



**State of Arizona
Department of Education**

Kathy Hoffman
Superintendent of
Public Instruction

To: *Alternate Assessment Test Coordinators*

FROM: **Bethany Spangenberg**, Director of Alternate Assessment

DATE: September 12, 2019

Alternate Assessment Fall Apprises

1. The ADE Alternate Assessment receives many similar request The [MSAA reporting portal](#) closes on Friday, September 13 at 5:00 PM MST. Current Alternate Assessment Test Coordinators must download your reports. Hard copies of the student reports and Parent Overviews have been shipped. Remember: one copy of the student report is placed in the student's secure file and the other copy of the student report goes home to parents/guardians along with the Parent Overview booklet.
2. An [Alternate Assessment Test Coordinator Handbook 2019-2020](#) is now available. This handbook starts with a checklist of activities required this school year and includes instruction for each activity. Alternate Assessment Test Coordinators should reference the handbook throughout the year. Memos will still be sent to the test coordinator. Sped directors may also want to reference the handbook.
3. The [Alternate Assessment Updates](#) presentation from Director's Institute 2019 is now posted.
4. There were some technical difficulties holding the [Eligibility Criteria for Psychologists](#) webinar a few weeks ago. I was not able to hold a live webinar but did record the presentation.
5. Arizona State Board approved the recommendation of the RFP Evaluation Committee for MSAA; we have identified a vendor and are preparing our contract for next year. MSAA will continue to have the same vendor we have been working with for several years now so there should be few changes for LEAs. Also, we will be able to solidify dates for training and administration windows soon.

The District Test Coordinator's website link is <http://www.azed.gov/assessment/dtc/> then select the "Alternate Assessment" tab.

Please contact this office at AssessingSWDs@azed.gov or 602-542-8239 if you have any questions or need additional information.