

The 2015-2016 Oklahoma Alternate Assessment Program (OAAP) will utilize two different assessment systems. Social Studies will be assessed through Pearson Portfolio. The subject areas of Math, English/Language Arts and Science will be assessed through the Dynamic Learning Maps (DLM) Alternate Assessment System. All documents referenced and linked in this update are available on the

This weekly update covers information regarding DLM. Information regarding the Pearson Portfolio is forthcoming. Topics covered are: Testing Windows, Important Websites, DLM Roles and Manuals, KITE Educator Portal, KITE Client, Required Training, Enrolling and Rostering Students, and the Science Fall Field Test.

TESTING WINDOWS FOR DLM

SCIENCE FIELD TEST	November 9, 2015 to December 2, 2015
WINTER	November 16, 2015 to January 8, 2016
SPRING	March 28, 2016 to May 13, 2016
SUMMER	May 30, 2016 to July 29, 2016

Please note, **Winter** and **Summer** dates are currently tentative. **More information regarding the Winter Window will be provided on Monday, October 5th.**

IMPORTANT WEBSITES

<http://ok.gov/sde/assessment>: The OSDE-SES Alternate Assessment webpage. Resources for DLM and the Portfolio are posted to this webpage as they became available. All documents referenced and linked in this update are available on this website.

<http://dynamiclearningmaps.org/>: This is the webpage for Dynamic Learning Maps.

<http://dynamiclearningmaps.org/oklahoma>: This is the Oklahoma dedicated resource page through DLM.

<https://educator.cete.us>: Educator Portal is the administrative application where staff and educators manage student data and retrieve reports.

<http://www.dynamiclearningmaps.org/content/test-updates>: This page includes test updates from DLM. You may also subscribe to DLM Test Updates on this page.

DLM ROLES AND MANUALS

Assessment Coordinator: the person(s) supporting assessment implementation as well as supporting teachers as they prepare for the assessment. This role is often fulfilled by the district test coordinator or special education director. Click here for the [Assessment Coordinator Manual](#).

Data Steward: the person(s) managing student and enrollment data. This role can be fulfilled by the Assessment Coordinator. Click here for the [Data Steward Manual](#).

Technical Liaison: the person managing technology requirements for the district. The responsibilities of this role include installing KITE Client to computer operating systems. KITE Client is the web-based interface used by students for taking tests. Click here for the [Technical Liaison Manual](#).

Test Administrator: teacher or test examiner. Click here for the [Test Administrator Manual](#). Manuals have been updated for 2015-2016 and can be accessed through <http://ok.gov/sde/assessment> or <http://dynamiclearningmaps.org/oklahoma>.

[Accessibility Manual](#) - Provides guidance on the selection and use of accessibility features.

KITE EDUCATOR PORTAL

Teachers' KITE Educator Portal accounts should be set up by the school district's Assessment Coordinator. In order to accomplish this, the school district must assign the role of Assessment Coordinator to the appropriate person(s). This person is responsible for supporting teachers and supporting assessment implementation. The Assessment Coordinator's role is best served by either the district test coordinator or special education director.

The school district's designated Assessment Coordinator must have an Educator Portal account assigned by the OSDE. Once the account has been assigned, the Assessment Coordinator must create Educator Portal accounts for individual teachers to ensure they have access to key features and required training.

If you are serving as your district's Assessment Coordinator and do not have an Educator Portal account, please contact Todd.Loftin@sde.ok.gov. For information on managing user data and uploading users, please see pages 24-47 of the [Data Steward Manual](#).

KITE CLIENT

KITE Client is the web-based interface used by students for taking tests. KITE Client must be installed to a computer's operating system in order for a student to be assessed. DLM has developed a Technical Liaison Manual and professional development to aid this process. Contact your district's technology department to ensure they are aware of this requirement. Technical information about KITE Client is found at <http://dynamiclearningmaps.org/content/requirements>.

IMPORTANT! • KITE Client 2.0 Release: – Windows, Mac, iPad now available • No Chromebook update • Download and install on testing devices • See updated requirements at <http://dynamiclearningmaps.org/content/kite>.

TRAINING FOR DLM

TRAINING IS ONLY REQUIRED FOR TEST ADMINISTRATORS. Only those with a teacher role in KITE Educator Portal will have access to required training. Facilitators and DTCs have monitoring access to the required training.

Required Training for Test Administrators: <http://training.dynamiclearningmaps.org/>.

Test Administrators must complete training before administering the DLM assessment or participating in the Science Field Test. New Test Administrators must successfully complete four training modules before testing begins. Returning Test Administrators must successfully complete one training module before testing begins. For more information please click [here](#).

A science module (not required) will be available in the training site on Monday, October 5th.

Usernames are the same email address used for Educator Portal. When a user first logs in, the temporary password is the first part of their email address, up to the “@”. For example, educator Jane Jones will use her email of jjones@email.com as her login name and a temporary password of jjones on her first login to Moodle. She will then be prompted to change her password.

District Staff Training Resources: <http://www.dynamiclearningmaps.org/content/district-staff-training-resources-ye>

This page includes information on live webinars for Assessment Coordinators, Data Stewards, and Technical Liaisons. Links to the webinar recordings will be added shortly after the first live event.

ENROLLING AND ROSTERING STUDENTS

The Data Steward is responsible for completing the enrollment process. This process is outlined in the [Data Steward Manual](#). For instructions on enrolling and rostering students, please see pages 48-75 (Enrollment) and pages 77-90 (Rostering) in the [Data Steward Manual](#).

Although you may now enroll and roster students through KITE Educator Portal please do not roster students to an ELA or Math EOI course if they are not participating in the Winter Window.

ANTICIPATED Deadline for students who are participating in the Winter Window (for EOI): **October 5th**

SCIENCE FALL FIELD TEST – Deadline to Enroll is November 2nd

The Science Fall Field Test for Grade 5, Grade 8, and Biology I will be from November 9th to December 2nd. For more information please see the [About the Science Fall 2015 Field Test](#) document and the [Science Supplement to the Test Administration Manual](#).

Students must be enrolled for the Science Fall Field Test no later than **November 2nd**. Rostering lasts for the entire school year. Students rostered correctly for the field test will also be rostered for the spring testing window.

Please also roster students, complete Personal Needs and Preferences (PNP) profiles and First Contact (FC) Surveys by **November 2nd**.

Please ensure that students will be ready to participate in field testing. It is up to the district to decide whether or not to participate in the field testing.

Informational Survey – Please complete [this survey](#) if your district is planning on participating in the Science Fall Field Test with the number of students expected. Filling out the survey is not a requirement for participating.

CHECKLIST

- ✓ The Assessment Coordinator should have an account set up in Educator Portal and be in the process of adding Test Administrators.
- ✓ Talk with your district's IT department. Confirm they are aware of the KITE Client requirements for DLM.
- ✓ Talk with your district's Data Steward. Confirm they are aware of the Oct 5th deadline for student enrollment in the Winter Window.
- ✓ Review DLM's Oklahoma specific Educator Resource Page and subscribe to [DLM Test Updates](#).
- ✓ Enroll and roster students in Educator Portal.
- ✓ Complete the [informational survey](#) regarding the Science Fall Field Test.
- ✓ At your discretion, send the Weekly Update for Test Administrators to teachers administering the DLM assessment.

IMPORTANT TIMELINES

- ✓ For the Winter Testing Window, for EOI, the **recommended deadline** to enroll and roster is October 5th. Please **do not** roster students to an ELA or Math EOI course if they are not participating in the Winter Window.
- ✓ For the Science Fall Field Test, for Grade 5, Grade 8 and EOI Biology I, the deadline to enroll and roster is November 2nd.
- ✓ Please note, districts planning on administering field testing Nov. 9th through Dec. 2nd must have participating students' Personal Needs and Preferences Profiles and First Contact surveys completed prior to or on November 2nd.

For any questions or concerns, please call or email:

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