

Smarter Balanced Assessment Team

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VT AOE Weekly Field Memo
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Questions?

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Message from the Director:

From the Test Director:

Vermont's Smarter Balanced assessment window opened officially this morning at 7:00 am. The AOE Assessment Team wishes you good luck and high scores. Following are a few updates and reminders for this year's testing:

NEW! District Test Administrators Certification of Proper Test Administration:

This year we are introducing a new [form](#) that District Test Administrators will be asked to submit once testing is completed in all district schools. The form is a way for districts to document that all required policies, procedures and test security measures were followed throughout the testing window, that test administrators were provided with test administration manuals and were fully trained prior to opening a test session, and finally, that test administrators were apprised of the professional risks associated with breach of test administration rules. First, let me acknowledge that the last thing you probably want is another form to fill out. I also want it on the record that in the more than a dozen years that I've been your State Assessment Director, we have only had one case of overt cheating by an educator. In my experience, Vermont educators always demonstrated a high level of integrity and professionalism. Unfortunately, this is a required action from the US Department of Education that resulted from Vermont's peer review submission in June 2017. On the up side, this form should only take a few minutes to fill out, can be submitted to me by email, and will provide the AOE with an effective way to monitor the completion of testing around the state.

Dual Reporting of Assessment Scores:

Secretary Holcombe asked me to remind you all about the "Dual Reporting" mechanism that is built into the Smarter Balanced TIDE system, and to strongly encourage our independent schools to use this tool so that scores from tests that are administered by the Independent school will be reported back to the public district and school that are paying the student's tuition. Here's how it works: When students' demographic information is entered into TIDE by the independent school where the testing will occur, there are two open cells, one labelled "reporting school" and one labelled "reporting district," where sending school and district codes can be entered. Once a student completes a test, results

(Continued p 2)

will be posted simultaneously in the Online Reporting System for both the independent school and the sending school/district. The dual reporting system can also be useful for Career and Technical Education centers. For additional information, see [“Understanding Dual Reporting”](#), which provides step-by-step instructions for setting up these reporting links.

Vermont Assessment Portal Update:

If you’ve visited <http://vt.portal.airast.org/> recently, you probably noticed that the portal has a new name. The Vermont Comprehensive Assessment Program Portal now includes information on the Vermont Science Assessment (VTSA) and the Vermont Physical Education Assessment (VPEA). This will permit Vermont educators to find key information on state assessments in one location. The VCAP portal will continue to have a public side where test manuals, practice tests, and other public facing documents can be located, as well as a password-protected side where secure systems can be accessed by individuals with the required credentials.

Michael Hock, State Assessment Director

Smarter Balanced Online Reporting System (ORS) Training

Similar to last year, student scores will become available two weeks after the student has submitted their completed test. Also, like last year, the scores will be embargoed until your last day of school. As a refresher course, AIR will be offering an [ORS Training](#) Webinar on Tuesday, March 27, 2018 from 3:00 - 4:30 p.m. This webinar is intended for all District Administrators, School Test Coordinators, and Educators. Please register to receive access to the webinar.

**ORS Training
Register**

VT PE Assessments

Regretfully, the Assessment Team had to cancel the Tuesday, March 13th Brockport Companion training due to snow. An email was sent out to all participants who registered yesterday afternoon. Fortunately, Dr. Houston-Wilson has agreed to come back on Wednesday, April 4, 2018 to do a second and final training at the same location. We will be sending a follow up registration to those who registered for the March training at Hartford High School so those who wish can re-register. Once this is complete, we will open up registration to others pending space.

Brockport Companion Regional On-site Trainings: Rescheduled
Wednesday, April 4, 2018– Hartford High School 8:30 a.m. – 2:30 p.m.

FitnessGram

Hold the date: FitnessGram: Follow-up Training Webinars (links for registration will be forthcoming)

March 14, 3:00 p.m. – FG Software training

March 15 – Posting Part I webinar of first PE Assessment Trainings (VT FG story and PYFP Module 1)

March 15, 3:00 p.m. – Live webinar of FG Protocols



From the Inbox

From: An Elementary School Principal

Sent: Thursday, March 08, 2018 10:47 AM

To: Hock, Michael <Michael.Hock@vermont.gov>

Subject: Testing Exemption

Hi Michael,

I need to request a testing exemption for a student in my school. The student was exempted last year for medical reasons, supported by a letter from the physician. I presume I need to complete another form. Where would I find the form and to whom do I communicate about this?

Thanks. Hope you're well.

Michael's Response:

Yes, you do need to reapply for a health exemption each year as we always hope the student's health improves so that it's possible for the student to take the test. You can find the form in the [tools for school leaders file](#) on the [Comprehensive Assessment Program Portal](#) . My colleague Gabe McGann is the reviewer. His contact information is on the form.

Michael Hock, State Assessment Director



Question of the week

Now that New Hampshire no longer uses the Smarter Balanced Assessments, do we still need to test their students? In addition, last year, they gave our students the Smarter Balanced Assessment and transferred their scores. Will that happen again this year?

Answer:

Vermont State Board of Education requires all publically funded students, regardless of placement (public or independent) to assess. *However*, this rule only applies to schools located in Vermont. Last year, because both VT and NH were administering the Smarter Balanced Assessment, AIR was able to transfer scores across the state lines. This year, New Hampshire has their own assessment, and therefore, scores are not able to transfer. Supervisory Unions are not responsible for testing students attending schools in locations other than Vermont.