= *Important Notice* =

To district personnel, Special Education *directors, Special education Coordinators, and Testing Coordinators*
2012-2013 School Year

Writing

Kansas Alternate assessment for Writing is required this year; it is the cohort year for 11th grade students and for student in 5 and 8 grade. Five indicators will be chosen one from each of the 3 standards and the last two will be from any of the standards.

History-Government

Kansas Alternate Assessment-History-Government - OTL is available for 9 and 11 grade students.
Note: Test order type 3/Alternate; ordered only via the World focus field-D85.

Science

- The ***Kansas Alternate Assessment Science*** assessment will now require that teachers pick at least 2 of 5 indicators that show higher order thinking skills higher than Knowledge, on the ***Science, Blooms Taxonomy Alignment*** for the KAA which can be found on the Kansas Alternate Assessment webpage at http://www.ksde.org/Default.aspx?tabid=2384
  Note: Test order type 3/Alternate; ordered only via the Life Science field-D82
- Science Extended Standards – When picking the five indicators for science, you must pick one indicator from each of the first four standards. The last indicator can be chosen from any of the seven standards.

TEST Submission

- TEST record submissions at KIDS can begin on August 22, 2012. Districts must submit TEST records so teachers can select indicators to meet the deadline of indicators registration at CETE by December 31, 2012.
- As soon as TEST records are submitted to the KIDS system, district/building special education staff can choose indicators and print evidence labels at the CETE website.
- Indicators must be entered no later than December 31, 2012. This allows staff sufficient time to plan instructional activities and schedule observations in order to complete the assessments by April 26, 2013 and complete score entry by May 10, 2013. New this year all scoring must be completed by May 3.

Kansas Alternate Assessment (KAA)

Extended Standards are found at. http://www.ksde.org/Default.aspx?tabid=2384

Sign off by one of the following: testing coordinators; principals; district administrator; special education administrator; such as a special education director; a special education coordinator; or a school psychologist to verify that:

a) Indicators are aligned to the activities chosen for the student.
b) ***No*** functional activities will be used for the KAA (per order of the USDOE).
c) Appropriate assessable activities are used for the student portfolio. A student's opinion is not an assessable activity.

1. *Scorers sign off on their scoring sheet that:*
   a) Scorers are not to enter scores. When scoring is complete, sign the worksheet, place it in its own envelope and send it to the data entry person.
   b) Scores are only given for evidence provided.
2. *Data entry personnel - sign off on the scoring sheet that:*
   a) Scores are confidential and were sent to data entry person individually.
   b) Data entry personnel did not make any ratings/scoring.
3. All indicators must be entered by ***December 31, 2012*** or have prior approval from Debbie Matthews at KSDE. Students new to a school on or after December 31, 2012 will not be assessed.
4. If a student scored a 4 or 5 on an indicator last year then they will not be able to choose that indicator this year.
5. The CETE evidence label ***must*** be used this year.
6. If portfolio guidelines, as outlined above are not followed, the administrator who signed off on the portfolio will be contacted.