer Administration Test Setup
June 15-19	LEAP 2025 High School Summer Testing Window
June 13	ACT National Testing (sites can request change to June 20)
July 1	Practice test setup available in DRC INSIGHT
July 10	Diagnostic test setup available in DRC INSIGHT
July 18	ACT National Testing (sites can request change to July 25)