Spring in to AZELLA

OELAS Conference • December 2019

Arizona Department of Education

Assessment • AZELLA

Brenda Vanderwerp

Mid-Year Placement Testing

November 18 – December 20, 2019

INTENT – provide an additional opportunity to reclassify students who were at the cusp of an OPL of Proficient in order to move them into a MAINSTREAM classroom

- ADE will be reviewing **all** students who participated
- ADE will be re-evaluating the qualifications for participation in SY 2020-2021

AZELLA Placement Test Close of Cycle 7

Friday, December 20, 2019

- Students who receive an OPL of less than Proficient MUST participate in the Spring 2020 Reassessment Testing
- Students who receive an OPL of Proficient must be reclassified by exiting the student from EL Services prior to January 7, 2020

EL Group 8

- Students listed on the EL73 Report as **EL Group 8** require a Placement Test NOW (before 12/20/2019)

- Students who have the **red font** message on their EL70 Report and who are not listed on your EL73 Report, require a Placement Test NOW (before 12/20/2019)
  - ***To be Eligible for EL Services, student requires an AZELLA Placement Test due to an outdated AZELLA test record.***

Assessment History

	Date	AZELLA Test[1]	Tested Grade[2]	Overall Proficiency Level[3]	Eligibility Status	District Name	Dist
⚠						To be Eligible for EL Services, student requires an AZELLA Placement Test due to an outdated AZELLA test record.	
	03/05/2018	R	KG	Pre-Emergent/Emergent	Eligible for EL Services		

Placement Test Administration

Administration of the AZELLA Placement Test continues, non-stop, through May 15, 2020

If you receive a new student during the Spring Reassessment Test window who requires a Placement Test, **you must administer the Placement Test, NOT** the Spring Reassessment Test

AZELLA Placement Test Materials

- The AZELLA Placement Test materials will be used for the next 2 school years:
  - 2020 – 2021
  - 2021 – 2022
- Keep your Placement Test materials separate from your Spring Reassessment Test materials
- **Do NOT send the Placement Test materials back to Pearson!**

DTC - PAN Accounts Open for Spring Reassessment **Temporarily**

December 2 – December 13, 2019

- DTC PAN accounts for the Spring 2020 Reassessment administration are currently enabled ONLY during this time period with limited access
- All districts and charters – verify shipping address is correct [Task #4]
- All district and charters – Create/Edit PAN User accounts [Task #5]
- All districts with private schools – verify private school is listed under district [Tasks #3 and 6]
- K-2 districts and charters – complete Participation Counts [Task #6]

AZELLA Spring 2020 Reassessment DTC Important Tasks Checklist

Required Training Modules

Available Wednesday, Jan. 8

For District, School, and Technology Coordinators

Complete after Friday, Jan. 24

(suggestion)

- Test Administrators
  - *Spring 2020 AZELLA Reassessment Test Administration Directions* manuals available once DTC's PAN account is enabled
- Follow the correct "**Category**" in the ATMS
- K-2 module is required those districts with schools that serve students in K-2
- ***Test Security and Ethics* module** only needs to be **completed 1 time** during the school year – complete under Placement **or** Reassessment in the ATMS
- ATMS Module Completion Report will be functioning for the Reassessment Training Modules (DTCs and STCs)

Category	Test Security and Ethics	Technology	DTC & STC: Role & Responsibilities	Grades K-2	Grades 3-12
District Test Coordinator	✓	✓	✓	✓	✓
School Test Coordinator	✓	✓	✓	✓	✓
Technology Coordinator	✓	✓	✗	✗	✗
Test Administrator	✓	✗	✗	✓	✓

Test Administration Training

2 phases of test administration training:

1) Completion of online training modules in the ATMS as applicable for AZELLA role.

2) DTCs must deliver an in-person training for their district and schools specific to including test security, testing schedules, and test materials. DTCs district policies and procedures for AZELLA Reassessment Test administration must also ensure that all Test Administrators read through the TADs. This is an opportunity for the DTC to clarify or address any questions or concerns that the STCs and TAs might have.

- Test Administration Directions (TAD) manuals will be available during the week of Jan. 20. ADE recommends that Test Administrators and Proctors be trained during the week of Jan. 27.

- Staff who do not have direct contact with AZELLA testing materials and will not be present during test administration (e.g., office or facilities staff that may sign for and/or handle the boxes of materials) need only to sign the AZELLA Test Security Agreement form and complete the Test Security and Ethics training module once per school year.

Reassessment Data Extract

Confirm by Jan. 8, 2020

- No students in the AZELLA corrections application
- New **school** enrollments and withdrawals synchronized to AzEDS
- EL Program enrollments and exits synchronized to AzEDS
- All EL students passed integrity

ADE will be extracting student level data from the **EL73 Reports** for the Spring Reassessment pre-registrations and Stages I and II Pre-ID Labels on **January 9, 2020**

All Students with an EL Need Participate

All students with an EL need, regardless of disabilities, are required to test annually with the Spring AZELLA Reassessment Test unless they are administered an AZELLA Placement Test after January 1, 2020.

EL students whose parents declined EL Services this school year (PW) are required to participate in the Spring Reassessment Test.

- *If it is determined on an individualized basis that an EL has a disability that precludes assessment in one or more domains of the AZELLA (speaking, listening, reading and writing), such that there are no appropriate accommodations for the affected domain or domains, the AZELLA DTC must contact the AZELLA Team for further guidance.*
- *Only in **very rare circumstances (such as completely blind or completely deaf)** will children need to be assessed in fewer than four domains due to a disability that precludes assessment in a particular domain, and that the vast majority of ELs with disabilities **will be able to be assessed in all four domains**, with appropriate and ADE-approved accommodations as needed.*

SPR20 Reassessment
Stages I and II Students

Starting the Week of January 20, 2020

1. Testing materials and Pre-ID Labels delivered – separately
2. Inventory materials
3. Download, print, and review EL73 Report
4. **Confirm** *(prior to using)* Pre-ID Labels match the school, grade level, and students' demographics from their EL70 Reports
5. Correct Pre-ID Labels may be applied to the students' test books in the correct place *(front cover – upper left corner)*
6. **DO NOT USE any Pre-ID Labels that are incorrect and for students who are no longer enrolled in the school**
7. Students without a Pre-ID Label must have their demographics bubbled-in on the back cover of the test book
8. All K-2 students who have a test book must have their registration completed in PAN. The test book and PAN must match and they must match the student's EL70 Report

Spring Reassessment PAN Accounts

Beginning January 22, 2020

- January 22 – March 20: ADE/Pearson will be enabling DTC PAN accounts for those who have completed the training requirements
  - Responsibility of DTCs to enable other PAN user accounts after the staff member completes the required trainings

AFTER PAN account has been enabled

- January 24 – Order additional Stage I and II materials
- January 24 – once PAN account is enabled: review, edit, and add students
  - MUST review and complete the "Registration" tab for all students
    - EL Classification
    - EL Services
    - SPED Program participation
    - Migrant Program participation
  - Submit Work Requests when needed
  - Print Stages III-V Testing Tickets

SPR20 Reassessment Student Registrations

Beginning January 24 and only after the DTC's PAN account has been enabled…

Students who were not pre-registered by Pearson:

- Utilize the Student Registration File, or
- Manually register students

Student demographics MUST MATCH what is showing on the student's EL70 Report, not what is in your Student Information System!

- ADD **leading** zeros to SSID to create an 11-digit SSID in PAN
  - **000xxxxxxxx**

Work Requests
Transfer Students

(all grade levels)

After reviewing student registrations in PAN, students who are not enrolled in the school will remain in PAN so that the student's new school can submit a Work Request to transfer the test registration

- **APPROVE** requests for students who have not started and not completed the entire Reassessment Test
- **REJECT** requests for students who have completed the entire Reassessment Test

Transferred Student with an EL Need

optional form for transferred students during the Reassessment Test window

Spring 2020 Reassessment Manuals

Test Coordinator Manual

- Shipped with Stages I and II materials arriving during the week of January 20
- Available to download
  - in PAN [Support >> Documentation] (once DTC PAN account is enabled)
  - From ADE's DTC >> AZELLA webpage (January 21)
- Must be returned to Pearson at the close of test window

Spring Reassessment Test Administration Directions

- Stages I and II shipped from Pearson arriving during the week of January 20 and available to order additional manuals in PAN after January 24
- Stages III – V available to download in PAN [Support >> Documentation]
- Must be returned to Pearson or securely shredded at the close of test window
- *SPR20 TADs are different than the Placement TADs*

SPR20 Reassessment PAN User's Guide

- Available to download in PAN [Support >> Documentation]

Observations and Forms

Test administration observations should not only be looking to gather information on whether the procedures and behaviors are in accordance with the test security and test administration directions, but also to utilize the information when meeting with staff to provide quality feedback for refining test administration practices. In addition, the observations as a whole, will serve to target those aspects where there is room for improvement for your next test administration training.

DTCs are required to observe all STCs

- *Quality Assurance Checklist for Test Security and Ethics – AZELLA STC*
- The AZELLA DTC must conduct an individual review and debrief of their observation with each School Test Coordinator

DTCs and STCs are required to observe all Test Administrators and Proctors

- *AZELLA Test Administration Observation Checklist*
- The AZELLA DTC and/or STCs must also individually meet with Test Administrators and Proctors to review the results of their observations

ADE's Assessment Unit will be visiting campuses to observe test administration. Test Security Agreements and Observation Checklists must be made available to ADE during the visit.

Testing Accommodations

Not all accommodations that are appropriate for instruction are appropriate for assessment. There are accommodations that are not appropriate for AZELLA. Accommodations that invalidate the construct of the test are not permitted.

Universal Test Administration Conditions

Does not require approval from ADE

Available for all EL students

Test Accommodations for Students with Disabilities

Requires approval from ADE

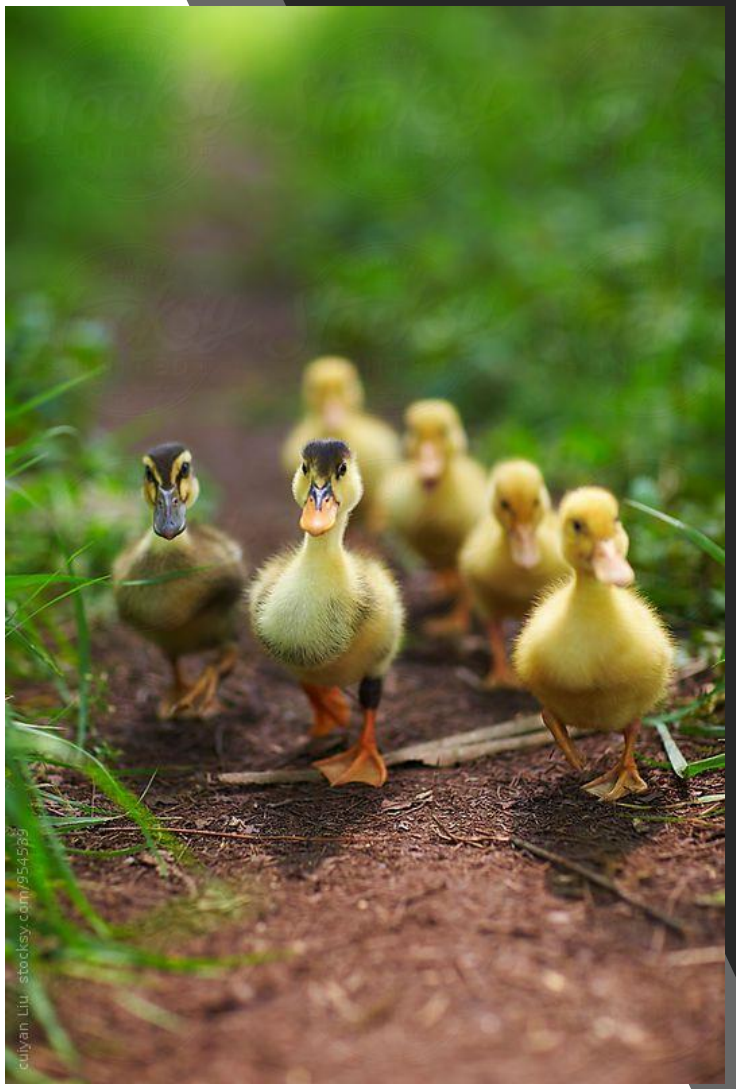
Stages III-V Special Paper Version (SPV) and Large Print Requests

Submit: http://www.azed.gov/assessment/azellaspv/

February 3 – March 20, 2020

Spring 2020
AZELLA Reassessment Test Administration Window

- 7-week testing window
- No extensions, no exceptions
- Start early
- Up to 5 consecutive school days to complete a test; however, try to have tests completed within 2-3 days
- Once a test unit has started, it must completed during the same school day
- No breaks during a test unit, including lunch break so plan accordingly
- Do not start a test unit at the end of the school day if there won't be enough time for a student to finish the unit



Spring Break – Stages I and II

Districts and Charters have various Spring Breaks scheduled; therefore, it is important to **complete all Stages I and II Reassessment Tests** that are started before Spring Break **prior to students leaving for break.**

- Don't begin administering a test the day before students leave for Spring Break if you know they won't complete it during the same day.
- You can send an email to AZELLA@azed.gov providing the SSIDs, grade levels, school names, and the completed test units for Stages I and II students who started a Reassessment Test but did not finish it prior to Spring Break. ADE will be able to provide this information to the new district when requested.

Returning Test Materials

- All **Stages I and II and Stages III-V SPV** Spring Reassessment Test materials must be **shipped to Pearson no later than March 27, 2020**
  - MUST follow the explicit directions in the Test Coordinator Manual (TCM) for packing and shipping Scorable (students completed test books) and Nonscorable materials
- Districts/Charters with **ONLY Grades 3-12 students** enrolled may securely shred all Stage III and Stages IV-V Test Administration Directions (TADs) prior to March 25, 2020

Results

- **May 7, 2020**
  - Posted in PAN – Reports and Student Data Files (SDF)
  - Unmatched student records show-up in the AZELLA Corrections application
- **May 8 – 11, 2020**
  - Results on students' EL70 Reports
- **May 19, 2020**
  - Individual student paper reports arrive at districts
    - Distribute to parents and place in cumulative files

- **NO OnDemand Preliminary Reports**

Students who receive and Overall Proficiency Level (OPL) of…

Proficient

- Reclassify by Exiting student from EL Services
- Notify parents of reclassification
- Begin FEP1 monitoring SY 2020-2021

Undetermined

- Administer a Placement Test within first 2 weeks of SY 2020-2021
- English Learner Status Undetermined referral form required

Less than Proficient

- Eligible for EL Services for SY 2020-2021

2¢ Tips

- PAN – change test administrations between
  - *AZELLA Placement 2019-2020* and
  - *Spring 2020 AZELLA Reassessment*
- Take the extra 30 seconds confirm the correct student is testing!
- Monitor students while testing!
- Submit requests for new Stages I and II Speaking Test Lithocodes ASAP so the student can finish testing
- Verify Stages III-V microphones are working correctly during the Speaking Test sample questions and prior to student starting the test questions
- Be certain that all students who started a test prior to Spring Break have completed the entire test before Spring Break

Spring 2021 Reassessment and Field Test

February – March 2021

Spring 2021 Reassessment Test – No Changes – 7 week test administration

Separate but concurrent STAND ALONE Field Test for
all EL students across AZ by Grade Level
Shorter version of regular AZELLA Reassessment Test; no student scores (results)

7 – 8 weeks administration

More information to come. You may refer to the ***AZELLA Updates*** presentation will be posted to the Assessment DTC webpage week of December 16 [DTC >> AZELLA tab >> Presentations]

EL Coordinator Boot Camp
Part 2
January 24, 2020

- For EL Coordinators and AZELLA District Test Coordinators
- Registration is open ($85.00 per person)
  - https://ems.azed.gov/Home/Calendar?sd=7056
- Black Canyon Conference Center in Phoenix
- Contact OELAS with any questions
  - OELASInbox@azed.gov

AZELLA Art Contest

March 2 – April 30, 2020

- ADE will be accepting artwork submissions from Arizona's English learner students
- Artwork will be used for the revised AZELLA document covers
- Submitted on 8 ½" x 11" paper in "portrait" format
- Paint, water colors, crayons, colored pencils, etc. may be used
- Selected artwork will require a parent/guardian consent and release form for the use of the artwork

Details about how to submit AZELLA artwork will be coming soon!

AZELLA

Arizona Department of Education

fppt.com

SAVE THE DATE! **September 28-30, 2020**

Arizona Assessments Conference

Integrating assessments, standards, and accountability for student success.

Cost: $425 per person
(includes breakfast, lunch, and parking each day)
Registration will open in March 2020

Call for Presenters will begin in January 2020

www.azed.gov/assessment/conference
Questions: Testing@azed.gov

Location: Renaissance Phoenix Glendale Hotel and Spa
9495 W. Coyotes Blvd
Glendale, AZ 85305

www.azed.gov/assessment/lodging

Room rate is $121 (or prevailing state rate) plus applicable taxes.
Group rate is available until August 27, 2020 or until sold out.

Thank you

The AZELLA Team