

INTERIM ASSESSMENT PROGRAM 2014-2015



Office of Student Assessment, Research, and Data Analysis

School!



Purpose



- Monitor student progress of the Next Generation Sunshine State Standards (NGSSS)
- Provide valid and reliable information regarding content mastery and/or instructional focus.
- Utilize the data to make meaningful and timely curricular decisions.
- Progress reporting tool for School Improvement Plans.

Students To Be Tested



All eligible students* must take the Interim Assessment in Reading, Mathematics, Science, and Social Studies

- Reading, Grades 3-11
- Mathematics, Grades 3-8
- Science, Grades 5, 8
- All students enrolled in:
 - Algebra I**
 - Algebra II**
 - Geometry**
 - Biology I**
 - U.S. History**
 - Civics**

***Students MUST take the test corresponding to the grade level in which they are listed in ISIS.**

****Or an equivalent course.**

Administration Format



Content- Area	Paper-Based Tests	Computer-Based Tests
Reading	Grades 3-4	Grades 5, 6-8, and 9-11, and Retake Grade 10 NGSSS
Math	Grades 3 -4	Grades 5, 6-8, Algebra 1, Algebra 2, and Geometry (Retake Algebra 1 NGSSS)
Science	Grades 5 and 8	Biology
Social Studies		U.S. History. Civics

*Retake can be administered paper-based.

Administration Window



Administration Windows	Subjects and Grade Levels
<u>BBA</u> August 18, 2014– September 3, 2014	- Science: Grades 5 and 8
<u>Fall</u> October 27, 2014– November 14, 2014	- Reading: Grades 3-11 - Mathematics: Grades 3-8; Algebra 1, Algebra 2, and Geometry - Science: Grades 5, 8, and Biology 1 - United States History - Civics
<u>Winter</u> January 26, 2015 – February 13, 2015	- Reading: Grades 3-11 - Mathematics: Grades 3-8; Algebra 1, Algebra 2, and Geometry - Science: Grades 5, 8, and Biology 1 - United States History - Civics

Number of Items Per Test



Grade Level	Reading Fall	Math Fall	Science Fall	Social Studies Fall
3	57	47	N/A	
4	57	49	N/A	
5	52	48	68	
6	47	41	N/A	
7	45	46	N/A	61*
8	45	52	71	
9	39	50* Alg 1	N/A	
10	45	54* Alg II	N/A	
11	53	45* Geo	67* Bio	54*US HIS

* Refers to EOC Assessments for specified grade level and its equivalent courses

Accommodations



- Accommodations must be provided for students with disabilities, students with 504 plans, and English language learners.
- Use of accommodations must be dictated by a student's educational plan and mirror those consistently being used for curricular instruction.
- Reading tests cannot be read to students because the tests are designed to assess reading comprehension.
- Refer to the Program Guide section on *Students to be Tested* for further details on Accommodations (page 5).

Preparation of Materials



- Inventory all Interim Assessment materials upon receipt
 - If materials are missing from your order, please contact Student Assessment and Educational Testing at 305-995-7520.
- Charter Schools must print IA test forms from provided PDF files (specified grade levels)
- Verify Thinkgate rosters with school list to ensure that students are enrolled
- Print Reference Sheets for grade 5 science and biology
- Print Thinkgate Answer Sheets for paper-based assessments
- Retrieve Test IDs for computer-based testing
- Train test administrators for paper and computer-based assessments
- Plan for use of calculators for specified grade levels and content areas.
- Prepare Teacher Count Sheet (Appendix B of the Program Guide)

Printing Answer Sheets



- Answer sheets are available for printing as specified on the Schedule of Activities for the current testing window.
- Students listed in ISIS on or before the designated date will have their name on a answer sheet.
- Students entering after the designated date will need a blank answer sheet.
- Specific answer sheets should be printed by teacher and grade level/content area.
- Master student answer sheets should be printed from a high-quality printer laser printer and copied using a high-quality copier.
- Retake answer sheets should be printed from the appropriate folder for valid and reliable reporting purposes.

Assembling Classroom Test Materials



- Test booklets, one per student for each content area being tested
- Answer sheets, one per student for each content area being tested
- No. 2 pencils
- Science reference sheets are found at <http://oada.dadeschools.net/IAP/IAP.asp>
- Calculators (Grades 7 Mathematics , Grade 8 Mathematics, Algebra I, Algebra II, Geometry, Grade 8 Science, and Biology I)
- Scratch Paper

Approximate Testing Times



Before the Test	Administration Time	After the Test
Approximately 10 minutes to pass out testing materials	Reading*: Approximately 75 minutes	Approximately 10 minutes to collect testing materials
	Mathematics*: Approximately 75 minutes	
	Science*: Approximately 112 minutes	
	Civics Approximately 90 minutes	
	U.S History* Approximately 90 minutes	

•It is suggested that assessments be administered over a two-day time period.

Administration Decisions



- Approximate testing times are only an estimate of the amount of time it would take a student to complete the test.
- Interim Assessment tests are not timed tests; every opportunity should be provided for students to complete the test.
- Due to the length of the tests, testing may be divided into two sessions.
 - A stopping point should be designated in advance for all classrooms/students.
 - Students should not be allowed to revisit a section on the test that was administered during a previous testing session.

Training Topics for Test Administrators



- Testing schedule
- Test administrator procedures for paper and computer-based assessments
- Plan for handling technical issues during testing
- Receiving and handling test materials
- Arranging for appropriate accommodations, as necessary
- Preparation of materials prior to and after testing
- Scanning and scoring procedures
- Retrieving Thinkgate Score Reports
- Debriefing process

Paper-Based Testing Procedures



- Distribute a test booklet and an answer sheet directly to each student.
- Direct students to write their name on the top left corner of the test booklet and answer sheet.
- Ensure that students bubble their name or write their student ID number on the answer sheet (school-wide generic).
- Prompt students to page through the test booklet to look for missing pages.
- Direct students' attention to the pre-determined **stopping point** if a test is to be administered in two sessions.
- Encourage students to do their best and answer all questions.
- Refer to page 19 of the Program Guide for each teacher to use as directions for administering the test.

Computer-Based Testing Procedures



- Distribute student 7-digit ID and Test ID generated from Thinkgate. or provide the Student form of the bubble sheet to each student (utilizing the form as a student ticket)
- Students should access <http://assessment.thinkgate.net/FLMiamiDade> using the Firefox browser.
- Prompt students to enter their Test ID and Student ID into the Online Testing Portal.
- Direct students' attention to the pre-determined **stopping point** if a test is to be administered in two sessions. (Students are to simply click out of the browser and not submit the test for scoring)
- Encourage students to do their best and answer all questions.
- Print pages 34-41 of the Program Guide for each teacher to use as directions for administering the test.
- Monitor student status during the testing session from the Assessment Administration screen

Post Test Procedures



- Collect testing materials individually from each student.
- Separate the testing materials.
 - Pack used test booklets for secure disposal
 - Discard unused answer sheets
 - Pack and retain unused test booklets at school for subsequent administrations
 - Retain reference sheets for use in class, if applicable
- Scan answer sheets using Thinkgate.

Scanning Answer Sheets



- Thinkgate scanning process should be done after testing has ended
- Resolve errors by viewing the “Scanning Status” feature and resolve any errors
- Retrieve the Distractor Analysis report as means to verify that all students have a score
- Refer to pages 26-28 in the program guide for rescanning or rescoring issues
- Refer to pages 69-70 (Appendix E) of the program guide for possible solutions to scanning issues

Printing Reports



- Downloading score reports as specified on the Schedule of Activities
- Provide reports to classroom teachers and administrators as identified in the Program Guide on pages 43-45.
- Print answer keys for classroom teachers to use during debriefing process (Program Guide, p. 60)

Score Reports



Useful reports that can be retrieved via Thinkgate:

- Report Card by Test
- Progress Report
- Item Analysis
- Distractor Analysis
- Score Analysis
- Proficiency Report
- At-Risk Students by Standard
- Report Card by Standard (classes)
- Test Summary
- Demographic Item Performance

Performance Levels



Default performance levels of 70% for proficiency will be used on the English Language Arts, Mathematics, and Social Studies test forms. Performance levels will be established in the 2015-2016 school year.

The following performance levels will be used for science, grades 5 and 8; and biology.

Satisfactory Progress	This student demonstrated a satisfactory level of achievement on the content focus of the Florida Sunshine State Standards assessed during this instructional period. To attain high levels of achievement in this content area, the student must receive continued instruction on the challenging content and skills across the benchmarks designated for this grade level.
Limited Progress	This student demonstrated a limited level of achievement on the content focus of the Florida Sunshine State Standards assessed during this instructional period. To attain high levels of achievement in this content area, the student must receive targeted interventions and remediation in the areas of concern, and continued instruction on the challenging content and skills across the benchmarks designated for this grade level.
Insufficient Progress	This student demonstrated an insufficient level of achievement on the content focus of the Florida Sunshine State Standards assessed during this instructional period. To attain high levels of achievement in this content area, the student must receive intensive interventions and remediation in the areas of concern, and continued instruction on the challenging content and skills across the benchmarks designated for this grade level.

Disposition and Retention of Materials



- Science reference sheets may be retained at the school site for subsequent administrations.
- Reading, Mathematics, Science, and Social Studies materials for the visually impaired should be destroyed securely at the school site.
- Unused regular print Reading, Mathematics, and Science test booklets should be retained at the school site for subsequent administrations.
- **Used** regular print Reading, Mathematics, and Science test booklets should be securely destroyed. (Do not loosely place test booklets in a trash can or dumpster.)

Disposition and Retention of Materials (cont.)



- **No used or unused** test booklets may be sent home with students.
- Test booklets may be used for debriefing purposes with colleagues and students.
- Test booklets should not be used on an ongoing instructional basis beyond initial debriefing period.
- Store materials in a secure location to be used in subsequent years.

Debriefing



- Collaborative debriefings (administration, department heads, and classroom teachers); should take place in a timely manner to identify strengths and weaknesses in order to effectively target instruction.
- Classroom debriefings (classroom teacher with students): provide students with the opportunity to review their responses and teachers with teachable moments to identify and address concepts not initially understood.
- The Baseline Assessment should be used to determine students' access points of learning as well as for obtaining essential information for targeting differentiated instruction and as such should not be used to debrief with students; likewise, Fall and Winter Interim Assessments is an opportune time to conduct the debriefing process.

Debriefing Guidelines



- Provide students with their test and answer sheet.
- Discuss any items you found to be problematic for the class as a whole.
- Listen to students' comments and reactions.
- Make notes of any deficient or problematic areas during this process.

Program Contacts



Ms. Felicia Mallory, Executive Director
FMallory@dadeschools.net
Phone: 305-995-1213

Ms. Denetra Collins, Staff Specialist
Collinsd@dadeschools.net
Phone: 305-995-4580

Student Assessment and Educational Testing
305-995-7520