



Test Coordinator Monthly Webinar

December 20, 2023

**RHODE
ISLAND**

Test Coordinator Monthly Webinars

- **Details:**

- **WHO:** district and school test coordinators, special education directors, EL directors, data managers, technology coordinators
- **WHAT:** pertinent information about state assessments, including monthly tasks, to support schools and LEAs in a successful test administration year
- **REGISTRATION:** the link to register for the entire series can be found at www.ride.ri.gov/tc
<https://attendee.gotowebinar.com/register/4324337882363514716>

- **Webinar Calendar (Wednesdays at 10:00 am) – Save the Dates!**

- January 17, 2024
- February 14, 2024
- March 20, 2024
- April 24, 2024
- May 15, 2024
- June 12, 2024

Agenda for December 20, 2023

- Introduction
 - Test Coordinator Monthly Webinar Calendar
 - RIDE Assessment Team
- One Percent Waiver for Alternate Assessment
- Individual Test Updates & Preparing for 2023-24 RI State Assessments
 - Upcoming Trainings
 - ACCESS for ELLs
 - RICAS
 - PSAT 10 and SAT
 - DLM
 - NAEP
- Resource Slides

RIDE Assessment Team

Phyllis Lynch, PhD • Director, Office of Assessment, Instruction, & Curriculum

Heather Heineke • NGSA
• DLM

Ana Karantonis • ACCESS for ELLs and WIDA Alternate ACCESS
• Psychometrics

Tricia Bowler • RICAS
• PSAT 10 and SAT

Jackie Branco • NAEP
• Accommodations for all state assessments

Robyn Augustus • Medical Exemptions
• Data Support and Analysis

Alternate Assessments

One Percent Waiver

<https://www.ride.ri.gov/One-Percent-Rule-Assessment>

Every Student Succeeds Act (ESSA): The One Percent Rule for Alternate Assessments

“The total number of students assessed in a subject using an alternate assessment aligned with alternate academic achievement standards...may not exceed 1% of the total number of students in the state who are assessed in that subject.”

Overview of the One Percent Waiver Request Process

Step 1: State must complete the waiver request

- <https://ride.ri.gov/instruction-assessment/assessment/one-percent-rule>

Step 2: State must have all LEAs over 1% agree with the following assurances:

- Train IEP Teams on Eligibility for Alternate Assessment Criteria.
- Ensure that IEP Teams correctly identify students using the criteria.
- Ensure that families are informed that their student will participate in DLM and explain any implications of this decision.
- Ensure that a signed Participation Criteria for Alternate Assessments Form is in each student's record.
- LEAs have a written plan to assess 95% of all students, including 95% of students with disabilities.
- The assurances are included in the CRP so all LEAs signed the assurances this year.

Step 3: RIDE must post the waiver, including a plan and timeline, for public comment

Step 4: RIDE submits waiver, plan and timeline, public comment, and other documentation, to USDOE by January 3, 2024.

Step 5: Wait for approval/denial of waiver from USDOE.

Consequences of not making progress toward 1.0%

The waiver requirements are developed by the Office of Special Education Populations (OSEP) and Office of Elementary and Secondary Education (OESE) in the US Department of Education.

1. A letter requiring the state to submit a plan to come into compliance with the 1.0% cap.
2. Placing a condition on the State's Title I Part A grant award.
 - States must submit a plan to come into compliance with the 1.0% cap.
3. Imposing a high-risk status on the State's Title I Part A grant award
 - State must submit a plan to come into compliance with the 1.0% cap.
 - State will be monitored by OESE/OSEP until the state meets the requirement.
4. Withhold Title I Part A state administrative funds. In addition to withholding funds: the
 - State must submit a plan to come into compliance with the 1.0% cap.
 - State will be monitored by OESE/OSEP until the state meets the requirement.



March 28, 2019 memo to state assessment directors. "Information Regarding Consequences for States Not Meeting the Requirement to Assess Not More than 1.0 Percent of Students on the Alternate Assessment".

Requirements for Submitting a Waiver

Participation Rates

- Must have tested at least 95% of **all students** in grades that are tested (3-8, 11), in each content area where a waiver is being requested (ELA, math, science).
- Must have tested at least 95% of **students with disabilities** in grades that are tested (3-8, 11) in each content area where a waiver is being requested (ELA, math, science).

Demonstrate a reduction in the rate of [DLM] participation last year compared to prior years.

	2020-21			2021-22			2022-23		
	Total tested 2020-21	Total tested (DLM) 2020-21	% tested DLM 2020-21	Total tested 2021-22	Total tested (DLM) 2021-22	% Tested DLM 2021-22	Total tested 2021-22	Total tested (DLM) 2021-22	% Tested DLM 2021-22
STATE: MATH	64,575	815	1.26%	70,112	904	1.29%	69,601	899	1.29%
STATE: ELA	64,907	817	1.26%	69,746	905	1.30%	68,878	900	1.31%
STATE: SCIENCE	26,469	356	1.34%	29,754	407	1.37%	29,511	403	1.37%

Participation Rates for Students with Disabilities

Content Area	Total Number of students	Total Number of students assessed	% Participation: all students	Total Number of students with disabilities	Total Number of students with disabilities assessed	% Participation: students with disabilities
MATH						
2018-19	75,343	73,981	98.19%	11,807	11,375	96.34%
2020-21	73,676	64,575	87.60%	11,965	10,045	84.00%
2021-22	72,304	70,112	96.97%	11,868	11,266	94.93%
2022-23	70,338	68,878	97.92%	12,119	11,661	95.59%
ELA						
2018-19	76,062	74,669	98.17%	11,800	11,369	96.35%
2020-21	73,459	64,907	88.36%	11,963	10,113	84.54%
2021-22	71,539	69,746	97.49%	11,868	11,266	94.93%
2022-23	71,156	69,601	97.81%	12,207	11,644	95.39%
SCIENCE						
2018-19	32,513	31,486	96.84%	4,769	4,458	93.48%
2020-21	32,159	26,469	82.31%	5,120	3,938	76.91%
2021-22	31,431	29,754	94.66%	4,896	4,416	90.20%
2022-23	30,603	29,511	96.43%	4,923	4,581	93.05%

Our Plan and Timeline

www.ride.ri.gov/dlm

Guidance and Policy:

- **Provide Technical Assistance to LEAs Implementing the New Criteria and Eligibility Guidance**
 - Online Canvas course to open week of January 22, 2024.
- **Develop New Alternate Assessment Monitoring System.** RIDE will select up to four LEAs to provide feedback and guidance around developing a new monitoring system.

RIDE Initiatives:

- **Increase Participation of Students with Disabilities in State Assessments:** Increased monitoring of participation of students with disabilities.

Academic Professional Development Opportunities:

- **SETTT Grant:** *provides coaching and trainer development so that LEAs can deliver high-quality professional development to teachers of students who participate in DLM.*
- **Foundations in Mathematics : Cohorts 2 and 3**
- **Writing for Students With Significant Cognitive Disabilities:** *two-day training for teachers of students who participate in DLM that covers teaching writing to students with significant cognitive disabilities.*

Public Comment

- Please complete the survey at: <https://www.surveymonkey.com/r/3S3HG6L>

Individual Test Updates

Upcoming Test Coordinator Training Dates

The RISAP Training Calendar is available at www.ride.ri.gov/assessment-training

Assessment/Title of Training	Dates/Times	Registration Link
SAT Test Day Training for Test Coordinators- Part 2	January 23 [IN PERSON] <ul style="list-style-type: none"> • (9:00 –11:30 AM) • (1:00-3:30 PM) January 25 [WEBINAR] (9:30-11:30 AM)	https://www.eride.ri.gov/workshopreg/ViewWorkshop.aspx?workshopid=1919 https://attendee.gotowebinar.com/register/2490248035046192725
Understanding State Assessment Accommodations	January 31 [IN PERSON] (9:00-12:00 PM) FULL February 1 [IN PERSON] (9:00-12:00 PM) February 15 [WEBINAR] (9:00-11:00 AM)	https://www.eride.ri.gov/workshopreg/ViewWorkshop.aspx?workshopid=1912 https://attendee.gotowebinar.com/register/3836319647946263381
RICAS Test Coordinator Training	February 6 [IN PERSON] (8:30-12:00 PM) February 7 [IN PERSON] (12:30-4:00 PM) February 9 [WEBINAR] (9:00-11:30 AM)	https://www.eride.ri.gov/workshopreg/ViewWorkshop.aspx?workshopid=1920 https://attendee.gotowebinar.com/register/4296416885506063194
NGSA Test Coordinator Training	February 6 [IN PERSON] (1:00-3:30 PM) February 7 IN PERSON] (9:30-12:00 PM)	https://www.eride.ri.gov/workshopreg/ViewWorkshop.aspx?workshopid=1921

ACCESS & Alternate ACCESS

Testing Dates

11/30/23-3/1/24	WIDA AMS Test Setup Available for Registrations
12/20/23	Districts Receive Test Materials
12/20/23-2/23/24	Additional Test Material Ordering Window in WIDA AMS
1/8/24-3/1/24	Test Window
3/8/24	Deadline for Shipping Completed Test Materials to DRC
4/29/24	Reports and Data Files Available - Online in WIDA AMS
5/17/24	Reports Available in District - Printed
9/16/24	Alternate ACCESS Reports and Data Files Available - Online in WIDA AMS
10/2/24	Alternate ACCESS Reports Available in District - Printed

- WIDA AMS is now open to setup your test sessions and add any new students.
- Test materials will arrive on **December 20**.
- Be sure to inventory materials and secure them until testing begins.
- Additional orders must be placed by District Test Coordinators only, and these orders will be shipped directly to the district.
- The initial shipment will include extra copies of materials.

2024 RICAS Important Dates

Task	Dates
Deadline to update Ride enrollment census, Special Education Census and ELL Census for RICAS Registration	January 19
Complete the pre-administration SR/PNP process (must be completed by February 2 to receive PBT materials on time)	January 22-February 2
Extended SR/PNP window for CBT	ELA: February 5-March 22 Math: February 5-April 22
Infrastructure Trial (recommended)	January 24- March 13
Receive manuals and PBT materials	ELA: March 13 Math: April 12
Pre-cache operational test content available	March 18
Report packing discrepancies for PBT, if necessary	ELA: March 13-15 Math: April 12-14
ELA Test Sessions	March 25-April 26
Math Test Sessions	April 22-May 24

RICAS

Updated Reference and Supplemental Sheets

- Math Reference Sheets grades 5-8 can be found on the RIDE website at <https://ride.ri.gov/instruction-assessment/assessment/ricas-assessments>
- Math Reference Sheets in Spanish can be found on the RIDE website at www.ride.ri.gov/Accommodations
- ELA Supplemental Reference Sheets can be found on the RIDE website at www.ride.ri.gov/Accommodations
- Math Supplemental Reference Sheets can be found on the RIDE website at www.ride.ri.gov/Accommodations

***Spanish versions of the Supplemental Math Reference Sheet will be posted soon**

Rhode Island Comprehensive Assessment System
Grade 5 Mathematics Reference Sheet

CONVERSIONS

1 cup = 8 fluid ounces 1 mile = 5280 feet 1 pound = 16 ounces
 1 pint = 2 cups 1 mile = 1760 yards 1 ton = 2000 pounds
 1 quart = 2 pints
 1 gallon = 4 quarts

AREA (A) FORMULAS

square $A = s \times s$
 (s = length of a side)

rectangle $A = b \times h$
 (b = length of base; h = height)
 OR
 $A = l \times w$
 (l = length; w = width)

VOLUME (V) FORMULAS

right rectangular prism
 (l = length; w = width; h = height)
 $V = l \times w \times h$
 (B = area of base; h = height)

Rhode Island Comprehensive Assessment System
Grado 5 Hoja de referencia para matemáticas

CONVERSIONES

1 taza = 8 onzas líquidas 1 milla = 5280 pies 1 libra = 16 onzas
 1 pinta = 2 tazas 1 milla = 1760 yardas 1 tonelada = 2000 libras
 1 cuarto de galón = 2 pintas
 1 galón = 4 cuartos de galón

FÓRMULAS DE ÁREA (A)

cuadrado $A = s \times s$
 (s = longitud de un lado)

rectángulo $A = b \times h$
 (b = longitud de la base; h = altura)
 O
 $A = l \times w$
 (l = longitud; w = ancho)

FÓRMULAS DE VOLUMEN (V)

Prisma rectangular recto $V = l \times w \times h$
 (l = longitud; w = ancho; h = altura)
 O
 $V = B \times h$
 (B = área de la base; h = altura)

RICAS Approved ELA Graphic Organizer*
Grades 3–4: Story
(Approved for use in 2018)

Setting

Characters

Steps in your story:

RICAS Grade 6
Approved Supplemental Mathematics Reference Sheet*

General Problem Solving Strategies	Order of Operations				
<ul style="list-style-type: none"> Reread question for clarity Draw a picture Make a table Circle or highlight key terms Calculate and solve See if my answer makes sense Circle my answer 	PEMDAS <ol style="list-style-type: none"> Parentheses (brackets, etc.) Exponents Multiplication or Division (left to right) Addition or Subtraction (left to right) 				
Symbols	Divisibility Rules				
> is greater than	<table border="1"> <tr> <td>2</td> <td>If the last digit is even</td> </tr> <tr> <td>3</td> <td>If the sum of the digits can be divided by 3</td> </tr> </table>	2	If the last digit is even	3	If the sum of the digits can be divided by 3
2	If the last digit is even				
3	If the sum of the digits can be divided by 3				

SAT and PSAT 10

Checklist and Quick Guide for TDTK can found at <https://ride.ri.gov/assessment-manuals>

- RIDE Test Coordinator Checklist with resource links
- Quick Guide for navigating Test Day Toolkit

2023-2024

2024 Spring PSAT 10/SAT State Assessment



Quick Guide for Using Test Day Toolkit	
How do I add staff to TDTK?	Go to: 1. Test Day Toolkit Staff page 2. Add Staff to open new form and add contact details (or select returning staff from list)
How will staff get access to TDTK	Staff will complete 2-step verification 1. Receive email with instructions Click link in email Sign into College Board professional account 2. Choose a way to get code Enter code
How will I grant test day access to staff?	Go to: 1. Test Day Toolkit Staff page and check the box next to a name OR check the box at the top of the list to grant access to ALL staff at once. 2. Choose Grant toolkit access from the Action drop-down 3. Click Go
How do I remove staff from a test administration?	Go to: 1. Test Day Toolkit Staff page and check the box next to a name 2. Choose Remove from administration from the Action drop-down 3. Click Go
Where do I find my student rosters?	Go to: Test Day Toolkit All Students page

2023-2024 PSAT/SAT School Day Test Coordinator Checklist		
Date	Activity	Additional Information and Resources
SEPTEMBER		
	Testing staff should create a College Board professional account.	www.collegeboard.com
9/18/23	Test Coordinators attend Part 1 Test Coordinator Training. (visit the RIDE website to view the recorded webinar of the training)	https://ride.ri.gov/instruction-assessment/assessment/assessment-manuals-materials
	SSD Online Coordinators should begin to enter accommodations into College Board's SSD Online system.	https://ssdonline.collegeboard.org/ssd
NOVEMBER		
11/8/23	Technology Coordinators should attend the coordinator Webinar. (visit the RIDE website to view the recorded webinar presentation)	https://www.gotostage.com/channel/20000000000370713
	Coordinators and SSD Online Coordinators attend registration workshop in person or webinar.	Registration link:
	Coordinators attend Part 2 Test Coordinator Training.	https://ride.ri.gov/instruction-assessment/assessment/assessment-manuals-materials
	Coordinators ensure that all registration and accommodation information is accurate in the system, special education census and MLL.	
	Coordinators will pull student data for initial pre-identification information.	
	Coordinators will meet with the principal and other test day staff to discuss room and staffing needs.	
	Coordinators confirm ALL accommodations have been entered into SSD Online and ensure they are accurate (changes cannot be made after the test book or TDTK).	
	Coordinators ensure all staff have access to Test Day Toolkit.	
	Coordinators will verify the list of test coordinators available in Test Day Toolkit.	

SAT/PSAT 10

Primary Test Window: April 1-12, 2024

Make-up Test Window: April 22-26, 2024

Action	Date
Email about verification of AI codes	1/5/2024
SSD Online submission window for all students including MLL students who need 50% extended time and accommodations.	Now – 2/12/ 2024
SAA (State Allowed Accommodation for first year ELs – math only) window opens in SSD Online	1/9/2024
Linear Paper test delivery (all materials needed for paper testing)	Late March
LMS Online Test Day Training (required) will be available	1/22/2024
Deadline to complete online training	4/26/2024
ZOOM Office Hours	3/19/2024 and 3/21/2024
Online College Board Publications : <ul style="list-style-type: none">○ <i>Digital SAT Suite of Assessments Accommodations Guide</i>○ <i>Test Coordinator Manual</i>○ <i>Proctor and Hall Monitor Test Day Manual</i>○ <i>Paper Linear Test Day Manual</i>○ <i>College Board Irregularities Guide</i>	Early February Early February Early February Early February Late February

Note*-Data Privacy letters MUST be printed from the RIDE website- they will no longer be printed and shipped.

SAT/PSAT 10

Save the Date! Upcoming Understanding the PSAT and SAT Score Report in Preparation for Spring Testing Webinar

Administrators are invited to join College Board for a virtual session designed to help you better understand and utilize students' PSAT and SAT results from the new digital test format. The webinar will provide an overview of the improved and focused reports available in the K12 Score Reporting Portal. Discussion will focus on how these reports can help evaluate outcomes along with aligned resources that can support curriculum development and classroom practices in your schools.

Prior to the session, please ensure that you have access to the K12 Score Reporting Portal for your school and/or district: <https://k12reports.collegeboard.org>

- Session Title: Understanding the PSAT and SAT Score Report in Preparation for Spring Testing
- Date: Monday, January 29th, 2024
- Time: 2PM-3PM
- Registration Link: Coming Soon; Will be available in the next PSAT 10 and SAT School Day Test Coordinator Newsletter

DLM

Student registration list will be created in mid-January.

Students will be registered in Kite Educator Portal in late January.

- RIDE uses the Special Education Census assessment designation to create the registration list.
 - 1 = Without Accommodations: *student takes the general education assessments without accommodations.*
 - 2 = With Accommodation: *student takes the general education assessments with accommodations.*
 - **3 = Alternate Assessment:** *student takes the DLM alternate assessments.*
- **Public School Districts:** Check with your district data manager to ensure that student information is correct:
 - Name, grade level, school
- **Outplacement Schools:** Use the Outplaced Enrollment application in the RIDE Portal. If you don't have access to it, email Heather.Heineke@ride.ri.gov. You must have a RIDE Portal account first. *If you find errors, you must have the sending district fix them.*
 - Name, grade level, school

***Thank you to all selected schools in
Rhode Island for your work with NAEP!***

ICS complete

100 %

153/153



Scheduled Assessments

Grade 4: mathematics & reading (main & pilot)

Grade 8: mathematics, reading & science (national, main & pilot)

Grade 12: mathematics & reading (national) & High School Transcript Study (HSTS)

Grade 8 Teachers & Principals:

Teaching & Learning International Study (TALIS)

Age 15 students:

Program for International Student Assessment (PISA)

NAEP 2024 Timeline

October

November

December

January

February

March

Import Student Lists

Oct - Nov 17

Complete Internet Connectivity Survey

Nov - Dec 15

Schools Receive Student Sample

Available Dec 4

Preassessment Notification

Dec

Schools Complete Preassessment Tasks

Dec - Jan

Assessment Planning Meetings

Jan - Feb

Add Students

Jan

Notify Parents/Support Assessment

Dec 4 - One Week Prior to Assessment

2024 Assessment Window

Jan 29 - Mar 8

NAEP 2024

Preassessment Activities – (NSC Notification)

- **December 15, 2023: Deadline for completing the Internet Connectivity Survey @ <https://ams.westatstudies.com>**
- **Available now: Complete preassessment activities in the AMS**
- **Review [Preassessment Responsibilities Guide](#)**
 - The School Coordinator reviews the list of selected students and provides student information and assessment logistics.
 - On-site Technical Coordinator plans technical logistics and runs the NAEP Network Diagnostic Tool to check safe-listing and internet speed in the designated testing location on the assigned Wi-Fi network.
- **January – February: Attend virtual Assessment Planning Meeting with NAEP field staff**
- **One week before the assessment: Support assessment activities**
 - School coordinators will notify parents and guardians of selected students and support assessment activities.
 - The on-site technology coordinator will run the NAEP Network Diagnostic Tool to confirm safe-listing and internet speed in the designated testing location on the assigned Wi-Fi network.
- **January 29 – March 8: NAEP 2024 Assessment Window**
 - On assessment day, the school coordinator and on-site technology coordinator will meet and help field staff with accessing school Wi-Fi on NAEP devices.

NAEP Assessment Planning Meeting

To schedule the Assessment Planning Meeting (APM), school coordinators and/or on-site technology coordinators will scroll down to the Schedule Assessment Planning Meeting tile located on the Schools page of the AMS and select the Schedule Assessment Planning Meeting button.

Schedule Assessment Planning Meeting

Schedule a Zoom meeting with the NAEP team to review the assessment plan.

Meeting between AC and School Coordinator

Not scheduled

Schedule Assessment Planning Meeting +



Schedule Follow Up Meeting +

Meeting between AC and On-Site Technology Coordinator

Not scheduled

Schedule Assessment Planning Meeting +



Schedule Follow Up Meeting +

The Schedule Assessment Planning tile will be updated with the Zoom link provided by the AC.

Select a Date & Time

Meeting between AC and School Coordinator

< January > < 2024 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Time zone
🌐 Central Daylight Time - US & Canada (9:01 AM)

Assessment date
📅 Assessment date - Wednesday, March 6, 2024

7:00 AM

7:30 AM

8:00 AM

8:30 AM

9:00 AM

9:30 AM

NAEP Provide Student Information

December 4: school sampled student lists available for review

The screenshot displays the 'Provide Student Information' interface. On the left, a sidebar contains the title 'Provide Student Information' and a description: 'NAEP uses this information to provide students with accommodations and report results for student demographic groups.' The main content area features four large tiles with green circles and numbers: '50 Selected', '2 Not participating', '19 Students with disabilities', and '22 English learners'. To the right, there are two sections: 'Student demographics' with a count of 4 for 'Students missing information' and a toggle for 'NSLP shown', and 'Students with disabilities and English learners' with a count of 1 for 'Students with accommodations' and a count of 2 for 'Exclusions'. At the bottom right, a blue button labeled 'Manage' with a right-pointing arrow is highlighted with a yellow border. Below the button, text reads 'Select **Manage** to provide student information'.

The Provide Student Information tile is accessed on the individual school page.

NAEP SD/EL Specialists

Manage Team

Assign staff to work with the NAEP team on assessment details.

School Team

Name	Position	Contact Info	
White, Betty	School Principal	☎ 555-123-4567 @ bettywhite@X60000100018.am	
O'Donnell, Cicely	School Coordinator	☎ 555-123-4567 @ cicelyo'donnell@X60000100018.am	
--	On-site Technology Coordinator	☎ @	
Wells, Lucy	District Technology Director	☎ 555-123-4567 @ lucy.wells@X600001.amswestat.com	
--	HSTS Coordinator	☎ @	+
--	School SD/EL Specialist	☎ @	+
--	Student Information Specialist	☎ @	+

Invite Team Member

First Name Last Name Prefix

Phone Number Extension

Email

Role

The School Coordinator will be able to invite SD and EL Specialists to the AMS to complete preassessment tasks related to Students with Disabilities and English Learners. The AMS does not have a limit to how many SD/EL specialists can be invited.

NAEP Assessment Logistics

Assessment Logistics

The NAEP team uses this information to plan assessment day logistics.

Assessment Logistics

Where should the NAEP team park?

 Not answered

[Field staff only]: Where to meet the team beforehand?

 Not answered

Where School Coordinator will be before Assessment

 Not answered

How will students be dismissed (select option)?

 Not answered

N/A

March 6

Arrival time

Select **Manage** to provide assessment logistics.

[Manage →](#)

NAEP Technical Logistics

Technical Logistics

Complete Wi-Fi checks to confirm the school's Wi-Fi Network can support the NAEP devices. Provide additional information about the school's Wi-Fi network.

Technical Logistics

Initial Wi-Fi Check

Not Started

Final Wi-Fi Check

Not Started

School Wi-Fi

Planned mode

Select **Manage** to provide technical logistics.

[Manage →](#)

NAEP Notify Parents/Guardians

Notify Parents/Guardians

The school coordinator must notify parents/guardians before the NAEP assessment.

Parent/Guardian Notification

Sent to parents/guardians of selected students or all students

 Parents/guardians of sampled students only

Notification method

 Emailed letter

Feb 22

Notification
Date

Select **Manage** to confirm parent/guardian notification.

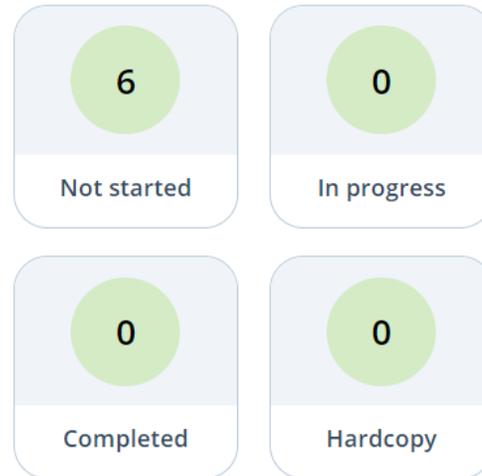
[Manage →](#)

NAEP Manage Questionnaires

Manage Questionnaires

Identify school staff members to complete online NAEP questionnaires.

Manage Questionnaires



School Questionnaire

1 Not started

Teacher Questionnaire

5 Not started

0 In progress

0 Completed

Select **Manage** to identify and monitor questionnaire respondents.

[Manage →](#)

NAEP Support Assessment Activities

Support Assessment Activities

Share the Teacher Notification Letter and attach the List of Participating Students. Distribute the Student Appointment Cards to help assessment day run smoothly.

Support Assessment Activities

Teacher Notification Letter

English Spanish

Download 

List of Participating Students

English Spanish

Download 

Student Appointment Cards

English Spanish

Download 

NAEP Monitor Preassessment Activities – NSC View

Online mode Request help JACQUELINE BRANCO 

Reports > Preassessment Reports Preassessment Reports ▾

Reports

Summary

APM Scheduled

44 % completed

69/158

SC Completed Tasks

0 % completed

0/158

TC Completed Tasks

0 % completed

0/158

APM ScheduledSC TasksTC TasksAPM Status

Export 

Filters Clear all

Jurisdiction > Private schools > Special situations > Sampled grades > Assessment programs > Assessment Coordinator

Super Territory > Territory > Region > Area

0 selected

School & NAEP ID	AC	Assessment date	SC registered	APM date with SC	TC registered	APM date with TC	Tags
------------------	----	-----------------	---------------	------------------	---------------	------------------	------

NAEP 2024

- Technical Help Desk
1-800-283-6237
naephelp@westat.com
8:00 am - 8:00 pm ET, Monday – Friday
After hours messages will be answered as soon as possible.

- NAEP State Coordinator
Jackie Branco
Jacqueline.branco@ride.ri.gov
(401) 222-4685

Reference Information

State Assessments by Grade Level

	Alternate Assessments			General Education Assessments					
Grade Tested	WIDA Alternate ACCESS	DLM	DLM	ACCESS for ELLs	NGSA	RICAS	PSAT™10	SAT	NAEP
	<i>ELP</i>	<i>ELA & Math</i>	<i>Science</i>	<i>ELP</i>	<i>Science</i>	<i>ELA & Math</i>	<i>ELA & Math</i>	<i>ELA & Math</i>	
K	K			K					
1	1			1					
2	2			2					
3	3	3		3		3			
4	4	4		4		4			4
5	5	5	5	5	5	5			
6	6	6		6		6			
7	7	7		7		7			
8	8	8	8	8	8	8			8
9	9			9					
10	10			10			10		(Age 15)
11	11	11	11	11	11			11	
12	12			12					12

2023-2024 State Assessment Calendar: Elementary & Middle School

State testing windows are posted at www.ride.ri.gov/Assessment-Schedules

Test	Content Area(s)	Grades	Primary Test Window	Makeup Test Window
ACCESS for ELLs	ELP	K-12	Jan. 8 – Feb. 16, 2024	Feb. 19 – March 1, 2024
WIDA Alternate ACCESS	ELP	K-12	Jan. 8 – Feb. 16, 2024	Feb. 19 – March 1, 2024
RICAS	ELA	3-8	March 25 – April 19, 2024	April 22 – April 26, 2024
	Math	3-8	April 22 – May 17, 2024	May 20 – May 24, 2024
DLM	ELA, Math Science	3-8 5, 8, 11	April 1 – May 31, 2024	N/A
NGSA	Science	5, 8, 11	May 1 – 19, 2024	May 22 – 31, 2024
NAEP	<i>See following slides</i>			

2023-2024 State Assessment Calendar: High School

State testing windows are posted at www.ride.ri.gov/Assessment-Schedules

Test	Content Area(s)	Grades	Primary Test Window	Makeup Test Window
ACCESS for ELLs	ELP	K-12	Jan. 8 – Feb. 16, 2024	Feb. 19 – March 1, 2024
WIDA Alternate ACCESS	ELP	K-12	Jan. 8 – Feb. 16, 2024	Feb. 19 – March 1, 2024
DLM	ELA, Math Science	3-8, 11 5, 8, 11	April 1 – May 31, 2024	N/A
PSAT10	Reading, Math	10	April 1 - April 12, 2024	April 22 - April 26, 2024
RI SAT School Day*	Reading, Math	11	April 1 - April 12, 2024	April 22 - April 26, 2024
NGSA	Science	5, 8, 11	May 1 - May 19, 2024	May 22 - May 31, 2024

2023-2024 State Assessment Calendar: NAEP

State testing windows are posted at www.ride.ri.gov/Assessment-Schedules

Test	Content Area(s)	Grades/Ages	Test Window Opens	Test Window Closes
NAEP Pilot	reading, math	4,8	January 29, 2024	March 8, 2024
NAEP 2024	reading, math	4,8,12	January 29, 2024	March 8, 2024
NAEP 2024	science	8	January 29, 2024	March 8, 2024
PISA Field Test	reading, math, science	15-yr-old students	March 2024	April 2024
TALIS 2024	principals and teachers			Spring 2024

- *Not all schools will be selected for every test.*
- PISA: Program for International Student Assessment
- TALIS: Teaching and Learning International Survey
- NAEP National Assessment of Educational Progress

Best Practices for Selecting Your Testing Windows

1. Determine how many staff you will need *before* selecting your testing window.
2. Use as much of the state testing window as possible. Even if your school testing window is over, if you're within the state assessment window, you can continue testing.
3. Plan to test 100% of students in each content area.
4. Start as early in the state primary testing window as possible.
5. Adhere to the state testing window for make-up testing.

Primary RIDE Website Resources

These websites are referenced the most in our state assessment guidance materials

Webpage Name	Contents	Link
RISAP Test Coordinator Information	Updates, memo archives, monthly webinar registration link and recording/presentation archive, help desk and general RISAP info	https://ride.ri.gov/TC
Assessment Schedules	State testing windows for all assessments	www.ride.ri.gov/assessment-schedules
Assessment Manuals & Materials	Manuals, guides, and links to assessment websites to support administration	https://ride.ri.gov/assessment-manuals
Statewide Assessment Training	Training requirements and resources for test coordinators and test administrators, training calendar	www.ride.ri.gov/Assessment-Training
Assessment Accommodations	Accommodations and Accessibility Features Manual, assessment-specific resources	www.ride.ri.gov/Accommodations
Assessment Exemptions	Information about medical exemptions	www.ride.ri.gov/assessment-exemptions
Assessment Results	Assessment reporting website resources and archive	www.ride.ri.gov/Assessment-Results
Released Items / Practice Tests	Released items, practice tests, and other resources	www.ride.ri.gov/Released-Items

Assessment Office Resources

- Assessment Mailbox: assessment@ride.ri.gov
- Alternate Assessment mailbox: alternate.assessment@ride.ri.gov
- Assessment Resources: www.ride.ri.gov/TC
 - Manuals: www.ride.ri.gov/assessment-manuals
 - Training: www.ride.ri.gov/assessment-training
 - Accommodations: www.ride.ri.gov/accommodations
- Assessment Data Portal:
 - Public Site: <https://www3.ride.ri.gov/ADP>
 - Confidential Site: <https://portal.ride.ri.gov/Account/Login>
- Ana Karantonis (ACCESS for ELLs, psychometrics)
 - 401-222-8940
 - Ana.Karantonis@ride.ri.gov
- Heather Heineke (DLM, NGSA)
 - 401-222-8493
 - Heather.Heineke@ride.ri.gov
- Tricia Bowler (RICAS, PSAT 10, SAT)
 - 401-222-8478
 - Tricia.Bowler@ride.ri.gov
- Jackie Branco (NAEP, accommodations)
 - 401-222-4685
 - Jacqueline.Branco@ride.ri.gov
- Robyn Augustus (medical exemptions, data support/analysis)
 - 401-222-8944
 - Robyn.Augustus@ride.ri.gov
- Phyllis Lynch (Director of Office of Assessment)
 - 401-222-4693
 - Phyllis.Lynch@ride.ri.gov