



Friday Focus:

Accessibility and Assessments/Special Paper Version Tests

ADE Assessments Team will have 2 more webinar sessions in this series for the 2020-2021 school year.



Welcome to Webinar #4: Accessibility and Assessments/Special Paper Version Test

- Please enter your First and Last Name in the Chat for tracking purposes for the live event.
- This webinar will be recorded and posted on the [ADE Assessments webpage](#).
- We will also be capturing the chat questions. If there are questions that were frequently asked or need further clarification, ADE will compile and create an FAQ which will then be distributed to DTCs.

Agenda

- Welcome from ADE Assessment
- Guidance for Making Effective Accessibility Decisions
- Special Paper Version Tests
- Unique Needs for Assessment
- Looking Ahead
- Accessibility Resources
- Questions

Accessibility Guidance

Action steps for selecting instructional and assessment accommodations:

- Step 1: Expect Students to Achieve Grade-level Standards
- Step 2: Learn About Accessibility Supports, Universal Tools, Features, and Accommodations
- Step 3: Identify Accessibility Supports for Instruction and Assessment
- Step 4: Administer Accessibility Supports
- Step 5: Evaluate the Use of Accessibility Supports

Instructional Accommodations

- Individualized
- Provide support for student success in daily instruction
- Determined by the IEP/504 team, (i.e., educators, related services, EL professionals, parent/guardian, student) in collaboration with other professionals
- Subject specific

Assessment Accommodations

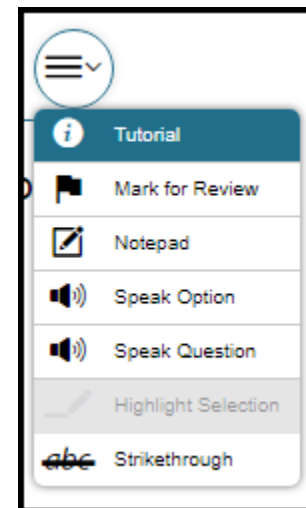
- Align with instructional accommodations
- Must be listed as an instructional assessment in the IEP and be actively used in instruction prior to being added as an assessment accommodation
- Some instructional accommodations may be inappropriate for assessment
- Accommodations may not alter the construct of what's being measured

Universal Test Administration Conditions

- Vary between assessments
- Available to every student
- Do not require a special request
- Can be found in each assessment's test administration directions or manual
- AZELLA Universal Test Administration Conditions vary between Stages

Accessibility Tools for AzM2 and AzSCI

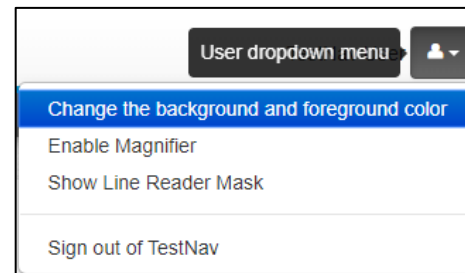
- Tools are available to all students.
- ELA notes are available throughout the session, while Math notes are available for the specific item.
- Zoom can enlarge both font and images.
- There is a Global Menu at the top of the page that is specific to ELA or Math.
- There are Context Menus for items within the test.



Accessibility Tools for AZELLA

Online administration:

- Tools are available to all students.
- The accessibility tool menu is located on the upper right-hand corner of the screen.
- Zooming in can enlarge font and images.
- The Magnifier tool will enlarge area selected.
- All directions, Samples, and Writing prompts include human recordings. The number of "plays" is unlimited.



Accessibility Tips

- Use sample tests to familiarize students with accessibility features
- Encourage students to experiment with accessibility tools prior to an actual assessment
- Prior to assessment administration, review each student's accommodations and adjust as needed
- Incorporate Assistive Technology (i.e., adaptive mouse, adaptive keyboard) as permitted by the assessment
- Submit requests for additional accommodations not listed in test administration manuals before the testing window opens

Special Paper Version Tests

(SPV)

SPV Requests

- Achievement Tests - [Achievement Tests SPV Request Form](#)
- AZELLA – [AZELLA SPV Request Form](#)

The screenshot shows the top portion of the AZELLA SPV and LP Request Form. At the top left is the Arizona Department of Education logo. To its right is a navigation menu with links for 'Students & Families', 'Educators', 'Administrators', 'Programs & Supports', 'About ADE', and 'ADEConnect'. Below the navigation is a breadcrumb trail: 'Home > AZELLA Special Paper Version (SPV) and Large Print (LP) Request Form'. The main heading is 'AZELLA Special Paper Version (SPV) and Large Print (LP) Request Form'. Below the heading is a small asterisk and the text '* required field'. The main content area contains a paragraph of text explaining the form's purpose and restrictions.

ARIZONA DEPARTMENT OF EDUCATION Students & Families Educators Administrators Programs & Supports About ADE ADEConnect Q

Home > AZELLA Special Paper Version (SPV) and Large Print (LP) Request Form

AZELLA Special Paper Version (SPV) and Large Print (LP) Request Form

* required field

This request form is restricted to EL/SPED students with a current IEP or 504 Plan or currently incarcerated students. This request is for a Special Paper Version (SPV) or large print (LP) version of the 2020-2021 AZELLA Placement Test, the Spring 2021 Reassessment Test, and the 2021 Stand-Alone File Test. This request must include specific documentation pages from the student's IEP or 504 Plan. The requested accommodation should be used routinely during regular instruction throughout the year and identified as an "AZELLA" state test accommodation. The Special Paper Version (SPV) of an online AZELLA test is only available for online testing students who cannot use and access technology devices for regular classroom instruction and state assessments due to disabilities. Large Print (LP) test materials are available for Grades K-1 (all AZELLA tests), Grade 2 (Placement and Reassessment) and Grade 2 SPV (2021 Stand-Alone Field Test), and Grades 3-12 as SPV tests for students with a current IEP/504 Plan that indicates the student uses large print regular classroom materials and need large print state testing materials. The online testing students are able to enlarge the online test by using the Zoom feature in TestMax, or the student can be administered the online test in a 1-on-1 test administration so that the test can be enlarged on a screen or wall. Students who enlarge the online test would not need a large print Special Paper Version. This request form is also required for online AZELLA testing students who are incarcerated and not permitted to use technology. A document must be uploaded with this request indicating the school where the student is currently located and a statement stating that students are not permitted to use technology for state assessments. A separate form must be submitted for each student.

The screenshot shows the top portion of the Special Paper Version (SPV) Request Form. At the top left is the Arizona Department of Education logo. To its right is a navigation menu with links for 'Students & Families', 'Educators', and 'Administrator'. Below the navigation is a breadcrumb trail: 'Home > Special Paper Version (SPV) Request Form'. The main heading is 'Special Paper Version (SPV) Request Form'. Below the heading is a 'DATE *' field with dropdown menus for 'Month', 'Day', and 'Year'. Below the date field is a 'District Test Coordinator (DTC) Name' section with three input fields for 'FIRST NAME *', 'LAST NAME *', and 'EMAIL *'. Below the name fields is a 'Person Submitting Form' section with an input field for 'Name of Person Submitting Form (if other than DTC)'.

ARIZONA DEPARTMENT OF EDUCATION Students & Families Educators Administrator

Home > Special Paper Version (SPV) Request Form

Special Paper Version (SPV) Request Form

DATE *

Month Day Year

District Test Coordinator (DTC) Name

FIRST NAME *

LAST NAME *

EMAIL *

Person Submitting Form

Name of Person Submitting Form (if other than DTC)

Reminders

- Protect student data
- Fill out the request in its entirety
- Ensure request is being submitted for the correct student
- Timely submission
- A request for paper tests must match the instructional accommodations. No testing accommodation can be provided unless the student uses the accommodation regularly during instruction.
- The DTC and the person submitting the request will receive an automated email telling them the request was submitted.
- The DTC will receive a notification if the request is approved. If we need additional information to decide, we will send an email to the DTC specifying what is needed.

Unique Needs for Assessment



- Students with VI and large print may use a projection system
- For Achievement Assessments: Students taking the paper-based test can have test directions read aloud to them on an **individual** basis
 - Read Aloud must be offered to students with this accommodation for any content portion in the Writing, Math, and Science assessments. This should be done on a 1-on-1 basis.
 - Students without an accommodation may raise their hand to have a word, sentence, or paragraph read to them in the classroom setting.
- If a student has a unique situation, please contact ADE for assistance and information.
- Additional information can be found on the [Achievement DTC website](#) under General Resources

Looking Ahead

- 2021 Accommodations Survey
- Updated Assessment Accessibility Guide
- AASA, Arizona Academic Standards Assessment, administered in 2022 by Pearson
- New AZELLA in 2022
- For Menu of Assessments (ACT and SAT) there are unique procedures and timelines for requesting accommodations

Accessibility Resources

- [ADE Assessment Accommodations Guide](#)
- [ADE Assessment Homepage](#)
- [AzM2 Resources](#)
- [Alternate Assessment Accommodations](#)
- [Identifying and Supporting English Learners with Disabilities](#)
- [IEP Checklist for an EL with a Disability](#)
- [ADE Assistive Technology](#)
- [AZELLA Guidance for Students Who are Deaf and/or Blind](#)
- [CCSSO Accessibility Manual](#)

Questions



