



**LOS ANGELES UNIFIED SCHOOL DISTRICT
REFERENCE GUIDE**

TITLE: 2016-17 CAASPP Informational Meetings
NUMBER: REF-6783.0
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 Office of Data and Accountability

ROUTING
 LD Administrators
 Principals
 School Administrators
 CAASPP Coordinators

DATE: October 24, 2016

PURPOSE: The purpose of this Reference Guide is to announce the 2016-17 CAASPP Informational Meetings for principals and CAASPP Coordinators and to outline the registration procedures to attend the meetings. Attendance is mandatory as participants will be provided with information to prepare for the administration of the state assessments.

MAJOR CHANGES: NONE

INSTRUCTIONS I. BACKGROUND

The California Assessment of Student Performance and Progress (CAASPP) program was established on January 1, 2014. The new California assessment program, which includes the computer-based Smarter Balanced Summative Assessments, is intended to provide parents and students more accurate and actionable information about what students are learning, as well as provide better information about the successes and needs of individual students.

For 2016-17, the CAASPP program encompasses the following paper-pencil and computer-based assessments.

- Smarter Balanced Summative Assessments for English language arts/literacy (ELA) and mathematics in grades three through eight and eleven. All students at the designated grades are required to participate with the exception of students who participate in the alternate assessments, and for ELA only, English learners who are in their first 12 months of attending a school in the United States.
- California Alternate Assessment (CAA) for ELA and mathematics in grades three through eight and eleven for



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students with significant cognitive disabilities who are unable to take the Smarter Balanced Summative Assessments even with accessibility supports and whose individualized education program (IEP) indicates assessment with an alternate test.

- Standards-based Tests in Spanish (STS) for reading/language arts (RLA) in grades two through eleven. The STS is a paper-pencil primary language test in Spanish for Spanish-speaking English learners who either receive instruction in their primary language or have been enrolled in a school in the United States less than 12 cumulative months.
- Science assessments in grades five, eight, and ten (i.e., California Standards Test [CSTs}, California Modified Assessment [CMA], and California Alternate Performance Assessment [CAPA]. The CST for science is required from all students in grades five, eight, and ten unless their IEP indicates assessment with a CMA or CAPA. The CMA for science is for students with disabilities whose IEP indicates assessment with a CMA. The CAPA science is for students with significant cognitive disabilities who are unable to take the CSTs even with accessibility supports and whose IEP indicates assessment with CAPA.

The California Department of Education (CDE) has been developing new assessments aligned to the Next Generation Science Standards (NGSS) adopted by the State Board of Education (SBE) in 2013. During the transition to the new assessments, the state continues to use the California Standards Tests (CST), California Modified Assessment (CMA), and the California Alternate Performance Assessment (CAPA).

In March 2016, the SBE requested a waiver from the U.S. Department of Education (ED) to not double-test or report individual scores for the new summative assessments while conducting pilot and field testing. If the waiver is fully approved, schools may only need to administer the new assessment, known as the California Science Test (CAST). Principals and CAASPP Coordinators will be informed of the status of the waiver request at the 2016-17 CAASPP Informational Meetings, and as soon as the CDE receives a response from the ED, the Student Testing Branch will notify schools of the decision.

II. 2016-17 CAASPP INFORMATIONAL MEETINGS

District-wide 2016-17 CAASPP Informational Meetings have been scheduled. Principals and CAASPP Coordinators are required to attend one of the sessions in preparation for the administration of the 2016-17



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CAASPP tests. Principals and coordinators may attend together or on a different day. Technology Coordinators, assistant principals, and other key staff involved with the administration of the Smarter Balanced Summative Assessments are encouraged to attend.

Note: 2016-17 TOMS Accounts are subject to downgrading or deactivation if participants that do not attend the mandatory meeting.

The following information will be provided at the informational meetings:

A. CAASPP 2016-17

- Overview and updates of the CAASPP system
- CAASPP Coordinator roles and responsibilities
- Parent notification guidelines
- Parent portal system
- Procedures for reporting testing irregularities
- District system updates

B. SMARTER BALANCED ASSESSMENTS 2016-17

- Testing device requirements and preparation
- Accessibility supports and accommodations
- Procedures for requesting Print-on-Demand
- TOMS System features and updates
- Test Administration Interface features and updates
- Data Readiness
- Timeline and scheduling
- Test Security
- Coordinator resources
- Smarter Balanced general information

C. NEW SCIENCE ASSESSMENTS

- CDE Timeline and SBE waiver request
- Preparing for ED decision

III. REQUIRED ONLINE REGISTRATION PROCEDURES

Principals and CAASPP Coordinators are required to self-register in the Learning Zone to attend one of the CAASPP Informational Meetings. Technology coordinators, assistant principals, and other staff responsible for supporting the administration of the Smarter Balanced Summative Assessment may also attend but must also pre-register to attend. Registration is necessary to ensure everyone can be accommodated at each location. Learning Zone registration closes the



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day before each scheduled meeting, but interested participants may contact the Student Testing Branch at (213) 241-4104 the morning of the event to verify availability. Registered participants will receive an email from the Learning Zone to confirm enrollment in the session and to share any additional information about the event such as parking if applicable.

Participants are encouraged to download the PowerPoint materials prior to attending the training session. Hard copies of the PowerPoint materials will not be available at the meeting site. The presentation materials will be posted prior to the day of the training at the Student Testing Branch website at <http://achieve.lausd.net/testing>.

The following chart outlines the registration information and the face-to-face meeting dates and due dates.

2016-17 CAASPP Informational Meetings	
Date and Time	Location
November 16 1:00-4:30P.M.	Banning HS Auditorium 1527 Lakme Ave. Wilmington, CA 90744
November 17 1:00-4:30 P.M.	Cochran MS Auditorium 4066 W. Johnnie Cochran Vista Los Angeles, CA 90019
November 28 1:00-4:30 P.M.	East Valley HS Auditorium 5525 Vineland Ave. North Hollywood, CA 91601
December 1 1:00-4:30 P.M.	Reseda HS Regent's Hall 18230 Kittridge St. Reseda, CA 91335
December 2 1:00-4:30 P.M.	Bret Harte Preparatory MS Auditorium 9301 S. Hoover St. Los Angeles, CA 90044
December 8 1:00-4:30 P.M.	Monroe HS Odin's Hall 9229 Haskell Ave. North Hills, 91343

Once registration is completed, an automatic registration confirmation email with instructions will be sent to participants' LAUSD email inbox. The email will contain the meeting information. Use the following steps to register:

1. Log onto the Learning Zone system by using your LAUSD Single



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Sign-On information.

2. Follow steps in the chart below. Click on the links that appear in quotations.
3. Once registration is completed, you will automatically receive an email confirmation with parking instructions.
4. Save your email confirmation for important meeting information.

Self Registration Procedures for 2016-17 CAASPP Informational Meetings
<ol style="list-style-type: none">1. Log in to Learning Zone at http://lz.lausd.net2. From the Home Page click on the “Courses” tab3. Click “Class Offerings”4. In the “Program” drop menu5. Select “Student Testing Unit”6. Click the “Search” box7. Click on the class “2016-17 CAASPP Informational Meeting”8. Select location (Banning HS, Cochran MS, East Valley HS, Reseda HS-Regent’s Hall, Bret Harte MS, or Monroe HS-Odin’s Hall,)9. Click “Enroll Now”10. Click “Confirm”

RELATED RESOURCES

- REF-6755.0, CAASPP Program Training Requirements for 2016-17, dated August 29, 2016.
- Student Testing Branch Web-page: <http://achieve.lausd.net/testing>

ASSISTANCE

For assistance or further information, please contact the Student Testing Branch, at (213) 241-4104.