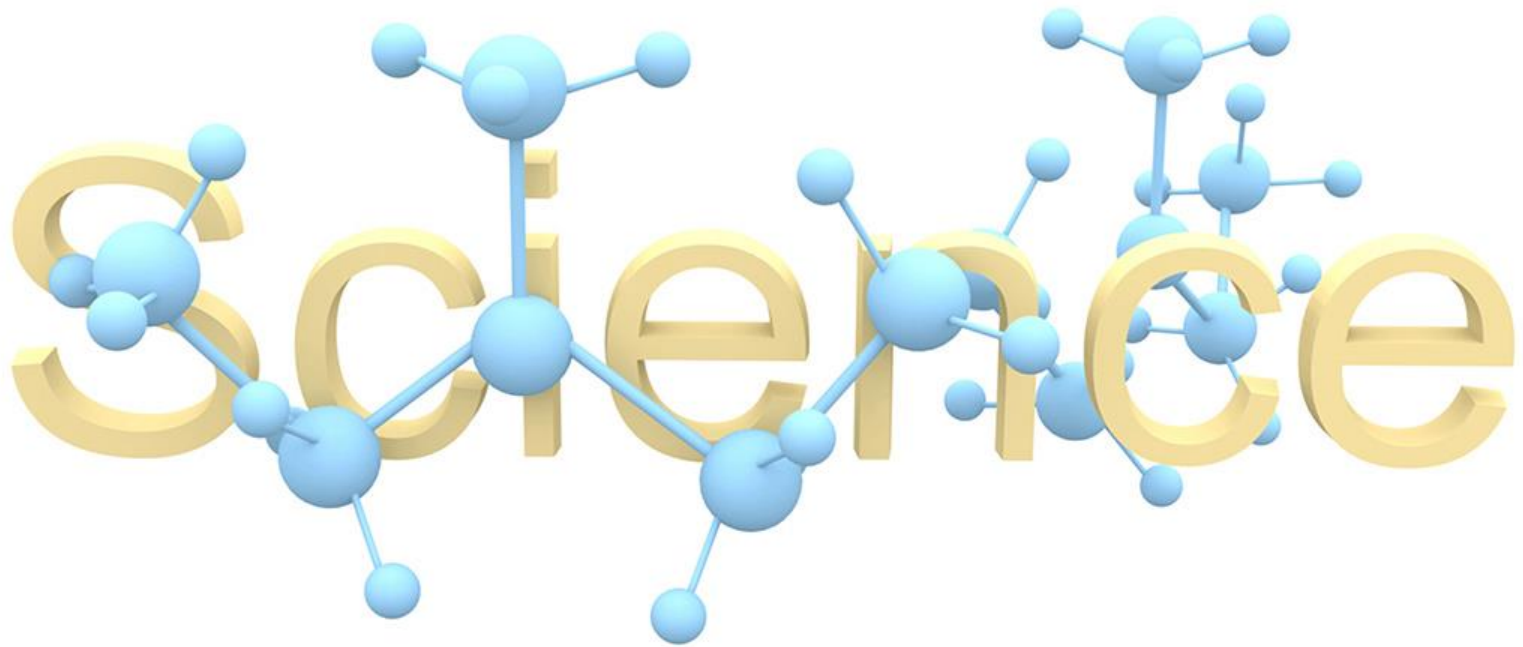


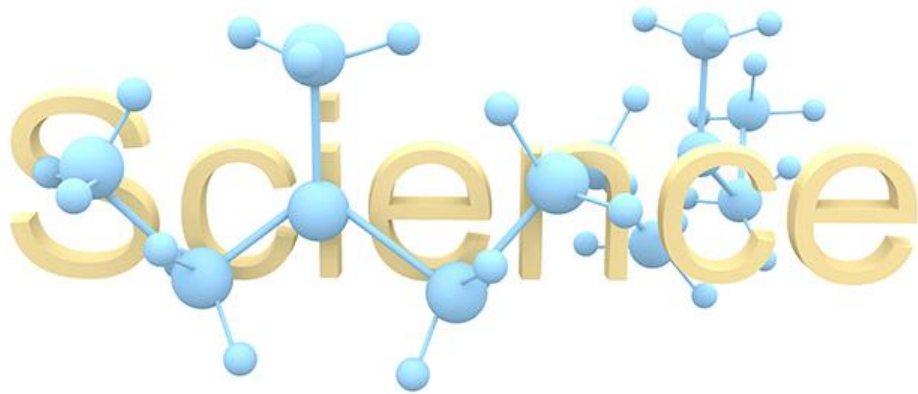
BASELINE BENCHMARK ASSESSMENT

2018-2019



Purpose

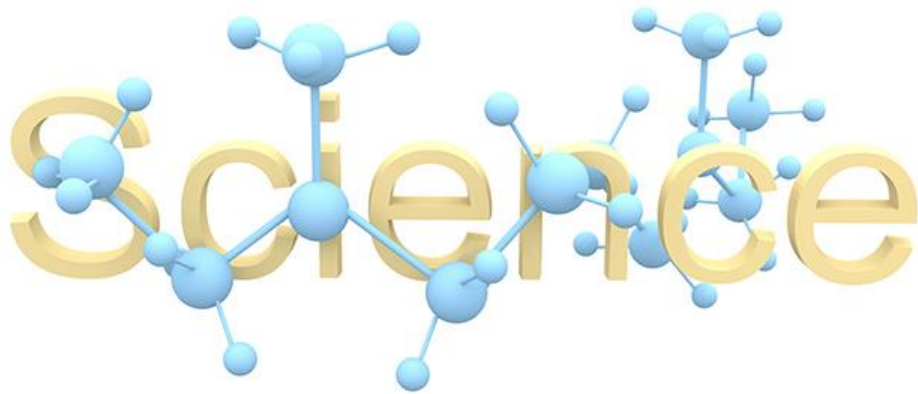
- Monitor student progress of the Next Generation Sunshine State Standards (NGSSS).
- Provide valid and reliable information regarding content mastery and/or instructional focus.
- Utilize the data to make meaningful and timely curricular decisions.
- Progress reporting tool for School Improvement Plans.



Students To Be Tested

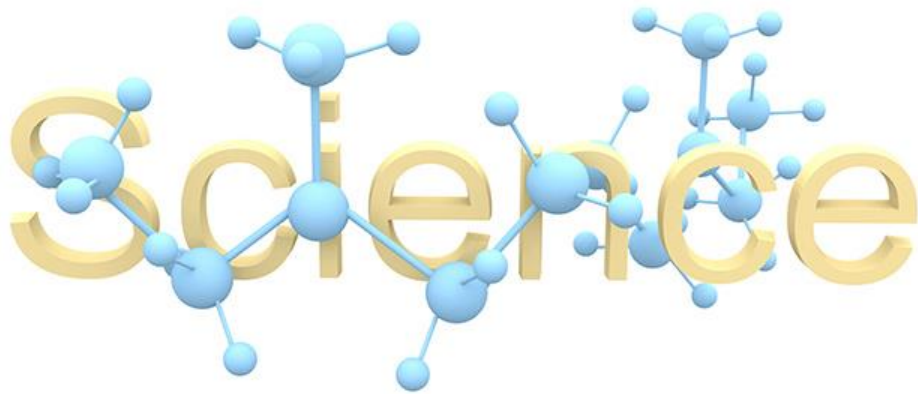
All eligible students* must take the Baseline Benchmark Assessment in Science

- Science, Grades 5, 8



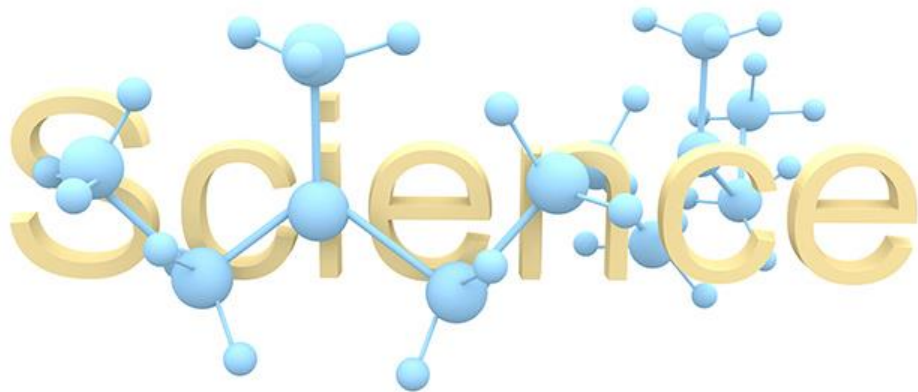
Administration Format

The science baselines are paper-based assessments for all students in grades 5 and 8.



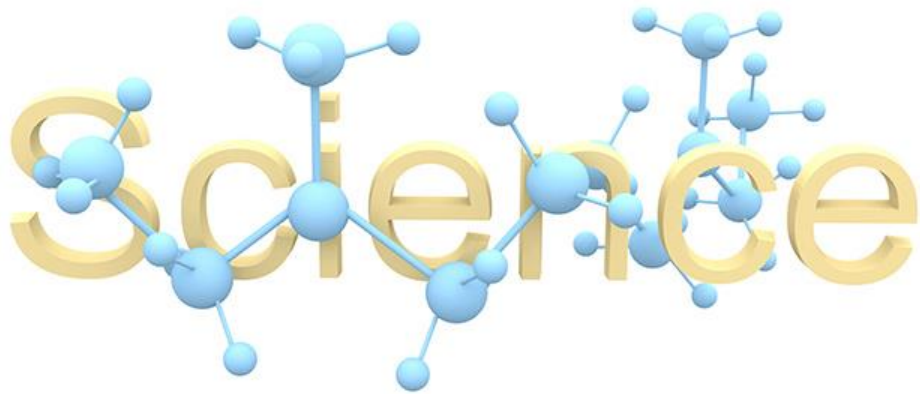
Administration Timeline

Date	Task
August 13 – August 17, 2018	Print Generic Answer Sheets
August 20 – September 14, 2018	Administration of the Baseline Benchmark Assessment
September 24- September 28, 2018	Set-up Scanners for the scanning of Unify bubble sheets
September 28, 2018	Scan Answer Sheets and upload to Unify Assessment Platform Download Unify Score Reports



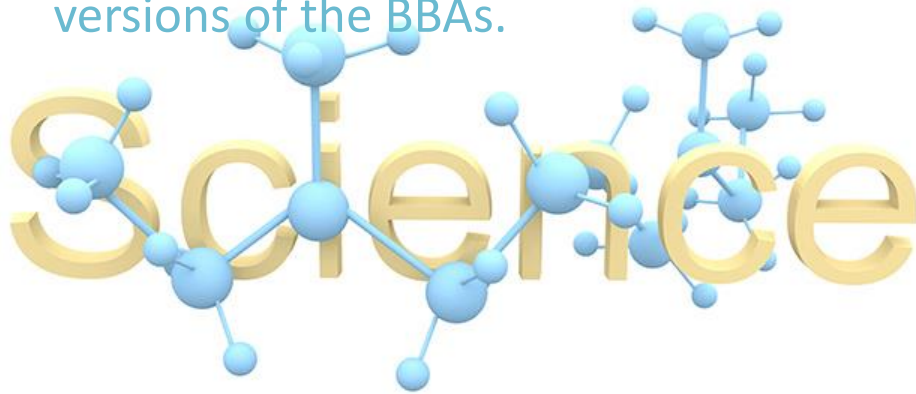
Number of Items Per Test

Grade Level	Items
5	66
8	73



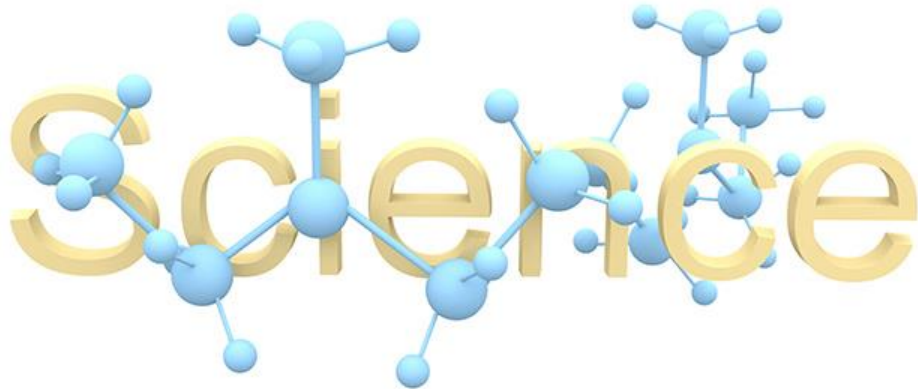
Accommodations

- 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.
- Students **who are registered** with Florida Instructional Materials Center for the Visually Impaired (FIMCVI) , will receive the paper-based accommodated versions of the BBAs.



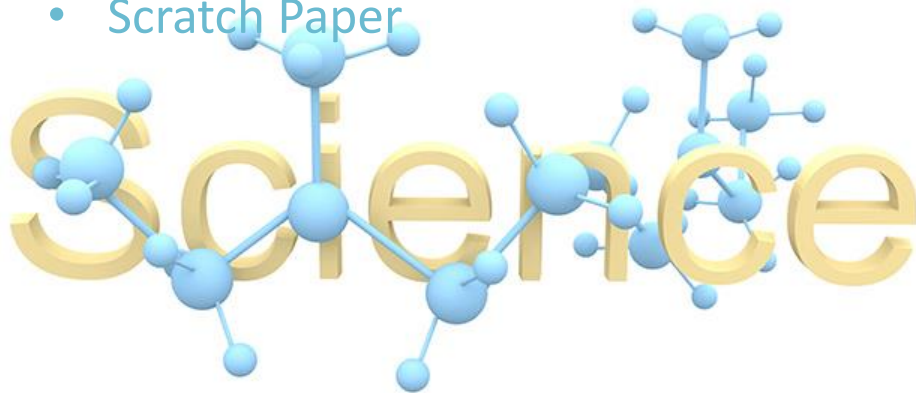
Preparation of Materials

- Inventory all 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 test forms from provided PDF files
- Print Reference Sheets for grade 8 science
- Print Generic Answer Sheets for paper-based assessments
- Train test administrators on administration procedures



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 (Grade 8 Science)
- Scratch Paper



Approximate Testing Times

Before the Test

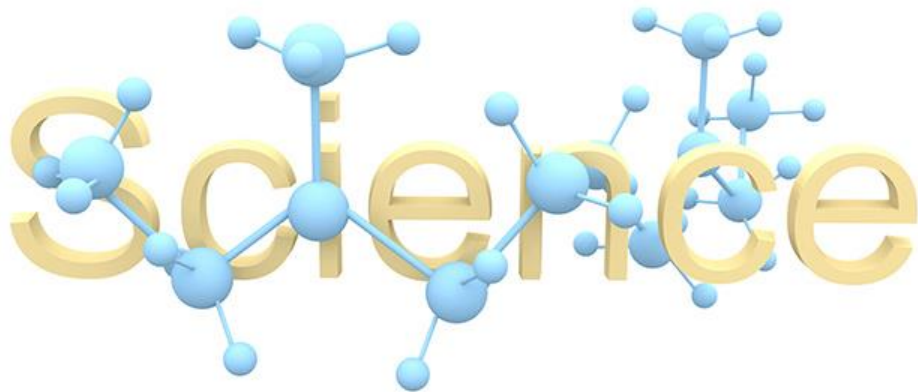
Approximately 10 minutes to pass out materials

Administration Time

Approximately 112 minutes

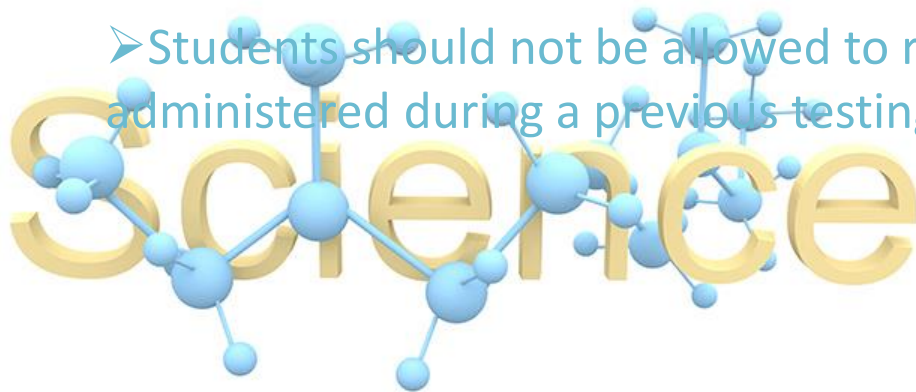
After the Test

Approximately 10 minutes to collect testing materials



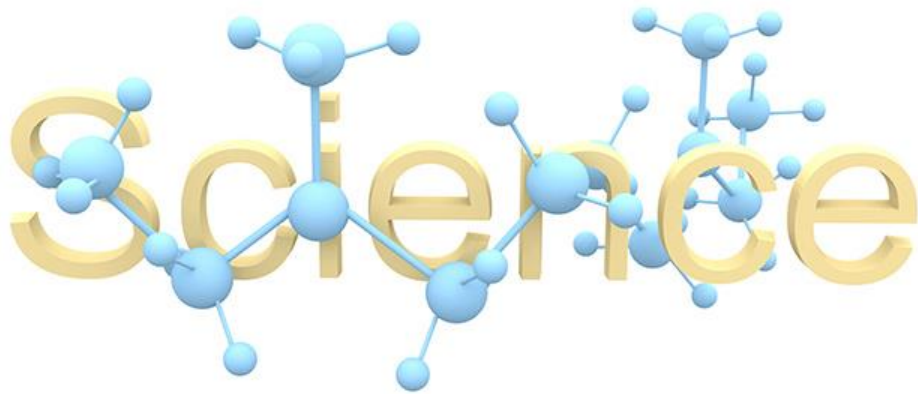
Administration Decisions

- Approximate testing times are only an estimate of the amount of time it would take a student to complete the test.
- Baseline Assessments 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.



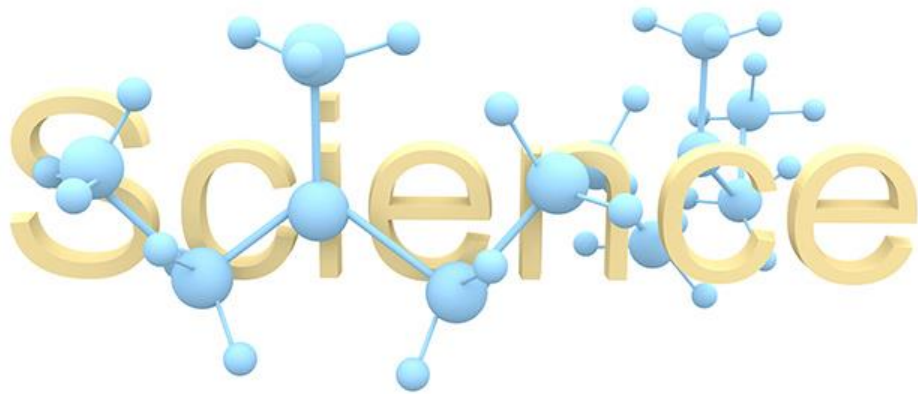
Training Topics for Test Administrators

- Testing schedule
- Deciding whether to test over two days
- Receiving and handling test materials
- Arranging for appropriate accommodations, as necessary
- Preparation of materials prior to and after testing



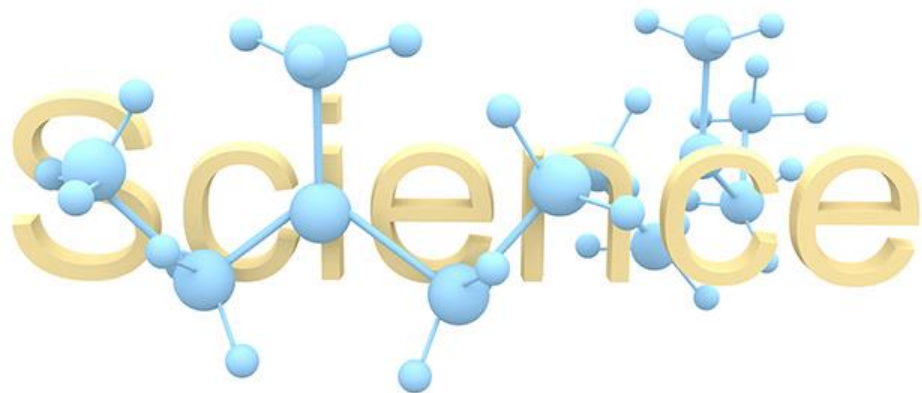
Paper-Based Testing Procedures

- Distribute a test booklet and a generic answer sheet directly to each student.
- Direct students to write their name on the test booklet and answer sheet.
- Ensure students write their MDCPS 7-digit ID number (including leading zeros) on the answer sheet.
- Prompt students to flip through the test booklet to identify if there are any 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.



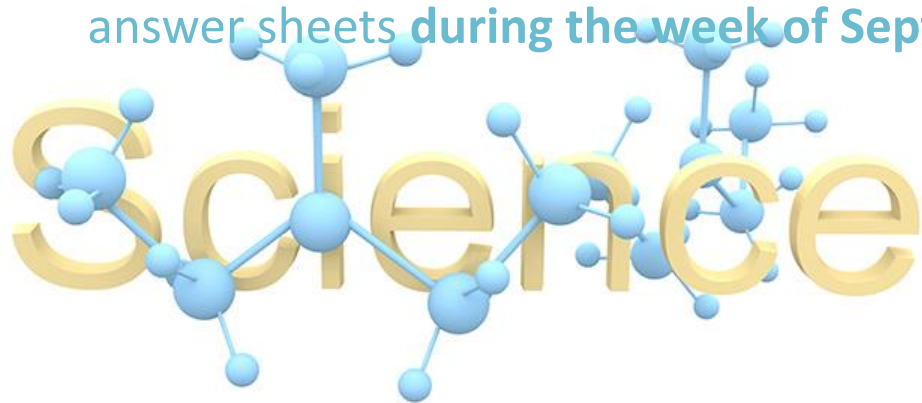
Post Test Procedures

- 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
- Collect answer sheets and retain for scanning on or after **September 28, 2018**



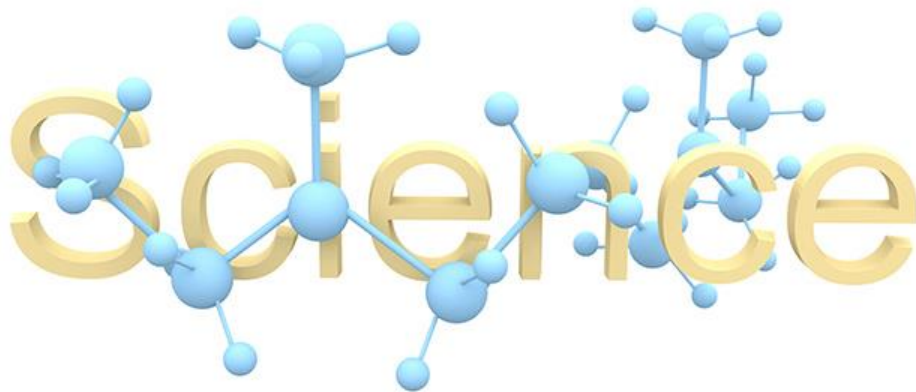
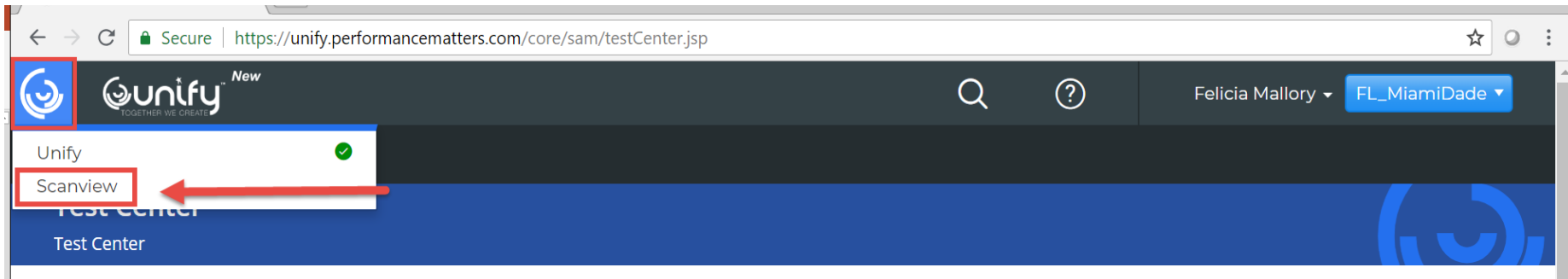
Scanning Answer Sheets

- The Unify (Performance Matters) Testing Platform will go “live” **September 28, 2018**, answer sheets can be scanned at the time or thereafter.
- Directions for scanning will be posted to the <http://oada.dadeschools.net/IAP/IAP.asp> under Unify (Performance Matters Scanning) on September 24, 2018.
- Request that the Microsystem Technician (HEAT ticket system) set up the scanning script on the designated scanners that will be used for scanning answer sheets **during the week of September 24, 2018.**



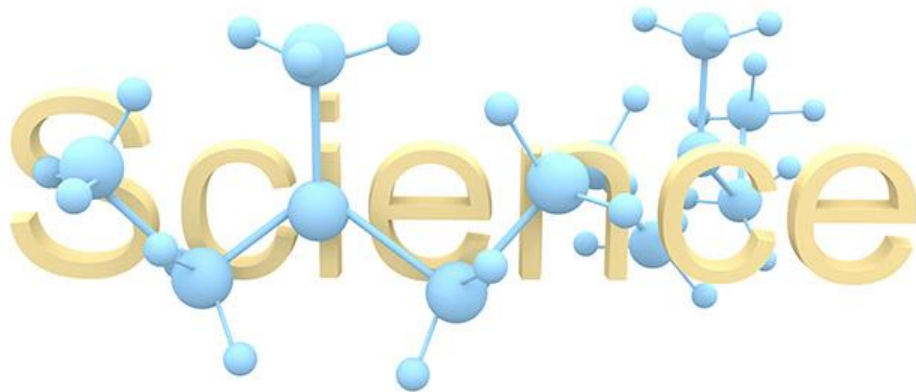
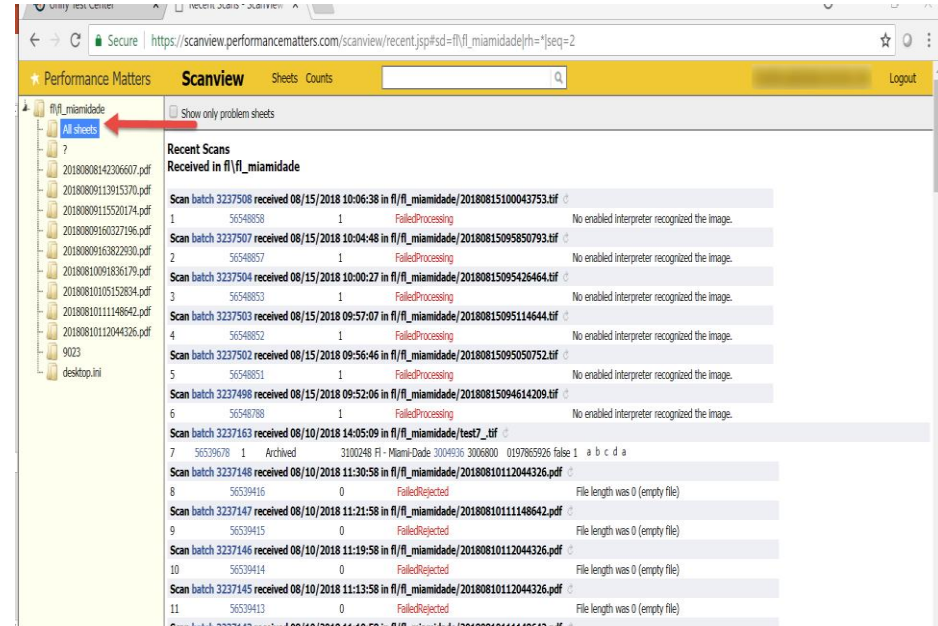
Resolving Answer Sheets

- Login to the Unify platform at <https://unify.performancematters.com> .
- Click on the Unify icon in the left-hand corner.
- Select Scanview from the dropdown menu.



Resolving Answer Sheets

- Click on the **fl/fl_miamidade** folder.
- Click on **All Sheets**.
- Find your site location (e.g. 9023).
- Look at the **Recent Scans** in the middle of the screen to determine, if any answer sheets failed to process during scanning



Scanning Reference Source

Please refer to Performance Matters User Guide for setting up scanners, installing script, scanning answer sheets, and resolving scanning errors.

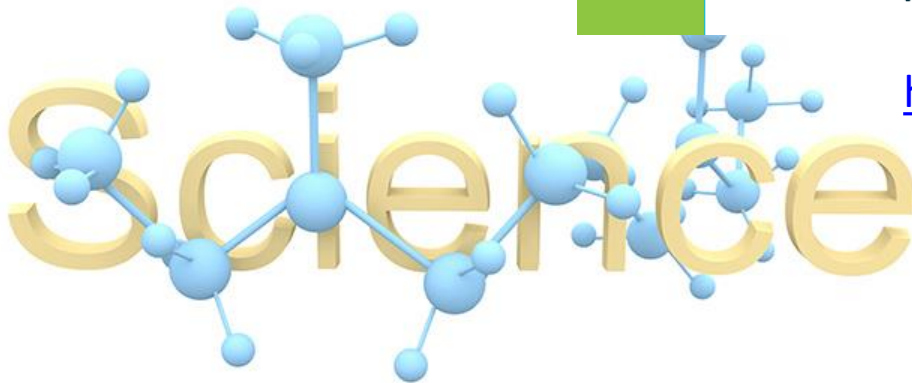


**performance
matters** 



User Guide
M-DCPS Scanning
Version 18.04

<http://oada.dadeschools.net/IAP/IAP.asp>



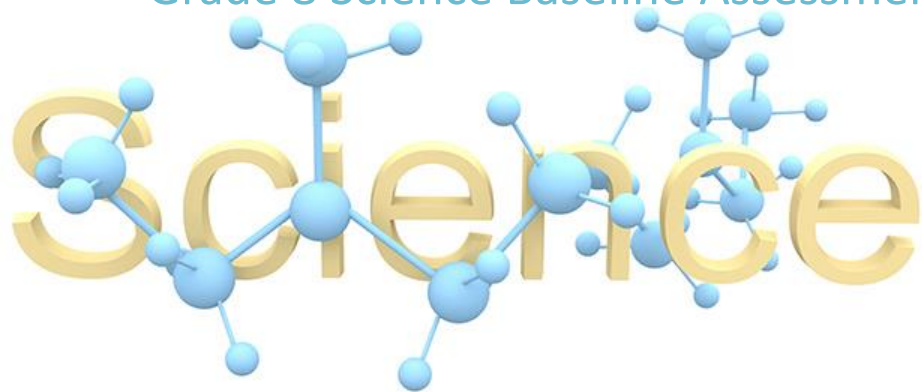
Printing Score Reports

- Downloading and the printing of score reports will be available after the scanning of the Science Baseline answer sheets in Unify
- Login to MyUnify (Performance Matters) at <https://unify.performancematters.com> using your MDCPS credentials.
- , Access the **Student Item Analysis Report** by clicking **Reports**, then **Student Analysis** or click the **Launch Pad**, then **Student Analysis** in Unify to retrieve summary score charts/tables.

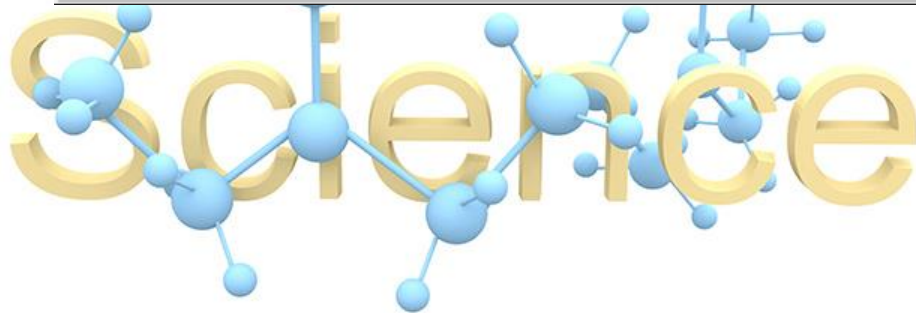
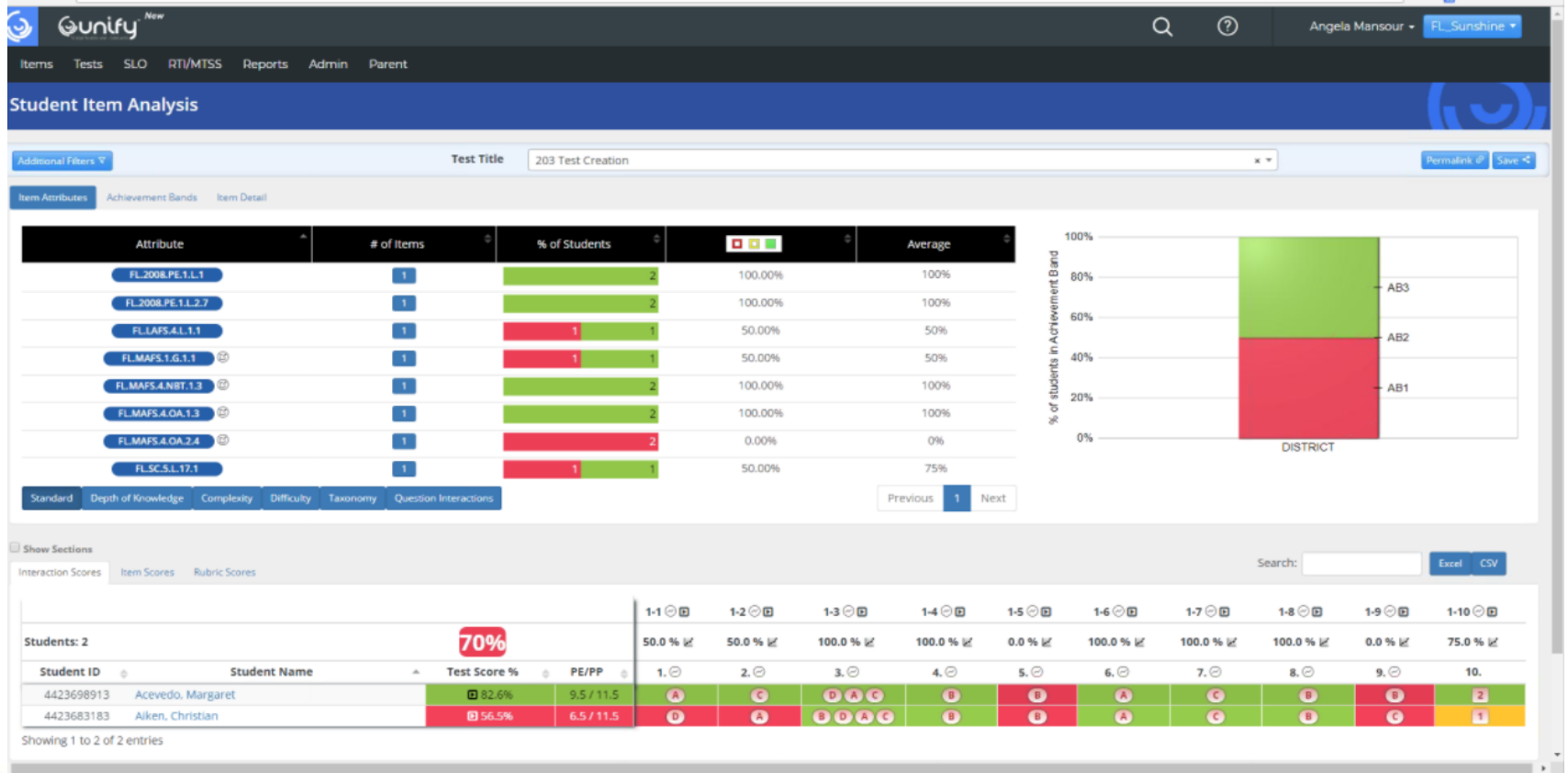
Select the test from the dropdown menu.

Grade 5 Science Baseline Assessment- 2018-2019

Grade 8 Science Baseline Assessment – 2018-2019



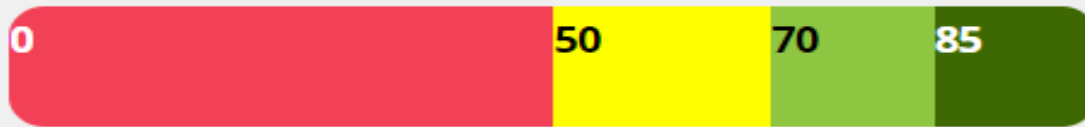
Student Item Analysis



Science Performance Levels

The District's Default Band will be use for defining the cut scores and performance levels for the Baseline Benchmark Assessment.

Performance Band Preview:



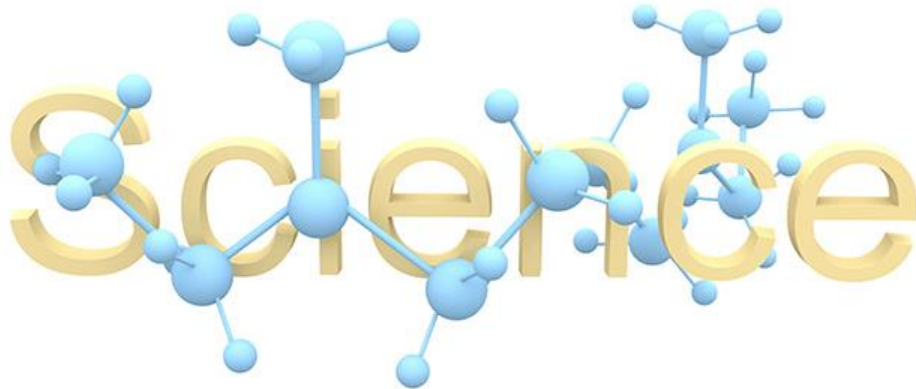
On-Level (70% or higher)

Proficient: 85% and higher

Satisfactory: 70% - 84%

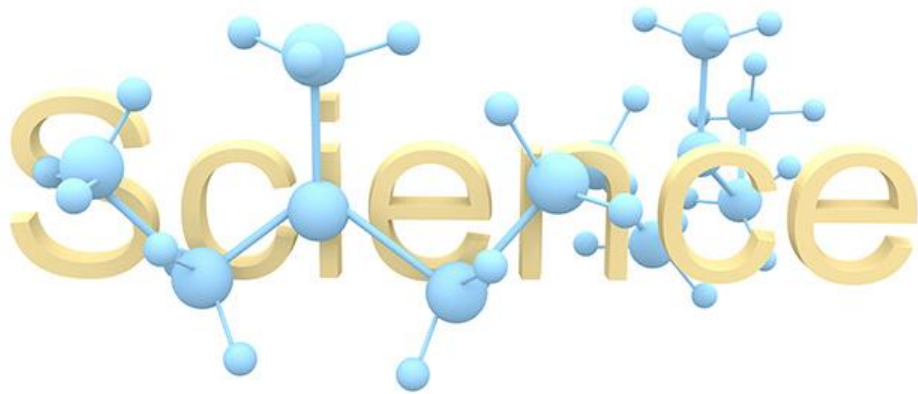
Developing: 50% - 69%

Approaching: 0% - 49%



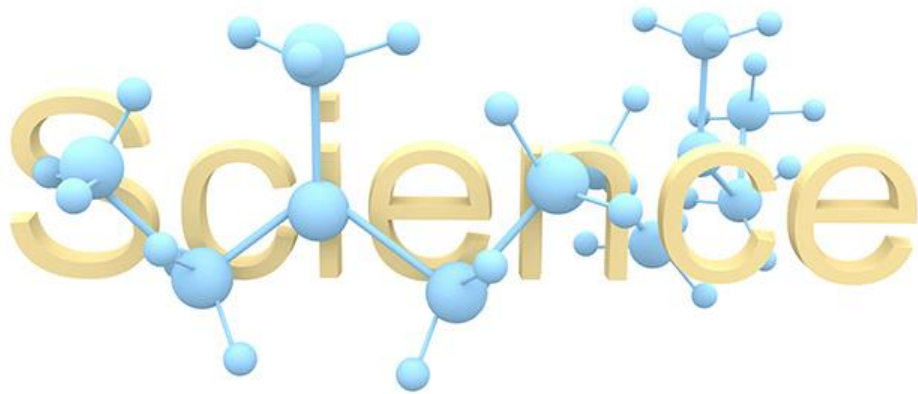
Disposition and Retention of Materials

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



Disposition and Retention of Materials

- **No used or unused** test booklets may be sent home with students.
- Test booklets should not be used on an ongoing instructional basis (the Baseline Assessments provide you with a point of instruction for students and identify targets of strengths and weaknesses)
- Store materials in a secure location to be used in subsequent years.



Program Contacts

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Collinsd@dadeschools.net

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Student Assessment and Educational Testing

305-995-7520

