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Assessment and Accountability Monthly Call
August 20, 2019
I. Month-by-Month Checklist
II. Accountability
III. Assessment Administration
IV. Assessment Updates
V. Support and Communication
VI. Data Certification
Month-by-Month Checklist

The 2019–2020 Assessment and Accountability Month-by-Month Checklist

- identifies key dates and deadlines for statewide assessment programs and accountability processes for next school year;
- provides action steps to ensure readiness for administering statewide assessments; and
- recommends resources for district and school staff.

The checklist includes information on the following areas:

- Communication and Support
- Accessibility and Accommodations
- Assessment Preparation and Administration
- Accountability
- Reports

NEW: The 2019-2020 Assessment Month-by-Month Checklist is available in the Assessment Library.
August Assessment and Accountability Checklist

DTCs should review the entire August section of the Assessment Month-by-Month Checklist.

Highlights for August:
- August: Data certification
- August: Districts should administer their selected KEA and K-3 literacy screening assessment the first 30 days of school.
- August 1: ELPS window opens
- August 1: LEAP 360 Diagnostic window opens
Accountability
SPS Progress Index

K8 Schools

• As in the past, the progress index will include growth results for two years-prior and current year.
• Schools that do not have a grade 4 or higher will receive the progress index points of a paired school unless the addition of this index causes the SPS to decrease.

High Schools

• In 2019-2020, high school progress indices will now include growth results from two years-prior and current

All Schools

• Schools that were new in 2018-2019 will receive a progress index that includes growth results from the current year only.
• Newly arrived EL students who are coded as 81 for testing will be included in the progress index when they are in their second year and have LEAP scores from a prior assessment and a current assessment.
• Progress index rosters were provided on August 16 through LA Data Review.
Progress Recognition

This month, the Department will release the results of students’ progress toward mastery for all schools and systems. Progress index rosters will be provided to schools and systems before the public release.

- A top growth percentage will be reported for schools and systems. The calculation includes scores meeting growth to Mastery/Advanced targets (question 1) and/or growth that falls in the 60-99th percentile relative to similar peers statewide (question 2).

- A school will be identified as a “reward school” and labeled as “Top Gains” if it earns the equivalent to an “A” letter grade on the progress index (index is 90 or higher).

School system and school-level progress results were posted to La Data Review today.
The department will release the following rosters and files this week.

<table>
<thead>
<tr>
<th>Date</th>
<th>Data Provided</th>
<th>Posting Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 20</td>
<td>2018-2019 School System and School-Level Progress Results</td>
<td>La Data Review</td>
</tr>
<tr>
<td>August 20</td>
<td>Assessment Subgroup Summary File disaggregates data by subgroup and subclaim</td>
<td>DRC INSIGHT Portal</td>
</tr>
<tr>
<td>August 22</td>
<td>Preliminary, pre-data certification school performance scores</td>
<td>Secure FTP (No public release)</td>
</tr>
<tr>
<td>August 27</td>
<td>2018-2019 State, School System and School Progress Results and Science Results</td>
<td>Press release (student progress only) PK-8 Performance and High School Performance data libraries</td>
</tr>
</tbody>
</table>
## 2018-2019 Assessment Reporting Timeline

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Student Report Timeline and Location</th>
<th>School System-Level Results Time and Location</th>
<th>Public Release and Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEAP 2025</td>
<td>ELA, math, social studies: June in eDIRECT Science: August in eDIRECT</td>
<td>June in eDIRECT August in eDIRECT</td>
<td>July, public release and Data Center August, posted to Data Center only</td>
</tr>
<tr>
<td>EOC (Eng III, Bio) Final Reports</td>
<td>HS 4-level all subjects: In window</td>
<td>Summer in eDIRECT</td>
<td>Summer, posted to Data Center only</td>
</tr>
<tr>
<td>Advanced Placement</td>
<td>Exam scores are available to schools and school systems in mid-July via the AP Online Score Reports portal</td>
<td>Mid-July AP online</td>
<td>August, public release and posted to Data Center</td>
</tr>
<tr>
<td>CLEP</td>
<td>Schools and school systems using bulk purchasing services will receive score in week 4 of each month</td>
<td>Monthly: Full Schedule</td>
<td>August, public release and posted to Data Center</td>
</tr>
<tr>
<td>ACT</td>
<td>Spring, state administered student and school results from ACT sent to schools</td>
<td>Summer iCD and district profile from ACT in summer; additional reporting in FTP</td>
<td>Fall, public release and posted to Data Center</td>
</tr>
<tr>
<td>Growth to Mastery Data</td>
<td>Student rosters distributed in August during data certification through La Data Review</td>
<td>August via ftp</td>
<td>August, public release and posted to Data Center</td>
</tr>
<tr>
<td>EL Progress toward Proficiency Data</td>
<td>Student rosters distributed in August during data certification through La Data Review</td>
<td>Fall</td>
<td>TBD</td>
</tr>
</tbody>
</table>
LA Data Review opened the week of August 5th. Accountability contacts received an email with user information, timelines, reminders, and supports. Systems should be sure that their accountability contact information is current. Please note that schools will not be eligible for an appeal of their SPS based on any data that should have been corrected during the official data certification window.

- **August 5th:** ACT/WorkKeys rosters
  - **What’s New?** There is a 30-day wait requirement for WorkKeys retesting that will be enforced for all 2018-2019 tests.
- **August 12th:** DCAI/Alternative School Measures rosters
  - **What’s New?** The rosters will list students who attended alternative sites and are included in the new alternative school DCAI and core credit attainment indexes.
- **Week of August 19th:** Assessment rosters
  - **What’s New?** ELPT scores will be added to the rosters.
Accountability Resources

• **School Finder Toolkit**: School Finder resources for principals, including sample parent night presentations and a one-page overview of the accountability system

• **Accountability Library**: website with important resources for accountability contacts such as data certification support and webinars

• **SPS Calculator**: provided in the accountability library to help schools and systems estimate their school performance scores

• **Grades 4 to 8 and High School** Progress Index FAQ: updated to provide details related to student growth targets and the data used to determine them

• **English Language Proficiency Progress Measure**: provides policy and process for calculating the new English Language Proficiency progress measure (beginning in 2019-2020)
Technology Readiness
Technology Resources

Device Toolkit Menu Directions
eDIRECT Refresher
LEAP 2025 Technology Enhanced Item Types
Online Scheduling Guidance
Statewide Assessments FAQ about Technology
Technical Assistance for ELPT Assessments
Technical Assistance for LEAP 2025 and LEAP Connect Assessments
Technical Troubleshooting Tips
eDIRECT User Guide
Technology User Guide
Test Security
Test Security Plans

School systems testing for the first time during the 2019-2020 school year must submit test security plans to assessment@la.gov by August 31. The Test Security Plan Checklist is available in the assessment library.
K-3 Screening Assessments
KEA and K-3 Assessment Guidance

A strong assessment plan in the early elementary grades includes:

1. **Screening** to quickly identify which children may need additional screening assessments and/or support;
2. **Progress monitoring** to ensure children are making adequate progress; and
3. **Diagnostic assessments** administered selectively to students not making progress to inform instruction and identify specific needs.

Louisiana law requires [Kindergarten readiness and K-3 literacy screeners](#) be administered in the first 30 days of school. Districts reported their assessment selections to the LDOE in May 2019.

Data Managers should reference pages 13-17 for [SIS K-3 Assessment Collection Guidance](#)
## Kindergarten Entry Assessment

<table>
<thead>
<tr>
<th>Who</th>
<th>When</th>
<th>Measures</th>
<th>Assessment Options</th>
<th>Data Submission</th>
<th>Due Date</th>
</tr>
</thead>
</table>
| First-time Kindergarten children | First 30 days of school | • Language/ Literacy  
• Math  
• Social -Emotional  
• Approaches to Learning  
• Physical | DRDP-K  
GOLD | DRDP-K: Submit with SIS K-3 Assessment Collection  
GOLD: Submit in the GOLD System | October 18, 2019 |
## K-3 Literacy Screener

<table>
<thead>
<tr>
<th>Who</th>
<th>When</th>
<th>Measures</th>
<th>Assessment Options</th>
<th>Resources</th>
<th>Data Submission</th>
<th>Due Date</th>
</tr>
</thead>
</table>
| All K-3 students | First 30 days of school    | • K: Phonological Awareness  
• 1st: Phonics  
• 2nd: Oral Reading Fluency  
• 3rd: Comprehension | DIBELS 8th  
DIBELS Next  
STEEP  
STEP | Score Guidance  
Guidelines for Students with Special Needs | Submit with SIS K-3 Assessment Collection | October 18, 2019  |
Additional Resources

**DRDP-K**

**GOLD Guidance**

**K-2 Pilot Library**

**KEA and K-3 Literacy Screening Guidance**

**Kindergarten-Grade 3 Assessments Fact Sheet**

**PreK-Grade 3 Guidebook for Site and System Leaders**

**SIS K-3 Assessment Collection Guidance**
LEAP 2025 and EOC
The following resources are currently or soon-to-be available in the [Assessment Guidance Library](#):

<table>
<thead>
<tr>
<th>Resource</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-2020 Assessment Guides</td>
<td>Available now</td>
</tr>
<tr>
<td>ELA Writing Rubrics</td>
<td>Available now</td>
</tr>
<tr>
<td>Math Calculator Policy, Reference Sheets, Desmos Resources, and Constructed-Response Webinars</td>
<td>Available now</td>
</tr>
<tr>
<td>Math Equation Builder Guides/Webinar</td>
<td>Available now/August 2019</td>
</tr>
<tr>
<td>Science Annotated Student Responses</td>
<td>Available August 2019</td>
</tr>
<tr>
<td>Social Studies Sample Item Sets and Task Sets</td>
<td>Available now</td>
</tr>
</tbody>
</table>
LEAP 2025 Resources

The following resources are currently available in the Practice Test Library:

<table>
<thead>
<tr>
<th>Practice Test Quickstart Guide</th>
<th>Parent Guide to the Practice Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice Test Guidances (by content)</td>
<td>Accommodated Materials</td>
</tr>
<tr>
<td>Annotated Social Studies Practice Test Items</td>
<td>Answer Keys</td>
</tr>
<tr>
<td>Practice Test Webinars</td>
<td>Paper Materials for Grades 3 and 4</td>
</tr>
</tbody>
</table>

The following resources are currently available in the Assessment Library:

| Achievement Level Descriptors - ELA, Math, Social Studies, and Science (NEW) | Available now |

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The Summer 2019 administration marks the last statewide administration for the English III EOC.

Beginning with the 2019-2020 school year, the English III EOC assessment will become a paper-based assessment that is administered by school systems to students who need to test per graduation requirements for the graduation cohort of fall 2011 through summer 2017.

All materials for the administration and scoring of the test will be available in late fall for districts to request.
New Video Sign Language (VSL) Tool

Video Sign Language will be available this year as a pilot for OTT and Diagnostic Testing for English (grades 3-8, ENG I and II). Feedback received from students participating in this pilot tool will be crucial to future development.
New Science Assessment Designs

As new summative assessments have been developed in recent years, the Department has worked to limit the amount of time students spend on assessments throughout the year.

The Department collects and analyzes a variety of assessment data throughout the year to make improvements. This includes:

- Statistical data
- Timing information
- Student Performance
- Feedback from assessment@la.gov
- Feedback from teachers, principals, superintendents, networks, etc.
New Science Assessment Designs

After analyzing the spring 2019 assessment data and holding many conversations with stakeholders, the Department is shortening the grades 3 and 4 science summative assessment designs to reduce testing time by approximately thirty percent.

Grades 5 to 8 will also be shortened by removing some operational items and all field test items. The grades 5 to 8 field test will only be required for a sample of students, rather than all students statewide.
New Grades 3 and 4
Science Assessment Designs

The 2019-2020 science assessments at grades 3 and 4 will continue to:

• ask students to apply their understanding of science content and concepts by investigating scientific phenomena, evaluating solutions to design problems and collected data, and reasoning scientifically about outcomes;
• report student performance to five achievement levels; and
• provide ratings for three subcategories (i.e., Investigate, Evaluate, and Reason Scientifically).

The new design will:

• reduce the number of sessions at grades 3 and 4 from 3 sessions to 2 sessions,
• eliminate the task set and make changes in the number of item sets and stand-alone items (differs by grade), and
• reduce the amount of time spent on the assessment by approximately thirty percent.

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Please contact assessment@la.gov with questions.
New Grades 5 through 8 Science Assessment Designs

The 2019-2020 science assessments at grades 5 through 8 will continue to:

• ask students to apply their understanding of science content and concepts by investigating scientific phenomena, evaluating solutions to design problems and collected data, and reasoning scientifically about outcomes;
• report student performance to five achievement levels; and
• provide ratings for three subcategories (i.e., Investigate, Evaluate, and Reason Scientifically).

The new design will eliminate four stand-alone items and the embedded field test items.

Rather than requiring all students and schools to participate in the field test, a sample of schools will participate in a shortened field test session during the existing testing window.
# Science Assessment Resources

<table>
<thead>
<tr>
<th>Resource</th>
<th>Availability</th>
<th>General Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Updated Assessment Guides</strong></td>
<td>Now</td>
<td>Provide information about the summative assessment</td>
</tr>
<tr>
<td><strong>2019 Teacher Leader Summit</strong></td>
<td>Now</td>
<td>Presentations showing how assessments built into high-quality curricula are related to LEAP 2025 science assessments</td>
</tr>
<tr>
<td>Annotated Student Responses</td>
<td>End of August</td>
<td>Annotations on scored student responses from the practice test extended-response tasks for grades 5 and 6 and Biology</td>
</tr>
</tbody>
</table>
State Placement Test
State Placement Test Reminders

- Per policy, LEAs determine promotion and retention for students in grades 3 through 8. Placement decisions for students entering grade 9 will be made in accordance with longstanding policy in Bulletin 1566, which includes the possibility of students being placed in transitional 9th grade.

- The state placement test is for school systems to use for students seeking to transfer to a public school in grades 5 or 9 from any in-state nonpublic school, approved home study program, or out-of-state school. These students shall be required to take the English language arts and mathematics portions of the state placement test to inform placement decisions and any supports needed to assist struggling students.

- The computer-based test is designed to measure students’ knowledge and skills in ELA and math pursuant to Louisiana Student Standards in grades 4 and 8, and is consistent with the LEAP 2025 test.
State Placement Test Reminders

- DTCs will be responsible for managing the state placement test administration in eDIRECT. All functionality of testing systems and test security will be the same as LEAP 2025 assessments.

- The state placement test is available all year.

- School systems must notify the Department at least 30 days in advance of any school system planned testing day to ensure scoring and reporting are completed within normal turn-around times.

- Test results will typically be available in eDIRECT no later than 4-7 days after a student completes all test sessions.

- The Test Coordinator Manual and Test Administrator Manual are posted in eDIRECT.
Technical Assistance Protocol

If technical problems occur during testing, school and district staff should follow the Technical Assistance Protocol presented below. Technical problems include, but are not limited to, problems connecting to INSIGHT, the inability to load test items, or missing buttons.

DRC Louisiana Customer Service
1-888-718-4836
LAHelpDesk@datarecognitioncorp.com

LDOE
1-844-268-7320
assessment@la.gov
LEAP Connect Science Field Testing

• **LEAP Connectors** for students with significant cognitive disabilities are available for grades K through high school.

• In 2019-2020, students in grades 4, 8, and high school who qualify for alternate assessment, will take the LEAP Connect science field test in 2020 that is aligned to the science connectors. **LEAP Connect Assessment Guides** provide information about science assessment design and previews of sample items.

• Because science is a subject required by ESSA, all students who qualify for alternate assessment at these grade levels must participate in field testing.
ACT and WorkKeys
NEW For WorkKeys

• ACT is providing schools in Louisiana the opportunity to upload the names of students taking accommodated WorkKeys paper tests into PearsonAccessNext. This upload will allow ACT to print barcode labels for the students who participate with this form. Printing and affixing barcode labels to student answer documents will ensure more accurate reporting of student demographic data to the LDOE. This step is not required but the department strongly recommends taking advantage of this opportunity.

• What’s New with WorkKeys State Testing is located on the ACT State Testing site and provides a list of all enhancements and changes for WorkKeys test administration for the 2019-2020 school year.
### Important WorkKeys Dates

<table>
<thead>
<tr>
<th>Description</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Order additional accommodations and/or supports materials in PearsonAccess[^1] for the initial testing window, weekdays October 1–15, as needed.</td>
<td>August 30-September 30</td>
</tr>
<tr>
<td>WorkKeys Test Administration Q &amp; A Register here.</td>
<td>September 12 - 10:00 AM</td>
</tr>
<tr>
<td>Window to receive test materials based on the delivery window chosen in PANext.</td>
<td>September 9-20</td>
</tr>
</tbody>
</table>

[^1]: [PearsonAccess](#)
The 2019-2020 ACT MOU is available in the Assessment Library in the ACT and WorkKeys section.

What’s New? There are 2 different ACT MOUs.

• Public and Charter Schools
  - payment option 1: one time MFP deduction in February 2020
  - payment option 2: two prepays made by the 10th of November 2019 and the 10th of February 2020

• Non-Public Schools Receiving State Funding for State Scholarship Students
  - payment option 1: one prepay made by the 10th of November 2019
  - payment option 2: two prepays made by the 10th of November 2019 and February 2020

• Signed MOU must be mailed to the LDOE by September 30, 2019.
ELPS and ELPT
English Language Proficiency Screener

The ELPS is a tool for determining if students entering Kindergarten through grade 12 are English Learners (ELs) who require language support services to continue developing proficiency in English.

- Students who do not score proficient on the ELPS will be identified as an EL and can receive an [English Learners (EL) Accommodation Checklist](#).

The ELPS is designed to assess a student’s English proficiency in the four language domains: listening, speaking, reading, and writing.

- Beginning August 1, 2019 the ELPS will be Louisiana’s required standardized entrance screener.
- All [guidance](#) and trainings are available in the [Assessment Library](#) and the [AIR Portal](#).
Screener Setup

The ELPS is a computer-based assessment that will be taken in the AIR Portal, the same testing system used for the English Learner Proficiency Test (ELPT). Prior to testing, the AIR Secure Browser must be installed on computers. Reference the Secure Browser Installation Manual for detailed directions.

Test administrators, students, and accommodations are managed in the TIDE Portal. See the TIDE User Guide for detailed directions on test setup requirements.

- Both District and School Test Coordinators have permission to add students into TIDE.
- Students must have a LASID in order to be entered into TIDE and take ELPS.

Students taking the ELPS will need headsets with microphones for interacting with the online platform. The headsets are the same ones required for taking the ELPT. Specifications for headsets are located on pages 5-6 of the Assessment Technology Specifications 2019-2020 in the Assessment Library.

*Enable pop-up windows and microphone settings on all ELPS computers prior to screening.
AIR Secure Browser Update

The 2019-2020 Secure Browser will be available for Windows, Mac, and Linux operating systems on July 16, and all devices running with these operating systems will need to update to the latest version by **August 31, 2019**. After August 31, only the new version will allow students to test.

The new Chrome OS Secure Browser is now available. Please note that the Chrome OS updates are pushed automatically via the auto-updates, so they do not require manual updates.

The current version of the iOS Secure Browser will continue to be used during the 2019-2020 administration year; there will not be any updates needed for the iOS devices.
ELPT Updates for 2019

Online Reporting

- The Online Reporting System (ORS) used for the ELPT is being replaced by AIRWays. Once AIRWays opens, there will be a 1-month transition period so that Users can have time to transition. The systems will be open concurrently during the month of October. Users are encouraged to begin using the AIRWays system as soon as it is available to allow time to become accustomed to a new system.
- Training modules and user guides will be available at the end of August and the department will provide additional assistance in upcoming calls.

Test Forms for Grades K-1

Grades K-1 will no longer include a paper writing supplement. All items in the writing domain will be completed on the computer.

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Updates for 2019: Password Reset

The annual password reset in TIDE began on August 1.

- Below are the screenshots for the updated ELPS TA screens. When a TA chooses Option D, the student did not engage, a second screen will appear for the TA to indicate the circumstances that ended their test.

- Updated 2019 ELPS Test Administrator and Overview Training available in the Assessment Library.

- New users should contact assessment@la.gov to obtain login credentials.
ELPS training modules were posted in the AIR Portal on July 1, 2019. The modules below are available with and without audio.

- Test Delivery System (TDS)
- Online Reporting System (ORS)
- Participation Reports
- Data Entry Interface (DEI)
- TIDE:
  - Activating your TIDE Account and Navigating through TIDE
  - Adding and Editing Users
  - Adding and Editing Students and Student Test Settings
  - Managing Rosters
  - Appeals Process

An ELPS webinar is available in the Assessment Library.
ELPS Administration Documents

All ELPS administration documents can be found in the [ELPT Portal](#) under ELPS.

**TIDE User Guide**
Provides directions for registering students for assessments, establishing test settings and accommodations, associating students with districts, schools, and rosters, and creating and approving testing appeals

**TA User Guide**
Directions to help users navigate the Test Delivery System (TDS) including the Student Interface and the Test Administrator Interface, and help support Test Administrators manage and administer ELPS.

**ELPS TAM**
Provides specific instructions for the administration of the ELPS. Details include information on test security, logistical requirements, and the Test Administrator directions to students.
All ELPS administration documents can be found in the ELPT Portal under ELPS.

**ELPS Step Two Speaking Scoring Document**: Used to assist school and school system personnel with the immediate (“on the fly”) scoring of the first operational Speaking task.

**Online Reporting System (ORS) Manual**: Provides information on how to use the Online Reporting System (ORS) to view student performance and participation data.

**Accessibility and Accommodations Manual**: Used to guide the selection and administration of appropriate universal features, designated features, and accommodations for individual students to produce valid assessment results.

**Data Entry Interface (DEI) Manual**: Provides specific instructions for using the DEI which allows authorized users to enter student assessment data, such as item responses and scores. Entering student data is required for the ELPS Braille forms.
All ELPS technology manuals can be found in the ELPT Portal under Technology Coordinators.

**Secure Browser Installation Manual**
Provides instructions for installing the secure browsers on computers and devices used for online assessments

**System Requirements for Online Testing**
Used to verify that all devices to be used for testing meet the minimum technology specifications

**Technical Specifications Manual for Online Testing**
Used to verify that your school’s network and Internet are properly configured for testing.
ELPT Practice Materials

**ELPT Online Tools Training** is available for students, TAs and teachers to practice navigating the test system and using the Technology Enhanced Items (TEI). New items will be added this fall.

**ELPT Sample Writing Items (Grades 6-12)** have been created to help students in grades 6-12 practice the type of writing tasks that they will see on ELPT. Guidance on how to use the items is included and a webinar will be available in September with training and student examples.
If technical problems occur during testing, school and district staff should follow the **ELPT Technical Assistance Protocol** presented below. Technical problems include, but are not limited to, problems connecting to INSIGHT, the inability to load test items, or missing buttons.

**AIR Contact Info**
7:00 AM – 7:00 PM
1-866-758-0231
laelpthelpdesk@air.org

**LDOE**
1-844-268-7320
assessment@la.gov
ELPT Resources

- **LA EL Portal**: access all ELPT/ELPS administrative portals, reports, browsers, and manuals
- **EL Frequently Asked Questions**: a list of common EL, ELPT/ELPS questions and answers
- **ELPT Assessment Guide**: test design, structure, and sample items
- **ELPS Guidance**: purpose, criteria and design of ELPS
- **English Learner Library**: access materials and forms to support ELs
- **English Learner Guidebook**: guidance to implement high-quality instruction for ELs
- **LA Connectors for ELs**: a list of the English Learner Connectors for use collaboratively with EL and content teachers
- **English Learner (EL) Accommodations Checklist**: the form used to document an EL’s classroom and assessment accommodations, available in Arabic, Spanish, and Vietnamese
- **ELPS/ELPT Training Webinars**: information about how and when to administer ELPS or ELPT

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LEAP 2025 Humanities Pilot
K-12: LEAP 2025 Humanities

Research shows that students need to possess deep knowledge of a subject in order to effectively read, comprehend, and write about complex texts. However, reading tests traditionally use passages that include contexts and vocabulary that students may have never encountered, placing those who have fewer life experiences at a disadvantage.

To solve for this disconnect, and better assess students’ knowledge of complex tasks, Louisiana has partnered with school systems to pilot an innovative, joint English language (ELA) and social studies assessment that ensures all students have an equal opportunity to succeed on the test.
K-12: LEAP 2025 Humanities

To find out more about Louisiana’s Innovative Assessment Pilot, please review the Innovative Assessment Pilot summary document.

If you would like to participate in the 2019-2020 cohort, contact Chanda.Johnson@la.gov and confirm your participation by August 30th.
CLEP
The 2018-2019 College Level Examination Program, or CLEP, results were released today highlighting that the number of Louisiana high school students earning college credit increased by 51 percent since last year and 558 percent since 2015.

CLEP is a nationally recognized credit-by-examination program that provides students an opportunity to demonstrate their mastery of college-level materials in introductory subjects and earn college credit.

Please email assessment@la.gov with questions.
National and International Assessments
Emails were sent out the last week of May notifying the schools selected for the 2019-2020 NAEP Long-Term Trend assessment. Each participating school received notification of its assessment date this month.

The NAEP Long-Term Trend is a paper-based assessment that will assess mathematics and reading. It is given to a nationally representative sample of students who are 9, 13, and 17 years old. This year’s study includes 31 schools across 14 school systems.
## 2019-2020 NAEP Long-Term Trend Assessment

<table>
<thead>
<tr>
<th>Age ranges</th>
<th>Age 13</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>13 years old as of 1/1/2020 (born Jan-Dec 2006)</td>
</tr>
<tr>
<td>E-Filing Windows</td>
<td>Aug 19-Sep 20, 2019</td>
</tr>
<tr>
<td>Assessment Windows</td>
<td>Oct 14-Dec 20, 2019</td>
</tr>
<tr>
<td></td>
<td>Age 9</td>
</tr>
<tr>
<td></td>
<td>9 years old as of 1/1/2020 (born Jan-Dec 2010)</td>
</tr>
<tr>
<td></td>
<td>Oct 28-Nov 22, 2019</td>
</tr>
<tr>
<td></td>
<td>Jan 6-Mar 13, 2020</td>
</tr>
<tr>
<td></td>
<td>Age 17</td>
</tr>
<tr>
<td></td>
<td>17 years old as of 10/1/2020 (born Oct 2002-Sep 2003)</td>
</tr>
<tr>
<td></td>
<td>Jan 2-Jan 31, 2020</td>
</tr>
<tr>
<td></td>
<td>Mar 16-May 22, 2020</td>
</tr>
</tbody>
</table>
Support and Communication
DTC and Accountability Contact Update

Schools and school systems were notified of the department’s new process for reporting all school system contact information through JOTForms by September 13. To ensure timely access to La Data Review and DTC INSIGHT, contact updates should continue using the DTC and Accountability Update Form through the month of August.

- Located in the Forms section in the Assessment Library.
- Requires Superintendent signature
- The DTC and Accountability Contact Update Form must be submitted from the superintendent’s district email account.
The Assessments Customer Service Contact Information has been posted to the Assessment Library. This provides all customer service contact information for all assessments.
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](#).

<table>
<thead>
<tr>
<th>Assessment and Accountability Monthly Calls</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Webinar Dates</strong></td>
</tr>
<tr>
<td>• August 20</td>
</tr>
<tr>
<td>• September 10</td>
</tr>
<tr>
<td>• October 8</td>
</tr>
<tr>
<td>• November 12</td>
</tr>
<tr>
<td>• December 10</td>
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<tr>
<td>• January 7</td>
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<tr>
<td>• February 4</td>
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<td>• March 10</td>
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<tr>
<td>• April 21</td>
</tr>
<tr>
<td>• May 12</td>
</tr>
<tr>
<td>• June 9</td>
</tr>
<tr>
<td>• July 7</td>
</tr>
<tr>
<td><strong>Webinar Time</strong></td>
</tr>
<tr>
<td>1:00 PM</td>
</tr>
<tr>
<td><strong>Webinar Link</strong></td>
</tr>
<tr>
<td>[<a href="https://l">https://l</a> doe.zoom.us/j/393463942](<a href="https://l">https://l</a> doe.zoom.us/j/393463942)</td>
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<tr>
<td><strong>Phone Number</strong></td>
</tr>
<tr>
<td>1-669-900-6833</td>
</tr>
<tr>
<td><strong>Meeting ID</strong></td>
</tr>
<tr>
<td>393463942</td>
</tr>
</tbody>
</table>
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.
District 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 1:00 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.
Data Sharing Agreements

Pursuant to R.S. 17:3914, school systems must have a contract or data sharing agreement in place with private vendors that deliver services in order to share personally identifiable student data. Systems should review:

- the 2019-20 list of data sharing agreements to identify which ones are new and/or expiring. For each agreement needing to be completed, school systems should download the addendum, get the appropriate signatures, scan, and use the specific submission link to submit the form to LDOE.
- the tracking chart HERE to verify which agreements school systems have already opted into,. The tracking chart is updated weekly as additional addenda are submitted to LDOE.
Forward to Sponsor Site Coordinators:

The Sponsor Site System (SPS) is open for finalizing online updates to district and school information including Administrators Name, Website links, clubs/Sports, and Dropoff/Pickup times. Other requests for updates/changes to district and school information must be made via electronic forms that must be reviewed/approved by the Department.

SPS data is used in the monthly refresh of School Finder (in the ABOUT OUR SCHOOL section).

The deadline for certifying Sponsor and Site information is September 30.
Data Systems: 2019-20 School Year

Forward to Data Managers:

Through Friday, September 30, school systems should continue uploading their initial 2019-2020 student enrollment information to the Louisiana Secure ID system (eScholar).

- All students expected to be enrolled at the beginning of the 2019-2020 school year should be submitted to eScholar for a Louisiana Secure ID (LASID) match.
- After this period, school systems should only send records of active students that are either new to the school system or have a change in information.

Please email SystemSupport@la.gov if eScholar training is needed.
# Next Steps

<table>
<thead>
<tr>
<th>Dates</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>Update for AIR secure browser available</td>
</tr>
<tr>
<td>July 30</td>
<td>Deadline to install Central Office TSM for DRC</td>
</tr>
<tr>
<td>August</td>
<td>Administer KEA and K-3 Literacy Screeners within the first 30 days of school</td>
</tr>
<tr>
<td>August 6</td>
<td>Office Hours resumes</td>
</tr>
<tr>
<td>August 20</td>
<td>August Monthly Assessment and Accountability Call</td>
</tr>
<tr>
<td>August 31</td>
<td>Deadline to update AIR Secure Browser</td>
</tr>
</tbody>
</table>
Data Certification 2019
Purpose of Data Certification

The purpose of data certification is to provide schools and systems with a final review of data that will be used to calculate school, district and subgroup performance scores prior to public release of scores and letter grades. Data certification is organized by SPS index.

Data that were not corrected during the data certification process cannot be used to qualify for an appeal of the SPS.
Assessment Reminders: Grades 3-8

**LEAP 2025 All Subjects**
All students are required to take all subject tests in grades 3-8 unless they are participating in LEAP Connect. The only exception is for students who are in grade 8 and are taking the LEAP 2025 Algebra I high school assessment.

**LEAP Connect/LAA 1**
Students in grades 3-8 and high school, who are eligible for LEAP Connect based on a current IEP no later than 30 days before the opening of the state testing window, must take ELA and math. In grades 4, 8, and high school, they must also take science.
Accountability Coding

In order for a student to be excused from testing, the student record must include an accountability code. In general, there are three groups of codes for students in grades 3 through high school.

- Students are exited from enrollment prior to testing: the code used should also be recorded in SIS as the reason for exiting enrollment. These codes should never be used for students who are still enrolled.
- Students have a doctor’s letter indicating that there were too medically fragile to test for all testing dates. A letter from the doctor should not indicate that the only reason to exclude the student is a disability outlined on the IEP.
- Students who are newly arrived in the US and are identified as English Learners
Assessment Reminders: Middle School

Students who are enrolled in grade 8 and who are taking Algebra I have two options:

• **Students can take the LEAP Grade 8 math test and the Algebra I test.**
  - If this option is selected, the LEAP score will be included in the current year middle school SPS and the Algebra score will be banked.

• **Students can take just the Algebra I high school test**
  - If this option is selected, then the Algebra I test score will be used in the current year middle school SPS. For achievement levels of Basic, Mastery, or Advanced the score will also be banked and used at the high school the first year that the student is in high school.
  - If the middle school score is Unsatisfactory or Approaching Basic, students will be allowed one additional attempt to improve the score before it is banked to the high school.

Regardless of option selected, a level of Mastery earns the middle school 25 incentive points and a level of Advanced earns the middle school 50 incentive points in the current year assessment index.
All students who are enrolled in a high school course with a high school assessment for the first time must take the assessment. All high school students must participate in an English and math assessment at least one time at the high school level. This includes students who are eligible for LEAP Connect.

- A student who has met the graduation requirement for one course in a subject pair is not exempt from taking the high school assessment for the second course in the subject pair. For example, if the student passed English I, they must still take the English II test when they are enrolled in the course.
- LEAP Connect students must take the high school assessment for the subject if they are earning a credit for a course with a high school assessment.
- Students who transfer in from out of state or nonpublic school with a credit for one course in a subject pair must still take the assessment for the second course in the subject pair if the student takes the course in a Louisiana public school.
Additional Codes for High School

Students who are **retaking a high school assessment** do not need an accountability code.

Students who **did not complete a high school course** can be coded with 99. This code is not appropriate for a student who received a final grade, including F.

Students who are **identified as third-year assessment cohort** for ELA and math can be coded with 96 if:

- Code 96 if the English I or English II/Algebra I or Geometry credit was earned at an out of state or nonpublic school. The transcript should indicate that the course was earned at an out of state or nonpublic school
- Code 94 if the student participated in LEAP Connect ELA and math

*Every student* in the 2018-2019 graduation cohort will be audited for test completion.
<table>
<thead>
<tr>
<th>LEA Flag</th>
<th>What does the flag mean for SPS?</th>
<th>What dates are used?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y</td>
<td>Student counts in School System (District) Score. Note: students with accountability codes will not be included if there is no valid score.</td>
<td>Student is enrolled on October 1 and testing.</td>
</tr>
<tr>
<td>N</td>
<td>Student does not count in System Performance (District) Score</td>
<td>Student is not enrolled on BOTH October 1 and for testing.</td>
</tr>
<tr>
<td>Yes</td>
<td>Student counts in School Performance Score. Note: students with accountability codes will not be included if there is no valid score.</td>
<td>Student is enrolled at the site on February 1 and LEA flag is Yes.</td>
</tr>
<tr>
<td>No</td>
<td>Student does not count in the School Performance Score.</td>
<td>LEA flag is No or LEA flag is Yes but student is not enrolled at the site on February 1.</td>
</tr>
</tbody>
</table>