

Oklahoma School Testing Program (OSTP)



**Test Preparation In-service
Summer 2012**

Agenda

- **Testing Overview**
- **General Information**
 - **Testing Updates**
 - **Invalidations and Equivalent Forms**
 - **Test Security and Related Information**
 - **Instructions and Information**
- **End-of-Instruction (EOI) OCCT and OMAAP**
- **Resource and Contact Information**

Testing Overview

- ❑ The purpose of the OSTP is to assess students' mastery of the *Priority Academic Student Skills (PASS)*.
- ❑ *A-F Grading System is expected to be in effect for the 2011-12 school year.*

<http://ok.gov/sde/f-grading-sytem>

A-F School Grading System

- ❑ The Student Achievement section of the A-F Grading System includes performance on ALL the OSTP exams administered during the most recent school year. Every content area is included.
- ❑ All testing sessions (Summer, Winter/Trimester, and Spring) are included; however, only “First Opportunity EOI Test Takers” and/or students designated as “Full Academic Year (FAY)” will be included.

Testing Overview

Who Participates?

- ❑ **Every** student enrolled in a tested grade level in an Oklahoma public school must participate in testing.
- ❑ All students will be administered either:
 - An OCCT general assessment with or without accommodations; or
 - An alternate assessment: OMAAP
 - With or without accommodations
 - Oklahoma Alternate Assessment Program (OAAP or Portfolio)

OSTP

General Information

Testing Contractor

- ❑ Pearson will serve as Oklahoma's testing contractor providing testing services for the following:
 - OCCT EOI, and
 - OMAAP EOI

Pearson Contact Information

- ❑ Web site <www.pearsonaccess.com>
- ❑ PearsonAccess Support
 - Phone: (866) 294-9970
 - Fax: (319) 358-4299
 - E-mail:
 - <okhelp@support.pearson.com>
 - <okeoionline@support.pearson.com>
- ❑ Online Technical Support
 - (888) 597-1103

Testing Terminology

- Registration = Precode – this is the process of entering students into PearsonAccess for paper/pencil or online testing.
- Student Data Upload (SDU)/or RSDU – this is the process used to upload new students or update student registration.
- Test Proctor (TP)

PearsonAccess

- ❑ User names and passwords are supplied by the testing vendor for accessing the online systems.
- ❑ District Test Coordinator (DTC) will assign user names and levels of access for Building Test Coordinators (BTC) through PearsonAccess.
- ❑ Refer to the *Test Preparation Manual* (TPM) for WebEx training dates

Guidelines for Students Who Receive Instruction Away from Sites of Official Enrollment

Students Testing at Alternative Sites

□ This includes:

- Special education consortiums;
- Alternate education cooperatives and interlocals;
- Hospital placement;
- Homebound placement; and
- Students enrolled at Oklahoma School for the Blind or the Oklahoma School for the Deaf.

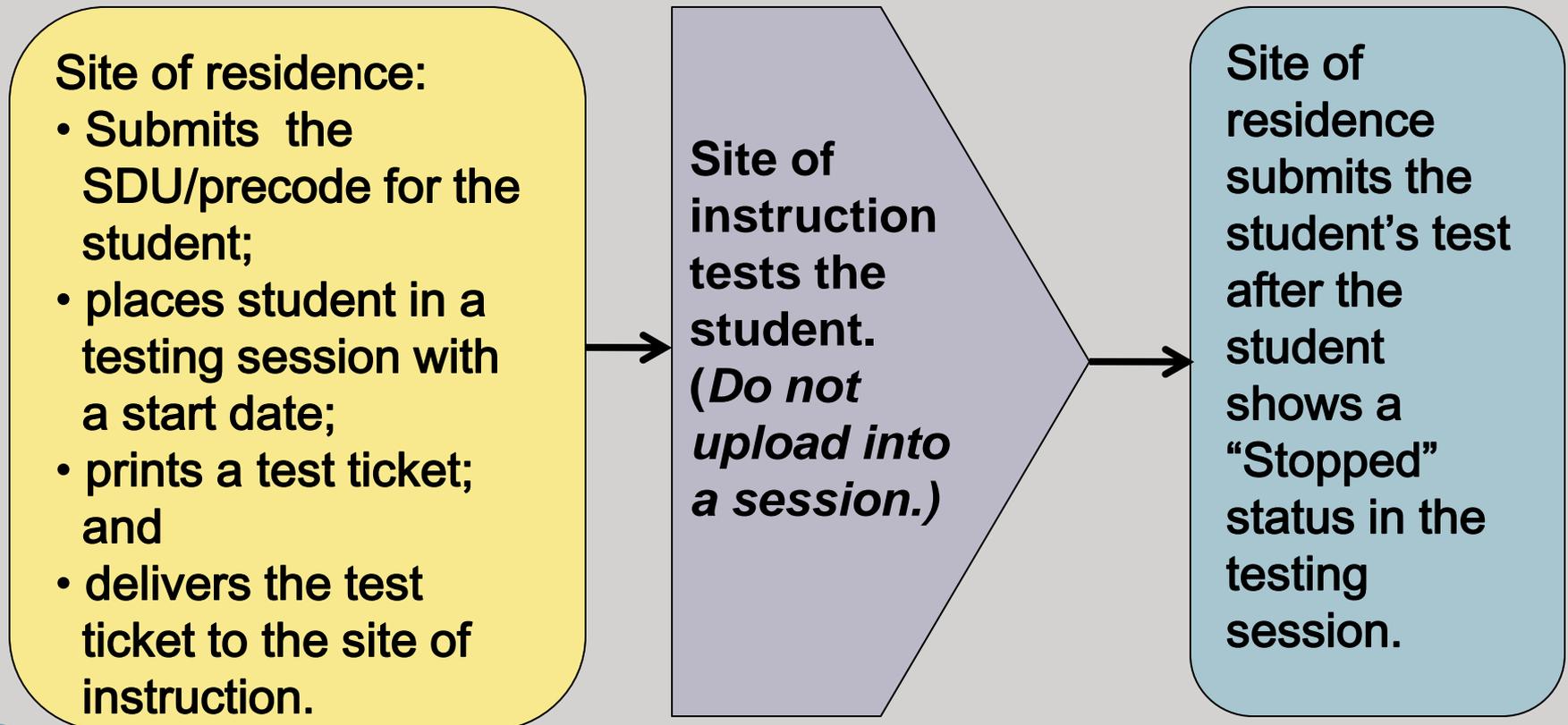
Guidelines for Students Who Receive Instruction Away from Sites of Official Enrollment

Students Testing at Alternative Sites

- ❑ All paper/pencil test materials will be ordered by and sent to the district where the students are officially enrolled.
- ❑ Students may be tested at their sites of instruction following the procedures outlined in the *Test Preparation Manuals*.

Guidelines for Students Who Receive Instruction Away from Sites of Official Enrollment

Flowchart for all OCCT Online Assessments



Guidelines for Students Who Receive Instruction Away from Sites of Official Enrollment

Students Testing at Alternative Sites

- ❑ The official site of residence district remains accountable for the test scores.
- ❑ Score reports will be sent to the districts where the students are officially enrolled.
- ❑ The TA and the TP (at the site of instruction) sign a Test Security Form. All test books, answer documents, test tickets, and security forms are returned to the site of residence.

Distance Learners

- ❑ Schools must account for all students. This includes Distance Learners, who are students taking classes via the internet.
- ❑ The student should be marked as a Distance Learner either in the SDU file or in PearsonAccess.

Distance Learners

- ❑ The school district that is offering the online course or program will provide and is responsible for the cost of, at a minimum, six alternative testing locations.
 - At least one testing site will be located in each quadrant of the state.
 - One testing site will be located in each of the two metropolitan areas in the state.
 - The alternative location and testing plan must be approved by the State Board of Education

Demographic Information

Registration/Precode is required for all students taking assessments.

- ❑ **All EOI students**, including those taking the OMAAP tests, are to be uploaded into PearsonAccess through an SDU file.
- ❑ Every district that successfully submits a SDU file for EOI will receive a student roster and student labels. **(A clean file must be received by June 1, 2012 to receive labels.)**
- ❑ SDU layout and template are available on both PearsonAccess and the SDE Web site.

EOI Demographic Information

- ❑ Paper/pencil testers will receive the number of labels associated with subject tested.
- ❑ Labels are identical and can be placed on an OCCT or OMAAP answer document/test book.
- ❑ For paper/pencil testers without a state ID number, demographic pages must be hand-bubbled.

Demographic Information

Verify student label information for the following:

- Student name
- Birth date
- Ethnicity/Race (refer to student roster report)
- Gender
- State Student ID

If any of the student demographic details are incorrect on the student label, **DO NOT** use the student label.

Instead, hand-bubble the student demographic information.

Demographic Information

TPM page 99

New for 2011 – 2012

- ❑ All students receiving labels or uploaded into the online system must be accounted for at the time of testing.
- ❑ Some Demographic information bubbles previously available have been removed from the back of the answer documents/scannable test books.
- ❑ All updates to these fields **MUST** be entered on PearsonAccess.

Demographic Information – Changes

❑ For these special demographic changes, take the following action:

Circumstance	Paper / Pencil
No Longer Enrolled	1. Place the student label on the answer document, 2. Place the answer document/scannable test booklet under a CIS. 3. Teacher name is “No Longer Enrolled” (NLE) .
Passed Requirement	
Absent	1 Place the student label on answer document, 2. Place answer document/scannable test booklet under a CIS. 3. Teacher name is Absent (AB) .
OAAP tester label received	1. Place the student label on answer document, 2. Place answer document/scannable test booklet under a CIS. 3. Teacher name is “OAAP” .

Demographic Information –Changes

❑ For these special demographic changes, take the following action:

Circumstance	Online
No Longer Enrolled	1. Place students in a session. 2. Mark test as complete.
Passed Requirement	3. Check “No Longer Enrolled ” or “Passed Requirement” in dropdown box. 4. Submit
Absent	Follow steps 1 - 2 above, 3. Mark students as “Absent” in dropdown box. 4. Submit
OAAP tester not marked in SDU file	Follow steps 1 – 2 above. 3. Mark students as “OAAP Tester” in dropdown box. 4. Submit

Demographic Information

- ❑ Place documents for students identified as Other Placement, Emergency Exempt, ELL 1st Year in U.S. Exempt, or Invalidate with scorables. SDE will send an approval file to Pearson after testing.
- ❑ Incorrect or incomplete information will result in inaccurate student data and may have a negative impact on the final reports.
- ❑ Districts will be able to make online corrections during the Online Correction/Verification window.
- ❑ Online training for these systems will be provided.
- ❑ **The SDE will not be making corrections that should have been made during the correction windows.**

Demographic Information

- ELL applies to any student who has not passed the English Proficiency test.
- ELL 1st and 2nd Year Proficient indicates an ELL student that has attained proficiency and has exited the program within the last one or two years.
- A student must be marked as either ELL 1st Year Proficient or ELL 2nd Year Proficient.
- Do not mark both ELL *and* ELL 1st or 2nd Year Proficient.
- The ELL enrollment date is the date the student first entered any United States school.

Collection of Teacher Certification Number

- ❑ **Teacher Certification Number is REQUIRED and MUST be indicated on each student record linked to the teacher of record.**
 - For EOI 2nd Time Testers currently enrolled in the class for the second time, the Teacher Certification Number is **REQUIRED**.
 - Enter all **zeros** in this field for EOI 2nd Time Testers **NOT** retaking a course.
 - Enter all **nines** for Distance Learners, where the teacher is not a district employee.
- ❑ Pearson will pass this information back to the district in the district's student data file. This information will not be used by the testing vendor to disaggregate reports.

FAY/NFAY Flowchart

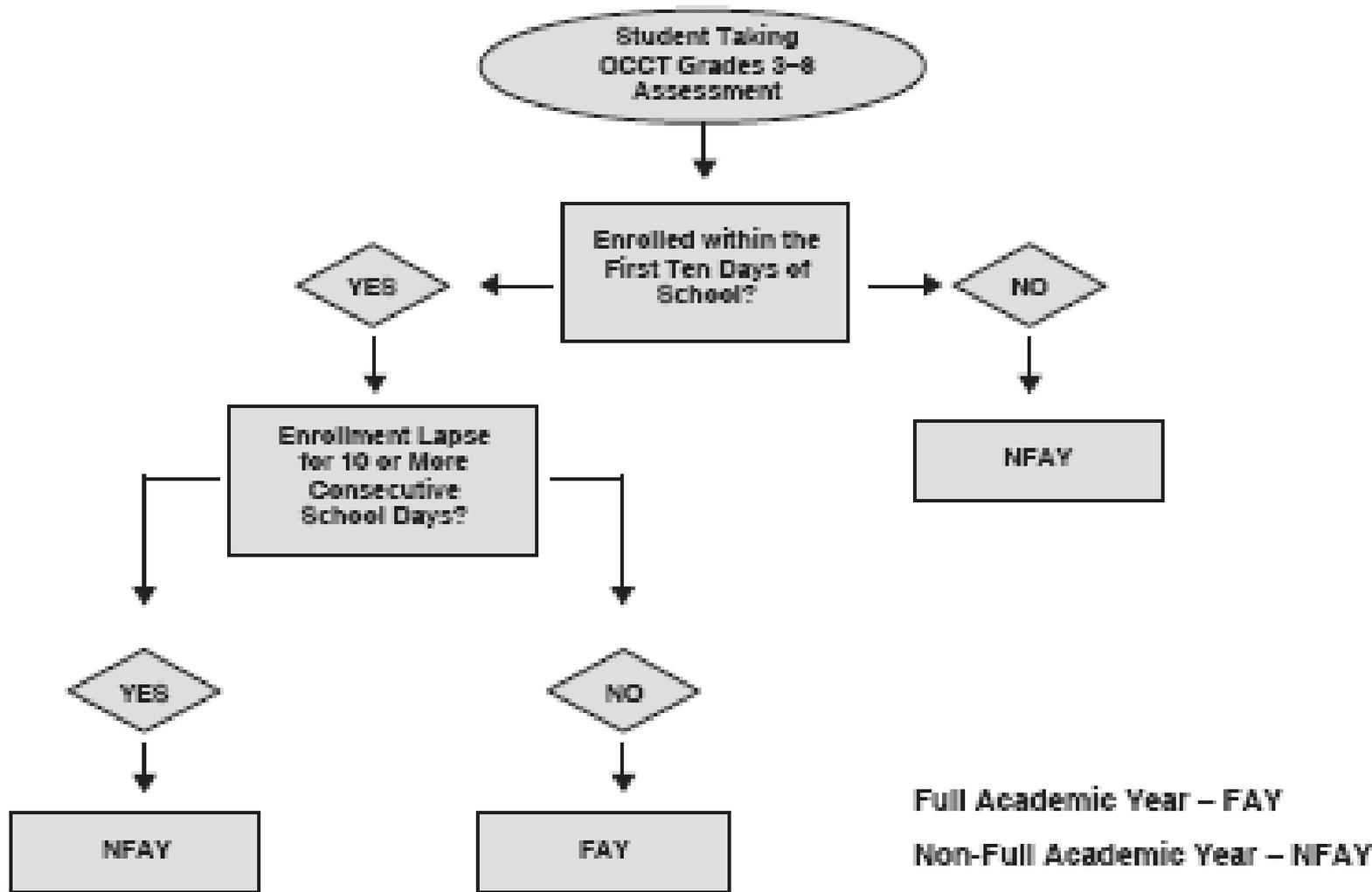


Figure 1. Non-Full Academic Year Flowchart

Testing Accommodations

Accommodations for IEP and Section 504 students must be:

- ❑ specified in an IEP or Section 504 Plan;
- ❑ selected from the list of approved accommodations; and
- ❑ marked in PearsonAccess by subject or uploaded in an SDU file.
 - Setting
 - Presentation
 - Timing/Scheduling
 - Response

Testing Accommodations

ELL accommodations must be:

- ❑ selected from the approved list of accommodations; and
- ❑ marked in PearsonAccess by subject or uploaded in an SDU file.
 - Translator
 - Transcribe
 - Clarification
 - Grouping/Multiple Sessions
 - Word-to-Word Dictionary

Summer Materials

- ❑ Please Note: these materials will **NOT** be available for Summer testing:
 - OCCT and OMAAP
 - Audio accommodation
 - Braille forms
 - Large Print forms
 - Equivalent forms

SDE Approvals Required

- ❑ SDE approval is required for the following:
 - Other Placement;
 - Emergency Exempt;
 - ELL 1st Year in U.S. Exempt (Writing, Reading, and English II & III assessments only); and
 - Invalidations.

- ❑ Request approvals on the School District Reporting Site.
 - Complete the Testing Status Application form.
 - Fax letters on a school letterhead to the SDE for emergency exemptions and invalidations.

Test Invalidations

- ❑ Reasons for possible test invalidations include, but are not limited to, the following:
 - (1) cheating;
 - (2) security violation;
 - (3) improper test administration; or
 - (4) testing outside the testing window.

- ❑ For summer testing ONLY, if the SDE approves the invalidation, and the student is a first time test taker, the student must be considered as a nonparticipant.

Test Invalidations

TPM p. 66

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- ❑ In situations where a student becomes ill and cannot finish a test, the DTC must contact the SDE for an invalidation and instructions.

Testing Materials

Summer 2012

- **Districts MUST order all testing materials through Additional Orders . This includes:**
 - **Ancillaries**
 - Test Coordinator Kit
 - UPS Labels
 - **Guides and Manuals**
 - Test Prep Manual
 - PSTG
 - TAM (paper/pencil and online)
 - **Test Materials**
 - All paper/pencil assessments

Test Security

TPM pages 14-15

Who should be trained on Test Security and administration procedures?

- DTCs
- BTCs
- Test Administrators (TAs)
- Test Proctors (TPs)

Test Security

- ❑ Additional important information regarding test security and validity is included throughout and in the appendices of each *Test Preparation Manual*.
- ❑ Test materials should be kept secure at all times and should not be left in open or unattended areas.
- ❑ Test books are not to be opened prior to or after any test session. Only the students tested are allowed to view the contents of a test book or an online test and only at the time of testing.

Test Security

- ❑ Pearson will be sending out all security forms to the district.
 - *Scannable Forms — Originals must be completed and returned, as they are pre-slugged with your county, district, and site code (CDS code).*
 - ***District Level Test Security Forms***
 - ***Building Level Test Security Forms***
 - *Not scannable – forms may be copied*
 - ***Test Administrator and Test Proctor/Monitor Security Forms***
 - ***Nondisclosure Forms***

Test Security

TPM pages 15 and
Appendix H

Nondisclosure Agreement Forms

- ❑ *Nondisclosure Agreement Forms* must be signed and dated by each TA who reads test items to students as an accommodation and by the Test Proctor. The completed form must be returned to the BTC.
 - Note: OCCT and OMAAP English II and III tests may **not** be read to any student as an accommodation. This includes passages and items. (Exception is the EOI ELL 2nd time tester)
 - This form is included in the BTC kit. A copy may also be found in the *Test Administration Manual* and/or online.

Classroom Security Checklists

- Classroom Security Checklists* must be completed, signed, and dated by the TA and the BTC. It is critical that each security barcode be matched to a student's name.

- PearsonAccess has Security Checklist Detail Reports, which will provide a list of all bar codes sent and blank columns to record information regarding the location of the test book.

- The checklists are included in the DTC kit. A copy may also be found in the *Test Administration Manual* and/or online.

Test Security

- ❑ All secure test materials (test books, answer documents, and accommodated materials) must be returned to Pearson after the completion of testing.
- ❑ Keep a copy of all security forms for your records. Originals must be returned to the Pearson.

Test Security

- ❑ Late materials may result in:
 - cost,
 - invalidations, and/or
 - deficiency on the district accreditation report.

- ❑ Ensure that all student information is handled according to FERPA guidelines. Contact USDE Family Policy Compliance Office at (202) 260-3887 for more information.

Calculator Use

TPM Appendix B and D

EOI (OCCT and OMAAP)		Grades 3 – 8 (OCCT and OMAAP)*
Scientific Calculator	Graphing and /or Scientific Calculator	Basic four function nonscientific calculator
Algebra I Geometry Biology I	Algebra II	Used only as an accommodation on Math tests and Grade 8 Science

* Used ONLY as an approved accommodation

OSTP

DTC Instructions and Information

DTC Instructions and Information

General Responsibilities:

- ❑ Serve as the SDE's contact for all testing activities.
 - Note: E-mail is often the quickest and most efficient way for the SDE or testing vendors to contact DTCs, so please access your account regularly.
- ❑ Request permission from the SDE for citing specific demographic designations, and/or invalidating assessments.
 - **Note: EQ forms are not available for summer testing.**
- ❑ Ensure that all personnel assigned to testing are adequately trained in proper test administration and test security.
- ❑ All personnel who have been trained **must sign-in** for the training sessions. The sign-in forms should be kept on file by the DTC or BTC and must indicate the date of training.

DTC Instructions and Information

- ❑ Check that all data and participation counts in PearsonAccess for your district and schools are current .
- ❑ DTC will order all additional materials through PearsonAccess.
- ❑ Confirm all boxes are received for each building and distribute materials accordingly. Inventory materials immediately upon receipt.
- ❑ If any discrepancies are found during the inventory, contact Pearson immediately.

DTC Instructions and Information

- ❑ DTC distribute the Parent, Student, and Teacher Guides (PSTG) to BTC who distributes to TAs. **(These are required for classroom use).**
- ❑ Secure test materials and Test Coordinator kits arrive in districts 2 – 3 weeks prior to testing.
 - Secure testing materials may be delivered to schools but may not be passed out to teachers until the day of testing.

DTC Instructions and Information

District and Building Site Overages

- ❑ Pearson will **NOT** automatically include overages with the District and building standard testing material – **you must include overage in your order.**
- ❑ The DTC may order extra materials through Additional Orders in PearsonAccess May 21 – August 1.

DTC Instructions and Information

Collection and Return:

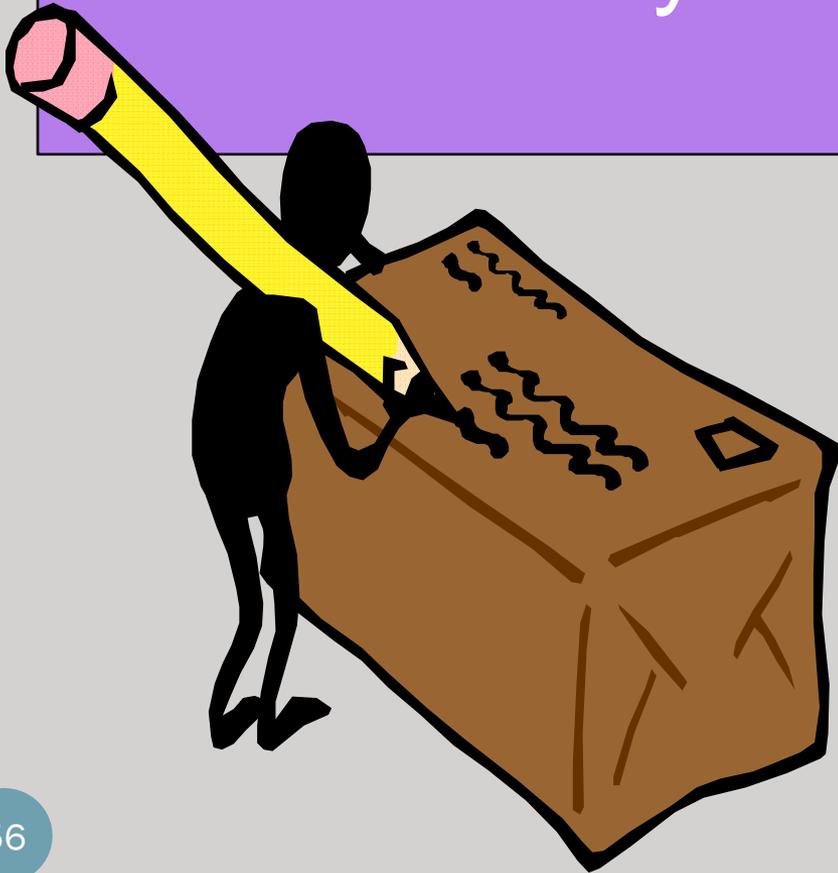
- Confirm that each scorable answer document or scannable test book has a label or a demographic page has been completed.
- Verify all non-scorable secure materials as they are received from each BTC.
- Confirm that *scorable* materials are returned in separate boxes from *non-scorable* secure materials.

DTC Instructions and Information

Collection and Return:

- Summer return pick-up arrangements for paper/pencil multiple-choice are to be scheduled by the school district.
- All test materials must be packaged, sealed, and ready for pickup immediately following the last day of testing in the district.
- Last day to ship materials:
August 10, 2012

EOI Scorables
Send to
Iowa City



Shipping/Return Labels

TPM Appendix N

EOI
Non-Scorables
Send to
Cedar Rapids

OSTP

**BTC Instructions and
Information**

BTC Instructions and Information

General Responsibilities:

- ❑ Train the TAs and TPs using the SDE presentation available on the Web site.
- ❑ Distribute the *PSTGs* and *Test Administration Manuals*
- ❑ Check testing materials out to TAs the day of testing using the *Security Checklist*.
- ❑ Verify the presence of a TA and TP in every testing session before testing begins.
- ❑ Collect all test materials from the TAs upon completion of testing each day.

BTC Instructions and Information

General Responsibilities:

- ❑ Download ePATS practice tests located on the Pearson Web site for online tests.
- ❑ Direct the entire testing procedure at the specified building site and serve as the contact for the DTC.
- ❑ Inventory all test materials upon receipt from the DTC and manage the BTC kit contents.
- ❑ Identify students who need special accommodations and/or alternate assessments.
- ❑ Complete *Class Identification Sheets* for paper/pencil tests in order to generate classroom or teacher level reports.

BTC Instructions and Information

- ❑ Implement Best Practices when setting up test sessions for paper/pencil or online test sessions.

- ❑ Mixed Group Make-up Sessions **ONLY** – discretion of the district to implement this exception.
 - Several small groups may test within the same room for the same testing program.
 - Each tested group needs its own TA to initially read directions at the start of a session. However, after the test is underway one TA can stay to monitor all makeup groups with an individual TP being assigned to each group of students.
 - TA must roam from group to group to supervise all groups.
 - Absolutely no read-aloud are to be conducted in mixed make-up sessions.

BTC Instructions and Information

Collecting and Returning Materials:

- ❑ Upon completion of testing, collect all signed *Test Security Forms, Classroom Security Checklists, and Nondisclosure Agreement Forms*. (Keep copies for your records and give the originals to your DTC.)

- ❑ All materials must be accounted for and returned to the DTC. Follow the step-by-step instructions in Appendix P of the *Test Preparation Manual* for checking and assembling the test materials for return to the DTC.

OSTP

Test Administrator (TA) Instructions and Information

Qualifications of the TA

- ❑ The Test Administrator (TA) must be an education-certified professional employed by the school district.
- ❑ This adult should not be a relative or significant other of the Test Proctor or of a student testing within that session.

TA Instructions and Information

General Responsibilities:

- Attend training conducted by the BTC.
- Review the *Parent, Student, and Teacher Guide* with students at least two weeks prior to the testing window.
- Confirm arrangements for students who require special accommodations or alternate tests.

TA Instructions and Information

General Responsibilities:

- Review the Test Administration Manual for directions several days prior to testing.
- Make sure students use a No. 2 pencil.
- Instruct students to put their names on the front cover of their answer documents and test books.
- Ensure all visual aids are removed or covered during all testing.

TA Instructions and Information

General Responsibilities:

- Administer tests with a TP present.
- Follow the scripts in the *TAMs* **exactly**.
- Keep records of students who missed the test on the original test date.
- Administer make-up tests within the testing window.
- Keep a log of unusual student behavior or circumstances.
- Must sign the test Security Form.

OSTP

Test Proctor (TP) Instructions and Information

Test Proctor Requirements

- ❑ All Oklahoma State Testing Program (OSTP) test administration sessions shall be monitored by an adult other than the Test Administrator.

- ❑ This adult:
 - must be approved by the building principal;
 - can be a member of the faculty or community; and
 - does not have to possess an Oklahoma Teaching Certificate.

Test Proctor Requirements

- ❑ This adult should not be:
 - a student, even if that student has already turned 18; or
 - a relative or significant other of the Test Administrator or of a student testing within that session.

TP Instructions and Information

□ Test Proctors:

- must receive training from the BTC.
- may assist the TA with certain duties, such as handling testing irregularities (e.g., inventory test materials).
- are to maintain the security of all test materials.
- may assist the TA after testing is completed.
- **may not administer tests.**
- must sign the test Security Form after each test.

OSTP

EOI

OCCT and OMAAP

EOI Overview

- ❑ In order to meet federal requirements, students must test once in high school in Math (Algebra I), Reading (English II), and Science (Biology I).
- ❑ All students, who have completed instruction over the specified competencies of the course, regardless of the name of the course, will participate in the EOI tests.

EOI Overview

Graduation Exemption

- ❑ All students shall take the tests prior to graduation, unless otherwise exempt by law.
- ❑ Students who completed instruction prior to the year of implementation listed below are exempt from testing:
 - Algebra II, English III, and Geometry: 2007 – 2008

EOI Overview

- ❑ Completion of instruction means the student was enrolled for the entire length of the course up to the time of the test.
- ❑ Completion of instruction may also be accomplished by passing a proficiency test for proficiency-based promotion.
- ❑ Some IEP students receiving instruction on specified competencies will not complete instruction in one year. They will test when they have completed instruction or at the last available testing date prior to graduation, whichever comes first.

Testing Exemptions and Exceptions

- ❑ To help determine which students qualify for test exemptions and exceptions, refer to these documents available on the SDE Web site:
 - **ACE Testing Flowchart**
 - **Alternate Tests** with cut scores
 - **EOI Out-of-State Alternate Tests** accepted by the State of Oklahoma
 - **Applying a Modified Proficiency Score**
 - **Flowchart and Guidelines**
<<http://ok.gov/sde/assessment-administrator-resources-administrators>>

Testing Exemptions and Exceptions

- ❑ A student may take more than one alternate test to meet the graduation requirement.
- ❑ One alternate test can be used to meet more than one test requirement.
- ❑ A proficient score on the EOI Algebra II test can also count for Algebra I and a proficient score on the EOI English III test can count for English II.
- ❑ The State Board of Education has the authority to waive one or more of the requirements for an individual student, if the Board determines that extenuating circumstances justify the waiver for an EOI test.

NEW ACE Appeals Process

- ❑ The State Board of Education adopted emergency rules to govern appeals from students denied diplomas for failing to meet Achieving Classroom Excellence (ACE) requirements. (May 2012)
- ❑ The rules were adopted to comply with House Bill 2970, signed into law by Governor Fallin in April.
- ❑ The new ACE appeal form can be found at <http://ok.gov/sde/sites/ok.gov.sde/files/ACEAppealForm.pdf>.

New Exception and Exemption for ELL Students

- ❑ ELL Students who have lived in the U.S. less than three years prior to their proposed graduation date are allowed to **retake** the ACE English II EOI with all regularly available accommodations and the additional accommodation of test items and passages being read-aloud in English.
- ❑ Allowed on the OCCT and OMAAP.

Exception and Exemption for ELL Students

- Conditions for English II retake with a read aloud in English**
 - a. Already have taken English II test and not passed;**
 - b. Participated in remediation;**
 - c. Passing grade in English II course;**
 - d. Read-aloud is a part of regular classroom instruction.**

OMAAP Overview

Eligible students must be determined using the *Criteria Checklist for Oklahoma's Alternate Assessments* located on the Office of Accountability and Assessments Web site.

<http://ok.gov/sde/sites/ok.gov.sde/files/documents/files/Criteria_Checklist.pdf>

OMAAP Overview

TPM pages 7-12

- ❑ Tests are intended for “gap” students for whom the OAAP and the general OCCT assessments are inappropriate.
- ❑ The goal is to provide a test that is comparable to the OCCT but is more accessible for this population.

OMAAP

- ❑ OMAAP Students mark their answers directly in their test books which are then scanned and scored.
- ❑ Scratch paper for the Multiple-Choice tests is allowed but should be collected after testing and destroyed by the BTC.

ACE Modified Proficiency Score for Students with Disabilities

- ❑ The modified proficiency score pertains to IEP students who did not achieve proficient on an EOI assessment on their first attempt. Assessments include the OCCT or OMAAP EOIs.
- ❑ To be eligible to apply the Modified Proficiency Score the student must:
 - a. Participate in remediation of the course.
 - b. Participate in the same assessment.
 - c. Have an increase in the test score, on the same assessment, even though not attaining a proficient score.

ACE Modified Proficiency Score for Students with Disabilities

- ❑ The IEP team cannot issue a modified proficiency score unless the additional criteria has also been met by the student:
 - a. The student must have a passing grade in the EOI course that was assessed;
 - b. The student must meet the district's attendance policy; and
 - c. The student's IEP team must recommend the student for graduation.



Transcripts

School Districts shall:

- Report **ALL** the student's performance levels on the EOI tests. (change in law)
- Insert the sentence,
“This student has met the graduation requirement of demonstrating mastery in the state academic content standards.”
- Transfer record to the new district if the student moves.

Cumulative Record

School Districts shall:

- Record student's alternate test scores that meet at least a Proficient score.
- Document remediation or a student's failure to participate in remediation and to complete test retake opportunities.
- Document the application of the Modified Proficiency Score. (only IEP students are eligible).
- Transfer record to the new district if the student moves.

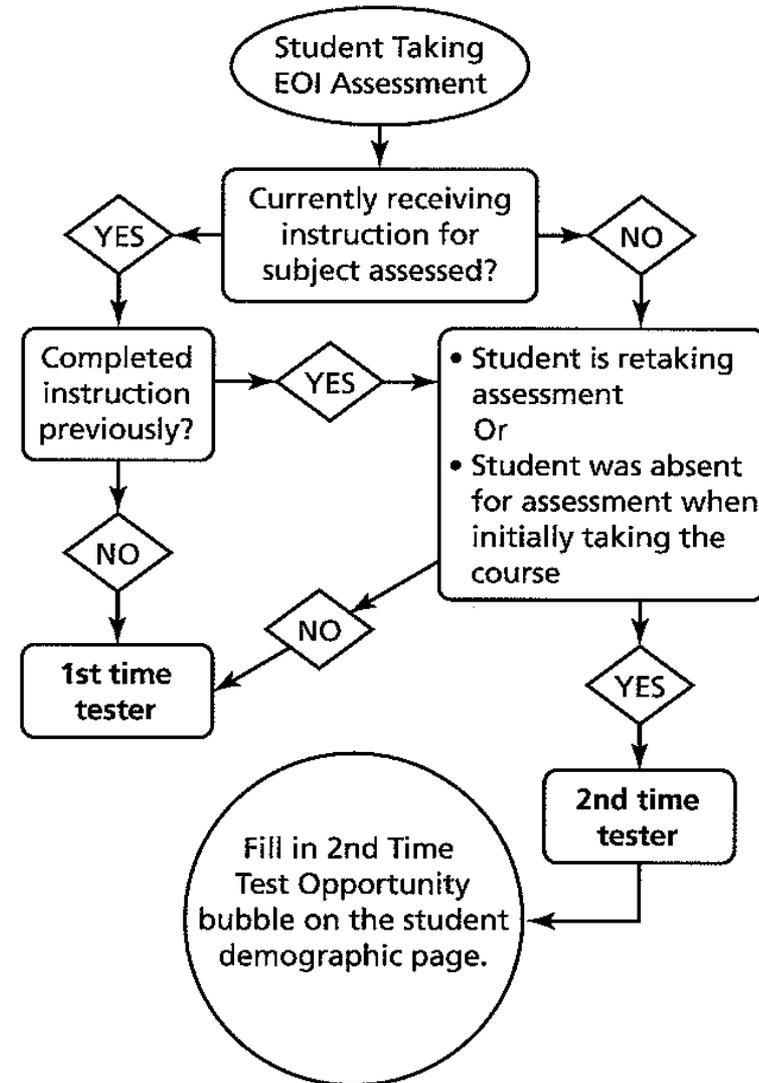
EOI Retakes

- ❑ According to state law (70 O.S. §1210.508 and 70 O.S. §1210.523), students who do not score at least at the proficient level shall be afforded the opportunity to retake each test up to **three** times each calendar year until at least a proficient score is attained on the tests of Algebra I, English II, and two of the other tests required or an approved alternative test.
- ❑ Winter or Trimester, Spring, and Summer are the three options.

2nd Time Test Opportunity

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Applies if the student has missed the opportunity to take the EOI test while enrolled in the course or if this is a retake.



2011 – 2012 Testing Windows

TPM p. i

EOI OCCT and OMAAP* Testing Windows

	EOI Subjects				
Administration	Writing	English II & III	Algebra I & II & Geometry	U.S. History	Biology I
Summer	June 4 – August 3, 2012				

*OMAAP EOI tests are available for Algebra I, English II, Biology I, and U.S. History only.

Summer Demographic Dates

TPM p. i

EOI Summer

Pearson	EOI OCCT and OMAAP
Registration/Upload SDU file	May 7 – August 3 PearsonAccess www.okassessments.com
Last day to submit SDU File to receive student labels.	June 1
Additional Orders: paper/pencil tests, PSTGs, TAMS, etc.	May 21 – August 1
Student roster reports with performance levels available on PearsonAccess	Online Testing – August 8 (Eng. II/III raw score only) All tests including OMAAP - August 20
Last day to make demographic updates in Pearson Access and to access the SDE Testing Status Application for approvals.	August 30

Time Schedule and Test Sequence

Multiple-Choice

- ❑ Ideally, each subject test should be administered on a separate day.
- ❑ If more than one subject test is administered on the same day, students should be given a rest break between sessions.
- ❑ Under no circumstances should you begin a test unless you are sure there is enough time to complete it.

Time Schedule and Test Sequence

Multiple-Choice

- ❑ For the OCCT assessments, each content area is broken into two (2) sections to allow students a break during each testing session.
 - Sections must be given in sequential order.

- ❑ The OMAAP assessment is shorter in length and is presented in one section only.

Time Schedule and Test Sequence

- ❑ Writing and Multiple-Choice tests are **not** timed. Students must be given additional time if needed.
- ❑ Estimated testing times for each test include distributing books, filling in student demographic information, and reading directions aloud to students.
- ❑ Any additional time is available as an **immediate extension** of the testing session. A TA and TP are required.

Testing

- ❑ Section 1 (Writing Task) on the English II and III will be administered in a paper/pencil format in an answer document and must be administered on a statewide EOI Writing day. Students will respond to **one Writing prompt** this year.
- ❑ Sections 2 and 3 (Multiple-Choice) may be administered on any one day or two consecutive days before or after Section 1 within the testing window.
- ❑ The Writing section is part of the overall score for English II and III; therefore, if a student is absent for the Writing section of the English II or III test, that section must be made up during the remainder of the testing window.

Testing

Remember

- Writing prompts are linked to the multiple-choice forms; therefore, if a student taking either an English II or English III assessment requires an be invalidated, the entire test must be invalidated.
- Equivalent tests are not available during the summer testing window.

Testing

- ❑ All seven (7) OCCT EOI Multiple-Choice assessments are **required to be tested online.**
- ❑ **Paper/pencil format is available only as an accommodation for students on an IEP, a 504 Plan, or an ELL accommodation.**
- ❑ Practice tests for all subjects are available for students to become familiar with the online format and procedures.
- ❑ Separate instructions in the *Online Test Administration Manual* are written for administering the test in one continuous session or in two sessions.

Online Testing

- ❑ Students will receive a raw score upon submission of an online test.
- ❑ Totals will not reflect field-test items.

State Department Web Site <www.sde.ok.gov>

- ❑ Click on the Site Index or Services
- ❑ Double click on Accountability and Assessments
- ❑ Assessment Administrators' Resources (DTC/BTC)
 - ACE Testing Resources
 - Testing Status Application Form
 - Updated Criteria Checklist
 - Quick Links to Forms and Manuals on PearsonAccess
 - Modified Proficiency Score Flowchart and Guidelines
- ❑ Resources/FAQs/Presentations
 - Test Preparation In-service Presentation
 - Test Administrator and Test Monitor Presentation
- ❑ Test Support (Parents, Teachers, Administrators)
 - Blueprints
 - Test Specifications
 - Item Specifications (with sample items)
 - Released Tests (for certain subjects)



Contact Information

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Michael Flory - Executive Director Accountability

Trae Holzman – Executive Director, Research and Development

Rebecca Logan - NAEP Director

Testing Exemptions and Exceptions

- ❑ Students who do not receive instruction in Oklahoma public schools may demonstrate mastery in required subjects in one of the following ways.
 - Submit documentation of proficiency on an equivalent state end-of-instruction test in the state in which instruction was received.
 - Attain at least a Proficient /Satisfactory score on an Oklahoma EOI test.
 - Meet the approved level of proficiency on a state approved alternate test.
 - Demonstrate mastery through an end-of-course project.