

E-MESSAGE # 11

DATE: FEBRUARY 26, 2021

Dear PASA DLM Assessment Coordinator (AC):

The PA Alternate Assessment Team (PAAT) hopes this email finds you doing well. The team is providing this communication with important reminders and timely information, so that you and staff are prepared to begin test administration when the window opens on Monday, March 8th.

PDE PROPOSED APPROACH TO USDE GUIDANCE AND THE PASA TESTING WINDOW

The PASA DLM testing window opens Monday, March 8th. At present, it is scheduled to run through Friday, May 7th. Earlier this week you received an email containing a message from Deputy Secretary Stem regarding the PA Department of Education's proposed approach to the guidance released by the US Department of Education. In follow up, in order to maximize safe testing opportunities for all students, there will be extended testing windows for state assessments in accordance with the recently released USDE guidance. We can confirm that PSSA and Keystone Exams will be extended through September of 2021. PASA and WIDA Access windows will be extended significantly, but we cannot determine an end date at this time. We are working diligently to determine and make public all of our State testing windows. As more information becomes available regarding the extensions of state assessments, including the PASA, the PA Alternate Assessment Team will provide it via the alternateassessment@pattan.net email account and will post to our websites.

SIX STEPS TO ENSURE A SUCCESSFUL OPEN TO THE TESTING WINDOW

Before a student can be tested, six requirements **must** be met:

1. The state window must be open.
2. The Security Agreement must be read, agreed to, and signed.
3. Required Test Administrator Training (RTAT) must be complete.
4. Students must be rostered to the teacher in the correct grades and subject.
5. The First Contact Survey must be completed and submitted.
6. Student Portal 7.0 must be installed.

A slide containing these six steps is attached. Please feel free to share with staff as needed.

OFFICE HOURS

The PAAT continues to be available to support you. Beginning Monday, March 1st, open Zoom office hours will be provided per the schedule below. These are informal opportunities for school staff to "Zoom in" and connect "live" with members of PAAT. Log in at any time within that hour to have questions answered. Note: there is a unique Zoom link for Mondays and Thursdays. Be sure to select the correct link. The alternateassessment@pattan.net and DLM Service Desk also continue to be available.

Join PASA DLM Monday Office Hours at 11 AM – NOON on March 1, 8, 15 and 22

<https://pattaneast.zoom.us/j/99203527368?pwd=cnZ0bjZYM1pDak5vTGtxSUJSeUNMQT09>

Meeting ID: 992 0352 7368

Passcode: 011790

One tap mobile

+13017158592,,99203527368# US (Washington DC)

+13126266799,,99203527368# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Join PASA DLM Thursday Office Hours at 9 AM – 10 AM on March 4, 11, 18 and 25

Join Zoom Meeting

<https://pattaneast.zoom.us/j/96687140839?pwd=SFJTaURUQmk2ZjJucXFDOTQyUEFjUT09>

Meeting ID: 966 8714 0839

Passcode: 968757

One tap mobile

+16468769923,,96687140839# US (New York)

+13017158592,,96687140839# US (Washington DC)

Dial by your location

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

DATA CORRECTIONS

At present, the PAAT is currently evaluating the accuracy of PA Secure IDs and grades and completion of RTAT. The PAAT is also verifying that prior data anomalies for which emails were sent have been corrected. The PAAT will be contacting schools with any outstanding data errors that must be corrected. Thank you to all who have already made such corrections.

OPT OUTS

As in prior years, students not participating in the PASA must be coded in the Kite Educator Portal. All PASA eligible students must be enrolled and rostered in the KITE Educator Portal, even if they will not be participating. In addition, the test administrator must complete the First Contact Survey (FCS) for the student. The FCS must be completed so that the system generates the first testlet in each subject area. The first testlet in each subject area must be coded appropriately with the reason for non-participation. These codes are referred to as “Special Circumstance Codes” and will be provided by the PA Alternate Assessment Team. Special Circumstance Codes will be provided annually to DTCs during the assessment window and made available on the PA DLM homepage. DTCs have until the end of the testing window to enter codes. Only

DTCs have the ability to enter “Special Circumstance Codes”. Teachers/Test Administrators cannot do this. This is a change from prior years.

GENERAL REMINDERS

All users in the Kite Educator Portal will receive notification when their password is set to expire. For security purposes, a user will be prompted to change their password every 180 days. You may change your password at anytime or in advance of such notification by logging into Kite Educator Portal, selecting My Profile and “Change Password” tab.

In closing, thank you for all the continued efforts to make this year a success!

Kindly,

PA Alternate Assessment Team

DLM SERVICE DESK

1-855-277-9751

DLM-support@ku.edu

Current hours: 7:00 a.m.–5:00 p.m. CDT, M–F

<https://dynamiclearningmaps.org/pennsylvania>

PA Team

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