



# UPDATES (PAGE 1 OF 2)

OCTOBER 19, 2022

## 2022-23 INTERIM ASSESSMENTS ADMINISTRATION REMINDERS

1. Teachers must complete these two requirements before Site CAASPP Coordinator creates TOMS accounts for teachers who will administer Interim Assessments:
  - Sign the LAUSD Interim Assessments Acknowledgement Form in the STB Portal
  - Participate in the 2022-23 Interim Assessment and CAA for Science School-based Training (facilitated by Site CAASPP Coordinator)
2. For Interim Assessments, Site CAASPP Coordinators must assign the IA Administrator Only role in TOMS. If the Site CAASPP Coordinator mistakenly assigned the Test Administrator (TA) role, the Site CAASPP coordinator must first assign the IA Administrator Only role and then delete the TA role immediately. The Site CAASPP Coordinator will assign the TA role in the spring after teachers complete the Summative CAASPP requirements.
3. Some of the Interim Assessments selected for administration this year require hand scoring. Site CAASPP Coordinator must provide hand scoring training to teachers and monitor the Teacher Hand Scoring System (THSS) to ensure the hand scoring is completed for the Interim Assessments that require hand scoring. To identify items that require hand score, see 2022-23 Smarter Balanced Interim Assessments by Grade <https://www.cde.ca.gov/ta/tg/sa/documents/sbiasbygrade.pdf>.

## INTERIM ASSESSMENT RESOURCES

The [CAASPP Interim Assessment Website](#) provides a series of resources that include:

### User Guides

- Interim Assessment User Guide
- CAASPP and ELPAC Completion Status Guide
- California Educator Reporting System (CERS) User Guide

### Instructions

- Creating an Answer Key Using the Interim Assessment Item Portal (IAIP) (PDF) (July 2021)
- Quick Reference Guide—How to Access the Interim Assessment Viewing System (PDF) Updated (03/21/19)
- Quick Reference Guide—How to Start a Test Session (PDF) (January 2021)
- Smarter Balanced Guidelines for Read Aloud, Test Reader (PDF)
- Scribing Protocol for Smarter Balanced Assessments (PDF)
- Data Dictionary for the California Educator Reporting System (PDF) (Posted 09/15/21)

### Training Videos

- California Department of Education Smarter Balanced Interim Assessment Video Series web page (November 2019)
- CAASPP in Action Series
- Creating Groups in the California Educator Reporting System (Video; 06:50) (Posted 12/23/20)
- Using Smarter Balanced Interim Connections Playlists (Video; 06:52) (Posted 07/06/21)
- Using the Interim Assessment Item Portal (Video; 06:27) (Posted 10/05/22)

### Flyers

- Smarter Balanced Interim Assessments Fact Sheet (PDF) (July 2021)
- Tools for Teachers Interim Connections Playlists Flyer (PDF) (Posted 08/18/20)
- Interim Assessment Item Portal Flyer (PDF) (Posted 08/18/20)
- California Educator Reporting System (CERS) Sandbox Flyer (PDF) (Posted 12/06/19)



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### **CALIFORNIA ALTERNATE ASSESSMENT (CAA) FOR SCIENCE ADMINISTRATION AND HOW TO SIGN CAASPP/ELPAC ALTERNATE ASSESSMENTS IN TOMS**

The CAA for Science is administered to all eligible students in grades 5 and 8 and 11. Students who did not take the test in grade 11 last year are required to take the test in grade 12 this year.

The CAA is administered to students whose IEPs indicate they will participate in the CAASPP program by taking an Alternate Assessment. On 10/12/22, the Student Testing Branch assigned the CAA to eligible students in TOMS. Those students should now be reflected in TOMS. The Site CAASPP Coordinator should download the *CAASPP School Level Student Test Assignment Report* from TOMS to identify students who have been assigned the CAA.

The Site CAASPP Coordinator should share the report with the IEP case carriers and/or the special education lead at the school to confirm that the correct assessment has been assigned to every student who has an IEP. If a student has been assigned the wrong test, the Site CAASPP Coordinator must manually assign the correct test in TOMS by following these steps:

1. Click on the [Students] tab
2. Enter the student's ten-digit SSID in the SSID field
3. Click on [Search]
4. Click on the magnifying glass and confirm that it is the right student
5. In the [Test Assignment] tab and select the [California Alternate Assessment] or the [General Assessment] as indicated on the current IEP.

The Site CAASPP Coordinator should maintain regular communication with IEP teams and ensure that the correct test is assigned when IEPs are updated/changed and for new students.

When a student is assigned the CAA for CAASPP, if the student is an English Learner, the student will also be assigned the Summative Alternate ELPAC. Likewise, if the Site ELPAC Coordinator assigns the Summative Alternate ELPAC, the student will also be assigned the CAA for CAASPP. Hence, it is critical that the CAASPP and ELPAC Coordinators communicate about any Alternate Assessments updates made in TOMS as those changes impact both testing programs.

The testing window for the CAA for Science opened on September 6, 2022 and closes on the last day of school. The Site CAASPP Coordinator should monitor the administration of the CAA for Science to ensure students are tested in the fall 2022 and spring 2023 as required by CAA guidelines. Additional information is available on the [CAASPP CAA website](#).

The CAA for Science is administered as four separate embedded performance tasks (PTs). Test examiners administer the four embedded PTs in any order, at any time, throughout the year. Each PT is administered to the student in person, in a one-on-one setting by a trained test examiner shortly after the student has received instruction on the related science content.

Before testing students, the school must inform the parent that the student will be tested. An updated sample parent letter is posted in the Coordinator Resources page. Currently, the Coordinator Resources page does not require your LAUSD Single Sign On.

As announced during the CAA and Interim Assessments Trainings, the CAA for Science training in Moodle is required for all CAASPP Coordinators. The [Enrolling in CAA Moodle Training Quick Guide](#) provides step-by-step instructions for accessing and registering for the class.

Teachers are also required to complete the CAA for Science Moodle Training and complete the other security and administration requirements indicated in [Reference Guide 1317414, 2022-23 California Alternate Assessments for Science and Interim Assessments Requirements for Principals, Coordinators, Test Examiners, and support staff](#). Teachers must complete all the requirements indicated before the Site CAASPP Coordinators create a Test Examiner account in TOMS and before they test any student at the school.

#### TESTING UPDATES ARCHIVE