April 2, 2019

Question: Where is the Additional Materials Order Form located?

Answer: There is an Additional Materials Order Form that can be used by school test coordinators (STC) to complete and send to district test coordinators (DTC). The DTC can use the form to know what additional materials are needed for each school. It is not required that school systems use the form. The form is located in eDIRECT under General Information, Documents, and Forms and Processes.

Question: Is there a difference between the Computer-based Additional Materials Order Form and the Paper-based Additional Materials Order Form?

Answer: Yes, the Computer-based Additional Materials Order Form is used to order computer-based materials, while the Paper-based Additional Material Order Form is used for paper-based testing. The computer-based form is available now since testing has started. Any materials that are needed such as braille and Sign Language Scripts for Interpreters would have been delivered prior to the testing window. When grades 3-4 paper-based materials arrive next week, the paper-based form will be available for use by school systems.

Question: When will school systems receive Kurzweil and Human Voice Audio CDs for paper-based LEAP 2025 grades 3-4?

Answer: The CDs will be included in your shipment of materials on April 8. School systems will only receive one of each depending on what is needed. Depending on the number of schools in your school system that needs them, DTCs should use the same process that has been used before to securely distribute the CDs. The district test coordinator (DTC) can make a copy of the CDs or download the CDs on a flash drive.

Question: What updates can be provided on the K-2 pilots?

Answer: Tomorrow on the School System Planning call there will be an update on each of the pilots. The Writing and Best Practices Rubric observations are complete. There are some CLASS observations left for kindergarten. There will also be an update on how to provide more feedback on the Second Grade Checkup.

Question: Where can I locate the Oath of Security and Confidentiality forms?

Answer: The Oath of Security and Confidentiality forms are located in the Test Administration Manual (TAM). The TAM can be found in eDIRECT under General Information, Documents, LEAP 2025 Gr. 3-8 Spring 2019, and Manuals. There are two different forms, one form is a pre-administration oath and the other is a post-administration oath. The test administrator (TA) will sign the pre-administration oath before administering any test to indicate and agree with all the items on the checklist. The TA will sign the post-administration oath after testing is complete indicating and agreeing to all the items on the checklist. Both administration oaths are similar. They should remain on file with the school test coordinator (STC).

Question: What is the accommodation audit file?

Answer: The accommodations audit file is being delivered to district ftp accounts to alert school systems of any discrepancies found within eDIRECT, SER, or SIS. If a student has an accommodation listed on their accommodations plan but is not selected in eDIRECT, then those students are flagged. This is also true for students who have an accommodation selected in eDIRECT but the accommodation is not listed in their plan. The file is to provide information for school systems to help ensure that students are receiving appropriate accommodations. The school test coordinator (STC) should review and verify all testing accommodations. If additional emails are sent, the file will be current and include all updates. If you do not receive one, then no discrepancies were found. A similar type of communication will be used for our high school assessments. A separate email will be sent indicating discrepancies for students taking the 4-level or 5-level Biology assessment.

Question: What resources are available to school systems for test security?

Answer: In the Assessment Library there is a section titled Test Security. The Test Monitor Note Taking Guide is the form used by state test monitors when they conduct test monitoring. School systems may choose to use this form for internal test monitoring, but it is not required. The Testing Irregularity form is also located in this section, and it is used with any incident questioning the validity or accuracy of a test. The form should be emailed to assessment@la.gov. The Investigation Template form is used for school systems to investigate testing irregularities. The Permission To Test in Alternate Environment form is used for permission to test students at an off campus location or for a large number of students over 40 testing in the same room. These forms should be emailed to assessment@la.gov.

March 26, 2019

Question: How do I report testing irregularities?

Answer: Testing irregularities need to be submitted to assessment@la.gov by the end of each week. Each school should have a copy of the technical assistance protocol. The district test coordinator (DTC) should make it clear on how schools should communicate within their school and district with procedures to assist in helping with technology or general testing support. If you have a question that is specific to the actual testing platform or eDIRECT, then DRC should be contacted at lahelpdesk@datarecognitioncorp.com or 1-888-718-4836. If you have general testing questions, questions about accommodations or materials, or any incident that may cause a testing irregularity, then you should contact LDOE at assessment@la.gov or 1-844-268-7320. It is encouraged for DTCs to reach out immediately to help solve issues and avoid testing irregularities.

Question: When is the date for ACT make-ups?

Answer: The ACT makeup date is scheduled for April 2.

Question: Who is scheduled to take the LEAP 2025 grades 5-8 Social Studies Field Test?

Answer: Superintendents and district test coordinators (DTCs) received an email indicating which school sites and grade levels were selected to take the grades 5-8 Social Studies Field Test. The field test plan was implemented to reduce testing. Instead of having the entire state administer the field test, only certain sites

and grades will take the field test session. Only one grade at a selected site will take the social studies field test. All students will need to take sessions 1-3 of the grades 5-8 Social Studies LEAP 2025 test. Sessions need to be completed in order, however, if you choose to assign session 4 at the end of the window or the beginning of the window, you can. School systems can schedule the field test session as it best fits for the needs of students. For sessions 1-3, they must be taken in order. The days assigned in eDIRECT must be the actual days that the students take the test. Test sessions should not be scheduled for the entire window. Schools that are assigned to administer the field test will have an additional session that is identified in eDIRECT with an asterisk.

Question: What is the process when a student is absent or comes to school late for LEAP 2025 testing?

Answer: If a student arrives late to school and testing has started, then the student should not enter the testing room. Schools should have a plan in place for students who arrive late to school. The student should join the class for the next testing session even though they have missed the first session. Later in the day, if time permits, the student should go back and take the session they missed. If a student is absent the whole day, they should take the scheduled sessions according to the school's testing schedule for the day they return. If time permits, they should then be pulled to make up any sessions they missed on the day they were absent. The makeup session(s) should be administered as soon as possible, preferably the day the student returns to school. The scheduled testing date and test administrator (TA) should be changed in eDIRECT to reflect the changes for students who take makeup sessions. It is not a testing irregularity if dates are changed in eDIRECT.

Question: Which students take the EOC biology assessment?

Answer: Last school year and for the fall high school window, emails were sent as a reminder for students who were either assigned to the 4-level or 5-level Biology assessment. School systems will continue to receive reports to make sure that students are assigned the correct Biology test. Students that are graduating seniors or retesting and not in a Biology class will take the 4-level Biology EOC. All other students who are currently taking Biology will take the 5-level LEAP 2025 Biology assessment.

Question: When will EOC and LEAP 2025 scores be reported?

Answer: EOC (English III and 4-level Biology) score reports will have a four to six day turnaround. For LEAP 2025, scores will be received within the window. For seniors, their scores will be prioritized. Seniors should be tested earlier in the window. The earlier seniors test, the earlier results will be received. Students need to be assigned to the correct grade in SIS so they are administered the correct Biology test.

Question: How are accommodations and accessibility features for students that have a Personal Needs Profile (PNP) or an English Learners (EL) Accommodations Checklist added into eDIRECT?

Answer: If an EL also has an IEP or IAP, then their accommodations will automatically be uploaded from SIS or SER into eDIRECT. All EL accommodations on an EL Accommodations Checklist will have to be manually added into eDIRECT for students that do not have an IEP in SER. Student who have a PNP plan will need their accessibility features manually entered into eDIRECT. School test coordinators should select the needed

accommodations and accessibility features in eDIRECT for students that have EL plans or PNP plans. For students who have IAPs or IEPs, those accommodations have already been uploaded into eDIRECT. The accommodations are uploaded based off of the February 1 count. The STC should check and make needed corrections.

Question: What is the process to add emergency 504 plan (IAP) accommodations for LEAP 2025 tested students?

Answer: An IAP is a temporary plan. Any student that will require emergency accommodations for LEAP 2025, then an IAP should be immediately created and implemented until the student no longer needs the services. For example, if a student breaks their arm right before testing, then an IAP should be created for this student. The accommodations will need to be manually added in eDIRECT for the student to receive the necessary accommodations. For paper-based test, the school test coordinator will need to bubble in the correct accommodations on the student's document.

March 12, 2019

Question: When are the pickup dates scheduled for LEAP Connect/LAA1 and ELPT testing materials?

Answer: The pickup date for LEAP Connect/LAA 1 testing materials is pre scheduled for each school system. The scheduled pickup date is March 18. Instructions for return for LEAP Connect/LAA 1 materials can be found in the STC Manuals. The STC Manuals can be found in eDIRECT, General Information, Documents, and Manuals. School systems are required to schedule the pickup date for ELPT testing materials. The pickup date must be set by March 22. Instructions for packing materials for return for the ELPT can be found in the Packing Materials for Return document.

Question: Can a student pause the LEAP Connect test?

Answer: Yes, a student can pause the LEAP Connect test.

Question: Is a student who is non-responsive taking the LEAP Connect/LAA1 assessment required to attempt all sessions of each content test?

Answer: The test attempts are done by content. The student should attempt four tasks on the ELA and math assessment, and five tasks on the science assessment. The student does not need to attempt every session of each content test. The student will attempt session one, and if the student is non-responsive, then the test administrator can submit the test.

Question: What is the process for school systems receiving a request from parents of home study students wanting to take the LEAP 2025?

Answer: School systems can determine the process for how a home study student's parent can request for their child to be tested for LEAP 2025. School systems can provide a form or registration process for the request, and the school system can require that the request be made within a set window of time. School systems can also decide how students are to be assigned for testing. The student can be assigned to test at

their home school, or the student can be assigned a different school within the school system. It is important that the student test with the Home School site code and not the school system site code, so their scores will report to the Home Study site code.

Question: How do home study students take the LEAP 2025?

Answer: Schools will need to provide a testing environment and computer to take the test. The district test coordinator will handle adding the student in the system, assigning them to the home study site code, and assigning them to a school for testing. The school should be notified that they will have another student testing. The cost of the test is $35 per content area. For example, if the student only takes the ELA test, then the cost is $35. If the student takes both ELA and math tests, then the cost is $70.

Question: How does a school system submit test schedules?

Answer: School systems will submit test schedules for grades 3-8 and high schools to assessment@la.gov. The district test coordinator (DTC) can determine the process for how schools submit their test schedules to them. The DTC will need to submit one document that has each school's test schedule. It is important for all the information to be in one document and be accurate. If any changes need to be made, then the DTC must notify LDOE of changes. When test monitors are sent to schools, they are given the test schedule to follow. It is important that when test monitors arrive they have the correct test schedule to monitor. High school test schedules are due by April 8, and testing schedules for grades 3-8 are due next week.

Question: Do students need to take the ACT on the scheduled state testing day if they previously took the ACT?

Answer: No, the highest ACT score on record will be used in accountability. If students need to participate in the makeup test, then they can take the test on the ACT Makeup Date on April 2. The score will be included in accountability regardless of whether the student took the ACT during a national testing day, a state testing day, or make up day.

Question: For ACT makeups, does the school test coordinator (STC) keep any of the ACT documents for the ACT Makeup Day?

Answer: The STC can keep the answer documents, but the test booklets need to be returned.

Question: What is the flexibility within the testing window for creating testing sessions?

Answer: The DTC or, if allowed, the STC will decide when test sessions will be scheduled. When the STC creates a test session, they also will indicate the time frame in which that student will take the test. If all the sessions of one content area are given within one day, then the time frame for the test should only be one day. If students are testing over more than one day, then the time frame for the test would include those days. Flexibility is given, so that sessions can be scheduled on any day during the testing window. STCs should not have test session dates longer than the actual days the students test.

Question: Where do we enter accountability codes for students who were scheduled to take the ACT but did not and won't take the makeup?

Answer: STCs can now go in to PearsonAccessnext (PANext) to enter accountability codes for any student who was scheduled to test but did not test and will not be testing on the makeup date. You can find the State Used Questions on the Create/Edit Students screen in PANext.

Question: What are the updates for K-2 accountability pilots?

Answer: On our monthly call, which is next Tuesday at 1:00 PM, there will be more information to update you on all four of the pilots. There will be some additional information about the Second Grade Checkup.

Question: What are the allowed math tools for student to use on LEAP 2025?

Answer: Information on allowable math tools can be found in each of the grade level Assessment Guides in the Permitted Testing Materials section. The Assessment Guides are located in the Assessment Guide Library. Guidelines for the use of math tools can be found in the LEAP 2025 Accommodations and Accessibility Features User Guide starting on page 23.

February 26, 2019

Question: When will ELPT and LEAP Connect/LAA 1 test results be available?

Answer: Results for both assessments will be available in May. The District Test Coordinator (DTC) will receive an email indicating when results are ready to view.

Question: When can accountability coding begin for LEAP Connect/LAA1 and ELPT assessments?

Answer: Accountability coding should be completed at the end of the testing window. Districts that are finished with testing can begin accountability coding in the system (eDIRECT for LEAP Connect/LAA1 and TIDE for ELPT).

Question: How can I change the contact person for the K-2 Accountability Pilot?

Answer: If you need to change the name of the contact person for the K-2 Accountability Pilots, you can send the request to assessment@la.gov.

Question: When will high school spring manuals be available in eDIRECT?

Answer: All high school spring testing manuals (Test Coordinator Manual and Test Administration Manual) will be available in eDIRECT at least 30 days prior to the testing window. High school assessments start April 15, so all high school manuals will be available no later than March 15.

Question: When can selected schools schedule the Social Studies Field Test?

Answer: School systems that have schools with selected grades to administer the Social Studies Field Test will have a session four that will be displayed in eDIRECT for the school test coordinator (STC) to schedule. The STC can schedule the session just like all the other sessions in eDIRECT. The DTC can decide how to best schedule the session or allow the STC to decide. The field test session can be scheduled as it best works for the school.

Question: Where can school systems find the data sharing agreement for the Second Grade Checkup?

Answer: An email was sent with a link to the data sharing agreement and instructions for districts to sign, scan, and return to LDOE. The data sharing agreement can also be found in the Data Sharing Agreement Library. This is only for districts participating in the Second Grade Checkup Pilot.

Question: When will the K-2 Pilots occur for schools?

Answer: The First Grade Writing Rubric Pilot will occur in March. School Systems will be able to choose the day, within the testing window they would like to administer the Writing Pilot. Best Practices Rubric and Kindergarten CLASS observations are still being conducted and will be completed in the next few weeks.

February 19, 2019

Question: When can the test administrator (TA) review the Directions for Test Administration (DTA) for LEAP Connect?

Answer: The Directions for Test Administration (DTA) must be reviewed by the test administrator (TA) up to two weeks prior to testing. This must be done in a controlled setting with the school test coordinator (STC) present. After the review, the STC must collect the DTA and securely store until testing begins.

Question: What accommodations are available for LEAP Connect?

Answer: Students that require accommodations for calculator, assistive technology, or braille (grades 3 and 4 only) for use on LEAP Connect will need to have these accommodations listed in an IEP and selected in eDIRECT. All other built-in-supports such as test read aloud, untimed tests, individualized testing, answers recorded, transferred answers, use of manipulatives, and alternative forms of communication are available to all students who take the LEAP Connect assessment. Currently, eDIRECT has options to select transferred answers and answers recorded. These options do not need to be selected for students taking LEAP Connect.

Question: Can students with the accommodation of test read aloud take their assigned test in the same testing room with other students who do not have this accommodation?

Answer: Yes, a student who has the accommodation of test read aloud can test in the same testing room as other students who do not have this accommodation. The read aloud accommodation needs to be selected in eDIRECT for students that qualify to receive the accommodation. If the test is read by the computer, then the student should use headphones. If a human reader is used, the TA can either test one student at a time or a group of students that are taking the same assessment and have the same accommodations. Students who use the Kurzweil CD can be assessed in a room by themselves or with others. If more than one student is in the room, headphones must be used. If read aloud is being administered using the Audio CDs, the teacher can

play the CD aloud for all students or students can plug headphones into an audio player. The school test coordinator will need to ensure that the correct version of the accommodated test booklets is used.

Question: Are students required to take all sessions of the Practice Test for it to be scored and generate reports?

Answer: No, students do not have to take all session on the Practice Test for it to be scored and generate reports. If a student completes only one session, then the district test coordinator (DTC) or school test coordinator (STC), with permission given by the DTC, can force submit the test, so that it can be scored and included in reporting. If the session that is completed requires educator scoring, then the reports will be available twenty-four hours after educator scoring is complete.

Question: Does LDOE mandate a set schedule within the testing window for LEAP 2025 computer-based tests for grades 3-8?

Answer: School systems set their own testing schedule within the testing window. The Online Scheduling Guidance, posted in the Assessment Library, provides school systems with information for how to best schedule computer-based assessments. School systems can choose to set a district wide schedule or have schools decide. DTCs can set a check in place to review each school's testing schedule.

Question: What K-2 training and resources are available to school systems?

Answer: For schools in the kindergarten CLASS pilot, administrators and teachers received training and resources at the beginning of the school year to assist with observations. Teachers in the first grade Writing and Best Practices Rubrics pilots received training at collaborations. The presentation and rubrics are located in the Pilot Library. Districts piloting the Second Grade Checkup will receive more information including manuals on administration. DTCs will need to work closely with the district pilot contact person to ensure administration and training of personnel runs smoothly.

February 5, 2019

Question: What are the reporting categories for the ELPT?

Answer: The ELPT measures and reports on students' English language proficiency overall, as well as in reading, writing, speaking, and listening. Scores are reported by domain, and then these scores are compiled into a profile. The ELPT has five Performance Levels and three Proficiency Determinations. The Performance Levels include beginning, early intermediate, intermediate, early advanced, and advanced. The Proficiency Determination includes emerging, progressing, and proficient. For more information about the ELPT reporting categories, refer to the ELPT Assessment Guide.

Question: Who takes the ELPT?

Answer: All students identified prior to or during the ELPT testing window as eligible ELs are required to take the ELPT. The English Learner Identification Flowchart will help school systems decide which students should

be screened for English proficiency and what to do if they are eligible for services. All English learners, even if they do not receive EL supports or services, must take the ELPT.

Question: Can a student be exempt from taking the ELPT speaking and listening domains?

Answer: Yes, students that have hearing impairments or that are deaf may be exempt from taking the speaking and listening domains of the ELPT. A hearing impairment must be listed as an exceptionality on a student's IEP or IAP for exemption approval. For an exemption request, please email assessment@la.gov.

Question: Can the ELPT be read aloud?

Answer: Because the ELPT assesses a student's English language proficiency, read aloud is not an available accommodation for this assessment. Most items on the ELPT provide audio support as a universal feature; see the Universal Features section in the ELPT Accessibility and Accommodations Manual. Items without audio support cannot be read aloud in order to ensure items are assessing the appropriate domain of English language proficiency. For students who are deaf/hard of hearing, signing/cueing of items is permitted for questions without word support. Contact assessment@la.gov for applicable domain exemptions for students who are deaf/hard of hearing.

Questions: If a student qualified to take the LEAP Connect assessment after January 4, when will he/she take the LEAP Connect?

Answer: Students who qualify for LEAP Connect after the January 4 deadline will take the grade level test in which they are currently enrolled. The student will take the LEAP Connect the following school year.

Question: What student accommodations are available for LEAP Connect?

Answer: Since the LEAP Connect is designed for students with significant cognitive disabilities, the assessment has built-in-supports such as test read aloud, untimed tests, individualized testing, answers recorded, transferred answers, use of manipulatives, and alternative forms of communication. These built-in supports are available to all students who take the LEAP Connect, and these supports do not need to be on a student's IEP. Students will need to have calculator, assistive technology, or braille (grades 3 and 4 only) as accommodations on their IEP in order for the accommodations to be used on the assessment. For more details on accommodations and built-in supports for LEAP Connect, reference the LEAP Connect TCM and TAM posted in eDIRECT under General Information, Documents, and then LEAP Connect/LAA 1 Spring 2019.

Question: Can the LEAP Connect test be projected from a device and displayed for students?

Answer: Yes, LEAP Connect can be projected on ActivBoards or on walls for students. Students can also use larger computer monitors.

Question: What are the qualifications for students to use the read aloud accommodation on LEAP 2025 ELA assessments?

Answer: The ELA read aloud accommodation for LEAP 2025 is available to students that meet a set criterion. The set criteria includes students who are blind or have a visual impairment and have not learned (or is unable to use) braille; students with a disability that severely limits or prevents him/her from accessing printed text, even after varied and repeated attempts to teach the student to do so; and deafness or a hearing impairment that severely limits or prevents a student from decoding text due to a documented history of early and prolonged language deprivation. Students that meet the criteria should have ELA read aloud selected on their IEP or IAP. More information about LEAP accessibility and accommodations can be found in the LEAP 2025 [Accommodations and Accessibility Features User Guide.](#)

Question: What are the testing windows for grades 3-8 LEAP 2025 assessments?

Answer: The testing window for grades 3-8 LEAP 2025 computer-based tests will open on April 1 and close on May 3. The testing window for LEAP 2025 paper-based tests for grades 3 and 4 is April 29 to May 3.

Question: When do materials for grades 3 and 4 LEAP 2025 paper-based tests need to be returned to DRC?

Answer: All key dates are located in the beginning of the Test Coordinator Manual which was posted in eDIRECT in early January. Return dates have been pre-scheduled with UPS and include three different pickup dates. The first pickup is scheduled for May 7. Scorable test materials which include ELA, mathematics, social studies, and science consumable test booklets should be returned to DRC in the first pickup. The second pickup date is scheduled for May 9. All scorable test materials which include makeup consumable test booklets, test booklets for home study students, and accountability-coded consumable test booklets should be returned to DRC in this pickup. The last pickup date is scheduled for May 10-17. All remaining testing materials such as large print test booklets, braille test booklets, and communication assistance scripts should be returned to DRC with this pickup. Instructions for packaging can be found in the Paper-Based Testing Test Coordinators Manual. The manual is located in [eDIRECT](#) under General Information, Documents, LEAP 2025 Gr. 3-8 Spring 2019, and Manuals.

Question: What are the key dates for LEAP 2025 computer-based assessments?

Answer: Key dates can be found in the Computer-Based Testing Test Coordinator Manual. The Manual is located in eDIRECT under General Information, Documents, LEAP 2025 Gr. 3-8 Spring 2019, and Manuals. Manuals will be delivered to school systems on March 1. For computer based-tests, accommodated materials will be delivered to school systems on March 15. Test setup will be available on March 18 and will close on May 3. The computer-based testing window opens on April 1 and closes on May 3. All accountability codes and testing codes need to be entered into eDIRECT by May 3. All accommodated materials, including braille and CAS need to be returned to DRC between May 10 and 17.

Question: What are the key dates for grades 3 and 4 LEAP 2025 paper-based assessments?

Answer: Key dates can be found in the Paper-Based Testing Test Coordinator Manual. The Manual is located in [eDIRECT](#) under General Information, Documents, LEAP 2025 Gr. 3-8 Spring 2019, and Manuals. Manuals will be delivered to school systems on March 1. Paper-based test materials will be delivered to all school systems, including all accommodated materials such as large print and braille, on April 8. The last day to order

additional materials prior to the testing window for paper-based test, including accommodated materials, is April 19. The testing window is April 29 to May 3, and makeup tests can be given until May 7. Returning materials to DRC will be done on three different pickup dates of May 7, May 9, and May 10-17.

Question: Can students with the accommodation of test read aloud test in the same room as students who do not have this accommodation?

Answer: Yes, a student who has the accommodation of test read aloud can test in the same testing room as other students who do not have this accommodation. The student should wear headphones while taking the test, so that other students in the testing room cannot hear the test being read by the computer.

Question: Can students use a calculator on the LEAP 2025 assessments?

Answer: Students who have this accommodation identified on an IEP or IAP can receive this accommodation for all testing sessions in math. If the student is taking a paper-based test in grades 3 or 4, a calculator will need to be provided to the student. For a list of acceptable calculators, reference the LEAP 2025 Calculator Policy. For students who are taking a computer-based test, the calculator tool will be available to the student online in INSIGHT. The student can also be given a calculator to use if he/she does not want to utilize the online calculator.

Question: Are the LEAP 2025 Practice Tests available?

Answer: All LEAP 2025 Practice Tests are available for teacher and student access. The Practice Quick Start Guide found in the Practice Test Library contains teacher access logins and passwords to all practice tests. The Teacher Study Guide provides answer keys, scoring guidance, and sample student responses. The Teacher Study Guides are located in eDIRECT under General Information, Documents, LEAP 2025 Practice Test, and Teacher Study Guide. Paper versions of the tests for grades 3-4 are located in the Practice Test Library and in eDIRECT under General Information, Documents, LEAP 2025 Practice Test, and Paper Test. For guidance and webinar trainings on how to use the practice tests as a tool for instruction, visit the Practice Test Library.

Question: How do I enter students in eDIRECT for the Practice Test?

Answer: There is no file to upload to eDIRECT for practice tests. Students are added into eDIRECT nightly when eScholar syncs with DRC. Once students are populated into eDIRECT, they can be added to a test session.

Question: What file will DRC use to upload students for LEAP 2025 summative tests?

Answer: DRC will use the February 1 submission to populate students in eDIRECT for LEAP 2025. Any changes in student information after the February 1 submission will need to be corrected in eDIRECT by the DTC. For assistance, DTCs can contact DRC at lahelpdesk@datarecognitioncorp.com or 1-888-718-4836.

January 29, 2019

Question: What materials are secure for the LEAP Connect assessment?

Answer: The *Directions for Test Administration (DTA), Procedures for Assessing Students Who Are Blind, Deaf or Deaf-Blind: Additional Directions for Test Administration, Mathematics Reference Materials,* and *ELA Reference Materials and Writing Stimuli* are all secure materials for the LEAP Connect assessment. DTA and procedures for assessing students are both secure documents that cannot be duplicated and must be returned to DRC after testing. Only the Math reference materials and ELA reference materials/writing stimuli can be duplicated and must be securely destroyed.

Question: What manuals are required for the Test Administrator to administer the LEAP Connect assessment?

Answer: The *Directions for Test Administration (DTA), Mathematics Reference Materials,* and *ELA Reference Materials and Writing Stimuli*, and TAM are all required materials to administer the LEAP Connect assessment. The test administrator must follow the directions and script found in the DTA for every item of the test. Some instructions in the DTA ask the TA to perform an action such as pointing to a picture. It is a testing irregularity to administer the LEAP Connect test without the proper materials and can result in a voided test.

Question: When can the TA review secure materials for the LEAP Connect Assessment?

Answer: Up to two weeks prior to administering LEAP Connect to a student, the TA must review the Directions *for Test Administration (DTA), Mathematics Reference Materials, ELA Reference Materials, and the Writing Stimuli* for each LEAP Connect assessment they are administering. The materials must be reviewed in a controlled setting with the School Test Coordinator (STC). During this review period, the TA should go through each question with the needs of each student in mind. The TA should be allowed to duplicate and/or cut out materials provided in the *Mathematics Reference Materials* and *ELA Reference Materials and Writing Stimuli* for test administration, communication boards, or to upload to devices. After the review, the STC must collect the original documents and any duplications and securely store until testing begins. After testing, these secure materials must be securely destroyed.

Question: Can the *Directions for Test Administration* (DTA), *Mathematics Reference Materials, ELA Reference Materials, and the Writing Stimuli* be modified, duplicated, or copied to an electronic device?

Answer: Administration of the LEAP Connect test should feel familiar as to what the student experiences in their everyday classroom routine. The DTA cannot be modified or duplicated. The *Mathematics Reference Materials, ELA Reference Materials, and the Writing Stimuli* can be copied, cut out, or enlarged based on the needs of each student. These materials can also be uploaded or copied to electronic devices. After testing, these secure materials must be securely destroyed or deleted from any electronic device. Electronic devices must be cleared before and after each session. If the device prints, the printed materials must be destroyed. The device must only access the accommodation needed.

Question: What student accommodations for LEAP Connect need to be identified in eDIRECT?

Answer: The accommodations that need to be entered in eDIRECT for LEAP Connect include use of calculator and assistive technology. These must also be identified on a student's IEP for use on LEAP Connect. Other accommodations that are built-in-supports such as test read aloud, untimed tests, individualized testing, answers recorded, transferred answers, use of manipulatives, and alternative forms of communication are available to all students who take the LEAP Connect test. For more details on accommodations and built-in supports for LEAP Connect, reference the LEAP Connect TCM and TAM posted in eDIRECT under General Information, Documents, and then LEAP Connect/LAA 1 Spring 2019.

Question: What are the LAA1 Science CDs and task descriptions?

Answer: The LAA1 Science CDs and task descriptions are used for students who require augmentative communication devices or students that are visually impaired. A list of tasks needing descriptions and/or modifications will be available

for students who are VI-Blind or other students who cannot access the graphics even with manipulatives or modification. If using augmentative communication devices for a student, a CD of the LAA1 graphics will be provided to import graphics to the computer or device as needed. Students that are VI-Blind or have an accommodation of assistive technology marked in their IEP will qualify to use the Science CDs and/or task descriptions on the LAA1 Science assessment. These materials are available for order in eDIRECT under Additional Materials. The Science CDs can also be found in eDIRECT under General Information, LEAP Connect/LAA1 Spring 2019, and Graphics.

Question: How do I setup a test session for the LAA1 Science assessment in eDIRECT?

Answer: The LAA1 Science assessment is a paper-based test, therefore, there is no test setup in eDIRECT. The School Test Coordinator will only need to enter test administrator numbers in eDIRECT.

Question: How are accommodations for the ELPT provided for students that are visually impaired?

Answer: Students that are blind or have low vision may read text via braille. Tactile overlays and graphics also may be used to assist the student in accessing content through touch. The use of this accommodation may result in the student needing additional overall time to complete the assessment. All braille assessment responses must be transferred into the Data Entry Interface (DEI) system after the assessment is complete. The DEI can be accessed through the ELPT Portal. To provide the accommodations for students who are visually impaired, the TA may examine test items while providing accommodations. The TA will need to reference the Directions for Administration (DFA) for students that will be using braille items.

Question: Can students end a testing session on the LEAP 2025 Practice Tests and return to it the next school day?

Answer: Yes, students can exit a test session and complete the same session on another day. The school test coordinator will have to unlock test sessions before the student can log back into the session. The password will remain the same. Students can also complete one session of a test on one day and complete the remaining sessions of the test on a different day.

Question: When will information be released about the Second Grade Checkup?
Answer: The Second Grade Checkup will be administered to pilot districts in May. Training will be given in person and over webinars for the pilot districts. All needed information will be given during the training.

January 15, 2019 Assessment and Accountability Office Hours

Question: When will the 2019-2020 Assessment Calendar be available?

Answer: The 2019-2020 Assessment Calendar is in the final stages of approval. When it is posted, it will be communicated in the School System Planning Call, Superintendent Call, Assessment and Accountability Call, and the LDOE Weekly Newsletter.

Question: When will districts receive LEAP Connect materials?

Answer: The LEAP Connect materials will be delivered on January 22 to the district secure shipping address. The materials will include the *Test Coordinators Manual* (TCM), *Test Administration Manual* (TAM), *Directions*

for Test Administration (DTA), *ELA Reference Materials and Writing Stimuli,* and *Math Reference Materials*. Additional materials can be ordered through eDIRECT starting January 23.

Question: When are the grades 3-8 LEAP 2025 testing dates?

Answer: For computer-based testing (CBT), the grades 3-8 LEAP 2025 testing window is from April 1-May 3. The testing window for paper-based testing (PBT) is April 29-May 3. All computer-based make-ups must be given during the testing window. All paper-based make-ups can be given during the window and the Monday and Tuesday after the PBT window closes. Reference the 2018-2019 Assessment Calendar for all assessment windows.

Question: What trainings are available for administering LEAP Connect?

Answer: Training materials can be found in the Assessment Library under the ELPS, ELPT, and LEAP Connect section. The LEAP Connect Administration training will cover all information needed for DTCs and STCs. There is also a webinar titled LEAP Connect Assessment Guide, located in the same section. Additionally, the TCM and TAM are posted in eDIRECT under General Information, Documents, and then LEAP Connect/LAA 1 Spring 2019.

Question: What student accommodations are available for LEAP Connect?

Answer: The LEAP Connect test is designed for students with significant cognitive disabilities. The assessment has built-in-supports such as test read aloud, untimed tests, individualized testing, answers recorded, transferred answers, use of manipulatives, and alternative forms of communication. These built-in supports are available to all students who take the LEAP Connect test. Students who need the use of a calculator, assistive technology, or braille (grades 3 and 4 only) will need to have this included in their IEP. For more details on accommodations and built-in supports for LEAP Connect, reference the LEAP Connect TCM and TAM posted in eDIRECT under General Information, Documents, and then LEAP Connect/LAA 1 Spring 2019.

Question: Is there a LEAP Connect practice test?

Answer: There is no practice test for LEAP Connect. There are sample items available in the LEAP Connect Sample Items Webinar. Students can practice using the sample items before they are given the LEAP Connect test. The TA for LEAP Connect should also review the sample items provided.

Question: Is there a difference between ELPA21 and ELPT?

Answer: ELPA21 is a vendor used to support the ELPT. ELPT is Louisiana's English language proficiency assessment taken using the ELPT secure browser. The ELPT has replaced the ELDA. If you receive material that has ELPA21, please proceed in using the material.

Question: Can the ELPT assessment be translated into other languages?

Answer: No, the ELPT assessment must be taken in English. The test measures a student's proficiency with the English language; therefore, it must be taken in English. The student can have the directions to login to the test translated into their native language, but once the student starts the test, there is no translation available. These translated directions are posted in the ELPT Portal under ELPT Resources.

Question: How can I access the LEAP 2025 Practice Test?

Answer: LEAP 2025 Practice Tests are currently available for student use, and test coordinators can begin the test setup process in eDIRECT. Teachers can access the test by using the Teacher Access link using a Google Chrome Browser. Usernames and passwords are located in the Practice Test Quick Start Guide. The Practice Guidance Library contains answer documents; and other important information related to the LEAP 2025 Practice Tests.

January 8, 2019 Assessment and Accountability Office Hours

Question: When will the practice tests be available for grades 3-8?

Answer: Practice tests for grades 3-8 are currently available for student access and educator scoring. Reference the Practice Test Library for more guidance on the Practice Test.

Question: What are the key administrative dates for LEAP Connect/LAA 1?

Answer: The LEAP Connect/LAA 1 testing window is from February 4 - March 16. All administrative manuals are posted in eDIRECT under General Information then Documents. LEAP Connect test setup opened on January 2 in eDIRECT. Initial materials shipments will arrive in districts on January 22. Additional Materials ordering will open on January 23. Test security and LEAP Connect test administration trainings can be found in the Assessment Library.

Question: What are the key administrative dates for ELPT?

Answer: The ELPT testing window is from February 4 - March 16. All administrative manuals are posted in the Louisiana ELPT Portal under ELPT Resources. ELPT test sessions are created by the Test Administrator up to 20 minutes prior to administering the assessment, so no test setup needs to be completed outside of student and accommodation management. Initial materials shipments will arrive in districts on January 16. Additional Materials ordering will open on January 17. Test security and ELPT test administration trainings can be found in the Assessment Library.

Question: When will the 2019-2020 Assessment Calendar be available?

Answer: The 2019-2020 Assessment Calendar is in the final stages of approval. When it is posted, there will be communications in the School System Planning Call, Assessment and Accountability Planning Call, and the LDOE Weekly Newsletter.

December 18, 2018 Assessment and Accountability Office Hours

Question: When will the LEAP Connect and LAA 1 manuals be available?

Answer: The LEAP Connect and LAA 1 manuals are currently posted in eDIRECT under General Information, Documents, and then LEAP Connect/LAA 1 Spring 2019.

Question: When is the deadline to identify a student who will take LEAP Connect/LAA 1?

Answer: For any student who will participate in the Spring 2019 LEAP Connect alternate assessment, school systems must add qualifying cognitive and/or adaptive assessment results to verify eligibility in SER by January 4, 2019. Students will not be able to participate in the LEAP Connect alternate assessment in Spring 2019 unless eligibility is verified. They will participate in regular statewide assessments. Reference the Evaluation Documents in SER document for detailed information.

Question: When is the ELPT testing window?

Answer: The ELPT testing window is the same as LEAP Connect testing window, from February 4 to March 15. The 2018-2019 AIR Secure Browser must be installed on all devices being used for ELPT or ELPS by December 31, 2019. The 2018-2019 AIR Secure Browser can be installed from the ELPT Portal under Secure Browsers.

December 4, 2018 Assessment and Accountability Office Hours

Question: How should a test administrator (TA) serving as a scribe for a student who is blind allow the student to proofread and edit answers?

Answer: All students with the scribe accommodation must have the opportunity to proofread and edit responses. Each Test Administration Manual for statewide assessments has a section that explains how the TA should scribe for a student. The TAM has details on editing responses for students with the scribe accommodation, including details about capitalization, spelling, and punctuation. For students who are blind, the editing process should be similar to the process used in classroom instruction.

Question: Why are EOC/LEAP 2025 retesters not in the correct grade in eDIRECT?

Answer: For students who are retesting, the grade in eDIRECT will be the grade the student was in when the initial assessment was taken.

Question: When should accountability codes be entered into eDIRECT?

Answer: Accountability codes should be entered at the end of the testing window. A list of accountability codes is posted in eDIRECT under Documents in General Information. For computer-based testing (CBT), accountability codes should be entered into eDIRECT in the Student Management tab. Students must first be added into a test session before an accountability code can be applied. The eDIRECT User Guide posted in eDIRECT under General information gives detailed information on entering Accountability Codes.

Question: Will there be a US History EOC this year?

Answer: Beginning in 2018-2019, students will take the US History LEAP 2025 assessment. This year there will be both a Biology LEAP 2025 and EOC test. Only students who are graduating or are retesting without being enrolled in the course should take the Biology EOC. Reference the [2018-2019 High School Assessments Frequently Asked Questions](#) document for more information.

November 13, 2018 Assessment and Accountability Office Hours

Question: When will the remaining Interim assessments be released?

Answer: Interim Form 2 for ELA in grades 3-8 and math in grades 3-5 will be released for student access on January 10. Communication Assistance Scripts (CAS) are currently available in [eDIRECT](#) under General Information and then Documents; materials ordering and teacher access will be available the week of December 3; Teacher Study Guides will be posted the week of December 19 in [eDIRECT](#) under General Information and then Documents.

Question: What students should take the 4-level Biology EOC instead of the 5-level LEAP 2025 Biology assessment?

Answer: The 4-level Biology EOC is only available to students who are graduating in 2019 or are retesting and are not repeating the course. The 5-level LEAP 2025 Biology must be taken by students who are not graduating in 2019 and 1) are taking the course for the first time or 2) are enrolled in the course and have not passed the assessments in a previous administration. For more information, view the [2018-2019 High School Frequently Asked Questions](#) document posted under Resources and Forms in the [Assessment Library](#).

Question: What scores will be included in accountability calculations for middle school students who take both the grade 8 Math LEAP 2025 assessment and the Algebra I LEAP 2025 assessment?

Answer: For students who take both assessments, the LEAP 2025 grade-level subject assessment will be used in the current year school and school system performance scores. The high school subject assessment will be banked for use at the high school level. For students in grade 8 who take only the Algebra I assessment, the Algebra I score will be used in the calculation of the current year school performance score.

October 30, 2018 Assessment and Accountability Office Hours

Question: Where are directions for printing test tickets located?

Answer: Directions for printing test tickets can be found in the eDIRECT User Guide posted in [eDIRECT](#) under General Information and in the [eDIRECT Mini Trainings and One Pagers](#) document posted in the [Assessment Library](#). The [eDIRECT Mini Trainings and One Pagers](#) document provides training on the most frequently asked eDIRECT questions. The document contains a PowerPoint, matching webinar, and accompanying one pager that go step-by-step through the eDIRECT function.

Question: What is the deadline for completing LEAP 2025 online enrollment?

Answer: LEAP 2025 online enrollment in eDIRECT closes on October 31. Online enrollment includes two steps: indicating paper or online testing for grades 3 and 4 and verifying accommodated material counts. The addition of verifying accommodated material counts was developed based on district feedback asking for a more accurate count of materials that arrive with the initial shipment. Additional materials ordering will still be available after the initial shipment has arrived. Student counts entered into the online enrollment system should be the most accurate numbers for each school at this time. If your school does not have grades 3 or 4, entries into online enrollment will not affect your materials count. For directions on completing 2018 - 2019 online enrollment, view the eDIRECT User Guide posted in eDIRECT under General Information.

Question: What would be considered Accommodated Materials for LEAP 2025 assessments?

Answer: Accommodated materials consist of large print assessments for students in grades 3-4 who are visually impaired, Communication Assistance Scripts (CAS) for TAs signing assessments to students that are deaf, and Braille kits which contain the braille test, CAS, and TA notes.

Question: With the eDIRECT/eSHOLAR link for student management, Is there a report that lists what students transfer in and out of a districts?

Answer: The new LEAP 360 Move Report provides a list of students who have entered or exited a school/school system. This report will be updated every Friday in eDIRECT. The Move is posted in eDIRECT under Reports, View Reports, Diagnostic/Interim 18-19, then Move Report.

Question: What are Equity Honorees?

Answer: Equity Honorees are recipients that have students with disabilities, economically disadvantaged, and/or English learners group score in the 90th percentile compared to all other schools. Equity Honorees do not have urgent intervention required for any reason (discipline or struggling subgroups).

October 23, 2018 Assessment and Accountability Office Hours

Question: When will manuals be available for Fall LEAP 2025 high school testing?

Answer: The Fall LEAP 2025 Testing Coordinators Manual (TCM) is currently posted. The Test Administration Manual (TAM) will be posted by Friday. All manuals will be posted in eDIRECT under General Information and then Documents. Test setup and test administrator management will open on Monday, October 29.

Question: When will the Interim Teacher Study Guides be available?

Answer: Student access is now available for all grades Interim Form 1, high school Forms 2-3, and grades 6-8 mathematics Form 2. Teacher access is available now through the Interim Quick Start Guide. Teacher Study Guides are posted in eDIRECT under General Information, Documents, Diagnostic/Interim 18-19, and then Teacher Study Guides. Teacher Study Guides for the remaining interims will be available in January.

Question: When will School Performance Scores (SPS) be available?

Answer: SPS will be released in School Finder on November 8. Calls to superintendents for SPS reviews are being made at this time.

Question: Do repeat testers count in accountability?

Answer: Only initial testers will count in accountability. For high school students, LEAP 2025/EOC retesting will occur during the next testing administration. Following the Spring 2018 administration, retesters will test in June 2018, Fall 2018, and then Spring 2019. Students will be identified as retesters in eDIRECT under Demographics within Student Management.

Question: Do students need to retest for LEAP Connect?

Answer: For students who qualify for alternative assessments, please refer to your district's Special Education coordinator for guidance on retesting. Most students will not retest and will instead complete the portfolio option to fulfill graduation requirements.

Question: When will high school LEAP 2025/EOC scores be released for Fall testing?

Answer: Four-level Biology and English III EOC scores will be released within 4-6 days of testing. Five-level Biology LEAP 2025 scores will be released in Summer 2018 after cut scores have been approved by BESE. The only students who are eligible to take the four-level Biology EOC are those students who are graduating in 2018-2019 or are retesting in Biology but have passed the course. Students who are not graduating and who are enrolled in a Biology course must take the five-level Biology LEAP 2025 assessment. All other fall high school LEAP 2025 scores will be available within 4-6 days. Scores for students who qualify for an automatic rescore may take 8-12 days to become available. Reference the High School Assessments Fact Sheet for further information.

Question: What is the deadline for completing LEAP 2025 online enrollment?

Answer: The window for completing online enrollment in eDIRECT is from October 1 to October 31. Each school system is required to enter enrollments for each school to indicate LEAP 2025 paper or online testing in grades 3-4. School systems will also verify enrollment numbers to ensure that accurate materials quantities are available for your schools and included in your schools' initial shipment. Additional materials ordering will still be available. Student counts entered into the online enrollment system should be the most accurate numbers for each school at this time. For directions on completing 2018 - 2019 online enrollment, view the eDIRECT User Guide posted in eDIRECT under General Information.

Question: When will LAA1 and LEAP Connect scores be released?

Answer: LAA1 and LEAP Connect scores will be released in May 2019 similar to last year's administration.

October 9, 2018 Assessment and Accountability Office Hours

Question: Do the acronyms LASID, SSID, and SASID all refer to the same student number?

Answer: LASID, SSID, and SASID all refer to the state issued secure student number generated when your data manager inputs student demographics into the state system. Each student has a unique LASID. The LASID will stay with the student if the student transfers to another school or district within the state.

Question: Is the online enrollment window in eDIRECT only for LEAP 2025, or is it also for LEAP Connect?

Answer: The eDIRECT enrollment window is for LEAP 2025 only. The window for completing online enrollment is from October 1 to October 31. Each school system is required to enter enrollments for each school to indicate LEAP 2025 paper or online testing in grades 3-4. School systems will also verify enrollment numbers to ensure that accurate materials quantities are available for your schools and included in your schools' initial shipment. For directions on completing 2018 - 2019 online enrollment, view the eDIRECT User Guide posted in eDIRECT under General Information.

Question: Is there School Performance Score (SPS) calculator available to show points awarded for progress index?

Answer: The 2017-2018 SPS Calculator is posted in the Louisiana Believes Accountability site. The SPS calculator has new features: a table that helps schools estimate the new progress index, a table for the new LEAP Connect test scores for students taking alternate assessments in English language arts and mathematics in grades 3-8, a cell in which to insert the K-8 science index from 2016-2017 or 2017-2018 (whichever is higher) since science was field tested, and adjusted index point scales to align with Louisiana's higher standards. For a review of how to use the 2017-2018 SPS calculator, reference the School Performance Score Calculator presentation from the September Supervisors Collaboration.

Question: Do we have the day-to-day schedule for LEAP 2025 Paper-Based Testing (PBT)?

Answer: The day-to-day PBT schedule is not finalized at this time. When the schedule is finalized, an announcement will be posted in the LDOE Weekly Newsletter and a slide will be made in the monthly Assessment and Accountability Call.

Question: What is the rule for students with the extended time accommodation for WorkKeys testing?

Answer: For students with the extended time accommodation, WorkKeys must be taken in the accommodated testing window. For 2018-2019, there are two accommodated testing windows for Workkeys. The Fall Accommodated Testing Window is from October 2 - 16. The Spring Accommodated Testing Window is from March 13 - 27. Reference the ACT and WorkKeys Updates for 2018-2019 for details on administering WorkKeys to students with accommodations.

October 2, 2018 Assessment and Accountability Office Hours

Question: When will high school LEAP 20205/EOC scores be released for Fall and Spring testing?

Answer: Four-level Biology and English III EOC scores will be released within 4-6 days of testing. Five-level Biology LEAP 2025 scores will be released in Summer 2018 after cut scores have been approved by BESE. The only students who are eligible to take the four-level Biology and/or English III EOCs are those students who are

graduating in 2018-2019 or are retesting in Biology and/or English III but have passed the course. Students who are not graduating and who are enrolled in a Biology course must take the five-level Biology LEAP 2025 assessment. All other high school LEAP 2025 scores will be available within 4-6 days. Scores for students who qualify for an automatic rescore may take 8-12 days to become available. Reference the High School Assessments Fact Sheet for further information.

Question: Are the issues with the WorkKeys platform being addressed?

Answer: The WorkKeys platform was experiencing technical difficulties today. ACT and WorkKeys customer service are aware of the issues and are working to resolve the issue. If you have questions, contact WorkKeys customer service; contact information can be found in the Assessments Customer Service Contact Information document.

Question: What is the required wait period before a student can be retested on a WorkKeys assessment?

Answer: BESE approved policy states that students shall be subject to a 30-day wait period before retesting on WorkKeys assessments, during which time LEAs shall provide remediation (testing on day 30 does not meet this requirement). Results from any test taken in violation of policy will not be used in accountability. The ACT and WorkKeys Updates for 2018-2019 provides a detailed overview of the changes for ACT and WorkKeys testing for the current school year.

Question: How is the link between DRC and eSCHOLAR managed?

Answer: Since July 2018, eDIRECT will have a direct connection with eSCHOLAR/SIS/SER for student management. Student information is directly uploaded from eSCHOLAR to eDIRECT for LEAP 360 (Diagnostics, Interims, EAGLE 2.0) and Practice Test administrations. Changes made in eSCHOLAR will be automatically refreshed in eDIRECT every night. Develop a plan with your district's data manager regarding the process and frequency in which changes are uploaded to eSCHOLAR. If a district or school is having issues with students uploading correctly, first speak with your data manager to ensure information is uploaded to eSCHOLAR correctly. If the issue cannot be resolved between the district/school and data manager, DRC should be contacted at 1-888-718-4836 or at LAHelpDesk@datarecognitioncorp.com .

Question: How can a district enroll to receive LDOE newsletters?

Answer: The LDOE publishes several different newsletters: Believe and Prepare, Ed-Connect for Louisiana Educators, Weekly School System Newsletter, Early Childhood Connection, Counselor Connect, Teacher Leaders, Louisiana Charter Schools, and Nonpublic School Choice. These newsletters provide a high level overview of key dates and important information. To be added to the email list to receive notifications of these newsletters, email assessment@la.gov.

September 25, 2018 Assessment and Accountability Office Hours

Question: What is the window for the administration of Interim Form 1?

Answer: On October 23, high school Interim Forms 1-3, ELA and math Form 1 grades 3-8, and math Form 2 grades 6-8 will be available for student access in INSIGHT. The district/school should decide when to administer interims based on the scope-and-sequence of the curriculum being implemented. Louisiana offers planning resources for math in the K-12 Planning Resources Section. Additionally there is A Teacher's Guide to LEAP 360 and A District's Guide to LEAP 360 that provide a detailed review of the standards covered on each Interim for ELA and math.

Question: Is there a template to report K-3 data?

Answer: School system student information system (SIS) vendors have created a data entry template to collect K-3 information. Contact your school system data manager for the template. Once completed, data on each student's K-3 assessment(s) should be entered into the local system by applicable staff. School system data managers will then submit this data to LDOE as part of the October data collection. Reference the K-3 Assessment Guidance document for additional K-3 assessment information.

Question: Where is the ACT MOU posted?

Answer: The 2018-2019 ACT MOU is posted in the Assessment Library. By September 30, the completed ACT MOU with original signatures must be mailed to the LDOE at the address listed on the document. If a district is concerned about meeting the September 30 deadline, a scanned version can also be sent to assessment@la.gov, but the original document with signatures must still be mailed to the LDOE.

Question: When will Interactive Reporting go live?

Answer: The new Interactive Reporting System (IRS) is a tool for teachers to view student response data and item responses for all students within a test session. DRC is in the process of finalizing IRS to open for teacher use. When IRS is available, an entry will be posted in the LDOE Weekly Newsletter and an announcement will be made during the Tuesday DTC call/Office Hours.

September 11, 2018 Assessment and Accountability Office Hours

Question: When is the next DTC call?

Answer: DTC calls are once a month and cover important assessment/accountability information and upcoming dates. The next DTC call is Tuesday, September 18 at 1:00 and can be accessed at the same link used for weekly Office Hours: Webinar Link: https://ldoe.zoom.us; Meeting ID#: 393463942; Webinar Phone Number: 669-900-6833.

Question: Are all LEAP 2025 Practice Tests live in eDIRECT?

Answer: LEAP 2025 High School Practice Tests are live in eDIRECT for student access. Teacher access and answer keys for LEAP 2025 Practice Tests are posted for all grade levels and content areas. For Practice Test teacher access and answer keys, please reference the Practice Test Quickstart Guide and Practice Test Library for additional guidance and support.

Question: Are LEAP 2025 Practice Tests only for districts using LEAP 360?

Answer: Practice Tests are not a part of the LEAP 360 system and can be accessed by any district in eDIRECT. LEAP 360 is comprised of Diagnostic, Interims, EAGLE, and K-2 Formative Tasks.

Question: What students should take ELPS?

Answer: ELPS is the new English Language Proficiency Screener. ELPS is in a transitional year for 2018-2019 and will be the mandatory screener in 2019-2020. ELPS should be given only to newly enrolled students who are identified as potential English Learners (ELs) based on their Home Language survey and a Family Interview. Reference the EL Identification Flowchart for more information on how to determine if a student should be administered ELPS.

Question: When will the Interim Teacher Access and Teacher Study Guide be available?

Answer: Interims are still in the approval process and will be available for teacher and student access soon. When the Interim Quickstart Guide and Teacher Study Guides are available, an announcement will be put in the LDOE Weekly Newsletter.

September 4, 2018 Assessment and Accountability Office Hours

Question: How does a new DTC gain access to eDIRECT?

Answer: For all new DTCs, the superintendent needs to update contact information by completing the DTC and Accountability Contact Update Form and submit it to assessment@la.gov. After that DRC will give you access to all administrations in eDIRECT. There will be a separate email regarding access to each administration. DTCs and backup DTCs will have complete access to the system and from there can assign permissions to other district and school level personnel. For questions regarding eDIRECT access, contact DRC at 1-888-718-4836 or via email at LAHelpDesk@datarecognitioncorp.com.

Question: What is the deadline for submitting assessment appeals?

Answer: The deadline for submitting assessment appeals for last year's scores is Friday, September 7. The new appeals process for districts who want to investigate a void is detailed in Bulletin 118. Districts must submit documentation that will be reviewed by the Testing Irregularity Review Committee. All documentation should be sent to assessment@la.gov.

Question: How quickly does eDIRECT update with eScholar?

Answer: Beginning in 2018-2019, eDIRECT will have a direct connection with eScholar/SIS/SER for student management. Student information is directly uploaded from eScholar to eDIRECT for LEAP 360 (Diagnostics, Interims, EAGLE 2.0) and Practice Test administrations. Changes made in eScholar will be automatically refreshed in eDIRECT every night. Develop a plan with your district's data manager regarding the process and frequency in which changes are uploaded to eScholar.

Question: How often will reports refresh in eDIRECT?

Answer: Beginning in the 2018-2019 school year, all LEAP 360 reports will refresh every 24 hours after the initial report posting. DTCs have permissions to access reports at every level, including the district level CSV file.

Question: How should a district schedule LEAP 360 assessments?

Answer: LEAP 360 assessments should be scheduled according to the scope-and-sequence used by your district for ELA and math. Diagnostic assessments should be given at the beginning of the year. There is one diagnostic for math and three options for ELA based on the writing type chosen by your district/school. Interim assessments should be scheduled throughout the year after content/standards have been taught in the classroom. For grades 3-8, both ELA and math have two interim assessments. There are alternate pathways for grades 6 and 7 math based on the Alternative sequence and Eureka sequence used by districts. For high school English I, English II, Algebra I, and Geometry, there are three interims each.

Question: What are the Kindergarten entry assessments?

Answer: The Kindergarten entry assessments (KEA) that can be used are DRPD and TS Gold. School systems have already designated which test they will used for KEA for the year. Reference the Kindergarten Entry Assessment and K-3 Literacy Assessment Guidance posted in the Assessment Library for an overview of options, links for additional KEA information, and flowcharts with resources to support students.

Question: What is the deadline for choosing paper-based testing (PBT) or computer-based testing (CBT) for grades 3 and 4?

Answer: The window for indication PBT or CBT in eDIRECT for grades 3 and 4 is from October 1 - October 31. In addition to selecting PBT or CBT for each grade 3 and 4 at each school, DTCs will also enter enrollment and accommodated materials for each school in an effort to get a more accurate count of materials.

August 28, 2018 Assessment and Accountability Office Hours

Question: What assessment sessions will be at the September Supervisor and Teacher Leader Collaborations?

Answer: There will be two LEAP 360 sessions at the September Supervisor and Teacher Leader Collaborations. The LEAP 360 Assessment Inventory will review the process of auditing assessments to reduce local testing with the implementation of LEAP 360. The LEAP 360 Updates and Resources will be a repeat of the LEAP 360 updates for 2018-2019. To register for the September Collaborations, contact your district's organizer or follow the link in the August School System Planning Call presentation.

Question: What are the 2018-2019 LEAP 2025 Assessment windows?

Answers: The LEAP 2025 Spring testing window for grades 3-4 paper based testing (PBT) is from April 29 - May 3, for grades 3-8 computer-based testing (CBT) is from April 1 - May 3, and for high school is from April 15 - May 17. Reference the 2018-2019 Assessment Calendar for more assessment information.

Question: When is the first year DTC meeting?

Answer: At the September Supervisor and Teacher Leader Collaborations, there will be a First Year DTC and Accountability Contact session. September Collaborations will be on September 10 (Baton Rouge), September 13 (Harvey), September 17 (Baton Rouge), and September 18 (Ruston). To register for the September Collaborations, contact your district's organizer or follow the link on slide 8 of the August School System Planning Call presentation.

Question: How frequently are eDIRECT/eScholar student updates made?

Answer: Updates uploaded to eScholar will be refreshed in eDIRECT nightly. If a district or school is having issues with students uploading correctly, first speak with your data manager to ensure information is uploaded to eScholar correctly. DRC should be contacted and 1-888-718-4836 or at LAHelpDesk@datarecognitioncorp.com if the issue cannot be resolved between the district/school and data manager.

Question: What time do monthly Assessment and Accountability calls start?

Answer: Every Tuesday there is an Assessment and Accountability DTC call or Office Hours. The DTC call occurs once a month and begins at 1:00 for public LEAS and 2:00 for nonpublic LEAs. The monthly DTC call provides high level information and training for Assessment and Accountability. Every other Tuesday, Office Hours begins at 1:00. Office Hours is an opportunity for DTCs to ask the LDOE questions regarding assessments and accountability. Both the monthly DTC call and the Office Hours Q&A are posted in the Assessment Library.

August 21, 2018 Assessment and Accountability Office Hours

Question: Are any manuals posted for Diagnostic/Interim assessment administration?

Answer: There are several resources available to support successful LEAP 360 implementation. There is A District's Guide to LEAP 360 for district and school support with an overview of the year, links to eDIRECT and LEAP 360 trainings, and checklists for implementation. Additionally, there is A Teacher's Guide to LEAP 360 which provides teachers with a detailed overview of assessment design, guidance on reports analysis, and resources for remediation. Suggested times for Diagnostics/Interims are in both documents. Additional LEAP 360 resources are posted in the Assessment Library and LEAP 360 site.

Question: What calculator will be used for high school assessments in INSIGHT?

Answer: Desmos is the online graphing calculator used in INSIGHT for LEAP 360, Practice Tests, and LEAP 2025 assessments. Students can practice using the Desmos calculator through the Online Tools Training (OTT) and on the Desmos website. Students with the calculator accommodation on their accommodations plan will have be able to use a handheld calculator on the non-calculator sections of math assessments. More information on the Desmos graphing tool can be found in the Louisiana Desmos document.

Question: When assessment roster data will be released?

Answer: Assessment roster data will be available soon. The accountability contact on record for your district has received an email with a overview presentation on the data review system and resources for completing data certification.

Question: How quickly does eDIRECT update with eScholar?

Answer: New to LEAP 360/Practice Tests for 2018-2019 is the connection between DRC and eScholar/SIS/SER for student management. Student information is directly uploaded from eScholar to eDIRECT for LEAP 360 (Diagnostics, Interims, EAGLE 2.0) and Practice Test administrations. Changes made in eScholar will be automatically refreshed in eDIRECT every night. Develop a plan with your district's data manager regarding the process and frequency in which changes are uploaded to eScholar.

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Question: Is EAGLE 2.0 currently open for teachers to access?

Answer: Yes, EAGLE 2.0 is open for access. Permissions for EAGLE 2.0 can be managed through the User Management tab in eDIRECT. Reference the eDIRECT User Guide posted in eDIRECT under General Information for detailed directions on adding user permissions.

Question: How is the link between DRC and eScholar managed?

Answer: New to LEAP 360/Practice Tests for 2018-2019 is the connection between DRC and eScholar for student management. Student information is directly uploaded from eScholar to eDIRECT for LEAP 360 (Diagnostics, Interims, EAGLE 2.0) and Practice Test administrations. Changes made in eScholar will be automatically refreshed in eDIRECT every night. Contact your district's data manager to discuss the process and frequency in which changes are uploaded to eScholar.

Question: How are students uploaded into TIDE for ELPS?

Answer: Because students taking the English Learner Proficiency Screener (ELPS) are newly enrolled, they must be added into TIDE by the DTC or STC. A LASID is required to enter a student into TIDE. The TIDE User Guide provides detailed information on adding students into TIDE. For ELPT, students identified as English learners (ELs) as of the October 1 data submission will be entered into TIDE in the same process used last year.

Question: What are the K-2 Formative Tasks?

Answer: K-2 Formative Tasks are student-centered and engaging tasks that are aligned to Louisiana's K-2 Student Standards in ELA and Math. PDFs of each task and checklists for teacher observations are available for download in eDIRECT in the K-2 Formative Tasks tab.

Question: When will LEAP 2025 US History scores be released?

Answer: The BESE meeting to approve cut scores will occur on Wednesday, August 15. An email will be sent when the reports are available.

Question: What are the high school graduation requirements for statewide assessments?

Answer: To fulfill high school graduation requirements, students must pass one of each pair of statewide assessments: English I or English II (English II or English III for students entering high school before 2017-2018), Algebra I or Geometry, and US History or Biology. Reference the High School Assessment Frequently Asked Questions document for details on high school assessments.