

Middle School Principals,

March 8, 2016

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*INTRODUCTION TO VERSIFIT (TRAINING)*  
*MONDAY, MARCH 14, 2016*  
*MONTGOMERY COMPLEX*  
*SEE ATTACHED FLYER FOR MORE INFORMATION*

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## **Assessment**

### *End of Course Exams (EoC)*

PED has now said that all schools must administer End of Course exams in the appropriate courses.

- Originally NMPED Assessment and Accountability announced that EoCs were optional.
- NMPED Teacher Effectiveness is requiring APS to administer all EoCs since it was previously in our district plan.
- Next year all other districts will implement EoCs per the new NM state plan.

The End of Course Guidelines Spring 2016 document can be found on our website:

<http://www.aps.edu/assessment/eoc>.

### *Spanish Language Arts for Eligible ELL students*

NM PED has announced the vendor and the window for the **Spanish Language Arts (SLA) assessment, April 25<sup>th</sup> – May 6<sup>th</sup>, 2016.**

**NOTE:** SLA will be administered towards the end of the PARCC window this spring. The request for SLA paper counts was emailed to Test Reps on 2/26/16.

### *SBA Science*

A few reminders as we begin testing Science:

- Follow the district SBA Science testing schedule for your level (ES, MS, HS).
- Please have TAs actively proctor the test and make sure students do NOT go past the session stop sign.
- Calculators are not allowed for SBA Science.
- No scratch paper.
- Return completed Science tests on 3/11/16 to the Testing Warehouse. Hold onto materials for makeup testing. Makeup tests due back by 3/23/16.
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### *IOWA Algebra Aptitude Test*

- We are working on having the data of the IAAT for you by the end of the week. We will send an email to ICs and Test Reps when they are available.

### *Test Security Training Completion Report – Results from Blackboard*

Testing has pulled the list of school staffs to help you monitor their Winter/Spring Test Security training completion. The report has been uploaded to Principal Docs (see steps on how to pull report below). In order to meet the NM PED's Winter/Sprint Test Security Training requirement, please review your Excel report and follow up with school staff that has not yet completed the Test Security Training.

### *Test Security Training Completion Report Information*

- This report is an Excel file that includes 5 columns: employee full name, test security quiz status, email address, position/description, school, columns for each blackboard test security course.
  - STCs and Principals take STC course
  - TAs take Test Administration course
  - Other school staff take Staff course
- The employee list with positions and school were pulled from Lawson. If you have new teachers or staff they may need to be added.
- This is a static report. The test security status was pulled on 3/1/16. Any quizzes completed after that will not show on this list. Completion status includes:
  - PASS = passed the test security certification assessment
  - FAIL = attempted and failed the test security certification assessment
  - BLANK = did not complete the certification assessment
  - Rows highlighted in **Red** indicate the TA took the incorrect Test Security course and quiz. They need to take the course for Test Administrators.
- Any proctors whom are not employed by the district will not appear on this report. Please keep record of your in person training and send Non-Disclosure forms to Claudine Sanchez in Testing.
- All Fall Test Security Training should be completed prior to Test Administration with a final deadline of March 7<sup>th</sup> for SBA administration and March 24, 2016 in order for PARCC Administration.
- After you have managed the process of getting your staff to complete test security blackboard training you may request an updated report from Frank Borja. Updated reports can only be provided every 2 weeks.

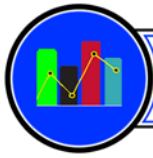
### *Retrieving the report*

Have your IC or principal (school personnel with access to Principal Docs) complete the following steps:

1. Go to: <http://www.aps.edu/assessment/logon>
2. Click on the sign in button



3. Enter sign in credentials



**Sign In**

Enter Access Code  
(Employee # + Last 4 SSN)

Sign In

4. Select the file. File name example: [590-TestSecurityResults\\_15-16.xlsx](#)

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## **Section 504**

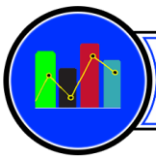
*Please remember each campus must have a 504 contact or school coordinator. This can be your SAT chair or a different person - this person should know the 504 process. Please send the name of the contact person for your school to Valerie Pagliaro ([Valerie.pagliaro@aps.edu](mailto:Valerie.pagliaro@aps.edu)) before spring break if you haven't done so already.*

*Section 504 Training – Next Session Scheduled – Thursday, April 7, 2016 (moved due to the March 29<sup>th</sup> training being scheduled during Spring Break).*

- Presenter: Rose-Ann McKernan, Executive Director - OAR
- Time: 3:30pm to 5:00pm
- Location: City Center Lobby - 101 W
- Registration is available on ERO – 15 attendees.
- The training is listed under *Section 504 Trainings (SRN104405640004)*.

Please contact Valerie Pagliaro at 872-6815 [Valerie.pagliaro@aps.edu](mailto:Valerie.pagliaro@aps.edu) if any questions.

*Thank you for your feedback on the newsletter – both the compliments and suggestions for improvements.  
We take each of these seriously so keep your thoughts and ideas coming.*



# Introduction to Versifit

Facilitated by Beata Thorstensen and Bryan Cockrell

## Monday, March 14, 2016

### Montgomery Complex

Select one session to attend

Time	Location
8:00am – 9:00am	Lab 2
9:15am – 10:15am	Lab 2
10:30am – 11:30am	Lab 2
12:30pm – 1:30pm	Lab 2
1:45pm – 2:45pm	Lab 2
3:00pm – 4:00pm	Lab 2

Please register in ERO (Course Code: APS0440576)

<https://ero3.eschoolsolutions.com/user/Login.taf?orgId=10701&function=Submit>

Learn the basic functions of the new Versifit data reporting system.

This training is for school administration, testing coordinators, counselors and other school level personnel.

Individuals who have attended a Versifit Preview session do not need to attend this workshop.

