



WDE Assessment Updates

Volume 2, Issue 11

March 28, 2014

-Deb Lindsey-
777-8753

-Tammy Schroeder-
777-3618

-Jessica
Steinbrenner-
777-8568

-Pari Swanson-
777-5292

-Will Donkersgoed-
777-5133

- Robin Holbrook -
777-5217

-Bailey Anthony-
777-5296

Inside this Issue:

Important Upcoming 2
Dates

SAWS Administration 2 & 3
April 14 - May 2

WDE Summer Workshop Application

See the General Invitation letter (attached below) for information and participant application for WDE summer workshops. These workshops include item, bias, and data review and standard setting. We will make selections for these workshops around May 1st, so please let teachers know that applications are available.

Attention Jr. and Sr. High Special Education Teachers

See the Cut Score Validation Workshop letter (attached below) for information and participant application for the PAWS-ALT grades 9 and 10 cut score validation workshop. The workshop will be held May 19-21, 2014 at Little America in Cheyenne. Please note that May is right around the corner so we need interested folks to apply right away. If you have questions, please feel free to contact Pari Swanson.

PAWS Shipping

Be sure to sort the return PAWS materials according to the diagrams and directions on the Building Coordinator's manual and the Directions for Administration. It is extremely important that scoreable and non-scoreable materials be sorted and boxed separately. Remember, the shipment deadline for return materials is April 4. You must call UPS directly to schedule a pick up at your building. If you have questions about packing and shipping, please call the ETS helpline at 877-327-9415.

SAWS Materials to Begin Arriving

SAWS pre-id labels have started arriving in schools. Test booklets will begin arriving next week. Please be sure to keep a close eye on the materials you are receiving; we do run the risk of mixing up PAWS materials with SAWS materials, so be sure they are stored separately and labeled to prevent a mix up. That could be a fun one to sort out!

Undelivered Emails

Some of the ETS emails regarding updates about testing are bouncing back. To receive updates and reminders regarding the PAWS/SAWS/PAWS-ALT/SAWS-ALT administrations, please mark these email addresses as "safe" to receive: Wyoming-support@ets.org and ETSTOMS@ets.org

Explore and Plan Materials

Initial orders for Explore and Plan materials were made by the department based on the information provided in the fall WDE684 file. Those materials should be arriving in schools not later than March 31. Supplemental orders will be received on or before April 14.

PAWS-ALT Stimulus Material Destruction Form

All schools that administered the PAWS-ALT should have destroyed the stimulus materials. The verification form should be completed and signed by the building test coordinator and then included in the ETS shipment with the non-scorable materials. If you have already sent the materials but did not include the destruction form, please mail the form to Margie Nelcoski/ETS Program Manager

Important Upcoming Dates:

- Feb. 24 - April 2 -- ACT Window for State-Allowed Accommodations
- March 31 -- Initial orders for Explore and Plan arrive in schools
-- SAWS materials arrive in schools
- April 4 -- All PAWS materials must be returned to ETS
- April 14 - May 2 -- SAWS, Explore, Plan and Compass testing window
- April 23 -- ACT test

SAWS Administration April 14 - May 2

The administration window for the SAWS test opens on April 14. Students in grades 3, 5, and 7 will respond to three prompts. Each prompt should take approximately 90 minutes, for a total of approximately 270 minutes for each grade. Some frequently asked questions (with answers!) are below:

How many prompts will my students respond to on the SAWS test this year?

- **Grade 3: three** prompts total
 - Two operational prompts:
 - Informational Essay **AND**
 - Narrative Essay **AND**
 - One field test item - Opinion Response to Text
- **Grade 5: three** prompts total
 - Two operational prompts:
 - Opinion **or** Informational **or** Narrative Essay **AND**
 - One Response to Text **AND**
 - One field test prompt - Opinion **or** Informational **or** Narrative Essay **or** Response to Text
- **Grade 7: three** prompts total
 - Two operational prompts:
 - Argument **or** Informational **or** Narrative Essay **AND**
 - One Response to Text **AND**
 - One field test prompt - Opinion **or** Informational **or** Narrative Essay **or** Response to Text

What should the testing schedule look like?

Each district will create a testing schedule that works best for their schools and students. It must follow these criteria:

- 1) At least 90 minutes must be scheduled for student writing, with additional time for test administration routines.
- 2) Each section must be completed on the same day it was started (no overnight between first draft and final draft). If a student cannot finish a section before the school day ends, the section is considered complete and must be collected.
- 3) A lunch break or recess may be taken between the first draft and final draft, but again, the section must be completed on the day it was started.
- 4) Students may not begin another section before finishing a section.
- 5) Students must take the sections in the order they appear in the test booklet. (Section 1, followed by 2, then 3).
- 6) Students must read the passages individually; teachers may not host a group pre-reading of the passages before testing.
- 7) Schedule and complete the testing as early in the testing window as possible. WDE **will not** extend the testing window for school closures, absences, or school events.

SAWS Administration April 14 - May 2 Continued....**Can I have the students answer the test items in any order?**

NO: Students must take the test items in the order that they appear in the test booklet.

Can I tell which items are the field test items?

NO: The field test items look just like the operational items, so there is no way to tell the difference. In grade 3 this year, the students will be responding to a field test item which is a response to text, so that will be obvious. Students in grades 5 and 7 will have one of any of the three field test items spiraled across the grades (all three item types will be field tested, each student will respond to one field test item).

Can I read the passages to my students?

NO: Reading the passages is part of the writing task. The Wyoming Legislature's intent in the law is to have students write about their reading. All of the passages have been put before a committee of Wyoming teachers who have deemed them to be grade level appropriate. Students with an IEP that qualifies them for read aloud accommodations on the math and science test may have the writing passages and test items read to them orally.

Can we use word walls?

YES: Word walls that have been in use throughout the year are allowed to remain up for the test. A word wall is a systematically organized collection of words only, with no definitions, displayed in large letters on a wall or other large display area in the classroom. All other resources in the room must be taken down or covered up.

Can we use graphic organizers?

NO: Graphic organizers are not allowed. Students may use blank scratch paper and may create their own graphic organizer, but pre-printed graphic organizers are not allowed. The allowable resources can be found on page 35 of the SAWS DFA. Please see the SAWS website for copies of blank draft paper (to be printed out ahead of time), writing checklists (included in the test booklets) and the scoring guides (included in a separate booklet to be handed out at the time of testing).

Can students use colored pencils or highlighters to mark up the reading passage?

NO: Students may annotate the reading passage and prompts, but only a No. 2 pencil can be used for this. Students may not have access to highlighters or colored pencils during the test. This is true for all students; these tools are not allowable resources or accommodations for any state assessment, including SAWS.

What do I do if my students take more than 90 minutes?

Allow your students to finish taking the test, but monitor their progress and encourage them to keep going. The legislature put a 90 minute limitation on the test with the intent that it be completed within a short window of time. When students are no longer making meaningful progress, teachers should collect their testing materials. No student should spend an exorbitant amount of time on any test.

Have other SAWS questions? For administration questions call the ETS Helpline—877-327-9415. For question relating to policy (like those above), email Tammy Schroeder at tammy.schroeder@wyo.gov

March 24, 2014

Dear Colleague:

You are invited to apply for consideration to participate in upcoming teacher committee workshops for the Wyoming Department of Education (WDE). As a workshop panel member you will be joined by educators from around the state who will review test questions and test data and make suggestions that will guide the development of the state assessments.

Submission of this application does not constitute appointment as a panelist. Your application will be evaluated by the Wyoming Department of Education to determine if you meet the program's needs. If your application is approved, your name will be added to our contact list of potential participants. Formal invitations will be sent out by May 1, 2014 once we have had the opportunity to evaluate our level of need for each review, the number of interested participants available to fill that need, and our ability to select individuals to ensure balanced representation from schools and districts across the state. **This committee work is only open to those teachers currently employed in Wyoming school districts.**

Teacher Committee Workshops

Data Review – PAWS

Date: July 8, 2014

Location: Hilton Garden Inn & University of Wyoming Conference Center, Laramie, WY

During Data Review, educators evaluate the performance of items that have been recently field-tested. Item performance will be evaluated based on level of difficulty, evidence of fairness across subgroups, ability to draw distinctions between students of differing overall ability levels, and distribution of responses to determine the overall effectiveness of item distracters. Suggestions made by Wyoming educators will provide a basis for eliminating items that do not function properly.

Item Review – PAWS

Date: July 9-11, 2014 - Reading and Math Item Review

July 9-10, 2014 - Science Item Review

Location: Hilton Garden Inn & University of Wyoming Conference Center, Laramie, WY

Item Review is the process of examining newly developed test questions, also called items, prior to the items being field-tested. Teams of teachers will work with personnel from Educational Testing Service (ETS) and WDE to examine the quality of reading, mathematics, and science items to be field tested on the 2015 assessments. Review and evaluation of these items requires the academic content knowledge and expertise of educators.

Item Review - SAWS

Date: July 9-11, 2014

Location: Hilton Garden Inn & University of Wyoming Conference Center, Laramie, WY

Item Review is the process of examining newly developed test prompts, also called items, prior to the items being field-tested. Teams of teachers will work with personnel from ETS and WDE to examine the quality of writing prompts to be field tested on the 2015 assessment. Review and evaluation of these prompts requires the academic content knowledge and expertise of educators.

Bias and Sensitivity Review – PAWS and SAWS

Date: July 9 – 10, 2014

Location: Hilton Garden Inn & University of Wyoming Conference Center, Laramie, WY

Wyoming educators will have the opportunity to work with ETS to evaluate items for fairness and sensitivity prior to being field tested on the 2015 assessments. This panel will focus on reviewing items for potential bias against, and/or sensitivity of subject to, various demographic subgroups. Since the bias and sensitivity review is not a review of the item subject matter content, panelists will be expected to review items from a variety of subject areas and grades. Regional and demographic sub-group representation is especially important for this panel, including educators who work with special education students

PAWS and SAWS Standard Setting

Reading and Writing Standard Setting

Dates: July 15-17, 2014

Location: Little America Hotel, Cheyenne, WY

Mathematics Standard Setting

Dates: July 21-23, 2014

Location: Hilton Garden Inn & University of Wyoming Conference Center, Laramie, WY

For this workshop we need educators with experience teaching reading, writing or mathematics in grades 3-8. Curriculum and administration personnel are welcome to apply.

In June 2012, Wyoming adopted new standards in English/language arts and math. The grades 3-8 PAWS and SAWS have been revised and are aligned to measure student performance relating to the 2012 Wyoming Content and Performance Standards (WCPS). Two standard setting workshops will be held in July, during which educators will review the standards, assessments and student performance data, and recommend cut scores for reporting performance levels. Participation by a group of Wyoming educators, representative of regional and sub-group diversity, is critical to develop valid, meaningful cut scores. The workshop requires groups of educators (including district level personnel) with the following experience:

- Teaching reading, math or writing, at one or more grades, 3 through 8;
- Knowledge of the 2012 Wyoming Content Standards;
- Familiarity with the PAWS (reading or math) or SAWS tests

Data Review – SAWS

Date: August 8, 2014

Location: Little America Hotel, Cheyenne, WY

During Data Review, educators evaluate the performance of writing prompts/items that have been recently field - tested. Item performance will be evaluated based on level of difficulty, evidence of fairness across subgroups. Suggestions made by Wyoming educators will provide a basis for eliminating items that do not function properly.

For each of the above meetings, ETS will provide pre-paid hotel accommodations for those who need them. In addition, participants will be reimbursed for mileage and meals outside those provided during the meetings. Participants will also receive a \$250.00 per diem stipend for all meetings.

ETS will send separate official invitation letters for each specific meeting. If you are interested in applying to participate, please fill out and submit an application by clicking on the following link: <http://www.formstack.com/forms/?1685444-sydWlwidzK>

Please contact Ruth Sieger if you have any questions or need further information.

- E-mail: rsieger@ets.org
- Telephone: 609-683-2241
- Fax: 609-683-2300
- Mail: ETS, Rosedale Road, MS 33-L, Princeton, NJ 08541

Thank you for your support of the Wyoming Statewide Assessment Program.

Sincerely,
Ruth Sieger

March 24, 2014

Dear Colleague:

You are invited to apply for consideration to participate in the cut score validation workshop for PAWS-ALT Grades 9 and 10 for the Wyoming Department of Education (WDE). If selected as a review panel member, you will be joined by educators from around the state reviewing materials such as test materials, standard setting materials, and Extended Wyoming Content and Performance Standards.

Your application will be evaluated by the Wyoming Department of Education to determine if you meet the program needs. If your application is approved, your name will be added to our contact list of potential participants. Formal invitations will be sent once we have the opportunity to evaluate our level of need for the panel, the number of interested participants available to fill that need, and our ability to select individuals to insure balanced representation from schools and districts across the state. **Submission of this application does not constitute appointment as a panelist.**

Cut-score Validation workshop for PAWS-ALT Grades 9 and 10

Date: May 19-21, 2014

Location: Little America Hotel, Cheyenne, WY

Need high school educators from Special Education and General Education

As of 2014, PAWS-ALT will be administered to students in grades 9 and 10. Statistically developed cut-scores for the PAWS-ALT grades 9 and 10 have been developed and will be reviewed by a WY educator panel. The task is to consider the Extended Wyoming Content and Performance Standards, PAWS-ALT tasks and scores, and standard setting materials, and to evaluate the appropriateness of the developed cut scores for grades 9 and 10.

The workshop requires experience with

- Students in grades 8 through 11 who have severe cognitive disabilities;
- Knowledge of the grade-level aligned Extended WY Standards (Grades 8 through 11);
- Knowledge and skills measured by PAWS-ALT in Reading, Math and/or Science; may have administered the PAWS-ALT.

In addition, educators are sought who are highly qualified in one of the following:

- Reading, Mathematics or Science

ETS will arrange meals during meeting times and will reimburse participants for mileage and meals outside those provided during the meetings. Please note: Since participants won't be expected to complete assignments outside of the regular work day, stipends will not be provided. **Districts will need to provide substitutes for those attending the workshop.**

ETS will send official invitation letters for this meeting. If you are interested in applying to participate, please fill out and submit an application by clicking on the following link: <http://www.formstack.com/forms/?1703417-sydWlwidzK>

Please contact Ruth Sieger if you have any questions or need further information.

- E-mail: rsieger@ets.org
- Telephone: 609-683-2241
- Fax: 609-683-2300
- Mail: ETS, Rosedale Road, MS 33-L, Princeton, NJ 08541

Thank you for your support of the Wyoming Statewide Assessment Program.

Sincerely,
Ruth Sieger