



**State of Arizona
Department of Education**

Diane M. Douglas
Superintendent of
Public Instruction

To: Alternate Assessment Test Coordinators
From: Bethany Zimmerman, Director of Alternate Assessment
Date: October 17, 2018

ALERT: Alternate Assessment Update

MSAA Reporting Portal Closing

The MSAA Reporting Portal in the MSAA System will close on October 19, 2018. **Once the reporting portal closes, MSAA reports will not be available for download.** The MSAA Score Reports from the Spring 2018 administration are available for Alternate Assessment Test Coordinators (TCs) only. **For specific instructions please refer to the September 19 Alert notice:**

<https://cms.azed.gov/home/GetDocumentFile?id=5ba536dd1dcb2507f8788e79>

Student Selector Application Opens in ADEConnect

Beginning October 22, 2018 through November 30, 2018, the Alternate Assessment Test Coordinators (TCs) will use the *Alternate Assessments Student Selector Application* in ADEConnect to **register students for both of our alternate assessments: AIMS A Science and MSAA**. The Alternate Assessment TC will only need to register/select students once. A **User's Guide** with detailed instructions is available once a user is logged into the system.

It is important that **all of your eligible students** are indicated in the Student Selector Application. After all students have been registered in the Student Selector Application, ADE will securely upload a student registration file to the AIMS A Science Application for students in Grades 4, 8, and 10 along with their identified test administrator/teacher, as well as in MSAA ELA and Mathematics for Grades 3- 8 and 11. Once the test windows open the students will appear under their TA's drop-down in their designated schools in each of the alternate assessments systems.

New this year: Students must be identified as qualifying for alternate assessments before the Student Selector Application closes on November 30, 2018. If a student needs to be added to the alternate assessment system after the application closes, the Test Coordinator must submit a letter signed by the Alternate Assessment Test Coordinator and District Superintendent/Charter Holder. The letter will include a list of student SSIDs and an explanation for missing the students in the selection process.

** Remember the test window for **AIMS A Science** will be open February 1 through February 28, 2019; and the test window for **MSAA ELA and Mathematics** will be open March 19 through May 3, 2019.

1% Cap Public Notice and Notifications

[Public Notice for Public Comment](#) is sought on Alternate Assessment 1% Cap Waiver through October 25, 2018. Per ESSA regulation, the ADE Alternate Assessment Unit has calculated alternate assessment participation in ELA, Mathematics, and Science for the 2018 administration. The calculation is the same: the number of students who



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participated in alternate assessments in each subject area divided by the total number of students who participated in a state assessment in that subject area times 100.

The ADE Alternate Assessment Unit will provide the percentages for Alternate Assessment Test Coordinators for each LEA who had students participating in alternate assessments. Next steps for LEAs who exceeded the 1% Cap for the 2018 administration will be included in the notification. A webinar on the 1% Cap/Action Plan process is scheduled for November 6, 2018 at 2:00 PM. This webinar will be recorded and posted for those who are unable to attend the live session. Please visit the Test Coordinators webpage under “Webinars” tab for the link to the webinar: <http://www.azed.gov/assessment/dtc/>

Handbook and Manuals

New this year: The [*Alternate Assessment Handbook*](#) for Test Coordinators (TCs); includes the Alternate Assessments processes and key links to resources and general information. This handbook was developed to assist all TCs, *especially the newly appointed TCs for SY2018-2019*. This Handbook does NOT replace the manuals that cover the specific areas of the [AIMS A Science](#) and [MSAA](#) assessments.

Please contact Alternate Assessment Unit at 602-542-8239 or AssessingSWDs@azed.gov with any questions.