

## February 5<sup>th</sup> CBT Weekly Update Call

- The DLM listserv has been corrected so that individuals will no longer be able to reply. If you unsubscribed, you may want to subscribe to it again.
- SED acknowledged that there were technical difficulties during the Test Coordinator Training this past Wednesday. In addition, they agreed that some of aspects of the presentation were confusing. Content and structure for Thursday's webinar was changed for the better.
- Thursday's Test Coordinator Training Webinar will be posted online for review by Monday.
- DLM is creating "helplets" - 2 minute long help videos that will be posted on their website in the near future, possibly next week. Once the helplets are released you'll be able to access them by going to: <http://dynamiclearningmaps.org/newyork>
- The Level 2 DW extract on December 4<sup>th</sup> loaded approximately 80% of the student/teacher/course data. As of this past Monday, February 1<sup>st</sup>, all data that was going to be loaded was loaded. The loading of additional files led to the overwriting of files that were previously loaded to KITE.
- Districts need to go in and confirm the accuracy of the data in KITE. The deadline to make any corrections is March 4<sup>th</sup>. After this date all changes will need to be made through the DLM Service Desk ([DLM-support@ku.edu](mailto:DLM-support@ku.edu) or 1-844-261-6481). The turn-around time is one week.
- SED is working on clarifying
  1. the process for supplying NYSSIS IDs
  2. the role of non-pubs
- Data Security and Privacy – do not share personal info with DLM unless it is via an encrypted platform. DLM has a secure file transfer system that will be provided to you if you call the DLM customer service desk.
- ESOL field – DLM is not using this field for anything other than research purposes
- District Test Coordinators were identified by the district superintendents. This information was updated in SEDREF and sent to the vendor. DLM allows for multiple district test coordinators and SED only accommodates one. If you need to change your DTC, contact Datasupport and they will make the change in SEDREF and notify DLM.
- At this time, there is some confusion regarding whether or not the first point of contact survey needs to be done by February 29<sup>th</sup> or March 4<sup>th</sup>. SED is going to confirm the date with the vendor.
- Concern was expressed to SED regarding the fact that districts are not able to confirm whether or not out of district facilities have entered NYSAA eligible students in DLM. It was pointed out to SED that school districts have responsibility for ensuring that IEPs are being implemented.
- Districts need to exit students from DLM if they are not taking a NYSAA exam this year. District Testing Coordinators or Building Test Coordinators (BOCES) have the ability to add/exit students. There are two methods for exiting students
  1. The Test, Exit and Clear (TEC file)
  2. Manually

- Districts should disable users who are not part of the NYSAA administration
- Teachers need to create a roster with a different name for each administration
- It was expressed to SED that it has been difficult for the AATNs because people expect them to also act as the Data Steward (Test Coordinator) and the Tech. Liaison
- During the transition of 3-8 CBT testing, not all schools in a district will need to make the transition at the same time and not all grades within a building will need to transition. However, should a building decide to move to CBT it will be expected that an entire grade level in that building be tested. SED stated that schools need to strategically plan how they will reach the goal of all 3-8 students being tested on a computer by 2020.
- By the beginning of March, SED anticipates knowing which schools/grades/subjects will be part of the 3-8 CBT testing.
- Once all 3-8 data for all districts and schools has been uploaded SED will communicate to districts how to access
- SED was asked about the recent reports of lower scores for students who had taken a computer based test. SED wanted to reassure everyone that they will be doing comparability studies between paper based and computer based tests.
- SED acknowledges that contractual issues created delays in what Questar and DLM have been able to do – NYS is going as fast as they can but as slow as they must