

We will be getting started in a few moments...

Remember to connect via conference call for the audio.

866-620-7326

Passcode: 785-296-7720#

*Please mute your phones by selecting *6*

(Please know if you choose to use Adobe Connect for audio there may be issues.)

The KSDE IT Helpdesk is not able to offer technical support with Adobe Connect at this time. If you do have technical issues with Adobe Connect, please consult the Adobe 24 hour technical support number 1800-422-3623 (1800 42 Adobe) to assist you before the training.

If you are unable to see or hear the presentation, we ask (out of respect for those needing to start and end the training on time) that you work to resolve your issues off line. Feel free to join in when your issues are resolved, or you may need to watch the recording.



Pre-Collection

Extended Workshop

2015-2016 Assessment Collection
(TEST)



Training Types


- ❖ Extended Training = KIDS New Staff Members
 - ❖ This training is for staff new to the KIDS system or those who have a year or less experience uploading KIDS data.
- ❖ Refresher Trainings = KIDS Experienced Staff Members
 - ❖ For those with more than a year's worth of experience in uploading KIDS data.



Agenda

- ❖ Practical Application / Demonstration
- ❖ Purpose
- ❖ State Assessment Information
- ❖ Submission Window and Guidelines
- ❖ Required and Optional Data Elements
- ❖ KIDS Reports
- ❖ TEST Notes/Recommendations
- ❖ Documents
- ❖ Data Quality Best Practices
- ❖ Help Resources
- ❖ Question and Answer Session

Practical Application/Demonstration

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KIDS 2015-2016 Information Documents

Title	Modified Date	Size		Created Date
KIDS 2015-2016 Collection User's Guide	10/9/2015	3.28 MB	Download	10/9/2015
KIDS 2015-2016 Collection System File Specifications v1.01	8/14/2015	625.33 KB	Download	3/3/2015
KIDS Submission Overview: 2015-2016 v10.01	8/14/2015	125.65 KB	Download	3/3/2015
Step-by-Step KIDS Submission Instructions	8/10/2015	339.26 KB	Download	3/3/2015
KIDS SLDS Overview	3/3/2015	1.12 MB	Download	3/3/2015

2015-2016 KIDS Submission Details Documents

Title	Modified Date	Size	
Submission Details Document-ASGT v10.00	8/14/2015	103.51 KB	Download
Submission Details Document-ENRL v10.00	9/28/2015	171.74 KB	Download
Submission Details Document-EOYA v10.00	8/14/2015	125.71 KB	Download
Submission Details Document-EXIT v10.00	8/14/2015	141.61 KB	Download
Submission Details Document-QERY v10.00	8/14/2015	97.74 KB	Download
Submission Details Document-SMSC v10.00	8/14/2015	124.32 KB	Download
Submission Details Document-STCO v4.00	8/21/2015	167.99 KB	Download
Submission Details Document-TASC v1.01	8/28/2015	125.49 KB	Download
Submission Details Document-TEST v10.01	8/21/2015	193.38 KB	Download

KIDS 2015-2016 Guidelines Documents

Title	Modified Date	Size	
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Archived File Specifications

Archived File Specification documents are located below.
Definitions and permitted values for data elements collected via the KIDS Collection System for the specific year will be found by clicking on that year.

Title	Size
2014-2015	299.71 KB
2013-2014	559.86 KB
2012-2013	637.38 KB
2011-2012	612.17 KB
2010-2011	569.48 KB
2009-2010	353.00 KB
2008-2009	345.50 KB
2007-2008	367.50 KB
2006-2007	302.00 KB
2005-2006	387.50 KB

Purpose

- ❖ The TEST Collection focuses on gathering data for the Center for Educational Testing and Evaluation (CETE) to use in generating testing rosters for State assessments.

2015-2016 State Assessments

Course	Grades	Only for HS Students...	Assessment Options
ELA & Math	3 rd – 8 th	10 th (Also DLM Students)	NA
Science	5 th , 8 th	11 th (Also DLM Students)	NA
History / Gov.	6 th , 8 th	11 th (Also DLM Students)	NA
CTE (cPass)	10 th – 12 th		<ul style="list-style-type: none"> • General CTE and End of Pathways • Content Module • Career Competency Qualifier

2015-2016 State Assessments

- ❖ Refer to the State Assessments and KIDS Data 2015-2016, found on the Assessments tab of the KIDS webpage, document for a breakdown of the required records needed for assessment submission or staff connection. There are times when other records may be needed in addition to the TEST Record submission. This guide should help to clear up those situations.

<http://kidsweb.ksde.org/Assessments>

State Assessments and KIDS Data 2015-2016

Content Area	KIDS TEST record required?	KIDS STCO record required?	KIDS TASC record required?
Summative Math, ELA, State Science, State History/Gov. Assessment	Yes	Yes, to generate student rosters in KITE to allow the teachers to monitor summative assessments and set up PNPs.	No
DLM (Math, ELA, and Science	Yes	Only if proctor fields are blank on the TEST record	No
ELPA 21	Yes	Yes, to generate student rosters in KITE to allow the teachers to monitor ELPA 21 assessment and set up PNPs.	No
cPass Assessment	Yes	No	Yes to link an administrator/scorer of the CCQ to the student
Interim Math or ELA Assessment	No	No	Yes to build rosters for Interim assessment
Practice Assessment	No	No	No
Formative Assessment	No	No	No

2015-2016 State Assessments

ELPA

- ❖ For the 2015-2016 year:
 - ❖ ELPA (formerly KELPA)
 - ❖ Administered through CETE
 - ❖ ELPA on a TEST record will generate a test ticket in KITE.
 - ❖ Assessments report in KIDS Collection show a list of all students with a value in ELPA assessment filed.
 - ❖ TEST Records for ELPA Assessment.



Submission Window & Guidelines

Submission Window

- ❖ The window for submitting TEST records to KIDS
 - ❖ August 17, 2015 – June 15, 2016. TEST records cannot be submitted outside of this window.
- ❖ The TEST student data should be current as of the day the student takes an assessment.
 - ❖ Must be re-submitted if the student's status changes after the initial submission of the TEST record.
- ❖ Assessments Webpage: this page provides information on the 2015-16 Kansas Assessments Overview. Documents may be found on the KSDE website (<http://www.ksde.org/Agency/DivisionofLearningServices/CareerStandardsandAssessmentServices/CSASHome/Assessments.aspx>) under “2015-2016 Kansas Assessment Documents and Resources”.

Submission Guidelines

Students to Submit

- ❖ TEST records should be submitted for all students in grades 3-12 who are eligible to take state assessments.
- ❖ For state assessments, students entering a particular school on or after February 15, 2016 do not have to be tested.

Submission Guidelines

Who Submits?

- ❖ The Accountability School or the Attendance School should submit TEST records for all assessment eligible students.
- ❖ If both buildings submit TEST records for the same student for the same test subject, the Accountability School will be used.

Submission Guidelines

The Use of TEST Submissions

- ❖ A student's current Accountability School TEST record by test subject provides information to the Center for Educational Testing and Evaluation (CETE) for state assessments.
- ❖ Student TEST assessment results are counted by KSDE for Accountability purposes. Timely TEST records are important for accurate assessment rosters and accountability calculations.

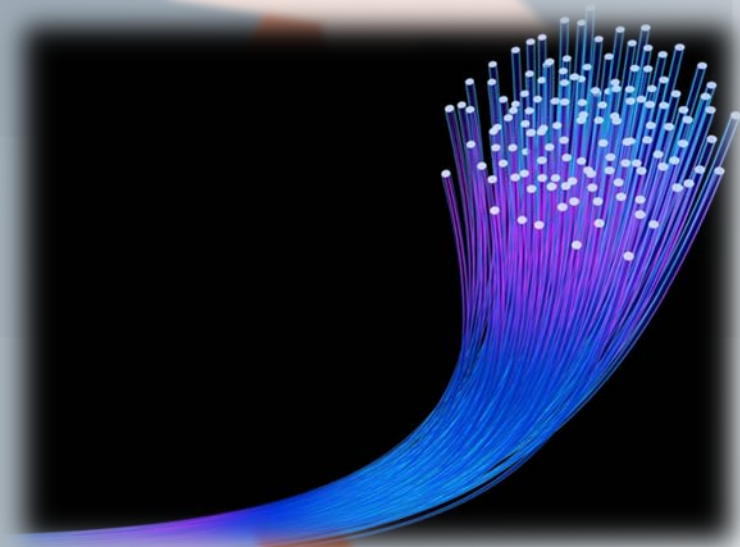
Submission Guidelines

Demographic fields from the most recently submitted TEST record are used to determine student sub-groups for accountability purposes.

- ❖ D8: Gender
- ❖ D12: Hispanic Ethnicity
- ❖ D30: Comprehensive Race
- ❖ D31: Eligibility for the National School Lunch Program
- ❖ D33: Primary Disability Code
- ❖ D37 – D42: ESOL Fields



Required & Optional Data Elements



Required & Optional Data Elements

Field	Code	Description	Requirement
D72	BT	ELPA-Grouping Indicator 1	O
D73	BU	ELPA-Grouping Indicator 2	O
D74	BV	State Mathematics Assessment	R*
D75	BW	State Mathematics DLM Proctor ID	O
D76	BX	State Mathematics DLM Proctor Name	O
D77	BY	State English Language Arts - ELA Assessment	R*
D78	BZ	State English Language Arts - ELA DLM Proctor ID	O
D79	CA	State English Language Arts - ELA DLM Proctor Name	O
D80	CB	State Science Assessment	R*
D81	CC	State Science DLM Proctor ID	O
D82	CD	State Science DLM Proctor Name	O
D83	CE	State History/Gov Assessment	R*
D84	CF	General CTE Assessment	R*
D85	CG	Comprehensive Agriculture Assessment	R*
D86	CH	Animal Systems Assessment	R*
D87	CI	Plant Systems Assessment	R*
D88	CJ	Manufacturing Production Assessment	R*
D89	CK	Design and Pre-Construction Assessment	R*
D90	CL	Finance Assessment	R*
D91	CM	Comprehensive Business Assessment	R*
D92	CN	State English Language Proficiency Exam (ELPA)	R*
D93	CO	User Field 1	O
D94	CP	User Field 2	O
D95	CQ	User Field 3	O
R		Required = Must contain a valid non-blank value	
R*		Required = Must contain a valid non-blank value, including zero	
X		Required = Must contain a valid non-blank value or must be blank; blanks will be considered a null value	
O		Optional = Must contain a valid non-blank value or must be blank; blanks will be considered no response. Field will be validated and stored if submitted	
Fields not listed		Values submitted in these fields will not be validated or stored on the indicated Record Type	
E		Must be blank	

KIDS Reports



KIDS Reports

Standard Reports:

- ❖ Accepted Records by Type - TEST
- ❖ Current Year Accountability Students

Assessment Reports:

- ❖ TEST Records for State Assessments
- ❖ TEST Records for ELPA Assessments
- ❖ TEST Records for cPass Assessments
- ❖ Cleared Assessments Roster

KIDS Reports:

Accepted Records By Type

Home > Reports > Standard

Report Descriptions

Report Category: Standard

Reports

Accepted Records

Accepted Records by Type

Current Year Accountability Students

Cancel

Student Grade Level: ALL

Record Type: TEST

From: 09/01/2015

To:

Run Report

October, 2015

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	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
1	2	3	4	5	6	7

Today: October 8, 2015

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You may find it useful to remove duplicates using the State Student ID or Local Student ID when working with this report.

KIDS Reports:

Current Year Accountability Students

Cancel

Student Grade Level: ALL

Run Report

Current Year Accountability Students

This report will list students who have been submitted to the KIDS System with the user's building or district listed as the Accountability School or district during the current school year. School-level users will be able to see only students submitted with their school listed as the Accountability School. District-level users will be able to see only students submitted with schools in their district listed as the Accountability School. This report is updated overnight.

	Accountability School ID	Residence District	Last Name	First Name	Middle Name	Generation Code	Gender	Date of Birth	Current Grade Level	Local Student ID	State Student ID	Current School Year	Last Update Date
6	0198	D0101	Alexander	Allison	Guadalupe		0	2008-04-25	09	50487	3082561225	2016	6/26/2015 9:13:47 AM
7	0198	D0111	Armstrong	Skylar	Vivian		0	2001-05-17	06	50008	9086435068	2016	6/26/2015 9:13:36 AM
8	0198	D0101	Fraser	Brandon			1	2006-08-06	05	200525	8182756073	2016	7/20/2015 9:56:37 AM
9	0198	D0111	Lowry	Embry	Mark		1	2002-12-30	02	530502	6371221094	2016	7/14/2015 11:17:32 AM
10	0198	D0111	Trevino	Adrienne	Kristin		0	2002-03-20	05	532525	6031069288	2016	6/26/2015 9:13:38 AM
11	0198	D0111	Uhm	Ivan	Jean		1	1995-04-05	13	11100341	9042823747	2016	4/29/2015 11:59:48 AM
12	0199	D0111	Accurso	Alexzander			1	2009-08-02	05	1110005	1587150301	2016	4/29/2015 12:02:31 PM
13	0199	D0111	Aguilera	Chin	Asbury		0	2008-02-16	06	1110030	6785514436	2016	4/29/2015 12:02:14 PM
14	0199	D0111	Ammirata	Luciano			1	2008-04-03	06	1110021	6030260065	2016	4/29/2015 12:19:27 PM
15	0199	D0111	Andresen	Tate			1	2009-08-06	05	1110015	2232455661	2016	4/29/2015 12:02:35 PM
16	0199	D0111	Angermeier	Elroy			0	2006-07-25	08	1110071	8902316181	2016	4/29/2015 12:02:47 PM
17	0199	D0111	Artinger	Hosea			1	2007-05-23	07	1110041	4711212752	2016	4/29/2015 12:02:39 PM
18	0199	D0111	Ashing	Elige	C		1	2008-10-22	05	1110018	4961246018	2016	4/29/2015 12:02:35 PM
19	0199	D0111	Athans	Fletcher	L		1	2009-09-07	02	1110168	9434450144	2016	4/29/2015 12:02:53 PM
20	0199	D0111	Baginski	Cal	Marie		0	2009-10-23	02	1110169	1562825909	2016	4/29/2015 12:02:53 PM
21	0199	D0111	Bagnell	Chas			0	2007-04-16	07	1110058	8202968178	2016	4/29/2015 12:02:44 PM
22	0199	D0111	Baley	Jose	A		1	2006-10-10	07	1110045	3487374714	2016	4/29/2015 12:19:33 PM
23	0199	D0111	Band	Adrien			0	2011-04-28	01	1110154	3730660268	2016	4/29/2015 12:02:49 PM

Home > Reports > Assessments

Home

- Batch History
- Batch Upload
- Reports
 - Standard
 - PBR
 - SO66
 - Assessments**

Report Descriptions

Report Category: Assessments

Reports

- Cleared Assessments Roster
- TEST Records for cPass Assessments
- TEST Records for ELPA Assessment
- TEST Records for State Assessments

Cancel

School Year: 2015-2016

Building Type: Accountability

Subject: All

Assessment Type: All

Student Grade Level: ALL

Run Report

KIDS Reports:

Assessment Roster

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	TEST Records for State Assessments													
2	This report provides information about TEST records submitted to KIDS for State Summative Assessments by either the Accountability school or an Attendance school or district. Users can see the most recent TEST records submitted with their school listed as the Accountability School or Attendance School for each student by subject. If a "C" code has been submitted for a student in any subject, the record for that subject will be omitted. Users may refer to the Cleared Assessments report for information on subjects that have been cleared. If an EXIT record was submitted for the student, the corresponding TEST record(s) for that student will NOT be removed from this report. Those TEST records will still be included in this report.													
3														
4														
5	Accountability School ID	First Name	Last Name	Grade Level	Local Student ID	State Student ID	Attendance District ID	Attendance School ID	School Entry Date	Primary Disability Code (P. E.)	Gifted Student Code (S. E.)	ESOL Prog Part Code	Assessment	Value
6	0198	Ivan	Uhm	13	11100341	9042823747	D0111	7027	08/25/2010	ND			0 State History	2
7	0198	Ivan	Uhm	13	11100341	9042823747	D0111	7027	08/25/2010	ND			0 State Science	2
8	0199	Addison	Knabe	09	11100070	1189742594	D0111	0199	08/25/2010	ND			5 State Math	2
9	0199	Adriana	Hamamoto	09	11100120	1338640585	D0111	0199	08/25/2010	WD			0 State Math	3
10	0199	Gracie	Gulyas	08	11100123	1686799055	D0111	0199	08/25/2010	ND			0 State ELA	N
11	0199	Cassidy	Tupick	09	11100155	1738005348	D0111	0199	08/25/2010	ND			0 State Math	N
12	0199	Cassidy	Tupick	09	11100155	1738005348	D0111	0199	08/25/2010	ND			0 State ELA	2
13	0199	Aidan	Kinoshita	08	11100265	1848529082	D0111	0199	08/25/2010	ND			0 State Math	2
14	0199	Paul	Unterreiner	08	11100337	2101310244	D0111	0199	08/25/2010	ND			0 State ELA	N
15	0199	Crystal	Tine	09	11100177	2143360886	D0111	0199	08/25/2010	ND			0 State Math	N
16	0199	Katelyn	Lamboy	09	11100054	2144637156	D0111	0199	08/25/2010	ND			6 State ELA	2
17	0199	Tanner	Vacher	10	11100335	2195141794	D0111	0199	08/25/2010	ND			0 State Science	2
18	0199	Jaden	Hargrow	10	11100303	2300633019	D0111	0199	08/25/2010	ND			0 State ELA	N
19	0199	Joel	Valcarcel	10	11100333	2620161495	D0111	0199	08/25/2010	ND			0 State ELA	N
20	0199	Wesley	Tadesse	10	11100397	2820080855	D0111	0199	08/25/2010	ND	GI		0 State Math	2
21	0199	Ellie	Szady	10	11100206	2947881036	D0111	0199	08/25/2010	ND			0 State Math	2
22	0199	Halper	Halper	10	11100007	2993111099	D0111	0199	08/25/2010	ND			0 State Math	2

We recommend not removing duplicates when working with this report.

KIDS Reports:

Cleared Assessments Roster

Cancel

Student Grade Level: ALL ▾

Run Report

Cleared Assessments Roster												
	Accountability School ID	First Name	Last Name	Grade Level	Local Student ID	State Student ID	Attendance District ID	Attendance School ID	Primary Disability Code P E	Gifted Student Code S E	ESOL Prog Part Code	Assessment
3												
4	0105	Blake	Zimmerman	16	50438	1421089653	D0101	0105				0 State Reading
	0105	Victoria	French	16	3519861	1640510184	D0101	0105				0 HS State Life Sci
5												
6	0105	Jasmine	Rubio	16	50257	2260494498	D0101	0105	HI			0 State Reading
7	0105	Cory	Kirk	14	50552	3008933734	D0101	0105	TB			0 State Reading
	0105	Sara	Odom	14	442657	3815563526	D0101	0105	HI			0 HS State Phys Sci
8												
9	0105	Jennifer	Phillips	16	545025	4024669699	D0101	0105				0 State Reading
10	0105	Alec	Kelly	14	5009984	4114381481	D0101	0105	MD			1 State Reading
	0105	Damian	Evans	16	50079	4516271044	D0101	0105		GI		0 HS State Life Sci
11												
12	0105	Damian	Evans	16	50079	4516271044	D0101	0105		GI		0 State Math
13	0105	Thomas	McKenzie	15	570055	4609870924	D0101	0105				0 State Reading
14	0105	Jordan	Frye	14	542040	4618719982	D0101	0105				0 State Math
15	0105	Katelyn	Gray	14	550507	4901399152	D0101	0105				0 State Math
16	0105	Clayton	Morrow	14	50458	4958907904	D0101	0105				0 State Math
17	0105	Rodney	Dooley	14	552055	4987842645	D0101	0105				0 State Math
18	0105	Rodney	Dooley	14	552055	4987842645	D0101	0105				0 State Reading
	0105	Brooke	Denton	14	50504	5294769034	D0101	0105				0 HS State Phys Sci
19												
20	0105	Brooke	Denton	14	50504	5294769034	D0101	0105				0 State Math
21	0105	Josh	Alien	16	50500	5200034044	D0101	0105				0 State Reading

KIDS Reports: Assessment Roster

TEST Notes/ Recommendations



TEST

Notes/Recommendations

Accountability
School
0001

- Accountability School is in another state.

Accountability
School
0002

- Accountability School is an Unaccredited Private School.
- Student is homeschooled.

Accountability
School
0001 or 0002

- The Attendance School must contain a valid School ID or district central office.
- Students' assessment results will be included in the Accountability determinations of the Attendance School

TEST

Notes/Recommendations

- ❖ **Reporting the Attendance School:** The Attendance School field on the TEST record is used to determine where students will physically take assessments.
- ❖ A student will not be able to take a computer-based assessment without a TEST record in KIDS listing the school where he/she is taking the test as the Attendance School.

TEST

Notes/Recommendations

- ❖ **Students taking Multiple Assessments:** A school can submit separate TEST records for each assessment subject OR one TEST record that includes information for all assessments.

John Doe – ELA and Math Assessments

- John's school could send one TEST with appropriate test type information in the corresponding ELA and Math assessment fields

John Doe – ELA Assessment

- John's school could send one TEST with appropriate test type information in the corresponding ELA assessment field

John Doe – Math Assessment

- John's school could send one TEST with appropriate test type information in the corresponding Math assessment field

TEST

Notes/Recommendations

Updating Earlier TEST Submissions:

TEST - Early

- No demographic or test information changes after the initial submission
- No additional TEST record is needed

TEST - Early

- Demographic or test information changes happen after the initial submission
- An additional TEST record is needed

Multiple Assess.

- If a student is taking more than one assessment and the student's demographic and/or test information does not change for every test type
- Send the updated TEST record with the updates indicated for only the test type(s) that it applies to at the time the student takes the assessment.

TEST

Notes/Recommendations

- ❖ **Students Attending Multiple Schools:** Because TEST records are unique by Accountability School, Student State ID, and assessment subject area, different accountability schools can submit TEST records for the same student.

John Doe – Starts
school year

- School A – ELA Assessment

John Doe – Moves
during school year

- School B – Math Assessment

Final Result

- School A – submits ELA Assessment
- School B – submits Math Assessment

TEST

Notes/Recommendations

- ❖ Note that if an Accountability School (or district) submits a TEST record with a value in the Accountability School that does not match the Accountability School for the student in question according to the core data stored in the KIDS System, the school or district will need to claim that student in order to successfully process the TEST record.

School A

- Submits themselves as the Accountability School for a TEST record (e.g. ELA Assessment)

School B

- Submits themselves as the Accountability School for a TEST record (e.g. Math Assessment)

School B

- Must claim the student away from school A
- No negative effect on School A

TEST

Notes/Recommendations

❖ Grouping Indicators:

- ❖ Grouping Indicator 1 that are submitted on TEST records should be used to indicate the method by which the district wants **test tickets** sorted for distribution to schools.
- ❖ Grouping Indicator 2 should be used to indicate the secondary method by which the district wants a particular assessment test tickets sorted **within** Grouping Indicator 1.
 - ❖ Grouping Indicator 1 = Mrs. Smith
 - ❖ Grouping Indicator 2 = 1st period.



TEST

Notes/Recommendations

- ❖ **DLM/Alternate Assessment Value:** If this value is chosen for an assessment then the Primary Disability Code must contain a non-blank value.
- ❖ For DLM assessments, you must use Proctor fields on TEST records only if you want a Teacher to be able to enter the PNP and not the test coordinator. Neither STCO nor TASC will be used to make a teacher-student connection.

TEST

Notes/Recommendations

❖ Eligibility for National School Lunch Program:

- ❖ Community Eligibility Provision (CEP) schools will need to make sure to report students that are *eligible* for free or reduced lunch based on Direct Certification or State At-Risk funding based on the State At-Risk application.
- ❖ Non-CEP schools do not need to change the way this data has been reported.
- ❖ CEP schools should NOT report 100% in this field based on CEP.
- ❖ This field collects a student's eligibility, not how a student pays for lunch.

TEST

Notes/Recommendations

- ❖ **Proctor Fields:** The purpose of these fields is to give schools the ability to add an additional licensed educator to a student for the purposes of taking DLM Assessments.
 - ❖ A proctor must be a licensed educator with an Educator ID with an academic connection to the student.
 - ❖ Provides access to the student in KITE
 - ❖ There is a limit to one proctor per student per assessment type.
 - ❖ One State Mathematics DLM proctor
 - ❖ One State English Language Arts – ELA DLM proctor
 - ❖ One State Science DLM proctor

TEST

Notes/Recommendations

❖ Proctor Fields:

- ❖ This is not intended to be for non-licensed paras.
- ❖ This is not intended to link a licensed educator with no academic connection to the student.
- ❖ This is not necessarily the person sitting in the room administering the assessment.
- ❖ Applies to DLM assessment

TEST

Notes/Recommendations

- ❖ **Clearing a Test Subject:** In order to clear a particular test subject from a previously submitted TEST record, the school/district can send another TEST record with the exact same data for that student with a “C” (clear test subject indicator) code in the test subject field to be cleared.

Jane Doe – ELA & Math Assessment

- Initial TEST Record submission
- ELA was a mistake

Jane Doe – Clear ELA

- Initial TEST Record submission with both ELA and Math assessments indicated.
- Resubmit ELA with same data as previous ELA assessment, but with a “C” code
- Will not effect Math assessment since “C” code is subject specific

TEST

Notes/Recommendations

- ❖ Submitting a TEST record with a “C” value for an assessment that has already been started or has been completed by the student in question will NOT serve to remove that student’s assessment results from calculations.
- ❖ KSDE staff will investigate situations such as these to determine whether the “C” code was submitted in error, or if further action is needed.

TEST

Notes/Recommendations

- ❖ **TEST Records with '0' Values:** Submitting a TEST record with a '0' value in a test subject field that previously contained a value will **not** remove a student from the test roster for that subject.

Jane Doe –
ELA Assessment

- Initial TEST Record submission with both ELA and Math assessments indicated.
- Initial TEST Record submission made
- ELA was a mistake

Jane Doe –
ELA Assessment
Correction

- Subsequent TEST Record submitted with '0' in the ELA Assessment field
- Nothing will happen
- Resubmit ELA with same data as previous ELA assessment, but with a "C" code

TEST

Notes/Recommendations

❖ Clear Codes & EXIT Records:

- ❖ The “C” code allows schools to remove students from assessment rosters if they were submitted in error as taking an assessment.
- ❖ EXIT records will remove students from a school or district’s state assessment roster, and the accountability performance and/or participation calculations (depending on the exit and school entry dates for that student); but unlike the “C” code, EXIT records are not subject-specific.

Jane Doe –
State Assessments
Upload

- Initial TEST Record submission made for Jane’s ELA, Math, and Science Assessments
- Jane moved to NE prior to testing window opening

Jane Doe –
State Assessments EXIT

- School will submit an EXIT record with Jane’s last day of membership
- EXIT will remove Jane from all State Assessments, as well as Accountability performance, and participation calculations
- “C” code is not needed in this situation

TEST

Notes/Recommendations

- ❖ **School Entry/EXIT Withdrawal Dates:** The School Entry Date on TEST records and the EXIT/Withdrawal Date on EXIT records should accurately reflect students that move within a district or to a different district during the school year. These dates are used to determine students included for participation and/or performance in accountability calculations.

School Entry Dates

- Students entering a particular on or after school after February 15, 2016 do not have to be tested.

Exit/Withdrawal Date

- As of last day of membership
- Will remove students from a school or district's state assessment roster, and the accountability performance and/or participation calculations if prior to state assessments

TEST

Notes/Recommendations

- ❖ **Shared Student:** There are multiple situations where schools share a student.

When students are shared between public and private accredited schools:

Both will see an increase in Gained/Lost emails since students have more than one Accountability School.

Both should be careful to only submit TEST records for the subject areas where they intend to test the students.

Know once a TEST record has been successfully submitted to KIDS, a school does not need to “re-claim” the student to administer their state assessment.

TEST Notes/Recommendations

Shared Student

1. A public school is providing math instruction and assessing a student in math. A private school is providing instruction in all other assessed content areas and will be assessing a student in ELA, science, and history/government.

TEST Record for Public School: (1111)

- Accountability School: 1111
- Funding School: 1111
- Attendance School: 1111
- State Mathematics Assessment 2 (or 3)

TEST Record for Private School: (2222)

- Accountability School: 2222
- Funding School: 1111
- Attendance School: 2222
- State English Language Arts—ELA Assessment: 2 (or 3)
- State Science: 2 (or 3)
- State History/Gov Assessment: 2 (or 3)

TEST Notes/Recommendations

Shared Student

2. One public school is providing math instruction and assessing a student in math. Another public school is providing instruction in all other assessed content areas and will be assessing a student in ELA, science, and history/government.

TEST Record for Public School: (1111)

- Accountability School: 1111
- Funding School: 1111
- Attendance School: 1111
- State Mathematics Assessment 2 (or 3)

TEST Record for Public School: (2222)

- Accountability School: 2222
- Funding School: 1111
- Attendance School: 2222
- State English Language Arts—ELA Assessment: 2 (or 3)
- State Science: 2 (or 3)
- State History/Gov Assessment: 2 (or 3)

TEST Notes/Recommendations

Shared Student

3. One public school is assessing a student in all content areas, but they are not the Accountability School for the student.

Another public school district is the accountability school for the student in all assessed content areas, but they are not providing instruction in a building on their campus and contract with another district or program. Either school can submit the TEST record, but both should communicate with the other for clarification. Either way, the TEST record will look the same.

TEST Notes/Recommendations

**TEST Record for Public School
assessing the student, but not
accountable: (1111)**

- Accountability School: 2222
- Funding School: 2222
- Attendance School: 1111
- State Mathematics Assessment 2 (or 3)
- State English Language Arts -- ELA Assessment: 2 (or 3)
- State Science: 2 (or 3)
- State History/Gov Assessment: 2 (or 3)

**TEST Record for Public School
accountable but not assessing: (2222)**

- Accountability School: 2222
- Funding School: 2222
- Attendance School: 1111
- State Mathematics Assessment: 2 (or 3)
- State English Language Arts -- ELA Assessment: 2 (or 3)
- State Science: 2 (or 3)
- State History/Gov Assessment: 2 (or 3)

TEST

Notes/Recommendations

- ❖ **Correcting 2015 Assessment Data:**
 - ❖ Submit updated TEST Record
 - ❖ With correct School or District Entry Date – if student should not be counted for participation and or accountability (Correct Accountability School)
 - ❖ With “C” code in appropriate assessment field(s) (Incorrect Accountability School)
 - ❖ Submit updated EXIT Record
 - ❖ With correct EXIT/Withdrawal date to **not** include as accountability school (Correct Accountability School)
 - ❖ With correct Exit/Withdrawal date to **include** another school as the accountability school (Incorrect Accountability School)
 - ❖ Only open until October 30th. (Special this year.)



TEST

Notes/Recommendations

- ❖ **Accredited Private Schools:**
 - ❖ Follow same TEST guidance

Documents



Documents

- ❖ KIDS 2015 - 2016 File Specifications Document
- ❖ KIDS 2015-2016 User's Guide
- ❖ State Assessment Flow Chart
- ❖ KIDS 2015-2016 Submission Details Documents: STCO, TASC, and TEST
- ❖ Guidelines for Determining KIDS Collection Building Identifier
- ❖ KIDS TEST Overview Document
- ❖ 2015-2016 Kansas Assessment Overview
- ❖ KSDE Accommodations Manual

Data

Quality



Data Quality Best Practices

- ❖ Ensure D2 and D16 building fields are entered correctly regarding the responsible school and testing locations of students.
- ❖ Update school entry dates carefully on students that leave and re-enroll in the building.
- ❖ Be sure updated TEST records are sent when there are demographic or test type changes.

Data Quality Best Practices

- ❖ Review test tickets in CETE for accuracy and if necessary submit corrected TEST records.
- ❖ Make sure EXIT records are sent promptly during the year since EXIT records are also used to create test tickets and in accountability calculations.
- ❖ Monitor KSDE listservs (KIDS INFO & Test Coordinator) carefully this year for any changes or announcements regarding testing.

Help

Resources



Help Resources

- ❖ KIDS Technical Support: KSDE Helpdesk 785-296-7935 or kids@ksde.org
- ❖ Accountability Helpdesk: 785-296-1978 or mo@ksde.org
- ❖ Assessments: Lee Jones at ljones@ksde.org
- ❖ ELPA: Phyllis Farrar at pfarrar@ksde.org
- ❖ CETE assistance: <http://www.cete.us/> or email questions to cete@ku.edu
- ❖ For training in the KIDS system: visit the KIDS project website at <http://kidsweb.ksde.org> and go to the “Training” tab.
- ❖ For TEST Collection training: visit the Pre-Collection Workshops Training registration page.

Q & A

- ❖ What specific TEST reporting situations are you unsure about?
- ❖ What questions do you have about the required TEST data fields?

Thanks for Participating

- ❖ Please access the Google website to complete a session evaluation. You will need to log into your Google account.
- ❖ The link is shown below, but you will also receive the link in an email after this presentation is complete.

https://docs.google.com/forms/d/1IDHyqX930vIrwP7gR-FIZGcKlj1U_aNSv5SN0k2RDY/viewform?usp=sent_form