# URIDAGE, HT

**DECEMBER 20, 2021** 







Dear PASA DLM Assessment Coordinator (AC):

The 2022 PASA enrollment window will open on January 5, 2022. As the enrollment window approaches, the PA Alternate Assessment team is providing some <u>critical</u> reminders and due dates for PASA ACs:

## DATA MANAGEMENT TRAINING FOR ACS - MANDATORY

All PASA ACs are **required** to complete the PASA DLM Data Management training (4 modules) by December 31st. To access the course, PASA ACs must first register using the link below:

https://www.pattan.net/Events/On-line-Courses/Course-3000/Events/Session-36402

It is imperative that PASA ACs complete the course **prior** to working in Educator Portal and that PASA ACs follow the steps outlined in the data management modules to manage users and enroll/roster students in Kite Educator Portal.

Please note: if you are having difficulty registering for the course at the link above, go to the Pattan Training Calendar, December 3rd, 'PASA Data Management Training: Diving into PASA DLM Enrollment Data'.

## 1% JUSTIFICATION SURVEY - MANDATORY FOR LEAS

All LEAs (school districts, charter schools and CTCs) are **required** to submit a 1% survey to the BSE by December 31st. An email with instructions and a link to submit the survey information was sent to all LEA Special Education Administrators on October 15, 2021. If an LEA needs the email with the survey link resent, please reach out to <a href="mailto:alternateassessment@pattankop.net">alternateassessment@pattankop.net</a>

#### PASA PIMS FILE

PASA ACs must use the PASA DLM Enrollment report from PIMS to upload students into Kite Educator Portal. LEAs must ensure that PASA-eligible students are coded properly in PIMS Field 212: PSSA / PASA Assessment. The code must be entered as **A – PASA**, **no PSSA precode label**. Please be sure to double check the student grade level to ensure it is accurate. Processes have been established to assist those who do not have access to PIMS (e.g., Licensed Private Academic Schools, schools serving non-4010 students, etc.). Detailed information is provided in the required PASA Data Management training described above.

## PA ALTERNATE ASSESSMENT TEAM OFFICE HOURS

The PA PASA team will be providing scheduled office hours for PASA ACs during the month of January. We recognize that this is a busy time with the enrollment process and many may have questions or need to be guided through certain steps of the process. The office hours are designed as blocks of time team members will be available for questions. PASA ACs can join and leave at the time that is most convenient for them if they have questions or need extra support. Please see available dates/times and zoom links below:

January 6, 2022- 10:30 am to 11:30 am - Join Zoom Meeting

https://pattaneast.zoom.us/j/94274030502?pwd=Tks5ZENSRjVDcThPVTlQYzhHTHFWZz09

Meeting ID: 942 7403 0502

Passcode: 337403

January 6, 2022 - 12:00 pm to 1:00 pm - Join Zoom Meeting

https://pattaneast.zoom.us/j/94209588071?pwd=c0x2MDFIRzIneW0yUSt5WTBBMHpZZz09

Meeting ID: 942 0958 8071

Passcode: 955655

January 13, 2022- 10:30 am to 11:30 am- Join Zoom Meeting

https://pattaneast.zoom.us/j/94211784504?pwd=S3p2K0IrSUF4UGVzY0pBcXZKL3J6UT09

Meeting ID: 942 1178 4504

Passcode: 968322

January 13, 2022 - 12:00pm to 1:00 pm - Join Zoom Meeting

https://pattaneast.zoom.us/j/92956386307?pwd=WUtWUnU4VU9lcFZERTJtQU5Y0UtJQT09

Meeting ID: 929 5638 6307

Passcode: 557803

January 20, 2022 - 10:30 am - 11:30 am - Join Zoom Meeting

https://zoom.us/j/92252081011?pwd=ZzkySkdaS0tjVWJGM2xoZC94WkJYUT09 Meeting ID:

922 5208 1011 Passcode: PASA

January 20, 2022 - 12:00 pm - 1:00 pm - Join Zoom Meeting:

https://zoom.us/j/98247202334?pwd=Wk00akxiSHh5VFFLOUItZHZKa2IEQT09 Meeting ID: 982

4720 2334 Passcode: PASA

January 27, 2022 – 10:30 am – 11:30 am -Join Zoom Meeting <a href="https://pattanpgh.zoom.us/j/96897779015">https://pattanpgh.zoom.us/j/96897779015</a> Meeting ID: 968 9777 9015

January 27, 2022 - 12:00 pm - 1:00 pm - Join Zoom Meeting <a href="https://pattanpgh.zoom.us/j/96897779015">https://pattanpgh.zoom.us/j/96897779015</a> Meeting ID: 968 9777 9015

#### THANK YOU!

Thank you to all PASA ACs who have already completed the outlined training and requirements to date. As always, the PASA Team appreciates your hard work and dedication. We wish you a happy and healthy holiday season!



### CONTACT THE PA ALTERNATE ASSESSMENT TEAM

For technical assistance in PA, contact the PA Alternate Assessment Team.





