



2018-2019

ASSESSMENT CALENDAR

2018- 2019 SOL Testing Windows

Fall End of Course Writing	10/15/18 – 11/02/18
Fall End of Course Writing 2 nd attempt	11/12/18 – 12/07/18
Fall MS and HS Non-Writing	12/10/18 – 01/18/19
Spring Writing	03/04/19 – 04/05/19
Spring HS Non-Writing	05/06/19 – 06/03/19
Spring Gr.3 - 8 Non-Writing	05/06/19 – 06/03/19

Content Sources

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CoGat 4th Grade

November 12 - November 16

CoGat 2nd Grade

January 28 – February 1

WIDA

January 21 - March 15

India Haun
ACPS Director

ACPS Director of Accountability & Research
872-4559 or 566-5819

Testing Months

Fall MAP	Aug/Sept
Spring MAP	Feb/March
Fall STAMP	Dec/Jan
Spring STAMP	April/May
Fall CTE	Dec/Jan
Spring CTE	April/May
PSAT	October
SAT	Oct – June
AP	May

Assessment Protocol

Test	Central Office Contact	Date Administered	Administered To Whom	Results Received	Results Received By	Results to 3rd Floor from LEAD	Summary Data Dissemination			
							To Schools	To Parents	To School Board	To Illuminate
Illuminate Assessments	Beth Brown 872-4559	On-going	Gr 1 - EOC	Immediate	Illuminate	N/A	N/A	School Discretion	N/A	Immediate
Elementary Benchmarks & Performance Tasks	Elementary Lead Coaches	Various (see Assessment Matrix)	K-5	On-going	Teachers	N/A	N/A	School Discretion	N/A	On-going
Secondary Benchmarks & Performance Tasks	Secondary Lead Coaches	Various (see Assessment Matrix)	6-12	On-going	Teachers	N/A	N/A	School Discretion	N/A	On-going
SOL Fall Writing	India Haun 872-4559	Oct	1st Semester Eng. 11 & Retakes	Dec	Schools via Pearson	Feb	N/A	Dec	N/A	Aug
SOL Fall Non-Writing	India Haun 872-4559	Dec - Jan	M.S. SS/Sci & EOC 1st Semester Courses	Immediate	Schools via Pearson	Feb	Feb	Feb	N/A	Aug
PSAT	Chris Gilman 872-4559	Oct	Gr 10 & some Gr 11	Jan	LEAD	Jan	Jan	N/A	N/A	Feb
CogAT	India Haun 872-4559	Feb	Gr 2	April	LEAD	N/A	Apr	Apr	N/A	May
SOL Spring Writing	India Haun 872-4559	March	Gr 8, & 2nd Semester Eng. 11	May	Schools via Pearson	May	N/A	June	Sept	Aug
ESOL Assessment for Language Acquisition (WIDA)	Cyndi Wells 296-6517 India Haun 872-4559	Feb	LEP Gr K - EOC	May	LEAD sends to ESOL immediatley		July	School Discretion	N/A	Sept
SOL Spring Non-Writing	India Haun 872-4559	May	Gr 3-8 and 2nd Semester EOC	Immediate	Schools via Pearson	July	July	June	Sept	Aug
STAMP	India Haun 872-4559	April/May	Gr 11 & 12	Immediate	Teachers	N/A	N/A	June	Oct	N/A
AP	Chris Gilman 872-4559	May	AP students	Aug	LEAD	Sept	Sept	From Test Company	Oct	Sept
SAT	Chris Gilman 872-4559	Oct - June	HS	Aug	LEAD	Sept	Sept	From Test Company	Oct	N/A
Career and Technical Education Testing	Michael Craddock 296-5820 India Haun 872-4559	May - June	Some CTE Students	Immediately	CTE Coordinator Chad Ratliff	N/A	N/A	School Discretion	N/A	N/A
SOL Summer Writing	India Haun 872-4559	July	EOC for Verified Credit	Aug	Schools via Pearson	N/A	N/A	Sept	N/A	Sept
SOL Summer Non-Writing	India Haun 872-4559	Aug	EOC for Verified Credit	Immediate	Schools via Pearson	N/A	N/A	Aug	N/A	Sept

August

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22 First Day of School	23	24	25
26	27	28	29 Summer Non-Writing retests and transfers - continues until 9/14	30	31	

Grade Level Tests

All students enrolled when your testing window opens must either test or be accounted for in PEM with an appropriate testing status. This includes Enterprise, homebound, suspended, absent, exempt students, substitute test takers, and students who already passed a test.

	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grades 9 -12
Early Fall							Writing (students in semester Eng. 11)
Fall						Semester Social Studies or Science	Semester Alg I, Geom, Alg II, Bio, ES, Chem, VA/US Hist., WHI, WHII, World Geography
Early Spring						Writing	Writing (students in semester Eng. 11)
Spring	Reading, Math (Computer Adaptive)	Reading, Math (Computer Adaptive)	Reading, Math (Computer Adaptive) Social Studies, Science	Reading, Math (Computer Adaptive)	Reading, Math (Computer Adaptive)	Reading, Math (Computer Adaptive), Semester SS or Science	Semester and Full Year Alg I, Geom, Alg II, Bio, ES, Chem, VA/US Hist., WHI, WHII, World Geography

Alternate Assessments

	VMAST Reading and Math	VAAP	VSEP in any subject	Plain English Math	Reading Exempt	SS Exempt	Science Exempt	Writing Exempt	Math Exempt
Grades 3-8 ESOL				X	X	X		X	
EOC (End of Course) ESOL				X					
Grades 3-8 SPED		X	X	X					
EOC (End of Course) SPED	X (credit recovery)	X	X	X					
Grades 3-8 504			X	X					
EOC (End of Course) 504			X	X					

Students must meet certain criteria to be exempt or to participate in an alternate test. Below are highlights - case managers will have more information.

Exemptions

- LEP students - in grade 8 may exercise a one-time exemption in writing and/or history. LEP students in grade 5 may exercise a one-time exemption in history. LEP students in the first year of enrollment in a U. S. school may also receive a one-time exemption for the reading tests in grades 3-8.

VSEP - Virginia Substitute Evaluation Program

- A portfolio assessment available to SPED/504 HS students and a very few SPED/504 ES and MS students who meet specific criteria

September

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Holiday	4	5	6	7	8
9	10 Accreditation – 20 th hour of instruction for semester classes	11	12	13	14 Summer EOC window ends including retakes	15
16	17	18	19 *Accreditation – 20 th day of instruction for year long classes *New STC Meeting 3:30pm-4:30pm Rm. 241	20	21 *No Students *Fall Term Grads, 1 st semester classes, fall retesters, and year long course VSEP intent to submit forms due to India	22
23	24	25	26	27 Fall EOC writing SRI file sent to HS STCs	28 *Fall Writing Special Accommodation Request forms due *Fall Writing Paper test Requests due	29
30						

SOL Testing FAQ

1) If a student comes to our school from outside the Division just before our window opens, are we required to test them?

Students transferring in before your window opens must test.

2) Which tests may we schedule to take over two days?

Elementary Schools may choose to do any or all Reading and Math SOL tests over 2 days.

3) Can a student take the paper form of the test instead of testing online?

All students are required to take the online version of the SOL tests with the exception of students who meet one of the criteria below:

- The accommodation specified in the student's IEP, 504 Plan, or LEP Plan requires a paper test. Accommodations requiring a paper test include Large-print, Braille test, and a flexible schedule that **requires** multiple testing sessions over 2 or more days.
- Student has a documented medical condition, such as seizure disorder, where exposure to a computer will aggravate the condition.
- Student's eligibility for paper tests has been established using the *Documentation of Need for Paper/Pencil Standards of Learning Assessment* form. The form documents the use of paper tests is intended only to provide access to the SOL assessments for the following students:
 - Students with disabilities who require other accommodations that necessitate a paper test
 - Students with medical conditions that render them unable to take an online test

4) Are students who fail a test allowed to retake the test?

- Students taking grades 3-8 tests may retest if the original score is between 375 and 399 **OR** fall below 375 and have an extenuating circumstance which warrants a retest. Extenuating circumstance retakes require Superintendent approval. Remediation is not required for retakes.
- Students taking high school classes may retest in the same administration if they score between a 375 and a 399 and need the verified credit for that class. Remediation is not required to take an expedited retake
 - Students not meeting the 375 cut-off may retest if there are extenuating circumstances that warrant a retest.
 - Generally, students trying to graduate in the current year will be given multiple opportunities during each administration to retest regardless of scores. Remediation is required between the 2nd and 3rd attempt.

5) When are scores available and when can they be sent home?

- Online scores of equated tests are usually available to STCs in a matter of minutes after the test is submitted. Scores from unequated (new) forms of the test take anywhere from a few days to a couple of weeks to come through.
- Schools decide on an individual basis when and how to share scores with students and send reports home

6) When will scores be available in PowerSchool:

- Fall Writing by January 31
- Fall Non-Writing by March 31
- Spring Writing and Non-Writing by June 30

October

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 Fall EOC Writing SRI file due back to India	4	5 *Fall Non-Writing Special Accommodation Request Forms due *VSEP Intent Forms due	6
7	8	9	10 *PSAT	11	12	13
14	15 *Fall EOC Writing window opens (all) *Term Grad begins 1 st attempt (online) *Multiple Choice 15 th or 16 th (paper)	16 *Multiple Choice 15 th or 16 th (paper) *Tentative Pearson training for newbies 4:30pm-5:30pm Rm. 235	17 *Fall Writing Prompt (paper)	18	19	20
21	22	23	24	25	26 *Term Grad 1 st attempt ends (online)	27
28	29	30	31		Notes: 10/10-11/10 Ordering for WIDA	*All Writing Paper Tests must be sent for scoring by Nov. 2 nd

Useful URLs

- 1) VDOE Practice Items: http://www.doe.virginia.gov/testing/sol/practice_items/index.shtml
- 2) Test which can be used as substitutes for SOL tests: http://www.doe.virginia.gov/testing/substitute_tests/index.shtml
- 3) School Report Cards and historical SOL data: http://www.doe.virginia.gov/testing/achievement_data/index.shtml
- 4) Explanation of SPED and ESOL Accommodations: <http://www.doe.virginia.gov/testing/participation/index.shtml>
- 5) Accountability in VA: http://www.doe.virginia.gov/statistics_reports/school_report_card/accountability_guide.shtml

Schools and Technology Support Online Testing Responsibilities

Task	Who is responsible?
Meet with tech support to discuss technology resources	STC plans meeting(s)
Based on available resources, build schedule	STC and school staff
Reserve technology carts / labs / locations	STC
Verify reservations with school / faculty / staff	STC
Coordinate & move in-house computers if necessary	STC and school staff
Train on use of SOL practice software	STC
Train teachers / volunteers / helpers on SOL systems & procedures	STC
Update TestNav software on systems	Technology Staff
Ensure correct client proxy settings	Technology Staff
Set up software so STC can Proctor Cache	Technology Staff
Set up test sessions	STC
Coordinate with tech support, room set up (desks, tables, etc.)	STC plans meeting(s)
Set up power grid	Technology Staff
Initial computer set up	STC with help from School/Technology Staff
Repair computers as necessary	Technology Staff
Cache the tests on Proctor Cache machine	STC
Start sessions	STC
Turn on computers / login / start TestNav	Coordinated by STC
Coordinate last minute room changes / transporting of students	STC
Hand out testing material	STC
Supervise use of computers (food / Internet use / parts / cords)	STC and school staff
Transport and supervise students to bathroom or other locations	School Staff
Be examiner contact if student has difficulty with TestNav	STC
Resume tests	STC
Restart / reset TestNav software	STC
Stop tests	STC
Break down computers/test site after last day of testing	Coordinated by Technology with School help

November

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 End of 9 weeks	2 No Students Fall EOC Writing Window end (all)	3
4	5 No Students	6 No Students	7 Fall STAMP to India	8	9	10
11	12 *4 th grade CogAT window opens *Term Grad 2 nd attempt begins (online)	13 Fall NW MS/HS STC Training 4:30pm Rm. 320	14	15	16 4 th grade CogAT window ends	17
18	19	20	21 Holiday	22 Holiday	23 Holiday	24
25	26	27 Spring Writing Participation Counts due	28 Fall NW SRI file to MS/HS STC	29	30	

STC Duties At-A-Glance

	September	October	November	December	January	February	March	April	May	June
E.S.	Put STC training dates on your calendar			Begin accomms meetings with ESOL/SPED	WIDA Testing begins		Finalize accommodations for Spring Tests	Train Examiners	TEST	Finish testing
	Begin List of Lists	Continue building List of Lists	Continue building List of Lists		Spring NW counts due			Create Test Sessions		Clear Alerts
	Begin building test schedule				Spring Testing Schedule due			Gather test Materials		Code Accomms
						Submit Special Accommodations Request forms for Spring testing				Finish up in Pearson & Send Scores home
M.S.	Put STC training dates on your calendar		FALL NW Writing Participation Counts due	Fall NW test window opens	WIDA Test begin	Finalize accommodation needs for Spring Writing	Writing Test	Train Examiners	TEST	Finish testing
	Begin List of Lists	Continue building List of Lists	Begin accommodations meetings with ESOL/SPED		Spring NW counts due	Create Writing Sessions in PEM	Finalize accommodation needs for Spring Non-Writing	Create Test Sessions		Clear Alerts
		Fall NW schedule to India			Spring Testing Schedules due	Train Examiners for Writing		Gather test Materials		Code Accomms
	Begin building Writing and NW test schedules	Submit Special Accommodations Request forms for Fall testing				Submit Special Accommodations Request forms for Spring testing				Finish up in Pearson & Send Scores home
H.S.	Put STC training dates on your calendar*	Begin accomms meetings with ESOL/SPED	Fall Writing Participation Counts due	Fall NW test window opens	WIDA Test begin	Finalize accomms needs for Spring Writing	Writing Test	TG 2nd Opportunity Writing	TEST	Finish testing
	Begin List of Lists	Fall SOL Writing			Spring NW counts due	Create Writing Sessions in PEM	Finalize accommodation needs for Spring Non-Writing	Begin TG SOL testing		Clear Alerts
	Fall NW Counts due	Fall NW schedule to India			Spring Testing Schedules due	Train Examiners		Train Examiners		Code Accomms
	Finish Summer testing	Submit Special Accommodations Request forms for Fall testing				Submit Special Accommodations Request forms for Spring testing		Create Test Sessions		Finish up in Pearson & Send Scores home
	Begin building Writing and NW test schedules							Gather test Materials		Get ready for Summer Testing

December

2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 Fall NW SRI File due to India	5	6	7 Term Grad 2 nd attempt ends (online)	8
9	10 Fall Non-Writing Begins	11	12	13	14 Fall VSEPs due to India	15
16	17	18	19	20 Winter Break	21 Winter Break	22
23	24 Winter Break	25 Winter Break	26 Winter Break	27 Winter Break	28 Winter Break	29
30	31 Winter Break					

Pearson/Computer Preparations Before Testing

Print Test Tickets – no more than 96 hours (4 days) prior to the test session start date. Must be stored in a secure location until needed.

- 1) Log into Pearson and click **Sessions** under **Testing**.
- 2) Check the name of your session
- 3) Click **Task** – then choose Shows Students in Sessions & Controls Sessions.
- 4) Highlight session name, check student names.
- 5) Click **Resources** and print all or selected for this session.

Print Seal Code – no more than 96 hours (4 days) prior to the test session start date. Must be stored in a secure location until needed.

- Every Grade 3-5 Reading and Grade 3-7 Mathematics tests require a **Seal Code**. You will also need to print the Seal Code sheet found under the **Resources** menu.
- If you are conducting any Read Aloud sessions online (not to be confused with Audio sessions), you will also need to print a **Proctor Authorizations** ticket, also found in the **Authorizations** menu.

Proctor Cache Tests – morning of testing or no earlier than 24 hours prior to the start of the division's test window.

- 1) Log into Pearson and click **Sessions** under **Testing**.
- 2) Check the name of your session.
- 3) Click **Task** and choose the **Precaching Test Content** process.

Start Session – morning of testing

1. Check the session name under **Testing**.
2. Click **Task** – then choose Shows Students in Sessions & Controls Sessions.
3. Highlight session name, check student names, click **Prepare**, and click **Start**.

Getting Computers Ready – morning of testing

Computers should be logged into TestNav before students arrive. User Name: sol Password: test

Stop Session or Lock the Test at the end of the testing session/day – click **Stop** (where Start was)

You will only be able to stop the session if all students in that session are in complete status. Any students not in completed status must be removed from the session and then put in make-up session for later testing or use the lock feature and reopen when you need to test.

January

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Winter Break	2 Winter Break	3 Spring Non-Writing Participation Counts due	4	5
6	7	8	9	10	11	12
13		15	16	17	18 End of 9 weeks (1/2 day) *Fall Non-Writing Window Ends *Spring Writing Special Accommodation Request Forms due	19
20	21 Holiday WIDA Testing Begins	22 No Students	23	24	25 Spring Writing and Non-Writing Schedules due	26
27	28 *2 nd grade CogAT Testing begins *2 nd semester class and Spring Term Grad VSEP Intent to Submit forms due	29	30 Fall STAMP Testing Window ends	31		

Testing Status Issues

What do you do if a student:	Paper/Pencil	On-Line
Moves before that test is given	Unassign test(s) in PEM Solutions and destroy answer document(s)	Delete from testing session(s) and unassign test(s)
Is taking the class, but will participate in a Substitute test	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Begin the session name with: Substitute Test (followed by the subject). Add student(s).
Is enrolled in the class, absent for a test(s) and misses all make-ups	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Begin the session name with: Absent Not testing (followed by the subject). Add student(s).
Is a High School Retester , not in the class and does not test for some reason	Destroy answer document [shred]	Delete from testing session and unassign the test(s)
Took original test, but does not take an Expedited retake	Destroy answer document [shred]	Delete from the Expedited session and unassign the test(s)
Is enrolled in the class, unable to take a test because of a medical emergency . Medical emergencies must be documented by a medical doctor	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a session for that test. Begin the session name with: Medical Emergency (followed by the subject). Add student(s).
Is unable to finish a test due to medical emergency	Do Irregularity and wait for instructions	Do Irregularity and wait for instructions
Is disruptive or refuses to finish a started test	Do Irregularity and wait for instructions	Do Irregularity and wait for instructions
Is enrolled in the class and refuses to test at all	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Begin the session name with: Refusal (followed by the subject). Add student(s).
Is enrolled in the class and Parent Refuses to let student test.	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Begin the session name with: Parent Refusal (followed by the subject). Add student(s).
Cheated	Do Irregularity and wait for instructions	Do Irregularity and wait for instructions
Grades 3-8 only: LEP student Is eligible for one-time exemption in SS or Writing	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Begin the session name with: Exempt LEP (followed by the subject). Add student(s).
Grades 3-8 only: LEP student Is eligible for one-time exemption in Reading	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Name the session: Exempt LEP Reading . Add student(s).
Is in the class but previously passed the test. (Gr. 3-8 use this for reading and/or math if student was retained last year and passed the test then). Also used if student took 5, 8 SS elsewhere and passed.	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Begin the session name with: Previously Passed (followed by the subject) . Add student(s).
Middle School students retaking a math class and they passed the SOL test for that course last year.	Change Testing Format to Online in Pearson for that test. Then follow on-line directions to the right	Create a new session for that test. Begin the session name with: Non-Participant (followed by the subject) . Add student(s).
Is VAAP for that subject	Destroy answer document [shred]	Unassign tests that were mistakenly assigned

February

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 2 nd grade CogAT Testing Ends	2
3	4 Spring Writing SRI file to STC	5	6	7	8 *Spring Non-Writing Special Accommodation Request forms due *Spring Writing SRI files back to India	9
10	11	12	13 Spring Writing STC training MS/HS 4:30pm Rm. 320	14	15	16
17	18 No Students	19 Drop-in Pearson training for creating writing sessions 4:30pm-5:30pm Rm. 320	20	21	22	23
24	25	26	27	28		

In Brief: School Accreditation

The Virginia Board of Education is revising its accreditation standards to provide a more comprehensive view of school quality while encouraging continuous improvement for all schools and placing increased emphasis on closing achievement gaps. School accreditation ratings for the 2018-2019 school year will be the first to reflect this new approach to accountability.

School Quality Indicators

The revised accreditation standards measure performance on multiple school-quality indicators, not just on overall student achievement on state tests.

Elementary and middle schools are evaluated on the following indicators:

- Overall proficiency and growth in English reading/writing achievement (including progress of English learners toward English-language proficiency)
- Overall proficiency and growth in mathematics
- Overall proficiency in science
- English achievement gaps among student groups
- Mathematics achievement gaps among student groups
- Absenteeism

High schools are evaluated on the following school-quality indicators:

- Overall proficiency in English reading/writing and progress of English learners toward English-language proficiency
- Overall proficiency in mathematics
- Overall proficiency in science
- English achievement gaps among student groups
- Mathematics achievement gaps among student groups
- Graduation and completion
- Dropout rate
- Absenteeism
- College, career and civic readiness (effective 2021-2022)

Performance Levels

Performance on each school-quality indicator is rated at one of three levels:

LEVEL ONE: Meets or exceeds standard or sufficient improvement

LEVEL TWO: Near standard or making sufficient improvement

LEVEL THREE: Below standard

All schools must develop a multi-year plan to support continuous improvement on all indicators. Specific local and state actions and interventions are required to improve performance on indicators rated at Level Two and Level Three.

Performance Level	Action or Intervention
LEVEL ONE: At or Above Standard <ul style="list-style-type: none">■ Performance at or above state standard for indicator■ Sufficient improvement toward state standard for indicator from Level Two	Monitor performance on indicator and update multi-year school improvement plan as needed
LEVEL TWO: Near Standard or Improving <ul style="list-style-type: none">■ Below state standard for indicator but approaching Level One performance■ Sufficient improvement on indicator from Level Three	Revise multi-year improvement plan and implement revisions to improve performance on indicator
LEVEL THREE: Below Standard <ul style="list-style-type: none">■ Performance on indicator below state standard■ Performance on indicator at Level Two	Implement state-approved corrective action plan following academic review conducted by Virginia Department of Education

Accreditation Ratings

Under the new system, schools earn one of the following three accreditation ratings:

Accredited — Schools with all school-quality indicators at either Level One or Level Two

Accredited with Conditions — Schools with one or more school-quality indicators at Level Three for more than four consecutive years

Accreditation Denied — Schools that fail to adopt or fully implement required corrective actions to address Level Three school-quality indicators. A school rated as Accreditation Denied may regain state accreditation by demonstrating to the Board of Education that it is fully implementing all required corrective action plans.

SAMPLE SCHOOL: South Middle School			SAMPLE SCHOOL: North High School		
Achievement	English Combined Rate	Level ONE	Achievement	English Combined Rate	Level ONE
	Math Combined Rate	Level ONE		Math Pass Rate	Level ONE
	Science Pass Rate	Level ONE		Science Pass Rate	Level ONE
Achievement Gaps	English	Level TWO	Achievement Gaps	English	Level TWO
	Math	Level TWO		Math	Level THREE
Student Engagement	Chronic Absenteeism	Level TWO	Student Engagement	Chronic Absenteeism	Level TWO
				Graduation & Completion	Level ONE
				Dropout Rate	Level TWO
OVERALL	ACCREDITED		OVERALL	College, Career & Civic Readiness	(2021-2022)
				ACCREDITED WITH CONDITIONS	

March

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 *Writing SOL Test Window Opens *Term Grad 1 st attempt (online) *Term Grad multiple choice 4 th or 5 th (paper)	5 Term Grad multiple choice 5 th or 6 th (paper)	6 *Term Grad prompt (paper) *Grade 8 and EOC Prompt (paper)	7	8	9
10	11	12	13	14	15 *WIDA Testing ends *Term Grad 1 st attempt ends (online)	16
17	18 Grade 8 and EOC Multiple Choice (paper) 18 th or 19 th	19 Grade 8 and EOC Multiple Choice (paper) 18 th or 19 th	20 *Grade 8 and EOC Prompt (paper) *WIDA Materials back to India	21	22	23
24	25	26 Spring STC Training ES 3:00pm Rm. 320	27	28 End of 9 weeks (1/2 day)	29 No Students *Spring Writing Window Closes	30
31						

SOL Performance Levels and Growth

Mathematics SOL Performance Levels Showing Growth

Test	Below Basic		Basic		Proficient		Advanced	
	Low	High	Low	High	Low	High	Low	High
Grade 3	0-305	306-330	331-365	366-399	400-433	434-499	500-511	512-600
Grade 4	0-310	311-330	331-369	370-399	400-437	438-499	500-514	515-600
Grade 5	0-312	313-335	336-370	371-399	400-436	437-499	500-514	515-600
Grade 6	0-331	332-349	350-377	378-399	400-437	438-499	500-508	509-600
Grade 7	0-303	304-328	329-367	368-399	400-430	431-499	500-514	515-600
Grade 8	0-323	324-340	341-376	377-399	400-427	428-499	500-507	508-600

Reading SOL Performance Levels Showing Growth

Test	Below Basic		Basic		Proficient		Advanced	
	Low	High	Low	High	Low	High	Low	High
Grade 3	0-280	281-309	310-361	362-399	400-438	439-499	500-511	512-600
Grade 4	0-277	278-302	303-359	360-399	400-438	439-499	500-512	513-600
Grade 5	0-270	271-294	295-360	361-399	400-438	439-499	500-512	513-600
Grade 6	0-291	292-316	317-364	365-399	400-440	441-499	500-511	512-600
Grade 7	0-291	292-314	315-365	366-399	400-440	441-499	500-511	512-600
Grade 8	0-293	294-316	317-366	367-399	400-438	439-499	500-507	508-600

Because students are assessed annually in English reading and mathematics in grades 3-8, it is possible to compare year-to-year performance. A non-passing student is considered to have demonstrated sufficient growth to be included in the combined rate if the student improved by at least one performance level, as illustrated by the examples shown in the following charts.

April

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Spring Break	2 Spring Break	3 Spring Break	4 Spring Break	5 Spring Break	6
7	8 *Spring STAMP opens *Term Grad 2 nd attempt begins (online) *Term Grad Spring Writing begins	9 Spring STC Training MS/HS 4:30pm Rm. 235	10 Spring NW SRI File to STC	11	12	13
14	15 VAAPs due to India	16	17	18 Spring NW SRI File due back to India	19	20
21	22	23 Drop in Pearson Training for Creating Spring NW sessions 3pm-5:30pm Rm. 320	24 Drop In Day 2 3pm-5:30pm Rm. 320	25	26 *Term Grad 2 nd attempt ends (online) *2 nd semester and year long VSEPs due to India	27
28	29	30				

Additional Codes and Accountability

	WHO GETS THIS CODE	AMO (Federal - NCLB)	ACCREDITATION (Va)
RETESTS	students retaking an SOL test NOTE: students who retake a class and retake the failed SOL are NOT retesters. They are 1st time takers	counts only if student passes retest NOTE: Original fail for a passed retest is taken away if the student retests and passes during the same testing year. Testing years start with summer and end with spring	counts only if student passes retest NOTE: Original fail for a passed retest is taken away if the student retests and passes during the same testing year. Testing years start with summer and end with spring
RECOVERY	1) Students retaking an EOC reading and/or math test AND participated in remediation recovery program 2) Students who failed 3rd, 4th, 5th, 6th, 7th reading and/or math test AND then participated in remediation recovery for the subject the next year 3) Students retaking 8th grade reading and/or math test for MSD AND participated in remediation recovery	N/A	1) Passing Recovery students get counted twice in the numerator and denominator. Ex: 10 take a math test; 8 pass. Pass rate = 8/10 (80%). 1 is Recovery. Pass becomes 9/11 (81.8)% 2) Failing Recovery students count as if they were not coded Recovery. They count in denominator, but not numerator.
SOA TRANSFER	1) Grades 3-8: student transferred in from another division, state, private school, or home instruction after 20th instructional day (20th instructional hour for block schedules) 2) EOC tests: student transferred in from another state, private school, or home instruction after 20 instructional hours have elapsed 3) All tests: student transferred out and back in the division during school year and has been on our rolls for 50% or less of the school year (semester for block classes)	N/A	counts only if student passes test
SOA - LEP	Student has not met 5.0 proficiency AND has been enrolled in VA public school for less than 11 semesters	N/A	counts only if student passes test
AYP D	LEP student AND has been enrolled in US school for less than 12 months as of testing.	counts for your school, Division, and State only if pass	N/A
Substitute Tests	Student who takes one of the approved substitute tests for verified credit	passers count like regular SOL in next year's results	passers count like regular SOL in next year's results
ABSENT	Student should have tested and did not	non-participant and counts against participation	counts as fail
REFUSAL	Student refused to test or was disruptive and couldn't test (student receives a zero)	non-participant and counts against participation	counts as fail
CHEATED	Student cheated and test attempt is voided	non-participant and counts against participation	counts as fail
EXEMPT	Student met criteria to be exempt	not included in calculations	not included in calculations

May

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 Spring Non-Writing SOL Test Window Opens *AP Testing Week *VSEPs due to India	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27 Holiday	28	29	30	31	
						Note: Spring Non- Writing Window May 6 th - June 3 rd

Timing Your Yearly ACPS Literacy and Math Assessments 2018-2019 (High School)

This timeline should be used to pace classroom assessments to meet individual student and instructional needs. This is a minimum guideline: *Keep in mind that more frequent, targeted assessments to monitor progress are essential in planning for students not meeting benchmarks.*

		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
9th	Literacy Assessments	DRP Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)		Writing Prompt - (PLC choose common prompt from list on VDOE website)	CRI/QRI as needed for students below grade level
	Math Assessments	Math Quarterly	Math Midyear	Math Quarterly	SOL
10th	Literacy Assessments	Diagnostic assessments as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)		Writing Prompt - (PLC choose common prompt from list on VDOE website)	CRI/QRI as needed for students below grade level
	Math Assessments	Math Quarterly	Math Midyear	Math Quarterly	SOL
11th	Literacy Assessments	Diagnostic assessments as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)		SOL Test -Writing	SOL Test-Reading
	Math Assessments	Math Quarterly	Math Midyear	Math Quarterly	SOL

June

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Spring Non-Writing SOL Test Window Ends	4	5	6	7 School Ends – Last Day of School (1/2 day)	8
9	10 Summer Non-Writing Test Window Begins	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	Note: Summer Writing Window (online) * Summer Writing Window (online) July 8 th - July 26 th *Summer Writing Multiple Choice (paper) – July 8 th or July 9 th					
	* Summer Writing Short (paper) - July 10 th *Summer Non-Writing Window (online and paper) - June 10 th - Sept. 13 th					

Timing Your Yearly ACPS Literacy and Math Assessments 2018-2019 (Middle School)

This timeline should be used to pace classroom assessments to meet individual student and instructional needs. This is a minimum guideline: *Keep in mind that more frequent, targeted assessments to monitor progress are essential in planning for students not meeting benchmarks.*

		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
6th	Literacy Assessments	MAP Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)	Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Reading Midyear	MAP Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)	Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Reading SOL
	Math Assessments	MAP Math Quarterly	Math Midyear	MAP Math Quarterly	SOL
7th	Literacy Assessments	MAP Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)	Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Reading Midyear	MAP Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)	Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Reading SOL
	Math Assessments	MAP Math Quarterly	Math Quarterly	MAP Math Quarterly	Math SOL
8th	Literacy Assessments	MAP Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Writing Prompt - (PLC choose common prompt from list on VDOE website)	Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Reading Midyear Writing Prompt - (PLC choose common prompt from list on VDOE website)	MAP Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Writing SOL	Additional Diagnostics as needed: *DSA *Fluency *CRI/QRI Reading SOL
	Math Assessments	MAP Math Quarterly	Math Quarterly	MAP Math Quarterly	Math SOL

July

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8 Summer Writing (online) and MC (paper) Window opens	9	10 *Summer Writing Short Paper (paper) *Summer Non-Writing Window (online and paper)	11	12	13
14	15	16	17	18	19 Writing answer docs shipment deadline	20
21	22	23	24	25	26 Summer Writing Window ends (online)	27
28	29	30	31			Note: Sept. 13 th Summer Non-Writing (online and paper) Window Closes

Timing Your Yearly ACPS Literacy Assessments and Math Assessments 2018-2019 (Elementary)
Data Entry Deadlines – 10/23, 1/19, 6/3

This timeline should be used to pace classroom assessments to meet individual student and instructional needs. This is a minimum guideline: *Keep in mind that more frequent, targeted assessments to monitor progress are essential in planning for students not meeting benchmarks.*

	<i>Fall</i>			<i>Winter</i>			<i>Spring</i>		
	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar./Apr.	May/June
PreK			PALS Math Quick Screen	Ongoing observational assessments					PALS Math Quick Screen
K			PALS			PALS			PALS (Fountas & Pinnel or Rigby as needed for more info)
				PAWS			PAWS (if NOT met benchmark)		
				Writing (BAW: Unit 2, Week 9, Writing about an animal)			Writing (BAW: Unit 6, Week 1, Day 2, Write about what you might do for fun during the summer)		
	SNAP (Ongoing throughout the year. Data to be uploaded on 10/23, 1/19, 6/3)								
1 st	PALS			PALS (as needed)			PALS		
	DSA			DSA			DSA		
	← ← ←			PAWS (students who have NOT met benchmark)			→ → →		
							Fluency (“Dogs”)		
	Writing (BAW: Unit 1, Week 5, My Friend and I Like to...stories)			Writing (BAW: Unit 3, Week 1, Writing about fun time)			Writing (BAW: Unit 7, Week 1, Writing about writing time)		
	SNAP (Ongoing throughout the year. Data to be uploaded on 10/23, 1/19, 6/3)								
2 nd	PALS			PALS (as needed)			PALS		
	DSA			DSA			DSA		
	PAWS (If 1 st grade benchmark was not met)								
	Fluency (“How to be a Good Citizen”)			Fluency (“How to be a Good Citizen” if NOT met benchmark)					
	Writing (BAW: Unit 1, Week 7, Published Piece – The Writing Community)			Writing (BAW: Unit 3, Published Piece – Fiction)			Writing (BAW: Unit 5 Published Piece – Friendly Letter)		
	ACAMB 2 (Ongoing throughout the year. Data to be uploaded on 10/23, 1/19, 6/3)								
		School Math Common Assessment			School Math Common Assessment		School Math Common Assessment		

Timing Your Yearly ACPS Literacy Assessments and Math Assessments 2018-2019 (Elementary)

Data Entry Deadlines – 10/23, 1/19, 6/3

This timeline should be used to pace classroom assessments to meet individual student and instructional needs. This is a minimum guideline: ***Keep in mind that more frequent, targeted assessments to monitor progress are essential in planning for students not meeting benchmarks.***

	<i>Fall</i>			<i>Winter</i>			<i>Spring</i>		
	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar./Apr.	May/June
3rd	QRI			QRI (as needed)			QRI		
	← ← ← Running Records → → →						(Fountas & Pinnel or Rigby as needed for more info)		
				Reading Midyear					Reading SOL
	DSA			DSA			DSA		
	PALS* (new to VA)								
	Fluency (“Sounds: Moving Waveforms”)			Fluency (“ Sounds: Moving Waveforms ” if NOT met benchmark)					
	Writing (BAW: Unit 2, Week 3, Published Piece)			Writing (BAW: Genre Unit, Published Piece)			Writing (BAW: Genre Unit, Published Piece)		
	ACAMB 3 Ongoing throughout the year. Data to be uploaded on 10/23, 1/19, 6/3								
		School Math Common Assessment			School Math Common Assessment		School Math Common Assessment		Math SOL
4th	QRI			QRI (as needed)			QRI		
	← ← ← Running Records → → →						(Fountas & Pinnel or Rigby as needed for more info)		
				Reading Midyear					Reading SOL
	DSA			DSA			DSA		
	Fluency (“Baboons”)			Fluency (“Baboons” if NOT met benchmark)					
	Writing (BAW: Unit 2, Week 3, Published Piece)			Writing (BAW: Genre Unit, Published Piece)			Writing (BAW: Genre Unit, Published Piece)		
		School Math Common Assessment			School Math Common Assessment		School Math Common Assessment		Math SOL
5th	QRI			QRI (as needed)			QRI		
	← ← ← Running Records → → →						(Fountas & Pinnel or Rigby as needed for more info)		
					Reading Midyear				Reading SOL
	DSA			DSA			DSA		
	Fluency (“Bones”)			Fluency (“Bones” if NOT met benchmark)					
	Writing (BAW: Unit 2, Week 3, Published Piece)			Writing Common prompt - (PLC choose prompt from list on VDOE website) Teach BAW Prompt Unit Writing SOL Test			Writing (BAW: Genre Unit, Published Piece)		
		School Math Common Assessment			School Math Common Assessment		School Math Common Assessment		Math SOL

Pearson At-A-Glance

<p style="text-align: center;">Register a Student</p> <ol style="list-style-type: none"> 1) From Home, choose Set Up 2) Choose Student 3) Type last name or STI 4) Search 5) Choose correct student and click the box beside their name 6) Task - Register students 7) Populate appropriate fields (see adjacent box) 8) Save 	<p style="text-align: center;">Fields to Populate on Registration Page from Power School (see box below) except ***</p> <ol style="list-style-type: none"> 1) Check appropriate school 2) Login ID = AC plus student 5 digit number 3) Grade 4) Disability Status if applicable 5) N-code (F/R lunch) if applicable*** 6) Homeless if applicable 6) ELL Composite Score if applicable 7) SOA Adjustment - LEP if applicable 	<p style="text-align: center;">Create a Session</p> <ol style="list-style-type: none"> 1) From Home, choose Sessions under Testing 2) Choose Taks 3) Choose Create/Edit Sessions - Start 4) Fill in Session Details 5) Save
<p style="text-align: center;">Assign/Add Group</p> <ol style="list-style-type: none"> 1) From Home, choose Set Up - Student 2) Choose Student by checking box 3) Choose Task - Manage Groups 4) Start 5) New Group 6) Save 	<p style="text-align: center;">STC Power School Pages</p> <ol style="list-style-type: none"> 1) Start Page 2) Find student 3) State/Province - Va (on left) 4) Find 5 digit number and grade 5) General Tab (STI, Race, Ethnicity, Disability) 6) SOL Testing Tab (Adjustments, Composite score, homeless info) 	<p style="text-align: center;">Add/Remove Students to/from Session</p> <ol style="list-style-type: none"> 1) From Home, choose Sessions under Testing 2) Choose session by clicking box beside the session 3) Click on Task - Show students in session and control session 4) Click box beside student name 5) Click Task and choose Add/Remove Student 6) Uncheck box - click Add/Remove 7) Save
<p style="text-align: center;">Assign/Add a Test</p> <ol style="list-style-type: none"> 1) From Home, choose Set-Up - Student 2) Type last name or STI 3) Choose Student by checking box 4) Choose Task - Manage Student Test 5) Choose correct student 6) Populate appropriate fields (see adjacent box) 7) Save 	<p style="text-align: center;">Fields to Populate When Assigning a Test</p> <ol style="list-style-type: none"> 1) Format (online or paper) 2) Student number (5 digit from Power School) 3) Ethnicity (from Power School) 4) Race (from Power School) 5) Adjustments (from Power School) 6) Retest if applicable 7) Recovery if applicable 8) Group Name 9) Name of test 	<p style="text-align: center;">HOW TO FIND SOL TEST HISTORY</p> <ol style="list-style-type: none"> 1) Log into Pearson 2) Choose Set-Up - Student 3) Type in Student's Last Name or STI 5) Choose student by checking box beside name 6) Task - View Historical Student Data 7) Start