DISTRICT DATA COORDINATOR MEETING
DECEMBER 16, 2022
AGENDA

A. WELCOME AND ANNOUNCEMENTS

* Welcome
* 2022-23 DDC Meeting Schedule

B. DISTRICT SUPERINTENDENT UPDATES – DAVE WICKS

C. STUDENT MANAGEMENT / SPECIAL EDUCATION SYSTEMS –

* Elaine Conlin Program - Administrator
    - (631)-844-5750 econlin@esboces.org
* Help Desk Email addresses
    - PowerSchool: PowerSchoolHelp@esboces.org
    - eSchool: esdHELP@esboces.org
    - Infinite Campus: InfiniteCampusHelp@esboces.org
    - School Tool: SchoolToolHelp@esboces.org
    - Synergy: SynergyHelp@esboces.org
    - Special Ed Helpdesk: SPEDhelp@esboces.org

D. REPORTING REMINDERS

* Reporting Free and Reduced Lunch (FRPL)
* Student Digital Resource Survey

E. LEVEL 0 UPDATES

* Crisis/Disaster Code Reporting
* Student Digital Resource Reporting
* Reporting UPK Students
* Reporting Leave Replacements AND Course Instructor Assignment
* Level 0 Trainings – Welcome to the 'Zero Zone' - https://calendly.com/dwtshelp

F. SCHOOL DATA BANK SERVICES

* Vanessa Biagioli-Dittrich – Program Administrator vdittric@esboces.org
    - Registering for Full Service Scoring – Sharon Hayes, Program Coordinator

G. TEST SCANNING AND REPORTING

* Help Desk for Data Warehouse and Test Scanning – DWTShelp@esboces.org or 631-218-4195
* Updating Contact Forms – Test Scoring Contact
* NYS Assessments, 3-8 ELA/Math & Sci, NYSAA
    - 2022-23 Elementary and Intermediate Testing Schedule
    - 2023-24 Preliminary 3-8 Elementary, Intermediate & Regents Testing Schedules
    - ES BOCES Preliminary Testing Timeline
    - NYS Testing Sort Order Form
    - NYSAA Updates
    - **Report of the Month** – Students in Out of District Location Report

DRAFT

* CBT Updates
    - Operational Deadlines for Demographic, Enrollment and Program Data
    - CBT Simuation Log Ins
    - January 4, 2023 CBT Workshop
    - February 14, 2023 – CBT Roadshow @ Nassau BOCES

* NYSITELL
    - ****DO NOT USE COPIES OF ANSWER SHEETS****
    - Ordering Answer Sheets
    - Summer NYSITELL students
        - Be sure to enter an enrollment record in Level 0 so scores can be assigned to students

* NYSESLAT
    - Assigning 0231 Program Code for ELL Eligible Students
        - Districts who send students to a BOCES program are still responsible for add the 0231 Program Code to a Student's Level 0 Profile
        - Online Exam Requests will open sometime in January (DATE TBD)

* Regents Exams
    - January 2023 Regents Examination Schedules
        - Regents Sort Order Form
        - January Regents Pre-Print file
    - US History (Framework) Exemptions
    - GTS80 Scanner support has ended

H. UPDATES ON DATA TOOLS, REQUIRED COLLECTION, AND REPORTING

* Data Deadlines – http://datacentral.esboces.org Services → Data & Reporting → Public Schools → Deadlines

* **The weekly deadline for loading and locking data in Level 0 is Thursday at 5:00pm.**
    - Data will be pulled from Level 0 at 12:00 noon on Monday, Tuesday, Wednesday, and Thursday. No data will be pulled from Level 0 on Friday.

* 2022-23 SIRS Special Education Reporting
    - Special Education BEDS Day Snapshot
        a. Deadline for data loading: **Thursday, January 5, 2023**
        b. Deadline to Certify VR 1-9: **Monday, January 9, 2023**
    - 2022-23 Year-End Deadline – **Thursday, August 17, 2023**

I. NYSED UPDATES

J. OTHER BREAKING NEWS

K. ADJOURN

THINGS TO DO NOW
Load and Review BEDS Day Special Ed Snapshot: DUE Jan. 5
Finalize FRPL student certification and data loading: DUE Jan 5
Continue Student Digital Resource Survey: **Jan 26. Preliminary Data Due**
Start verifying UPK placements for March 15th deadline

Eastern Suffolk BOCES
Educational Services That Transform Lives

Ryan Ruf
Chief Operating Officer

Darlene Roces
Director, Regional Information Center

Charles King
Divisional Administrator, Student Data Services

Peter Desjardins
Program Administrator, Student Data Services

2022-2023 MEETING DATES

District Data Coordinator

Friday	September 16, 2022	9:00 a.m. – 12:00 p.m.
Friday	October 14, 2022	9:00 a.m. – 11:30 a.m.
Friday	November 18, 2022	9:00 a.m. – 11:30 a.m.
Friday	December 16, 2022	9:00 a.m. – 11:30 a.m.
Friday	January 13, 2023	9:00 a.m. – 11:30 a.m.
Friday	February 17, 2023	9:00 a.m. – 11:30 a.m.
Friday	March 17, 2023	9:00 a.m. – 11:30 a.m.
Wednesday	April 26, 2023	9:00 a.m. – 11:30 a.m.
Friday	May 19, 2023	9:00 a.m. – 11:30 a.m.
Friday	June 16, 2023	9:00 a.m. – 12:00 p.m.

****For 2022-23, we are anticipating all DDC meetings to be held in person, with an option to attend virtually. Zoom invites for all meetings will be sent to those who register shortly before each scheduled meeting****

Middle States Accredited

Instructional Support Center at Sequoya • Student Data Services
750 Waverly Avenue • Holtsville, NY 11742
Phone: 631-244-4240 • Fax: 631-240-8966 • E-mail: cking@esboces.org

District Data Coordinator
Contact Information for 2022-2023

As per SED recommendations, the following person is designated as the Data Coordinator for the district to coordinate revisions to and maintenance of student management systems(s), the submission of data to Level 1, the verification of data reports, and the use of data to inform policy.

Please complete this form, even if there is no change of information.
Please indicate a primary contact and back-up contact.
Please return completed form to dyouberg@esboces.org or
fax @ (631)240-8966

District _____

Primary Contact _____ **Title** _____

Building Address _____

Work Phone _____ **Fax #** _____

Alternate Phone # _____ **E-Mail** _____

Back-up Contact _____ **Title** _____

Building Address _____

Work Phone _____ **Fax #** _____

Alternate Phone # _____ **E-Mail** _____

Signature _____ **Date** _____

Print Name and Title _____

Eastern Suffolk BOCES does not discriminate against any employee, student, applicant for employment, or candidate for enrollment on the basis of sex, gender, race, color, religion or creed, age, weight, national origin, marital status, disability, sexual orientation, gender identity or expression, transgender status, military or veteran status, domestic violence victim status, genetic predisposition or carrier status, or any other classification protected by Federal, State, or local law. This policy of nondiscrimination includes: access by students to educational programs, student activities, recruitment, appointment and promotion of employees, salaries, pay, and other benefits. ESBOCES also provides equal access to the Boy Scouts and other designated youth groups. ESBOCES fully complies with all applicable rules and regulations pertaining to civil rights for students and employees (e.g., Title IX of the Education Amendments of 1972, §504 of the Rehabilitation Act of 1973, Titles VI and VII of the Civil Rights Act of 1964, Dignity for All Students Act, §303 of Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Boy Scouts of America Equal Access Act of 2001). Inquiries regarding the implementation of the above laws should be directed to either of the ESBOCES Civil Rights Compliance Officers at ComplianceOfficers@esboces.org: the Assistant Superintendent for Human Resources, 631-687-3029, or the Associate Superintendent for Educational Services, 631-687-3056, 201 Sunrise Highway, Patchogue, NY 11772. Inquiries may also be addressed to the Office for Civil Rights at the US Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005, 646-428-3800, OCR.NewYork@ed.gov.

Charles King, Divisional Admin
Peter Desjardins, Program Admin
Elaine Conlin, Program Admin
Sharon Mayrant, Admin Coord

NYS-Level 0

New York State
Student Information Repository
System (SIRS) Manual

New York State Education Dept. - Level 0

HELPFUL REMINDERS AND STATE REPORTING

Eastern Suffolk BOCES

Regional Information Center
Student Data Services

STUDENT DATA SERVICES

Important code changes new for 2022-23
NEW STUDENT LITE CODES
Only used to identify new enrollees displaced by a crisis or disaster

Student Lite
Students Displaced by a Crisis or Disaster
(Fields 58, 59)

A youth of compulsory school age presented at the school for registration that may or may not have all required documentation due to a disaster must be reported with the appropriate crisis/disaster code (category) and when known, the name of the crisis or disaster that led to the student being displaced.

Code	Description	Definition
Natural	Natural disaster-induced	A natural disaster includes but is not limited to hurricanes, tropical storms, landslides, tornadoes, tsunamis, wildfire, sinkholes.
Civil	Civil conflict-induced	A civil disaster includes but is not limited to manmade intentional, accidental disasters such as war, fire accidents, and industrial accidents.
Health	Health crisis-induced	A health disaster includes but is not limited to pandemics and epidemics.
Other	Other crisis-induced	The crisis or disaster leading to the student being displaced is unclear.

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Important code changes new for 2022-23
NEW STUDENT LITE CODES
SED to determine funding disbursements SOON!

Student Lite

Students Displaced by a Crisis or Disaster
(Fields 58, 59)

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Civil	Civil conflict-induced	A civil disaster includes but is not limited to manmade intentional, accidental disasters such as war, fire accidents, and industrial accidents.
Health	Health crisis-induced	A health disaster includes but is not limited to pandemics and epidemics.
Other	Other crisis-induced	The crisis or disaster leading to the student being displaced is unclear.

Important code changes new for 2022-23
NEW STUDENT LITE CODES
SED to determine funding disbursements SOON!

Beds Day Age:

*Student ID: | *Last Name: | *First Name: | MI: | *Gender: | *Birth Date: | *Location Code:

Home Phone: | *Address: | Address 2: | City: | State: | Zip Code:

Guardian: | Guardian 2: | *Status: | *Last Status Date:

Home Room: | *Grade Level: | Gr. 9 Entry Date: | Education Level Of Parent: | *Dist. Code of Residence: | County Of Residence:

Credential Type: | Career Path:

Post-Grad Activity: | Migrant Status: | Home Language: | Place of Birth:

Neg./Delinquent: | Homeless: | *Hispanic Ind: | *Race 1 Code: | Race 2 Code:

Race 3 Code: | Race 4 Code: | Race 5 Code:

Counselor Name :: Staff ID | Teach ID: | Counselor Dist. Code:

Crisis Impact Code: | Crisis Name:

Civil :: Civil conflict-induced
Health :: Health crisis-induced
Natural :: Natural disaster-induced
Other :: Other crisis-induced

Validate & Save | Clear

Important code changes new for 2022-23

NEW STUDENT LITE CODES

SED to determine funding disbursements SOON!

Beds Day Age:

*Student ID: | *Last Name: | *First Name: | MI: | *Gender: | *Birth Date: | *Location Code:

Home Phone: | *Address: | Address 2: | City: | State: | Zip Code:

Guardian: | Guardian 2:

Home Room: | *Grade Level: | Gr. 9 Entry Date: | Educati

Credential Type:

Post-Grad Activity: | Migrant Status: | Home Language: | Place of Birth:

Neg./Delinquent: | Homeless: | *Hispanic Ind: | *Race 1 Code: | Race 2 Code:

Race 3 Code: | Race 4 Code: | Race 5 Code:

Counselor Name :: Staff ID | Teach ID: | Counselor Dist. Code:

Crisis Impact Code: | Crisis Name:

Civil :: Civil conflict-induced
Health :: Health crisis-induced
Natural :: Natural disaster-induced
Other :: Other crisis-induced

Validate & Save | Clear

Crisis (Disaster) Code: This code is used for students presented at the school for registration who may or may not have documentation due to a disaster or crisis. Disasters may include but are not limited to natural, civil, or health crisis, conflict, or a disaster-induced event. This should include students who may have appropriate documentation but are still displaced due to a natural or civil disaster. Student Lite Template, Field 58.

Important code changes new for 2022-23
NEW STUDENT LITE CODES
SED to determine funding disbursements SOON!

Beds Day Age:

*Student ID: | *Last Name: | *First Name: | MI: | *Gender: | *Birth Date: | *Location Code:

Home Phone: | *Address: | Address 2: | City: | State: | Zip Code:

Guardian: | Guardian 2:

Home Room: | *Grade Level: | Gr. 9 Entry Date: | Educati

Credential Type:

Post-Grad Activity: | Migrant Status: | Home Language: | Place of Birth:

Neg./Delinquent: | Homeless: | *Hispanic Ind: | *Race 1 Code: | Race 2 Code:

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Counselor Name :: Staff ID | Teach ID: | Counselor Dist. Code:

Crisis Impact Code: | Crisis Name:

Civil :: Civil conflict-induced
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Other :: Other crisis-induced

Validate & Save | Clear

Crisis (Disaster) Code: This code is used for students presented at the school for registration who may or may not have documentation due to a disaster or crisis. Disasters may include but are not limited to natural, civil, or health crisis, conflict, or a disaster-induced event. This should include students who may have appropriate documentation but are still displaced due to a natural or civil disaster. Student Lite Template, Field 58.

Crisis Name (Disaster Name): Report the name of the crisis or disaster that led to the student being displaced. If unknown, leave blank. Student Lite Template, Field 59.

Student Digital Resources NEW features

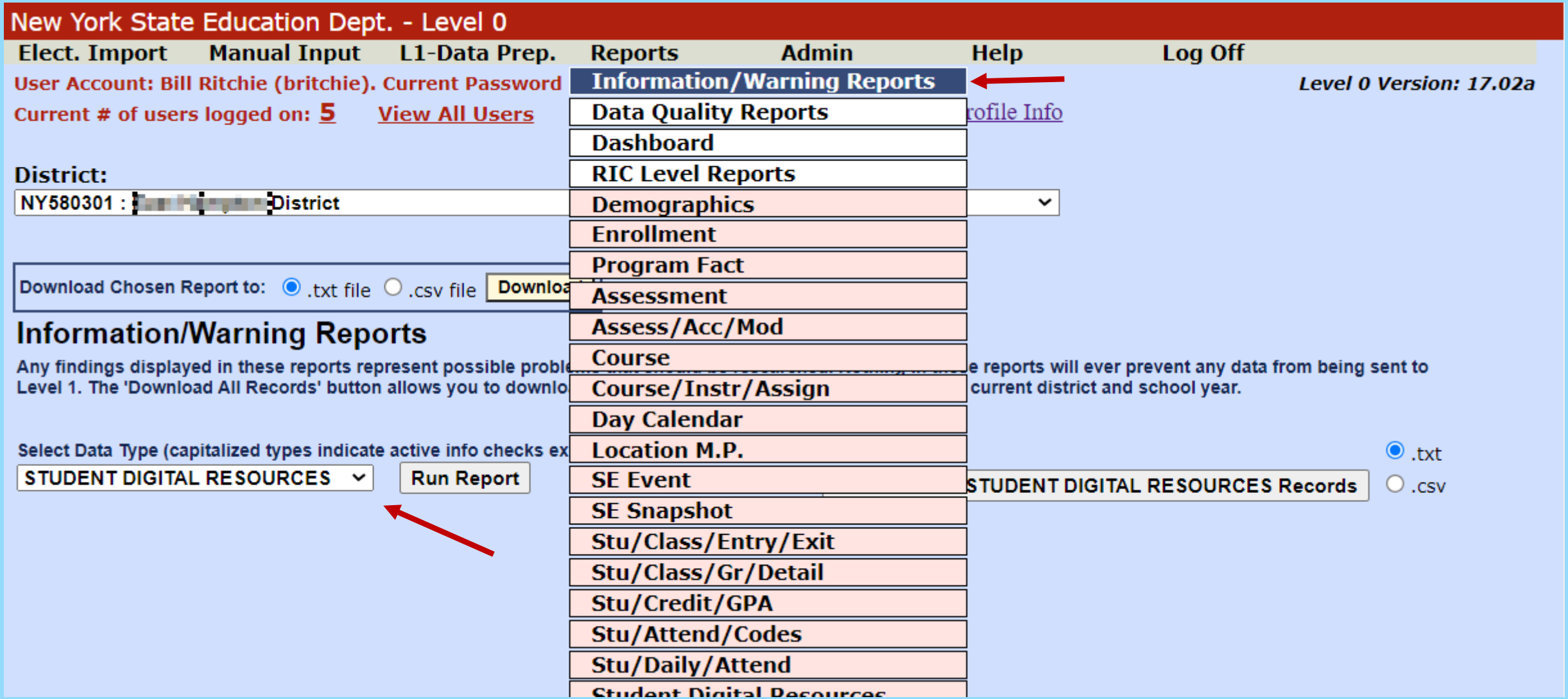
Student Digital Resources NEW features

Level 0 17.02 Student Digital Resources NEW Info Report check

New Info report check for SDR Survey with missing enrollment:

- Students with a Survey at a Location without corresponding enrollment at that location will receive the following warning:
  - **DR6421 17.02** Missing enrollment for Student Digital Resource Survey in location XXXX – Please review

Student Digital Resources NEW features



Student Digital Resources NEW features

District:

NY580301 : District

School Year:

School Year Ending 2022-06-30

Download Chosen Report to: .txt file .csv file Download

Information/Warning Reports

Any findings displayed in these reports represent possible problems that should be researched. Nothing in these reports will ever prevent any data from being sent to Level 1. The 'Download All Records' button allows you to download all records for the selected data type for the current district and school year.

Select Data Type (capitalized types indicate active info checks exist):

STUDENT DIGITAL RESOURCES Run Report

Download All STUDENT DIGITAL RESOURCES Records .txt .csv

1 Student Digital Resources information error(s).

Show Distinct Information Messages Only

Student ID:	Last Name:	First Name:	Loc. Code:	Potential Problem?
993001252	Sample1	Sample 1	0002	DR6421: Missing enrollment for Student Digital Resource Survey in location 0002 – Please review.

Student Digital Resources NEW features

Current Student: **Sample 1 Sample1** Record Status: **Valid** Last Update: **2/22/22 09:43 AM** By: **Bill Ritchie**

*denotes a required field

Back to Info Rpt

*Student ID:	*Location Code:	*Primary Learning Device Type Code:	*Primary Learning Device Provider Code:
993001252	0002 :: [redacted] High School	LAPTOP :: LAPTOP	SCHOOL :: SCHOOL
*School Provided Device Indicator:	*Primary Learning Device Access Code:	*Primary Learning Device Sufficiency Indicator:	*Internet Access In Barrier Code:
Y :: Yes	NOT SHARED :: NOT SHARED	Y :: Yes	NONE :: NONE
*Internet Access In Residence Indicator:	*Internet Access Type Code:	*Internet Performance Code:	*Survey Date:
Y :: Yes	RESBROADBAND :: RESIDENTIAL BROADBAND	Y :: Yes	2021-09-01

Import Validation Messages:

Delete Record | Validate & Save | Curr. Student / Add New | Clear

Student Digital Resources Records:

	Status:	Location:	Device Type Code:	School Device Ind:	Survey Date:
View	Valid	0002 :: [redacted] High School	LAPTOP	Y	2021-09-01

Student Digital Resources NEW features

Current Student: **Sample 1 Sample1** Record Status: **Valid** Last Update: **11/9/21 02:17 PM** By: **Bill Ritchie**

*denotes a required field

*Student ID:	*Location Code:	*Grade Level:
993001252	0003 :: [redacted] Middle School	08
*Entry Date:	*Entry Code:	Entry Comment:
2021-07-01	0011 :: Enrollment in building or grade	
Exit Date:	Exit Code:	Exit Comment:

Import Validation Messages:

Delete Record | Validate & Save | Curr. Student / Add New | Clear

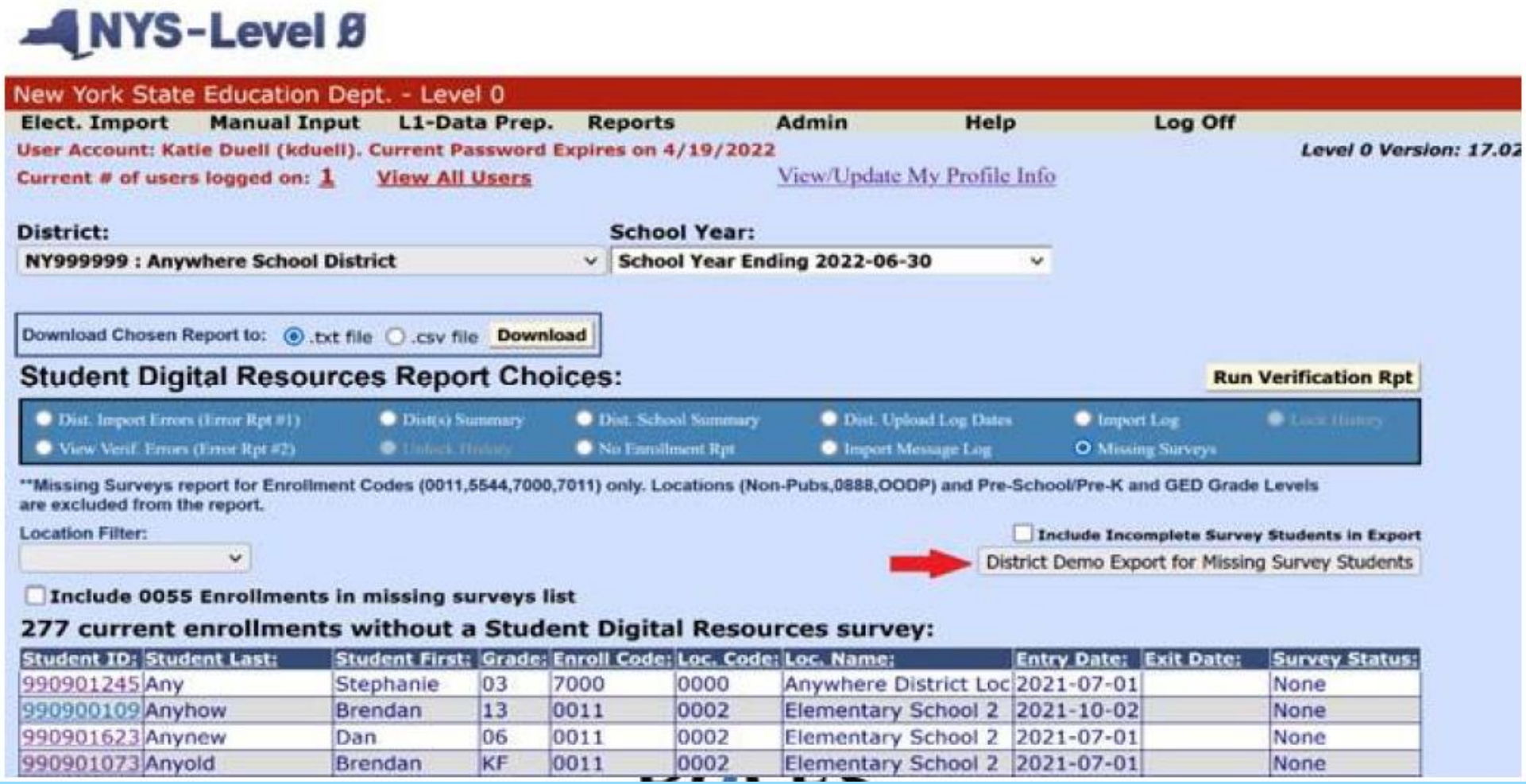
Enrollment Records:

	Status:	Student ID:	Location:	Entry Date:	Entry Code:	Exit Date:	Exit Code:	Grade:
View	Valid	993001252	0003 :: [redacted] Middle School	2021-07-01	0011			08

Student Digital Resources NEW features

Missing Surveys Report (Reports > Student Digital Resources > Missing Surveys)

- Added a Demographic export – Plan to use the Enrollment Location (BOCES will use the overall BOCES Location).
- Added checkboxes to 1) *Include 0055 Enrollments… & 2) Include Incomplete Survey Students in Export*
- Added Survey Status Column which differentiates between no and partial Survey data (None or Incomplete).



Reporting Universal Pre-K Students with Disabilities

Reporting Universal Pre-K Students with Disabilities

Pg62 SIRS 17.5

- Children whose half-day UPK placement has been converted to fullday using the Statewide Universal Full-day Prekindergarten (SUFDPK) grant should be reported with Program Service **Code 902 (UPK)** and grade level PKF (full-day). Failure to code such children as UPK may result in a reduction in the amount that a district can be reimbursed for the prekindergarten services it provides during the school year. Effective July 1, 2020, the Expanded Prekindergarten for Three- and Four-Year Old Students (EPK4) grant was consolidated with a district's Universal Pre-K allocation. These funds are now considered Universal Pre-K and students whose slots are supported by funds from this source should be assigned Program Service Code 902 (UPK). In addition, all UPK students must be reported with one of the following Program Service Codes that identifies the **UPK program setting**: 1309 (District-operated), 1320 (Day care center), 1331 (Head Start), 1342 (Family or Group Day Care), 1353 (Nursery School), 1364 (BOCES), 1375 (Special Ed 4410 Preschool), 1386 (Religious and Independent (Nonpublic) School), 1397 (Museum), 1408 (Library), or 1419 63 Student Information Repository System Manual Version 17.4 (Other). See the Program Services Codes and Descriptions section of this manual for additional information.
- Students in any other type of Pre-K program other than UPK should be reported with Program Service **Code 990 (Other Pre-K).** This includes students in Targeted Pre-K programs operated by Madison-Oneida, Questar III, or Herkimer BOCES.

Reporting Universal Pre-K Students with Disabilities

Pg28 SIRS 17.5

4) A preschool-age student with a disability or a preschool-age student who is referred to the CPSE for determination of eligibility for special education services who resides in the district and attends a UPK or Pre–K program operated by another school district or charter school.	District of residence or charter school (Instructional) Not applicable (Accountability)	District of residence	District of residence (Reason for Beginning Enrollment Code 5905) District or charter school in which student is attending Pre–K or UPK (Reason for Beginning Enrollment Code 0011)	BEDS code of the school the student attends or, if a UPK program contracted by the district, the first 8 digits of the district BEDS code and "0666" as the last 4 digits

Reporting Universal Pre-K Students with Disabilities

Pg28 SIRS 17.5

4) A preschool-age student with a disability or a preschool-age student who is referred to the CPSE for determination of eligibility for special education services who resides in the district and attends a UPK or Pre–K program operated by another school district or charter school.	District of residence or charter school (Instructional) Not applicable (Accountability)	District of residence	District of residence (Reason for Beginning Enrollment Code 5905) District or charter school in which student is attending Pre–K or UPK (Reason for Beginning Enrollment Code 0011)	BEDS code of the school the student attends or, if a UPK program contracted by the district, the first 8 digits of the district BEDS code and "0666" as the last 4 digits

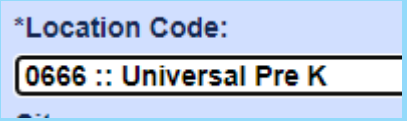
Location Code must be

Reporting Universal Pre-K Students with Disabilities

Pg28 SIRS 17.5

4) A preschool-age student with a disability or a preschool-age student who is referred to the CPSE for determination of eligibility for special education services who resides in the district and attends a UPK or Pre–K program operated by another school district or charter school.	District of residence or charter school (Instructional) Not applicable (Accountability)	District of residence	District of residence (Reason for Beginning Enrollment Code 5905) District or charter school in which student is attending Pre–K or UPK (Reason for Beginning Enrollment Code 0011)	BEDS code of the school the student attends or, if a UPK program contracted by the district, the first 8 digits of the district BEDS code and "0666" as the last 4 digits

Location Code must be



(Use building code for District Operated)

Reporting Universal Pre-K Students with Disabilities

Pg28 SIRS 17.5

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Location Code must be

*Location Code:

0666 :: Universal Pre K

Description	Grade Level PKF = Full-day PKH = Half-day	Pre-K Program Code		Universal Pre-K Provider (Setting) Codes (Who is providing the UPK instruction?)										
		902 (Universal PreK)	990 ("Other " PreK)	1309 (District Operated)	1320 (Daycare center)	1331 (Head Start)	1342 (Family or Group Day Care)	1353 (Nursery School)	1364 (BOCES)	1375 (Special Ed/4410 Preschool)	1386 (Nonpublic School)	1397 (Museum)	1408 (Library)	1419 (Other)
1) Any child whose Pre-K placement is funded solely by the allocational Universal Pre-K (UPK) grant	PKF or PKH, whichever is appropriate	X		Required										
2) Child whose half-day UPK placement has been converted to full-day using Statewide Universal Full-day Prekindergarten grant (SUFDPK) *(For example, a child whose placement is funded for the first half-day by the allocational UPK program and the second half of the day by the SUFDPK program.)*	PKF	X		Required										
3) New full-day placements funded by Statewide Universal Full-day Prekindergarten (SUFDPK)	PKF		X	Not required										

(Use building code for District Operated)

Reporting Universal Pre-K Students with Disabilities

Pg28 SIRS 17.5

4) A preschool-age student with a disability or a preschool-age student who is referred to the CPSE for determination of eligibility for special education services who resides in the district and attends a UPK or Pre–K program operated by another school district or charter school.	District of residence or charter school (Instructional) Not applicable (Accountability)	District of residence	District of residence (Reason for Beginning Enrollment Code 5905) District or charter school in which student is attending Pre–K or UPK (Reason for Beginning Enrollment Code 0011)	BEDS code of the school the student attends or, if a UPK program contracted by the district, the first 8 digits of the district BEDS code and "0666" as the last 4 digits

Location Code must be

*Location Code:

0666 :: Universal Pre K

Grade Level must be

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3) New full-day placements funded by Statewide Universal Full-day Prekindergarten (SUFDPK)	PKF		X	Not required										

(Use building code for District Operated)

Reporting Universal Pre-K Students with Disabilities

Pg28 SIRS 17.5

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Location Code must be

*Location Code:

0666 :: Universal Pre K

Grade Level must be

PKF :: PREKF

PKH :: PREKH

Description	Grade Level PKF = Full-day PKH = Half-day	Pre-K Program Code		Universal Pre-K Provider (Setting) Codes (Who is providing the UPK instruction?)										
		902 (Universal PreK)	990 ("Other " PreK)	1309 (District Operated)	1320 (Daycare center)	1331 (Head Start)	1342 (Family or Group Day Care)	1353 (Nursery School)	1364 (BOCES)	1375 (Special Ed/4410 Preschool)	1386 (Nonpublic School)	1397 (Museum)	1408 (Library)	1419 (Other)
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3) New full-day placements funded by Statewide Universal Full-day Prekindergarten (SUFDPK)	PKF		X	Not required										

(Use building for District Operated)

Reporting Universal Pre-K Students with Disabilities

Pg28 SIRS 17.5

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Location Code must be

*Location Code:

0666 :: Universal Pre K

(Use building for District Operated)

Description	Grade Level PKF = Full-day PKH = Half-day	Pre-K Program Code		Universal Pre-K Provider (Setting) Codes (Who is providing the UPK instruction?)										
		902 (Universal PreK)	990 ("Other " PreK)	1309 (District Operated)	1320 (Daycare center)	1331 (Head Start)	1342 (Family or Group Day Care)	1353 (Nursery School)	1364 (BOCES)	1375 (Special Ed/4410 Preschool)	1386 (Nonpublic School)	1397 (Museum)	1408 (Library)	1419 (Other)
1) Any child whose Pre-K placement is funded solely by the allocational Universal Pre-K (UPK) grant	PKF or PKH, whichever is appropriate	X		Required										
2) Child whose half-day UPK placement has been converted to full-day using Statewide Universal Full-day Prekindergarten grant (SUFDPK) *(For example, a child whose placement is funded for the first half-day by the allocational UPK program and the second half of the day by the SUFDPK program.)*	PKF	X		Required										
3) New full-day placements funded by Statewide Universal Full-day Prekindergarten (SUFDPK)	PKF		X	Not required										

Students in any other type of Pre-K program other than UPK should be reported with Program Service Code 990 (Other Pre-K). This includes students in Targeted Pre-K programs operated by Madison-Oneida, Questar III, or Herkimer BOCES.

Reporting Universal Pre-K Students with Disabilities

Reporting Universal Pre-K Students with Disabilities

Demographic Record:

BEDS Day Age: 4

*Student ID:	*Last Name:	*First Name:	MI:	*Gender:	*Birth Date:	*Location Code:
993002254	FakeLast	FakeFirst		M :: Male	2017-01-11	0666 :: Universal Pre K

Home Phone:	Address:	Address 2:	City:	State:	Zip Code:
631-555-5555	25 main st		Anytown	NY	12345

Guardian:	Guardian 2:	*Status:	*Last Status Date:
Fake Mom	Fake Dad	A :: Active	2022-06-30

Home Room:	*Grade Level:	Gr. 9 Entry Date:	*Dist. Code of Residence:	Post-Grad Activity:
004	PKF :: PREKF		NY588888	

Credential Type:	Career Path:

Migrant Status:	Home Language:	Place of Birth:
N :: No	ENG :: English	

Neg./Delinquent:	Homeless:	*Hispanic Ind:	*Race 1 Code:	Race 2 Code:
N :: No	N :: No	N :: No	W :: White	

Race 3 Code:	Race 4 Code:	Race 5 Code:

Counselor Name :: Staff ID | Teach ID:	Counselor Dist. Code:
	NY580301

Import Validation Messages:

Delete | Validate & Save | Clear

Reporting Universal Pre-K Students with Disabilities

Demographic Record:

BEDS Day Age: 4

(Use building for District Operated)

*Student ID:	*Last Name:	*First Name:	MI:	*Gender:	*Birth Date:	*Location Code:
993002254	FakeLast	FakeFirst		M :: Male	2017-01-11	0666 :: Universal Pre K

Home Phone:	Address:	Address 2:	City:	State:	Zip Code:
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Guardian:	Guardian 2:	*Status:	*Last Status Date:
Fake Mom	Fake Dad	A :: Active	2022-06-30

Home Room:	*Grade Level:	Gr. 9 Entry Date:	*Dist. Code of Residence:	Post-Grad Activity:
004	PKF :: PREKF		NY588888	

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Race 3 Code:	Race 4 Code:	Race 5 Code:

Counselor Name :: Staff ID | Teach ID:	Counselor Dist. Code:
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Reporting Universal Pre-K Students with Disabilities

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BEDS Day Age: 4

(Use building for District Operated)

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Home Phone:	Address:	Address 2:	City:	State:	Zip Code:
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Guardian:	Guardian 2:	*Status:	*Last Status Date:
Fake Mom	Fake Dad	A :: Active	2022-06-30

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Race 3 Code:	Race 4 Code:	Race 5 Code:

Counselor Name :: Staff ID | Teach ID:	Counselor Dist. Code:
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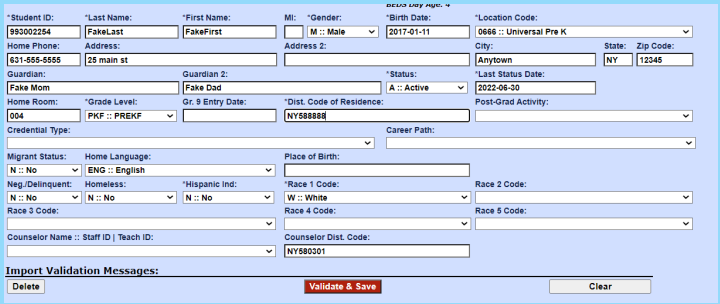
Import Validation Messages:

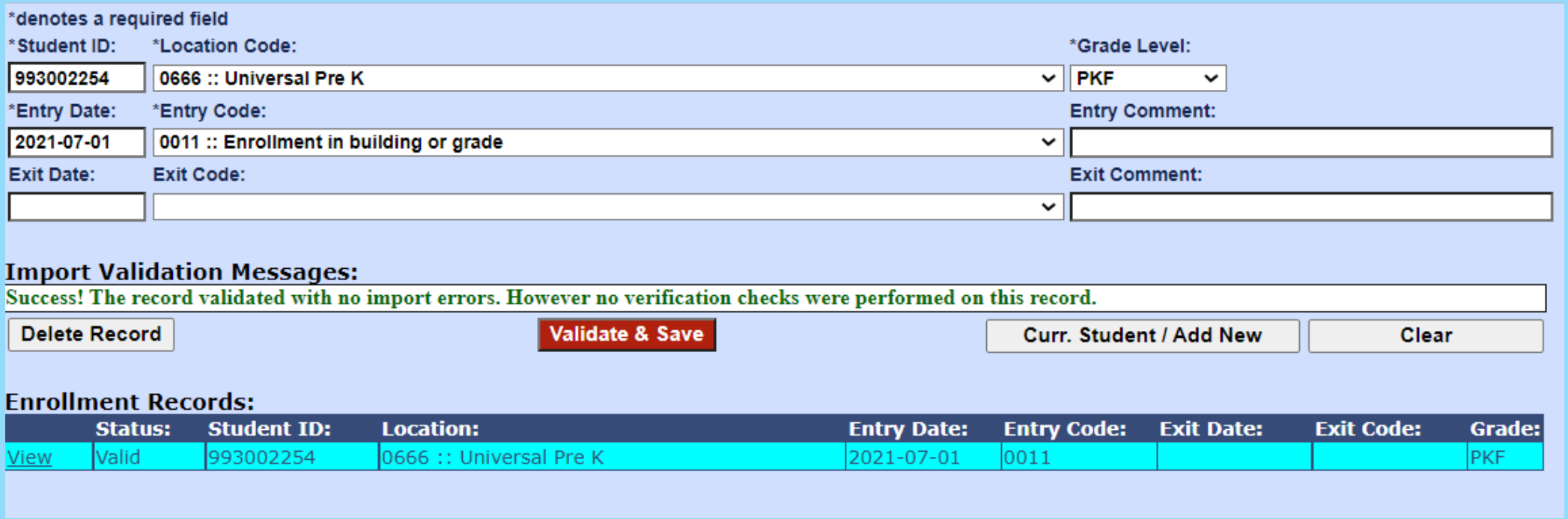
Delete | Validate & Save | Clear

Reporting Universal Pre-K Students with Disabilities

Demographic Record:



Enrollment Record:



Reporting Universal Pre-K Students with Disabilities

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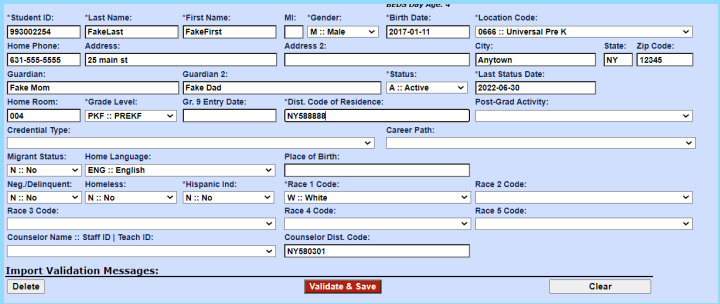

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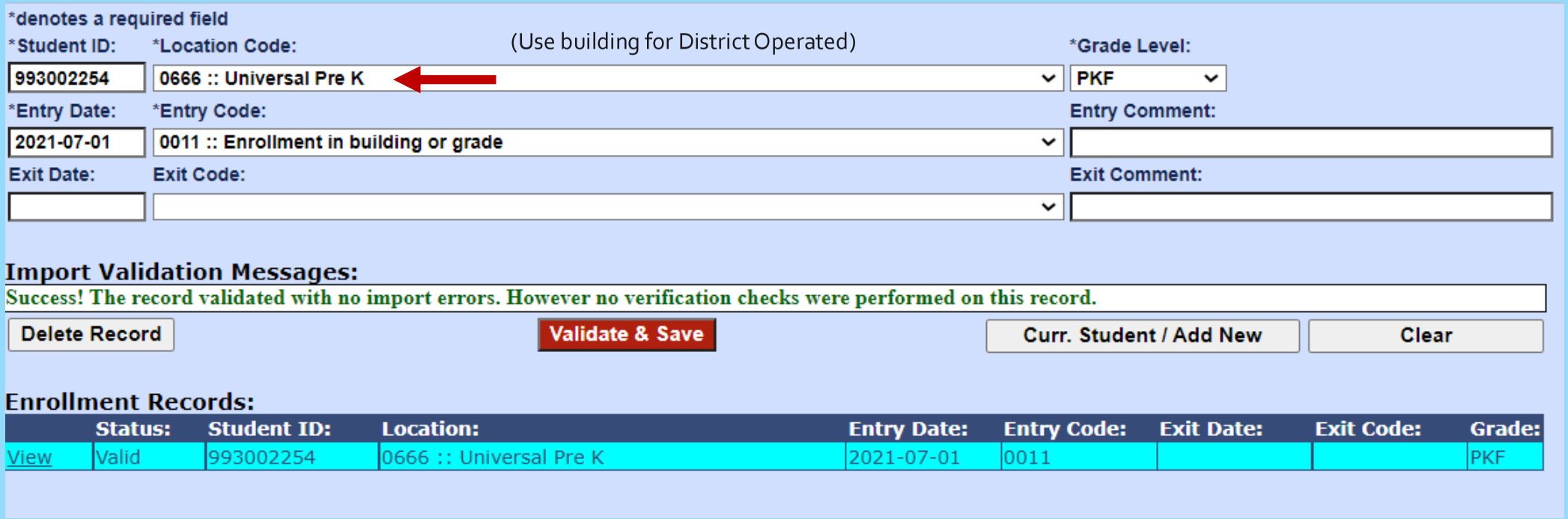

Reporting Universal Pre-K Students with Disabilities

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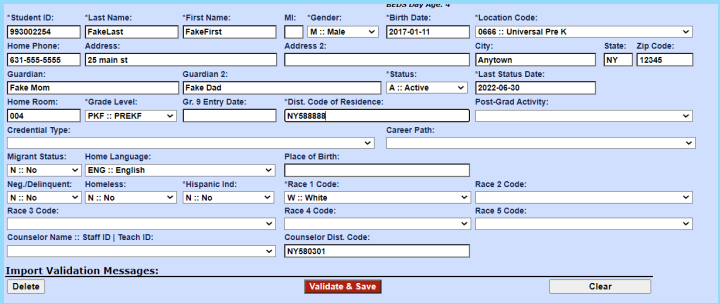

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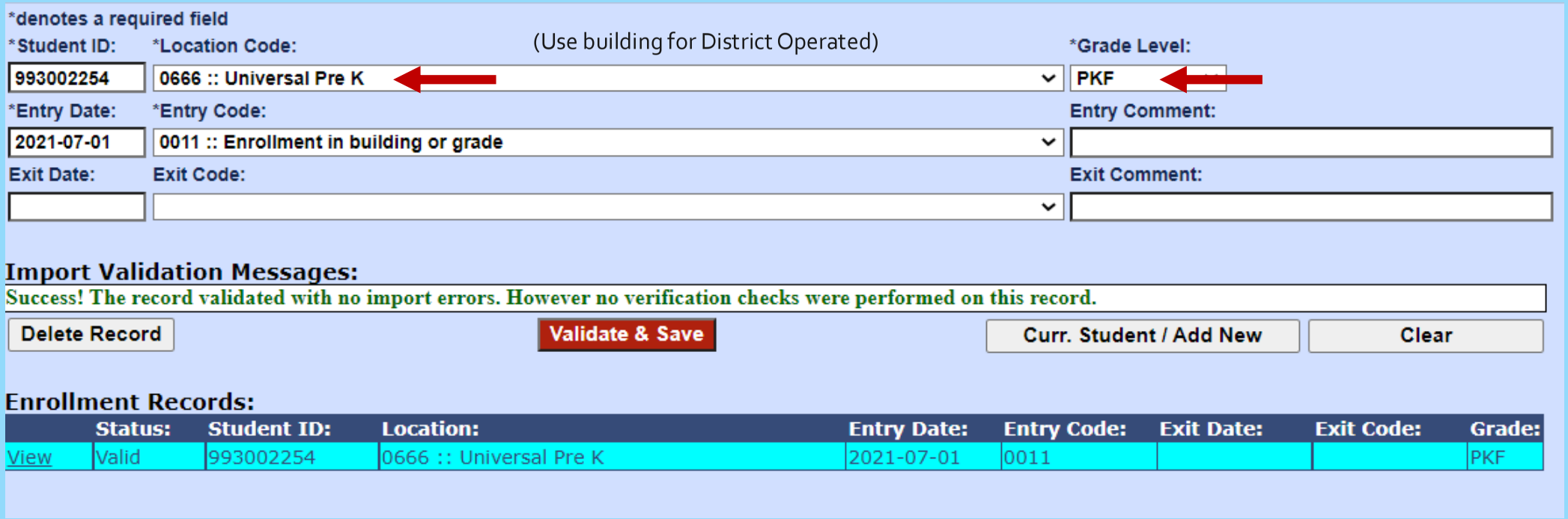

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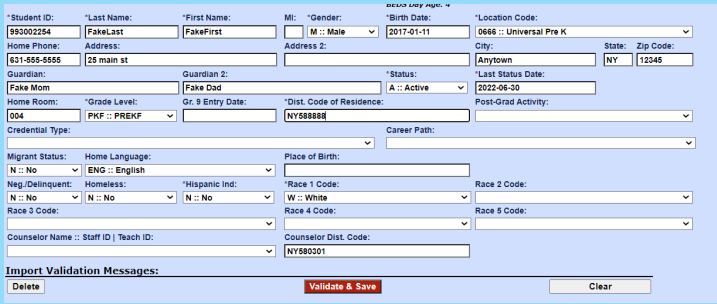
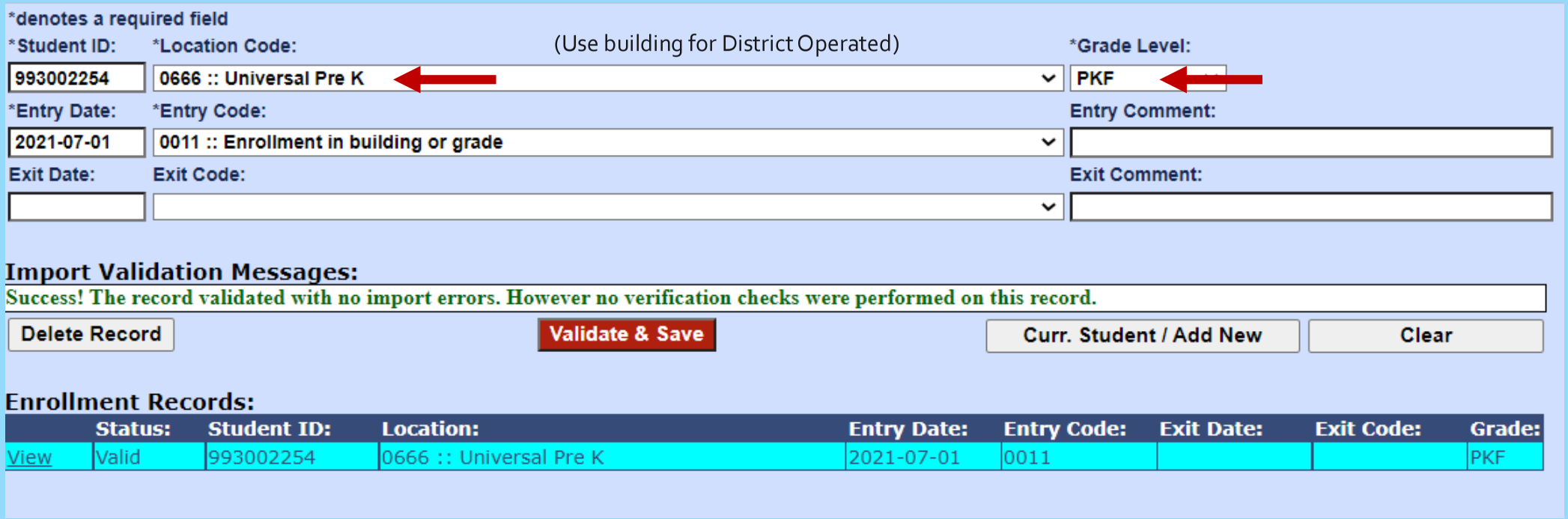
Demographic Record:



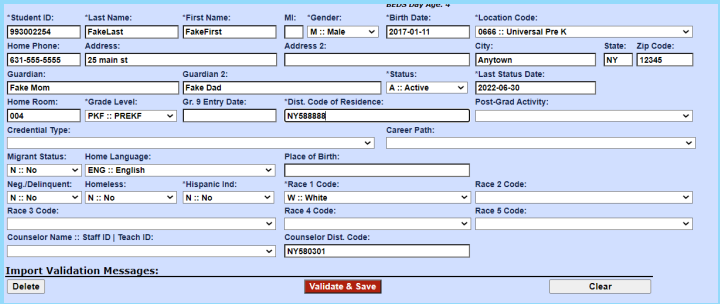
DO NOT report a 4034 (Preschooler Special Ed determination) Enrollment record for UPK students.

Enrollment Record:



Reporting Universal Pre-K Students with Disabilities

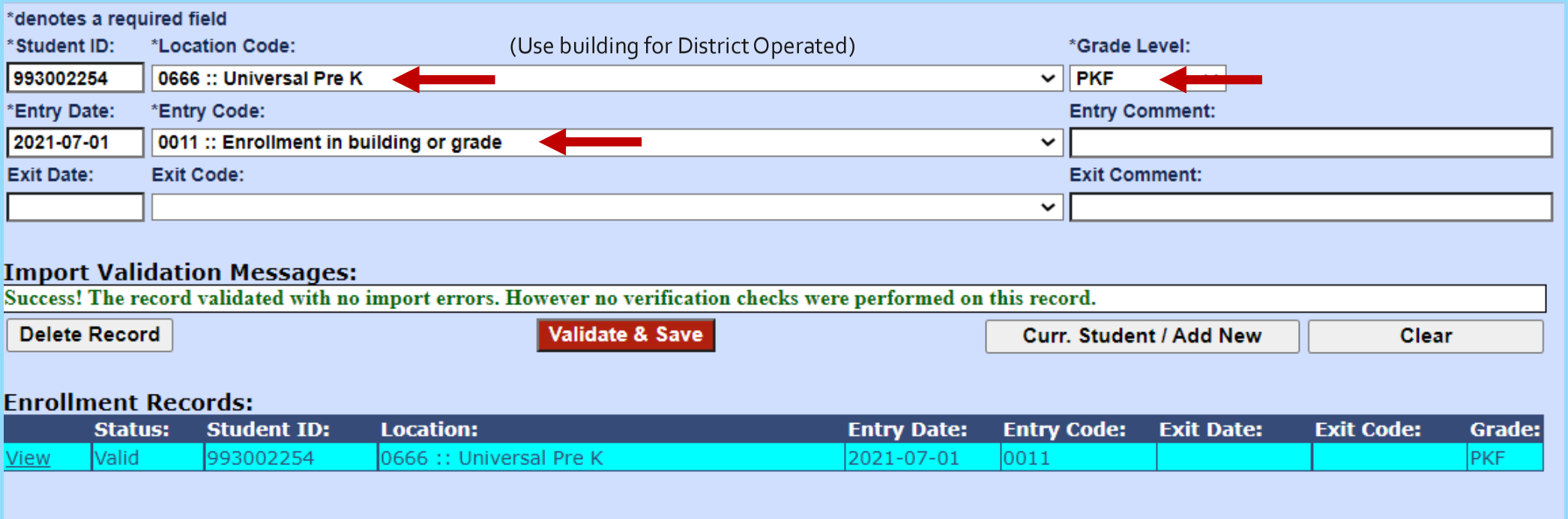
Demographic Record:



DO NOT report a 4034 (Preschooler Special Ed determination) Enrollment record for UPK students.

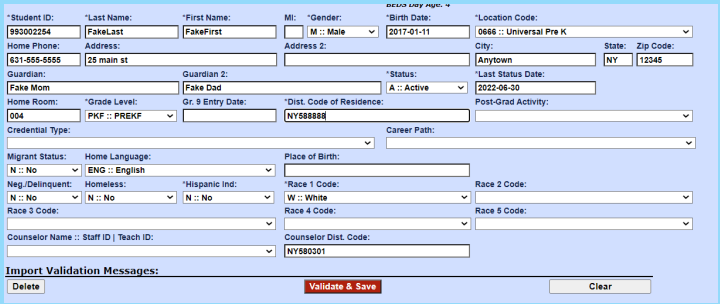
UPK students must have a 0011 enrollment record.

Enrollment Record:

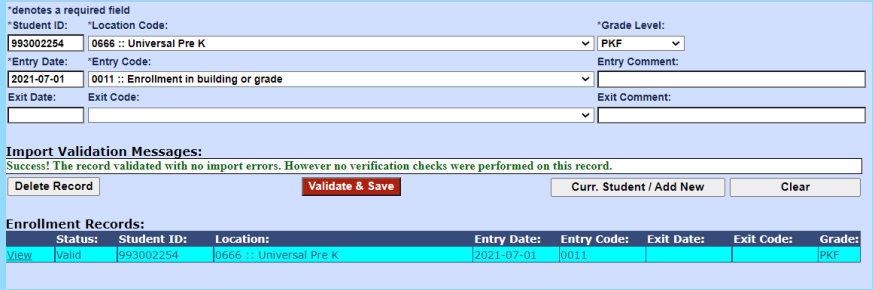


Reporting Universal Pre-K Students with Disabilities

Demographic Record:



Enrollment Record:



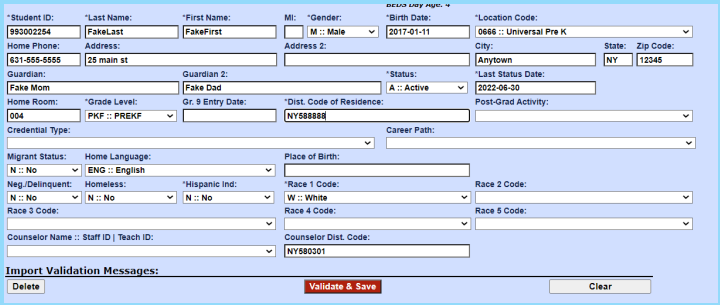
Program Fact Record:

Program Fact Records:

	Status:	Student ID:	Location:	Begin Date:	End Date:	Prog. Code and Description:	Category
View	Valid	993002254	0000 :: East Hampton District Wide	2021-07-01		902 :: Universal Prekindergarten Program	Prekindergarten Program
View	Valid	993002254	0000 :: East Hampton District Wide	2021-07-01		5786 :: Pre-School Student with a Disability	Type of Disability
View	Valid	993002254	0000 :: East Hampton District Wide	2021-07-01		1364 :: BOCES	UPK

Reporting Universal Pre-K Students with Disabilities

Demographic Record:



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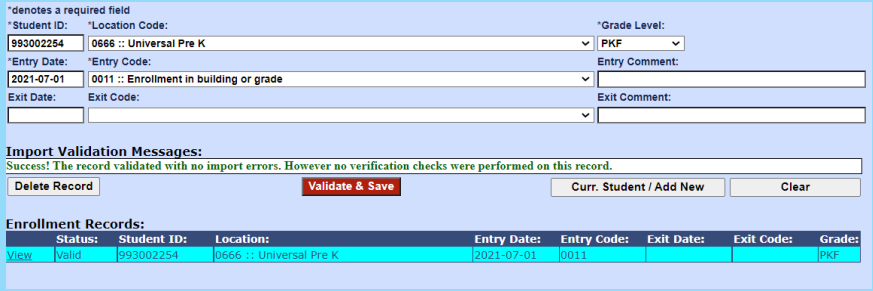

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Reporting Universal Pre-K Students with Disabilities

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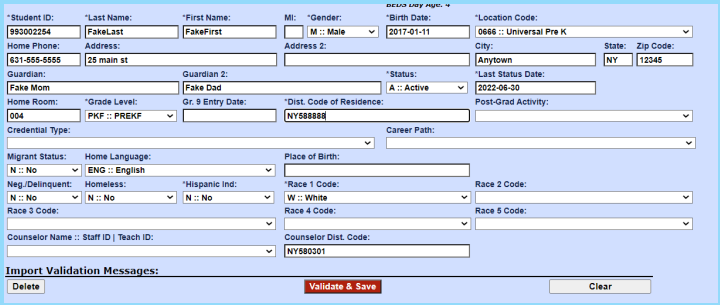

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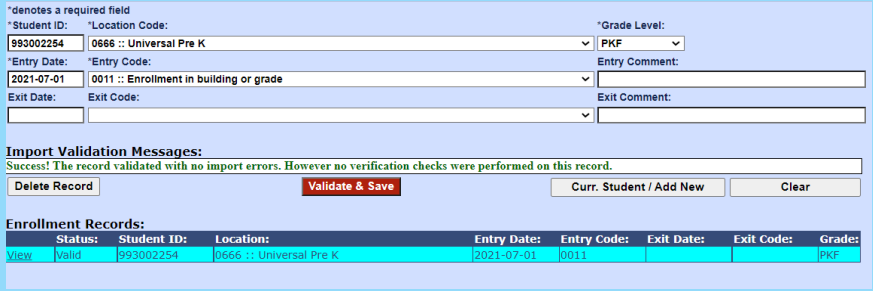

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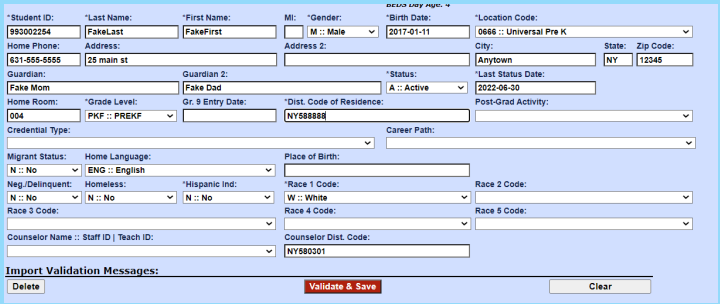

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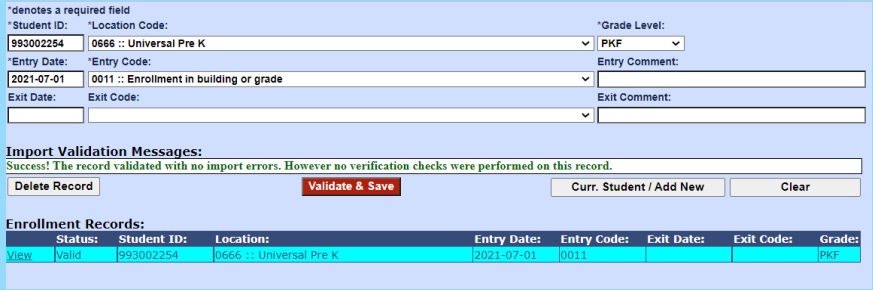

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Reporting Leave Replacements - Course Instructor Assignment

Reporting Leave Replacements - Course Instructor Assignment

Stu/Class/Entry/Exit Report Choices:

Run Verification Rpt

- Dist. Import Errors (Error Rpt #1)
- Dist(s) Summary
- Dist. School Summary
- Dist. Upload Log Dates
- Import Log
- Lock History
- View Verif. Errors (Error Rpt #2)
- Unlock History
- No Enrollment Rpt
- Course Roster By Teacher
- Import Message Log

14 verification error(s).

Student ID:	Student Last:	Student First:	Loc Code:	Location: (Click to View Loc/Course/Section/Term Students):	Course Code:	Section Code:	Term Code:	Error Msg:
	---	---	0001	[illegible]	ELA1400	41	1	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.
	---	---	0001	[illegible]	Math2400	41	1	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.
	---	---	0001	[illegible]	Music300	17	1	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.
	---	---	0001	[illegible]	Music400	41	1	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.
	---	---	0001	[illegible]	Music500	40	1	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.
	---	---	0001	[illegible]	Sci53234	41	1	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.
	---	---	0001	[illegible]	SocSt4	41	1	CE7818: W/F - No matching Course/Instr/Assign record for this Location/Course/Section/Term.

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Course Instructor Assignment Template

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Course Instructor Assignment Template

Who Should Be Reported?

All staff members reported in Staff Snapshot identified as "TEACHER" must be reported in this template. A record for all classroom teachers (district, BOCES, and, charter school teachers) must be reported here.

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Course Instructor Assignment Template

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This template requires a start date identifying the date when the teacher became the "Teacher of Record" for the course and exited the course permanently. It is not intended to show each transaction regarding teacher absences or the inclusion of substitutes in the classroom. Districts should identify a permanent teacher of record for the course.

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Course Instructor Assignment Template

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Page 115, SIRS 18.2

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SIRS Manual Highlights

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Page 1115, SIRS 18.2

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- ***Teacher of Record:*** An individual (or individuals, such as in co-teaching assignments) who has been assigned responsibility for a student's learning in a subject/course with aligned performance measures.

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Course Instructor Assignment Template

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Page 297, SIRS 18.2

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Course Instructor Assignment Template

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Page 297, SIRS 18.2

Who Should Be Reported?

"All staff" in the Staff Snapshot template includes any staff person who must be reported to meet any reporting requirements. All teaching staff, including long-term substitute teachers serving as the teacher of record responsible for the course, should be included in this template.

Reporting Leave Replacements - Course Instructor Assignment

SIRS Manual Highlights

Course Instructor Assignment Template

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Page 297, SIRS 18.2

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Page 104, SIRS 18.2

Leave Replacements/Long Term Subs

Reporting Leave Replacements - Course Instructor Assignment

Leave Replacements/Long Term Subs = Teachers of Record

Reporting Leave Replacements - Course Instructor Assignment

Leave Replacements/Long Term Subs
= Teachers of Record
<u>MUST</u> be reported to Staff Snapshot
<u>AND</u> Course Instructor Assignment

Eastern Suffolk BOCES

Educational Services That Transform Lives

Student Data Services

ZERO ZONE

Level 0 Training

TIME: 9:00 AM to 12:00 PM (1/2 hour training slots)

LOCATION: Zoom meetings by appointment

DATES: Every Tuesday

AUDIENCE: Any district personnel involved with Level 0 and state data reporting

PLEASE REGISTER AT LEAST 24 HOURS IN ADVANCE

At: https://calendly.com/dwtshelp/

Eastern Suffolk BOCES

Educational Services That Transform Lives

Student Data Services

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Level 0 Training

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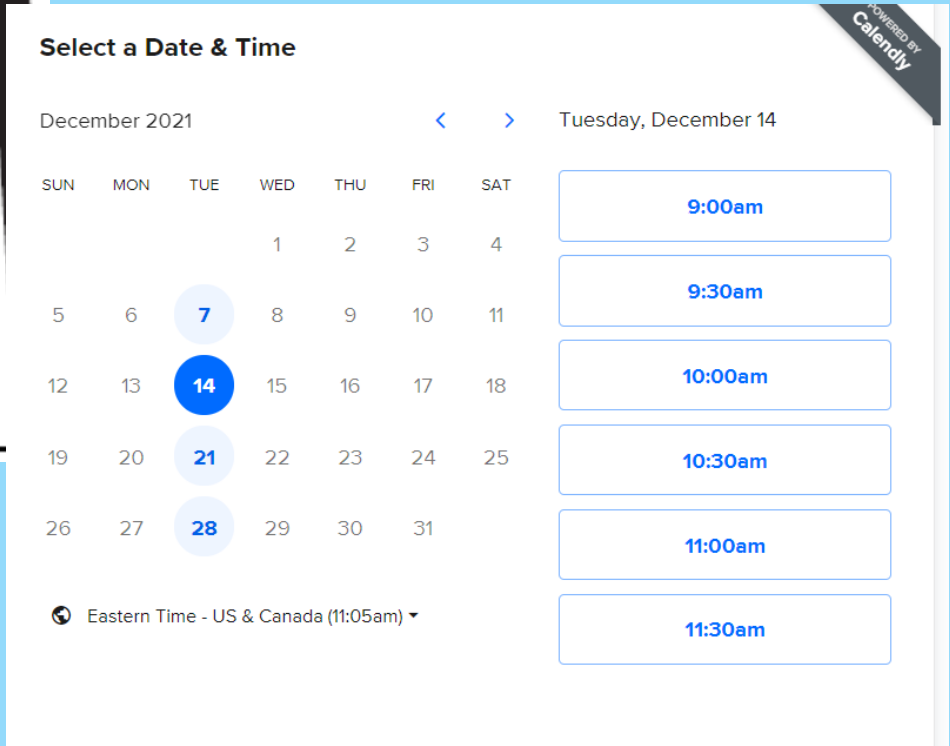

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Eastern Suffolk BOCES

Full Service Scoring Booklet/Constructed Response Registration

Sharon Hayes Ed.D. Assistant Administrative Coordinator

School Data Bank Services

Assessment Services

Eastern Suffolk BOCES

Educational Services That Transform Lives

News Feed

TRANSLATE

USER OPTIONS

DIRECTORY | CALENDAR | LOCATIONS | CAREERS | FOR STAFF

Middle States Association of Elementary and Secondary Schools — Accredited by MSA CESS

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- Administrative and Business Services
- Adult Education
- Arts-In-Education
- Assessment Services - Scoring and Training
- Auction Services
- Career and Technical Education - Academy LI
- Communications and Research
- Cooperative Bidding
- District Contracts
- Diversity, Equity, and Inclusivity
- Duplication and Printing
- Educational Support Services
- Employee Assistance Program
- ENL/Bilingual
- Family Education Outreach Program
- Financial and District Services
- Grants Management
- Health and Safety
- Human Resources
- L.I. RBERN
- Model Schools
- Negotiations Information Service (NIS)
- Nonpublic School Textbooks
- Professional Development
- Regional Certification
- Regional Information Center
- School Data Bank Services
- School Library System
- Special Career Education
- Special Education
- Student Assistance Services
- Student Data Services
- Substitute Services
- Supported Employment
- Technology Acquisition
- Third Party Assessments
- Transportation
- Virtual Learning

Adult Education

Career & Technical Education - Academy LI

Special Education

Special Career Education

Professional Development

School Data Bank Services

- School Data Bank Services
- Assessment Services - Scoring & Training
  - CoSers for Assessment Services
- Levels of Service
- Staff Developer/Shared Data Expert Service
- Professional Development - Workshops & Data Shares
- Data Resources & Information - Visualizations & Dashboards
- Annual Professional Performance Review Resource

Assessment Services - Scoring & Training

Registrations for Assessment Booklet Scoring are now being accepted through March 1, 2023 at Scoring Registration

2022-23 Grade 3-8 Assessment Schedule & Intake Dates

Pricing for 2022-23 Grades 3-8 Assessments Full Service Scoring

Important information regarding 2022-23 Computer-Based Tests (CBT)

Questions? Contact scoring@esboces.org

Select topic to see related documents:

ELA | Math | Science | NYSESLAT

2022-23 Educators Guide Grades 3-8 ELA

Procedures for Requesting, Shipping, and Storing of Materials for the Spring 2023 Administration of the New York State Grades 3-8 English Language Arts and Mathematics Tests and the Intermediate-level (Grade 8) Science Test

2022-23 Instructions for Submitting Online Requests for Grades 3-8 English

Vanessa Biagioli-Dittrich
Program Administrator
631-419-1688
vdittric@esboces.org

Sharon Hayes Ed.D.
Assistant Administrative Coordinator
631-244-4044
shayes@esboces.org

Eileen Jaeger
Senior Office Assistant
631-244-4243
ejaeger@esboces.org

Lisa Schiede
Senior Account Clerk
631-218-4155
lschiede@esboces.org

Welcome to the Eastern Suffolk BOCES Scoring Registration System!
Please log in below by supplying your username and password.

Username:

Password: Forgot Your Password?

Create New Account | Login

Assessment Training and Scoring Documents

Registrations are now being accepted through March 1, 2023

Questions? Contact us at scoring@esboces.org

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Welcome to the Eastern Suffolk BOCES Scoring Registration System!

School Year: 2022 - 2023

District: Amagansett

Subject: ELA

Registration Progress

Not Started

Scoring Registration

Intake Preferences

Intake Preferences Progress

Not Started

OSC Login Info

BOCES Administration
User Administration
Change Password

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ELA Full Service Scoring 2023

Amagansett

**** Please scroll down to Save and Print after completing this form ****

Computer Based Testing (CBT) Paper Based Testing (PBT)

Test Name	# Of CBT Tests	CBT Price	# Of PBT Tests	PBT Price	Total # Of Tests	Total Cost
ELA Grade 3		14.63		15.75		0.00
ELA Grade 4		14.63		15.75		0.00
ELA Grade 5		14.63		15.75		0.00
ELA Grade 6		14.63		15.75		0.00
ELA Grade 7		14.63		15.75		0.00
ELA Grade 8		14.63		15.75		0.00
Totals:	0		0		0	0.00

Scoring Contact**	Address, City & Zip	Telephone #	Email Address

Additional Contacts:

	Name	School Phone	Email Address	Position	Cell Phone
Delete					
Delete					
Delete					
Delete					

Computer Based Testing (CBT) Paper Based Testing (PBT)

Test Name	# Of CBT Tests	CBT Price	# Of PBT Tests	PBT Price	Total # Of Tests	Total Cost
ELA Grade 3		14.63		15.75		0.00
ELA Grade 4		14.63		15.75		0.00
ELA Grade 5		14.63		15.75		0.00
ELA Grade 6		14.63		15.75		0.00
ELA Grade 7		14.63		15.75		0.00
ELA Grade 8		14.63		15.75		0.00
Totals:	0		0		0	0.00

Scoring Contact**	Address, City & Zip	Telephone #	Email Address

Additional Contacts:

	Name	School Phone	Email Address	Position	Cell Phone
Delete					
Delete					
Delete					
Delete					

Save and Exit Save and Print

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Welcome to the Eastern Suffolk BOCES Scoring Registration System!

School Year: 2022 - 2023

District: Amagansett

Subject: ELA

Registration Progress

Not Started

Scoring Registration

Intake Preferences

Intake Preferences Progress

Not Started

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User Administration
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Intake Preference Form

Amagansett

Preferred Intake Drop-off Times per Subject Area

Fill in time preference below

Please note that time preference is not guaranteed.

A separate schedule confirming your district's intake

times will be distributed after the registration period closes.

	Intake Subject	Time Preference (8:30am - 3:00 pm ONLY)
	ELA - April 28, 2023	
	Math - May 11, 2023	
	NYSESLAT - May 31, 2023	
	Science - June 9, 2023	

New this year: We are asking for the actual person delivering the boxes (Delivery Agent). This can be modified as needed.

ID	Delivery Agent	Phone Number	Email Address	ELA	Math	Science	NYSESLAT	
1				☐	☐	☐	☐	
2				☐	☐	☐	☐	
3				☐	☐	☐	☐	
4				☐	☐	☐	☐	

Save and Exit Save and Print

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Welcome to the Eastern Suffolk BOCES Scoring Registration System!

School Year: 2022 - 2023

District: Amagansett

Subject: ELA

Registration Progress

Not Started

Scoring Registration

Intake Preferences

Intake Preferences Progress

Not Started

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Find... 1 of 1 100%

Main Report

Tracking Your Eastern Suffolk BOCES Scoring Intake Boxes

DISTRICT: Amagansett

OPTIMUM SOLUTIONS

Ease Check-In
Log In

User Name * amagansett

Password * RSS

password is case sensative

Log In

Go to the website: http://status.oscworld.com/EaseCheckin/Login.aspx

Passwords: If the password is currently set to RSS then you will be asked to change it when you log in for the first time. **You must inform your colleagues who will also be tracking boxes of the new password because there is only ONE ACCOUNT PER DISTRICT**

All passwords will be reset for each assessment. Please share this with all colleagues registering boxes.

For Technical Support: Call 516-247-5300

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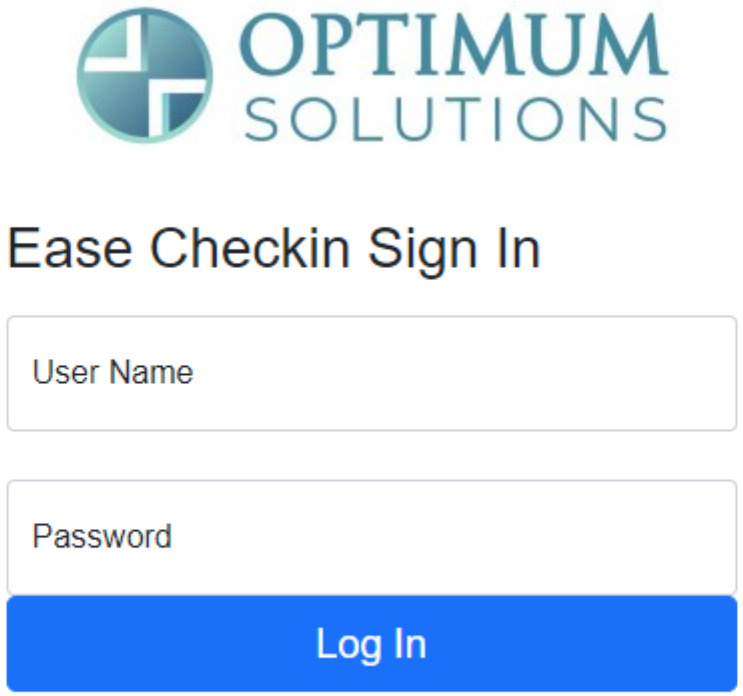
To register boxes before intake please go to
http://status.oscworld.com/EaseCheckin/Login.aspx

This must be completed at least one hour before you drop off your boxes.



Eastern Suffolk BOCES

School Data Bank Services

Questions?

scoring@esboces.org

or

(631) 244-4243

Testing Coordinator/Scoring Contact Information 2022-2023

Please identify the Test Coordinator/Scoring contact person for your district and return this completed form to Eastern Suffolk BOCES.

Please indicate a primary and secondary contact person.

School District Name _____

District BEDS number _____

Primary Contact _____

Contact Title _____

Work Phone # _____ ***Alternate Phone #*** _____

Email _____ ***Fax #*** _____

Secondary Contact _____

Contact Title _____

Work Phone # _____ ***Alternate Phone #*** _____

Email _____ ***Fax #*** _____

Authorized Signature _____ ***Date*** _____

Print Name and Title _____

Please return completed forms to Student Data Services
Email: **DWTSHelp@esboces.org**

Student Data Services

Charles King, Divisional Administrator
Peter Desjardins, Program Administrator

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Eastern Suffolk BOCES does not discriminate against any employee, student, applicant for employment, or candidate for enrollment on the basis of sex, gender, race, color, religion or creed, age, weight, national origin, marital status, disability, sexual orientation, gender identity or expression, transgender status, military or veteran status, domestic violence victim status, genetic predisposition or carrier status, or any other classification protected by Federal, State, or local law. ESBOCES also provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding the implementation of the applicable laws should be directed to either of the ESBOCES Civil Rights Compliance Officers at ComplianceOfficers@esboces.org: the Assistant Superintendent for Human Resources, 631-687-3029, or the Associate Superintendent for Educational Services, 631-687-3056, 201 Sunrise Highway, Patchogue, NY 11772. Inquiries may also be addressed to the Office for Civil Rights at the US Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005, 646-428-3800, OCR.NewYork@ed.gov.

THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234
THE STATE EDUCATION DEPARTMENT

Assistant Commissioner
Office of State Assessment

January 2022

TO: District Superintendents
Superintendents of Public Schools
Principals of Public, Religious, and Independent Schools
Leaders of Charter Schools

FROM: Steven E. Katz

SUBJECT: 2022–23 Elementary- and Intermediate-level Testing Schedule

2022–23 School Year

Operational Test		Administration Dates	Make-up Dates	Scoring Dates	Final Dates to Submit Answer Sheets to Scanning Centers
NYSAA English Language Arts, Mathematics, and Science		Monday, March 13 – Friday, June 9	Make-ups must be given within the testing window	N/A	N/A
Grades 3-8 English Language Arts	**Paper -based**	Wednesday, April 19 – Friday, April 21*	Monday, April 24 – Friday, April 28	Monday, April 24 – Thursday, May 4	Thursday, May 4
	Computer -based	Wednesday, April 19 – Wednesday, April 26	Monday, April 24 – Friday, April 28	Monday, April 24 – Thursday, May 4	N/A
Grades 3-8 Mathematics	**Paper -based**	Tuesday, May 2 – Thursday, May 4	Friday, May 5 – Thursday, May 11	Friday, May 5 – Wednesday, May 17	Wednesday, May 17
	Computer -based	Tuesday, May 2 – Tuesday, May 9	Friday, May 5 – Thursday, May 11	Friday, May 5 – Wednesday, May 17	N/A
NYSESLAT Speaking		Monday, April 17 – Friday, May, 26	Make-ups must be given within the testing window	Speaking is usually scored as it is administered.	TBD
NYSESLAT Listening, Reading, Writing		Monday, May 15– Friday, May 26	Make-ups must be given within the testing window	TBD	TBD
Grade 8 Science Performance Test		Tuesday, May 23 – Friday, June 2	Make-ups must be given within the testing window	Scoring may start immediately following administration.	Thursday, June 15
Grade 8 Science Written		Monday, June 5	Tuesday, June 6 – Friday, June 9	Following make-up dates, but no later than Thursday, June 15	Thursday, June 15

*In Spring 2023, some schools may be closed on Friday, April 21st in recognition of Eid al-Fitr. Schools that are closed on Friday, April 21st may use Monday, April 24th as an administration date for these exams.

In Spring 2023, there will not be an administration of the Grade 4 Science Test. This is to support the transition to the new Grade 5 Elementary-level Science Test measuring the new NYS P-12 Science Learning Standards, which commences in Spring 2024.

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Educational Services That Transform Lives

IMPORTANT TEST SCORING DATES 2022-2023

Preliminary Timeline (As of 9/16/22)

Activity	NYSAA	ELA 3-8	Math 3-8	NYSESLAT	Science 8	Jan. 2023 Regents	June 2023 Regents	Aug. 2023 Regents
Test Room files posted to the district SFTP site	NA	1/16	1/30	NA	3/4	1/24-1/27	6/1, 6/14-6/22	8/16-8/17
Sort Order Form	NA	12/15	12/15	NA	12/15	12/17	TBD	TBD
CSV files for Regents PRINTING	NA	NA	NA	NA	NA	12/17	TBD	TBD
Data Pull - for PRINTING	NA	1/16	1/30	2/14	3/4	TBD	NA	NA
Data Pull - for EDITING	NA	5/4	5/17	TBD	6/15	NA	NA	NA
Administration of Tests	3/13 - 6/9	P 4/19 - 4/21* C 4/19 - 4/26	P 5/2 - 5/4 C 5/2 - 5/9	**SPEAKING** 4/17 -5/26 **L,R,W** 5/15-5/26	**PERFORMANCE** 5/23 - 6/2 **WRITTEN** 6/5	1/24 - 1/27	6/1, 6/14 - 6/22	8/16 - 8/17
Make-up Testing	Must be given within the testing window	P 4/24 - 4/28 C 4/24 - 4/28	P 5/5 - 5/11 C 5/5 - 5/11	**SPEAKING** and L,R,W must be given within the testing window	**PERFORMANCE** Must be given within the testing window **WRITTEN** 6/6 - 6/9	NA	NA	NA
Scoring of Constructed Response	NA	P and C 4/24 - 5/4	P and C 5/5 - 5/17	**SPEAKING** is scored as it is administered **L,R,W** TBD	**PERFORMANCE** May start immediately following administration **WRITTEN** Following make-up dates but no later than 6/15	as required	Rating Day 6/23	as required
Final Date to Submit Answer Sheets to Scanning Center* (May be returned before this date)	NA	P 5/4	P 5/17	TBD	6/15	NA	NA	NA

Phone: 631-218-4195
Fax: 631-240-8967
Contact DWTSHelp@esboces.org

P = Paper based testing
C = Computer based testing

***In Spring 2023, some schools may be closed on Friday, April 21 in recognition of Eid al-Fitr. Schools that are closed on Friday, April 21 may use Monday, April 24 as an administration date for these exams.**

Test Scoring Updates

NYSAA

- Use Dates to Remember memo as a guide
- Everyone involved should have a KITE login by now
- **For students not reported on time, they can be manually entered into KITE**
- How to report a NYSAA student in Level 0:

  -**Enrollment**

  student must be ungraded use grade13 (K-6) or grade 14 (7-12)

  -**Programs**

  0220-Eligible for Alternate Assessment ***and***

  Type of Disability

ELA and Math

- Deadline to order CBT or PBT was December 9-any changes need to be sent to datasupport@nysed.gov
- Sort order forms were due yesterday-we will contact you if we haven't sent one in yet
- We are taking data for ELA on **Jan. 16th** and **Jan. 30th** for Math-the materials in the first print will be based on what your data looks like on these dates
- Test Room files are due **Jan. 16th** for ELA and **Jan. 30th** for Math but feel free to submit them early
- For Test Room requests you will be asked to approve rosters-please do this quickly
- We do our best not to print sheets for the students taking CBT
- If you are a CBT school but need sheets for select students, you must send in a file so we can print sheets for those students

Students to be Tested-Special Exceptions

- Use Birth Date/ Age for Ungraded Students chart to determine testing grade
- Now is the time to check that all the **Out of District** students are reported in the correct locations-**DO NOT** use 0011 enrollment code for students who are parentally placed in non-publics!
- A report listing your **Out of District** students has been placed on your district SFTP site-please review this and make any corrections in Level 0 before Jan. 13th
- Math:

The Grades 6-8 Mathematics Tests. Grades 6-8 students who are receiving instruction in a commencement-level mathematics course and will take a Regents Examination in mathematics are not required to take the respective Grade 6, 7, or 8 Mathematics Test. School districts are allowed to administer only the Regents Examination in mathematics to these students, eliminating the need for students accelerated in mathematics to take both tests.

Science

- Science 8 is only available on paper for Spring 2023
- If you are not giving the Science 8 because everyone is taking the Regents-tell us and we won't print sheets for you
- Science 5 and 8 will have its first administration in the **2023-24** school year all CBT
- New for Science 5 and 8 in 2024 are the required Science Investigations-they are available for download on the NYSED Business Portal
- They need to be completed for testing in 2024-the district can decide when they fit into the curriculum
- Memos are included in your packet about the Investigations

Students to be Tested-Special Exceptions

- **Grade 8 Science:**

Grades 7 and 8 students who are receiving instruction in a commencement-level science course and will take a Regents Examination in science are not required to take the Intermediate-level (Grade 8) Science Test. School districts are allowed to administer only the Regents Examination in science to these students, eliminating the need for students accelerated in science to take both tests.

NYSESLAT

- **DO NOT** enter an 0231code in 2022-23 data for students who should have ended in 2021-22!!
- Make sure to report 0231 **and** a program code
- NYSESLAT move to CBT has been **delayed-** New date TBD
- The new vendor for NYSESLAT is Pearson-DO NOT call Metritech for help!
- The ordering system will open sometime in January

Students to be Tested-Special Exceptions

- **NYSESLAT:** *For students who fit this description, use Program Code 0242*

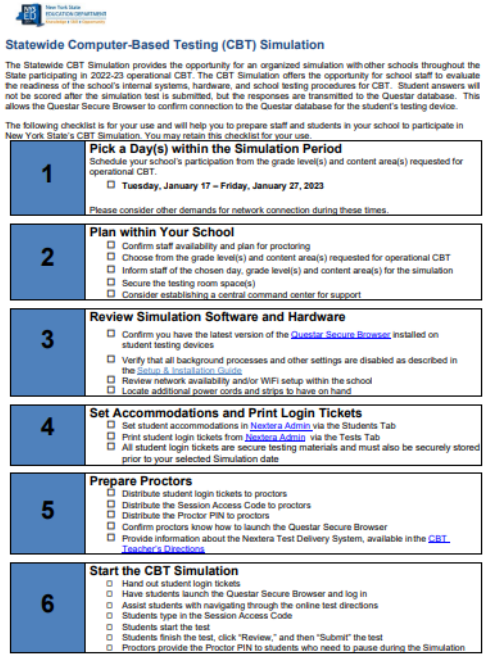
English Language Learners (ELLs). Schools are permitted to exempt from the 2023 Grades 3-8 ELA Tests only those ELLs (including those from Puerto Rico) who, on April 1, 2023, will have been attending school in the United States for the first time for less than one year. Recently arrived ELLs may be eligible for *one exemption* from the administration of the Grades 3-8 ELA Tests. Sub

CBT Updates

- DEC. 8th was the deadline to upload Demo, Enrollment and Programs to be used for Simulation
- The data for the simulation will be available on Nextera on **Dec. 21**
- Simulation Dates for schools participating in CBT : **Jan. 17th-Jan. 27th**
- Schools may select the grades, content area and days to be used for the simulation. This is a local decision and does not need to be reported to SED.
- Tech Readiness Checklist will close 12/30/22-no extensions will be granted
- The data for operational ELA and Math will be taken on **Feb. 24th-** any new students after this date will need to be entered by the district

CBT Tips

- Nextera Admin is your friend-you will find all the guides, how to videos and instructions on this site
- There are 4 videos about the simulation that are helpful
- Simulation Checklist:



Statewide Computer-Based Testing (CBT) Simulation

The Statewide CBT Simulation provides the opportunity for an organized simulation with other schools throughout the State participating in 2022-23 operational CBT. The CBT Simulation offers the opportunity for school staff to evaluate the readiness of the school's internal systems, hardware, and school testing procedures for CBT. Student answers will not be scored after the simulation test is submitted, but the responses are transmitted to the Questar database. This allows the Questar Secure Browser to confirm connection to the Questar database for the student's testing device.

The following checklist is for your use and will help you to prepare staff and students in your school to participate in New York State's CBT Simulation. You may retain this checklist for your use.

1	**Pick a Day(s) within the Simulation Period** Schedule your school's participation from the grade level(s) and content area(s) requested for operational CBT. ☐ **Tuesday, January 17 – Friday, January 27, 2023** Please consider other demands for network connection during these times.
2	**Plan within Your School** ☐ Confirm staff availability and plan for proctoring ☐ Choose from the grade level(s) and content area(s) requested for operational CBT ☐ Inform staff of the chosen day, grade level(s) and content area(s) for the simulation ☐ Secure the testing room space(s) ☐ Consider establishing a central command center for support
3	**Review Simulation Software and Hardware** ☐ Confirm you have the latest version of the Questar Secure Browser installed on student testing devices ☐ Verify that all background processes and other settings are disabled as described in the Setup & Installation Guide ☐ Review network availability and/or WiFi setup within the school ☐ Locate additional power cords and strips to have on hand
4	**Set Accommodations and Print Login Tickets** ☐ Set student accommodations in Nextera Admin via the Students Tab ☐ Print student login tickets from Nextera Admin via the Tests Tab ☐ All student login tickets are secure testing materials and must also be securely stored prior to your selected Simulation date
5	**Prepare Proctors** ☐ Distribute student login tickets to proctors ☐ Distribute the Session Access Code to proctors ☐ Distribute the Proctor PIN to proctors ☐ Confirm proctors know how to launch the Questar Secure Browser ☐ Provide information about the Nextera Test Delivery System, available in the CBT Teacher's Directions
6	**Start the CBT Simulation** ☐ Hand out student login tickets ☐ Have students launch the Questar Secure Browser and log in ☐ Assist students with navigating through the online test directions ☐ Students type in the Session Access Code ☐ Students start the test ☐ Students finish the test, click "Review," and then "Submit" the test ☐ Proctors provide the Proctor PIN to students who need to pause during the Simulation

Eastern Suffolk BOCES

Educational Services That Transform Lives

File Layout for PBT Import

This file must be submitted for any students taking PBT (Paper-Based Tests) while other students in the same building and grade are scheduled to take CBT (Computer-Based Tests).

	Position	Length	Comments	Example
BEDS Code	1	6	text	580123
Year	7-10	4	number	2018
Subject	11-14	4	ELA or Math	ELA
Level	15-16	2	text	03
Student ID	17-25	9	text	123456789

The file has to be a fixed length text file delivered either in a PRN or TXT file format.

File name format: PBT_DistrictName_Assessment_Year
(i.e.) PBT_OurTownCSD_ELA3_2018

*All PBT files MUST be emailed to Karen Barbaro at: kbarbaro@esboces.org AND Lisa Zwerling at: lzwerlin@esboces.org OR submitted through the SFTP site. If the files are submitted through the SFTP site, an email MUST be sent to kbarbaro@esboces.org AND lzwerlin@esboces.org indicating the files have been posted.

PLEASE CALL Student Data Services at 631-218-4195 with any questions.

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

DIRECTOR
OFFICE OF STATE ASSESSMENT

May 2022

To: District Superintendents
Superintendents of Schools
Principals of Public, Religious, and Independent Schools
Charter School Leaders
Science Coordinators
Elementary- and Intermediate-level Science Teachers

From: Zachary Warner

Subject: Required Investigations for the Elementary- and Intermediate-level Science Tests

General Information

The Elementary- and Intermediate-level Science Tests will be administered in Grades 5 and 8, respectively, for the first time in Spring 2024. These tests are designed to measure knowledge and skills contained in New York State P-12 Science Learning Standards. The tests are administered as written examinations in the spring of each school year and consist of both multiple-choice and constructed-response (i.e., open-ended) questions. In order to prepare for these tests with authentic, hands-on laboratory experiences, students will participate in a series of required activities called *Investigations*. Like the written tests, the Investigations are aligned with the New York State P-12 Science Learning Standards but provide the opportunity for performance-based assessment of student science knowledge and skills. The Investigations are designed to be embedded into instruction and can be offered any time during the school year, dependent on when teachers cover the particular Learning Standards assessed.

The Investigations are intended for use by New York State teachers for course work and examination preparation in the classroom. Permission is hereby granted to teachers and nonprofit organizations or institutions to reproduce these materials in limited quantities for their own use, but not for sale, provided copyright notices are retained as they appear in this publication. This permission does not apply to mass distribution of these materials, electronically or otherwise.

The Teacher's Guide for each required Investigation provides an estimate of the time needed to complete the activities. The actual times needed to complete the required laboratory activities may vary depending on the length of scheduled laboratory periods, whether lab questions are to be completed in class or outside of class as homework, and if teachers choose to supplement the Investigation with additional instruction or activities. Teachers must make students aware of any specific safety precautions included in the teacher instructions for each required Investigation.

Required Investigations

Teachers must be certain that all students successfully complete the required Investigations before the administration of the Elementary- or Intermediate-level Science Tests. Completion of the Investigations prepares students for the written test by providing a hands-on opportunity to demonstrate attainment of science knowledge and skills that also will be assessed on the written test. At least 15% of the questions on the written test will measure content related to the performance expectations measured by the Investigations. Other questions will assess concepts related to the activities undertaken by students in the Investigations.

Although there are benefits to completing all Investigations in the school year leading up to the written test, this is not required and the decision on when to complete the Investigations is left to local discretion. For example, if a school chooses to teach life science during Grade 7, students may complete the relevant Investigation that year rather than during Grade 8 if the school determines this to be the appropriate approach.

The four required Investigations for Elementary-level Science and the primary performance expectations measured by each are:

- Structure and Properties of Matter: What's in the Bag? (PE: 5-PS1-4)
- Weather and Climate: Cloud in a Bottle (PE: 3-ESS2-3)
- Energy: Light It Up (PE: 4-PS3-4)
- Life Cycles and Traits: Circle of Life (PE: 3-LS1-1)

The four required Investigations for Intermediate-level Science and the primary performance expectations measured by each are:

- Structures and Properties of Matter: All Mixed Up (PE: MS-PS1-8)
- Energy: Cool It! (PE: MS-PS3-4)
- Weather and Climate: Air Mass Matters (MS-ESS2-5)
- Structure Function and Information Processing: It's Alive? (MS-LS1-1)

Each of the required Investigations includes the following components:

- Teacher Directions
- Student Directions
- Student Answer Packet
- Answer/Scoring Key
- Scoring Rubric

The Student Directions and the Student Answer Packet must be duplicated in order to provide a copy for each student. Students should record all data and answers in the Student Answer Packet which must be retained by the school as evidence of the student's successful completion of the activity and should be kept on file for at least six months following the date of the test. A copy of this packet may be provided to the student in order to prepare for the written test. The Answer/Scoring Key and Scoring Rubric provide guidance on appropriately rating the

Investigations. However, all aspects of grading the required Investigations and their use in course grades are at the discretion of the teacher. Scores on the Investigations will not be reported to the State or included in the students' final test scores.

Districts are responsible for providing the equipment and supplies necessary to implement the required Investigations. The activities were specifically designed to require relatively simple and inexpensive materials. Estimated costs will vary, with some requiring minimal startup cost and others requiring a slightly higher initial investment. An equipment and materials list is provided at the end of this memo as well as in the Teacher's Directions for each Investigation.

Requesting Digital Copies of the Investigations

The Investigations will be made available to schools as digital copies only. Principals will be able to access and download the files using the exam ordering portal through which they make exam requests. Digital copies of the Student Directions and Student Answer Packets in alternate languages and hard copies in Unified English Braille may be requested by contacting the Office of State Assessment at emscassessinfo@nysed.gov.

Equipment and Materials List

Elementary-level Science

- Lab Equipment
    - 50mL and 100 mL graduated cylinders (1 for every 2 students)
    - Stopwatch (1 for every 2 students)
    - Protective eyewear (1 per student)
    - Thin Liquid Crystal Temperature Strip with Fahrenheit Scale (1 for every 2 students)
    - 2-Battery holder size D (1 for every 2 students)
    - 6" or 12" connector wires with alligator clips (1 set of 10 for every 2 students)
    - 1.5-volt light bulb (1 set of 3 for every 2 students)
    - Mini light bulb holders (i.e., lamp receptacle; 1 set of 3 for every 2 students)
    - Switch for opening and closing circuit (1 for every 2 students)
    - Matches (for teacher use only)

- Materials for Students
    - Resealable quart-size bag
    - Antacid tablet (e.g., Alka-Seltzer)
    - Plastic cup
    - Post it note
    - Paper towels
    - Small dish
    - 2-liter clear soda bottle
    - Water (hot, cold, and room temperature)
    - Wooden coffee stirrers or popsicle sticks
    - 1.5-volt D cell battery (1 set of 2 for every 2 students)
    - Glue stick (1 per student)
    - Three envelopes containing drawings of organisms (1 set per student)

Intermediate-level Science

- Lab Equipment
    - Microscope (optimally 1 for every 2 students)
    - 120 mL (4 oz) container with lid (1 for every 2 students)
    - Petri dishes with lids (1 set of 3 for every 2 students)
    - Protective eyewear (1 per student)
    - Magnets
    - Celsius thermometer (1 for every 2 students)
    - 100 mL graduated cylinder (1 for every 2 students)
    - Hot plate (1 for teacher use)
    - 500 mL Beakers (1 set of 2 for every 2 students)
    - Tweezer or forceps or wooden splints (class set)
    - Eye dropper or pipette (class set)
    - Filter funnel (1 for every 2 students)
    - Microscope Slides (5 of each slide)
        - Elodea; Onion; Cheek (squamous epithelial); Paramecium; Euglena; Yeast; Human Nervous Tissue (multipolar neuron); Hair; Thread; Sand

- Materials for Students
    - Paper towels
    - Masking tape
    - Substances: water, iron fillings, black sand, salt, aquarium gravel, sugar, white/light colored sand, lentils, and mineral oil
    - Styrofoam cup with lid
    - Filter paper (1 for every 2 students)
    - Cups
    - Stainless steel metal washers (mass of one washer should be approximately 20 grams and uniform in size)
    - 2-liter soda bottle
    - Calculator (1 per student)

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

ASSISTANT COMMISSIONER
OFFICE OF STATE ASSESSMENT

October 2022

To: District Superintendents
Superintendents of Schools
Principals of Public, Religious, and Independent Schools
Charter School Leaders
Science Coordinators
Elementary- and Intermediate-level Science Teachers

From: Zachary Warner

Subject: Investigations for the Elementary- and Intermediate-level Science Tests Now Available

The required Elementary- and Intermediate Level Science Investigations described in the May 2022 memorandum are now available. The Investigations are hands-on laboratory experiences that prepare students for the written Elementary- and Intermediate-level Science Tests measuring the NYS P-12 Science Learning Standards that are scheduled to be first administered in Grades 5 and 8, respectively, in Spring 2024. Principals and test coordinators may access and download the files using the exam ordering portal through which they make exam requests (see Attachment for detailed information on downloading the Investigations). Each of the required Investigations includes the following components: Teacher Materials (Investigation Overview, Teacher Directions – with specific materials list, Answer/Scoring Key), Student Directions, Student Answer Packet(s), and Scoring Rubric. The Department is finalizing copies of the Student Directions and Student Answer Packets in alternate languages and hard copies in Unified English Braille. These will be made available in the coming weeks and may be requested by contacting the Office of State Assessment.

As a reminder, the Investigations are designed to be embedded into instruction and can be offered any time prior to the written test. This may be when the particular Learning Standards assessed within each Investigation are covered in the course or at another time of the teacher's choosing. The Investigations provide a hands-on opportunity to demonstrate attainment of science knowledge and skills. However, the Investigations themselves are not considered a State test; rather, they are locally-administered performance-based tasks that are one of multiple components of the strategy for assessing science learning.

The Investigations are intended for use by New York State teachers in the classroom. Teachers may make the student materials available to their classes in printed or electronic form but may not post or otherwise release the materials in a public domain. Teachers are strongly encouraged to review each Investigation now that the files are available. This will ensure ample time to collect the necessary materials and plan appropriate classroom setup. Like any other classroom activity, students must be provided with supports and accommodations as detailed in their Individualized Education Program (IEP) or Section 504 Accommodation Plan while completing the Investigations.

The Office of State Assessment is currently working with partners in the field to develop additional resources that will assist teachers as they familiarize themselves with the Investigations and prepare to implement them in their classrooms. Please contact this office with any questions about the Investigations or the Elementary- and Intermediate-level Science Tests by emailing emscassessinfo@nysed.gov.

ATTACHMENT

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Office of State Assessment
Albany, New York 12234

INSTRUCTIONS FOR ACCESSING AND DOWNLOADING THE REQUIRED ELEMENTARY- AND INTERMEDIATE-LEVEL SCIENCE INVESTIGATIONS

The required Investigations for Elementary- and Intermediate-Level Science (ELS and ILS, respectively) are available for schools to download in digital format only as Portable Document Files (PDFs) via the free Adobe Acrobat Reader, either as stand-alone files or in a zipped collection. Digital copies of the Student Directions and Student Answer Packets in alternate languages and hard copies of these materials in Unified English Braille may be requested by contacting the Office of State Assessment (OSA) at emscassessinfo@nysed.gov.

IMPORTANT NOTES

- In order to access the required Elementary- and Intermediate-Level Science Investigations, you must have access to the NYSED Business Application Portal and the Office of State Assessment Online Examination Request System. Access to the request system is typically only available to the school principal or designated testing coordinator.
- If you do not have access to the Online Examination Request System, please contact your school, district administrator, or designated testing coordinator for assistance in accessing and downloading these files.
- Within the Online Examination Request System, be sure to use the "Next Page" and "Previous Page" buttons located at the bottom of each web page to move between pages. If you use your browser's forward and back buttons, the information just entered on the page you are leaving will not be recorded in the OSA database.

1. Go to http://portal.nysed.gov and click the "Log In" button in the upper right corner of the screen. Enter your username and password (case-sensitive).

   Usernames and Passwords

   Principals must have a username and password to enter their school's examination requests online. If the principal was the same during the 2021–22 school year, the expectation is that they have previously been issued a valid username and password. Principals should use those credentials to log into the Online Examination Request System. Telephone examination requests will not be accepted.

   If the principal was the same during the 2021–22 school year but has forgotten, or needs to reset, their password, they should access the "Reset Password" utility available at http://portal.nysed.gov.

   If the principal is new and does not have a valid username and password, determine which of the following situations applies:

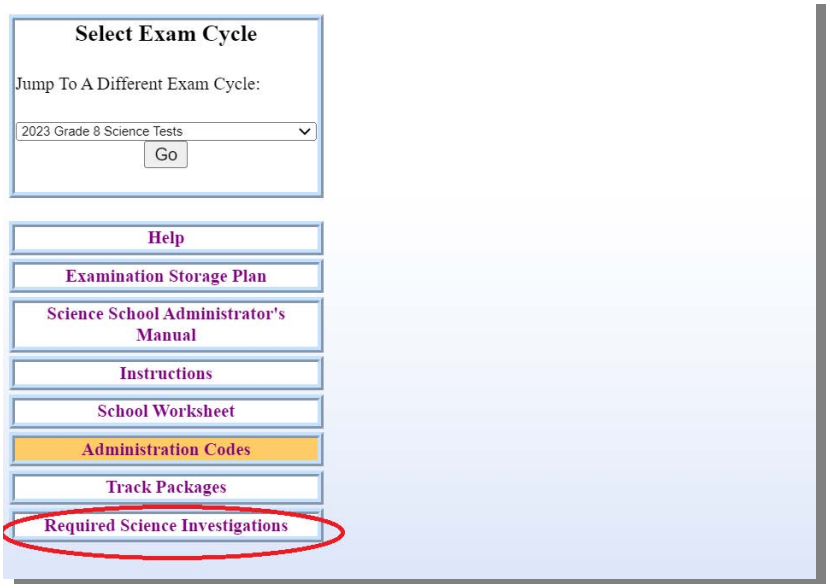
   - **Principals of New York City Public Schools** should contact their Borough Assessment Implementation Director (BAID) at their Borough Assessment Office (BAO).
   - **Principals of Public Schools or BOCES Programs Located Outside of New York City** should contact their School Superintendent or Delegated Administrator to obtain their username and password.
   - **Principals of Religious, Independent, and Charter Schools** should contact the Department's Delegated Account System (SEDDAS) Help Desk to obtain their username and password. If the principal is new and has not yet done so, they must notify the Department's Office of Information and Reporting Services via e-mail to datasupport@nysed.gov that they are the new principal.

   All questions regarding usernames and passwords for public schools ***must*** be directed to your Delegated Administrator in your local school district and, for religious, independent, and charter schools, the SEDDAS Help Desk.

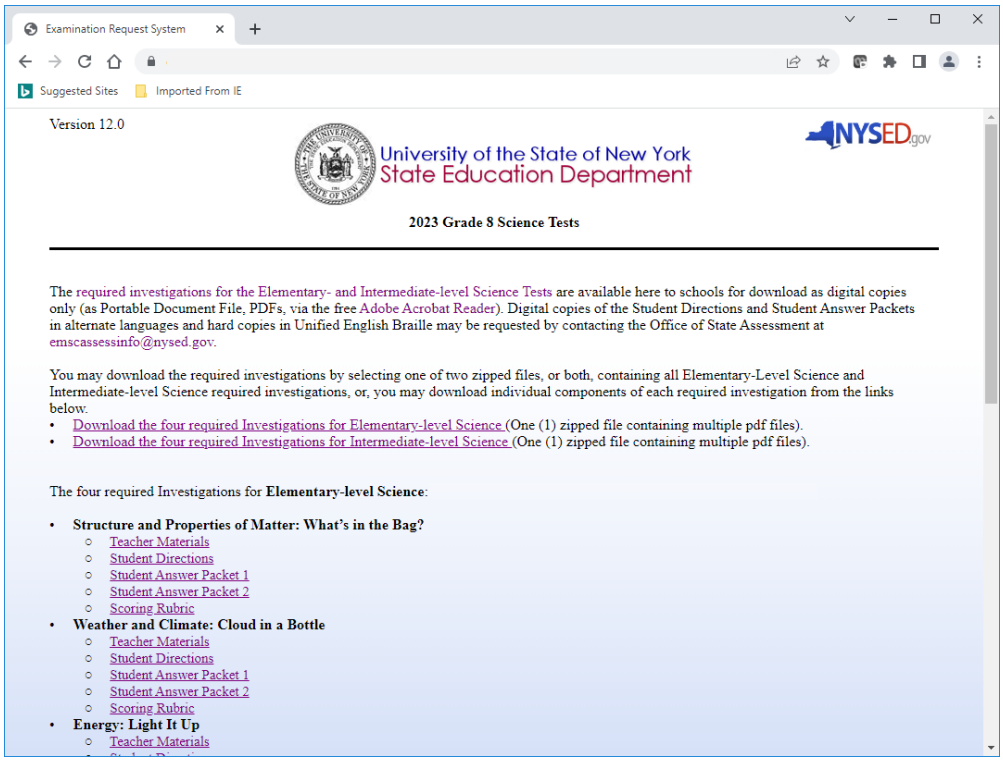
2. You will then be taken back to the NYSED Business Application Portal web page.

   a. Under the heading *My Applications,* located toward the top of this page, click on "Examination Request System."

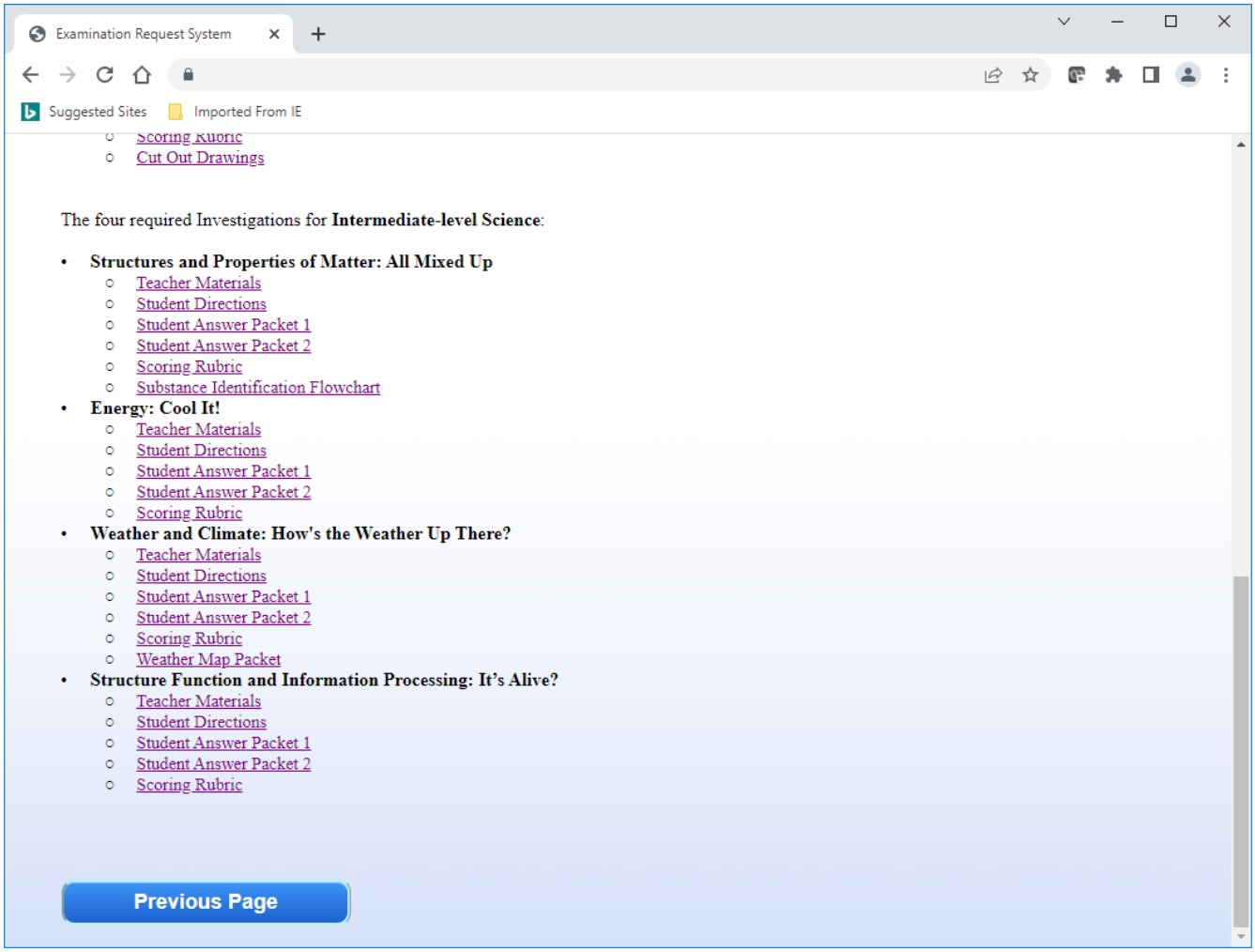
3. The *Request Agreement* page will appear; click “Accept” to indicate your agreement and continue.
4. Under *Select Examination Period,* choose “2023 Grade 8 Science Tests” from the drop-down menu and click “Go.”
    a. *NOTE*: Both the ELS and ILS Investigations are accessible and downloadable from within the “2023 Grade 8 Science Tests” examination period.
5. The “School Information” page will appear. On the left-hand side of the page, under *Select Exam Cycle*, there are several buttons that provide access to relevant information. Scroll down to the last button in this section, “Required Science Investigations.”
    a. Click “Required Science Investigations” to proceed to the download page.



6. On the download page, you will be presented with multiple links that provide the options to download the files individually, by investigation, or by grouping of the complete sets of ELS or ILS Investigations.
    a. Choose which files you wish to download by clicking on the corresponding link to open them, or by right-clicking on the desired file link to save the file to your computer.



7. Scroll through this page to view and access all of the ELS and/or ILS Investigations files available for downloading.
8. When you are finished downloading all desired files from this page, click the “Previous Page” button at the bottom of the page. You will then be returned to the School Information Page.



Any questions about the ELS and/or ILS Investigations may be directed to emscassessinfo@nysed.gov.

Student Data Services

Answer Document Sort Selection
Return by December 15, 2022

District: _____ **Contact Name:**_____

Phone: _____ **E-Mail:**_____

Please circle the appropriate sort sequence for testing materials

Test Name	Test Date Ranges	Grade(s)	Print Sorts *(All Sorts are alphabetical within school and/or room)*			
ELA	April 19–21	3	SCH	HR	TR	CBT
		4	SCH	HR	TR	CBT
		5	SCH	HR	TR	CBT
		6	SCH	HR	TR	CBT
		7	SCH	HR	TR	CBT
		8	SCH	HR	TR	CBT
Math	May 2–4	3	SCH	HR	TR	CBT
		4	SCH	HR	TR	CBT
		5	SCH	HR	TR	CBT
		6	SCH	HR	TR	CBT
		7	SCH	HR	TR	CBT
		8	SCH	HR	TR	CBT
Science	June 5	~~4~~	~~SCH~~	~~HR~~	~~TR~~	~~CBT~~
		8	SCH	HR	TR	CBT

My district will not be administering: _____ Math 8 _____ Science 8 (check if applicable)

SCH = SCHOOL

HR = HOMEROOM

TR = TESTROOM (test room file must be submitted; see additional information below). This sort requires roster verification before printing.

CBT = COMPUTER BASED TESTING (CBT IS SOLELY USED FOR INFORMATIONAL PURPOSES). Please note this is NOT a sort option.

All files for Test Room (TR) sort MUST be emailed to Karen Barbaro at: kbarbaro@esboces.org AND Lisa Zwerling at: lzwerlin@esboces.org OR submitted through the SFTP site. If files are submitted through the SFTP site, an email MUST be sent to kbarbaro@esboces.org AND lzwerlin@esboces.org indicating the files have been posted.

When completed, please fax this form to Student Data Services at (631) 240-8967 or email as stated above.
Please call Student Data Services at (631) 218-4195 with any questions.

New York State EDUCATION DEPARTMENT
Knowledge > Skill > Opportunity

Statewide Computer-Based Testing (CBT) Simulation

The Statewide CBT Simulation provides the opportunity for an organized simulation with other schools throughout the State participating in 2022-23 operational CBT. The CBT Simulation offers the opportunity for school staff to evaluate the readiness of the school's internal systems, hardware, and school testing procedures for CBT. Student answers will not be scored after the simulation test is submitted, but the responses are transmitted to the Questar database. This allows the Questar Secure Browser to confirm connection to the Questar database for the student's testing device.

The following checklist is for your use and will help you to prepare staff and students in your school to participate in New York State's CBT Simulation. You may retain this checklist for your use.

1 Pick a Day(s) within the Simulation Period

Schedule your school's participation from the grade level(s) and content area(s) requested for operational CBT.

- ☐ **Tuesday, January 17 – Friday, January 27, 2023**

Please consider other demands for network connection during these times.

2 Plan within Your School

- ☐ Confirm staff availability and plan for proctoring
- ☐ Choose from the grade level(s) and content area(s) requested for operational CBT
- ☐ Inform staff of the chosen day, grade level(s) and content area(s) for the simulation
- ☐ Secure the testing room space(s)
- ☐ Consider establishing a central command center for support

3 Review Simulation Software and Hardware

- ☐ Confirm you have the latest version of the Questar Secure Browser installed on student testing devices
- ☐ Verify that all background processes and other settings are disabled as described in the Setup & Installation Guide
- ☐ Review network availability and/or WiFi setup within the school
- ☐ Locate additional power cords and strips to have on hand

4 Set Accommodations and Print Login Tickets

- ☐ Set student accommodations in Nextera Admin via the Students Tab
- ☐ Print student login tickets from Nextera Admin via the Tests Tab
- ☐ All student login tickets are secure testing materials and must also be securely stored prior to your selected Simulation date

5 Prepare Proctors

- ☐ Distribute student login tickets to proctors
- ☐ Distribute the Session Access Code to proctors
- ☐ Distribute the Proctor PIN to proctors
- ☐ Confirm proctors know how to launch the Questar Secure Browser
- ☐ Provide information about the Nextera Test Delivery System, available in the CBT Teacher's Directions

6 Start the CBT Simulation

- ☐ Hand out student login tickets
- ☐ Have students launch the Questar Secure Browser and log in
- ☐ Assist students with navigating through the online test directions
- ☐ Students type in the Session Access Code
- ☐ Students start the test
- ☐ Students finish the test, click "Review," and then "Submit" the test
- ☐ Proctors provide the Proctor PIN to students who need to pause during the Simulation

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

DIRECTOR, OFFICE OF STATE ASSESSMENT
89 Washington Avenue, Room 775 EBA
Albany, New York 12234

ASSISTANT COMMISSIONER, OFFICE OF SPECIAL EDUCATION
89 Washington Avenue, Room 301M EB
Albany, New York 12234

May 2022

To: District Superintendents
Superintendents of Schools
Principals of Public, Religious, and Independent Schools
Charter School Leaders
Special Education Teachers

From: Zachary Warner
Director, Office of State Assessment

Christopher Suriano
Assistant Commissioner, Office of Special Education

Subject: Administration of the New York State Alternate Assessment in the 2022-23 School Year

This memorandum provides important information about the administration of the New York State Alternate Assessment (NYSAA) beginning with the 2022-23 school year. Students eligible to participate in the NYSAA are assessed in English language arts (ELA), mathematics, and science using the Dynamic Learning Maps (DLM) Alternate Assessment System. The NYSAA is part of the State testing program that measures student knowledge on Essential Elements, which are alternate achievement standards that are reduced in depth and breadth from the learning standards.

NYSAA in Science

In December 2016, the Board of Regents adopted the new P-12 Science Learning Standards which are based on the Framework for K-12 Science Education developed by the Research Council and the Next Generation Science Standards. The DLM Essential Elements in science are specific statements of knowledge and skills that are linked to the grade-level expectations in the Framework for K-12 Science Education.

Students participating in the NYSAA in science are assessed once each at the elementary, middle, and high school levels. Beginning with the 2023-24 school year and thereafter, NYSAA eligible students will be tested in science in grade 5, grade 8, and one time in high school. As the Board of Regents and the Department work to implement the science learning standards, **students eligible to participate in the grade 4 NYSAA in science will not be tested in the 2022-23 school year**. Instead, these students will be tested in grade 5 the following year (spring 2024). This is consistent with the implementation of the Elementary- and Intermediate-level Science Assessments.

NYSAA in English Language Arts and Mathematics

Students will continue to take the NYSAA English language arts and mathematics tests in grades 3-8 and once in high school. As in past years, these tests will measure the DLM Essential Elements in ELA and math. The Department and DLM Consortium staff are currently working together on alignment studies to link the New York State Next Generation Learning Standards with the DLM Essential Elements. However, these linkages will not impact the student experience or how teachers prepare students for the assessment. The Essential Elements in these subject areas remain unchanged.

The Department and the DLM Consortium will continue to work cooperatively to ensure that students, teachers, and administrators have the necessary supports for successful assessment. If you have questions about the alternate assessment, please contact the Office of State Assessment by phone at (518) 474-5902 or by email at emscassessinfo@nysed.gov. Questions about special education should be directed to the Office of Special Education by phone at (518) 473-4818 or by email at speced@nysed.gov.

2022-23 New York State Alternate Assessment (NYSAA): Dates to Remember

Important Dates to Remember

08/31/2022	Kite Student Portal Update to Kite Student Portal for 2022-23.
09/12/2022	ELA, Math, & Science Instructionally Embedded Assessment opens. • 09/12/2022-02/22/2023 • 12/22/2022-01/02/2023 window closed
10/03/2022	Moodle Training opens.
10/31/2022	Printed manuals sent to schools.
10/03-11/11/2022	NYSAA-DLM Virtual Training • Virtual Training Window 10/04/2022-11/18/2022 • Prior registration required Live Q&A sessions: • 10/20/2022 12-1 pm • 11/17/2022 3-4 pm More information to follow. Virtual Training must be viewed prior to participation in a live Q&A session.
10/21/2022	Recommended deadline to complete review of user information in Educator Portal. Make corrections, add new users and delete users no longer needing accounts.
11/12/2022	NYSAA-eligible students need to be identified in the state data warehouse with the program service code **0220** to be included in the NYSED enrollment pull. Districts/Schools utilizing the Instructionally Embedded Window must comply with this deadline.

11/14/2022	NYSED pull of students identified as NYSAA-eligible for loading of enrollment file to Educator Portal.
11/16/2022	NYSED loads enrollment file to Educator Portal.*
11/23/2022	Rostering of students begins for entities relying on NYSED load of enrollment data.
11/30/2022	Recommended deadline to complete First Contact survey (FCS) and Personal Needs Profile (PNP) for participation in spring assessment to utilize the Instructionally Embedded Window**.**
01/30/2023	Parent Brochures sent to schools.
02/13/2023	Final date for Braille marked in PNP Profile.
02/20/2023	Recommended deadline to complete PNP and FCS for participation in spring assessment.
02/22/2023	ELA, Math and Science Instructionally Embedded Window closes.
03/10/2023	Shipment of Braille forms or embossing paper to school.
03/13/2023	Spring assessment window opens.
06/09/2023	Spring assessment window closes.
07/23/2023	Last day to download and save all Data Extracts in Educator Portal pertinent to district needs.

*Districts/schools can enroll and subsequently roster students prior to the NYSED load of enrollment data; they do not have to wait for NYSED to load the enrollment file.

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

Zachary Warner
Director
Office of State Assessment

June 2022

TO: District Superintendents
Superintendents of Schools
Special Education Directors
Chairpersons of Committees on Special Education
Project Managers for the Level I Data Repositories

FROM: Zachary Warner

SUBJECT: Birthdate Ranges for Students with Disabilities Participating in the 2022-23 New York State Alternate Assessment (NYSAA)

Students with disabilities participating in the New York State Alternate Assessment (NYSAA) are assessed according to chronological ages aligned with grade levels. The chart below provides information on the age ranges for students with disabilities participating in the 2022-23 NYSAA. Students should be tested based on their birthdate in the content areas indicated for each grade level.

Please contact the Office of State Assessment at 518-474-5900 if you have any questions regarding the birthdate ranges for students participating in the NYSAA.

Birthdate	NYSAA Grade and Component	Reaches this Age Between September 1, 2022 and August 31, 2023
September 1, 2013–August 31, 2014	Grade 3 ELA and Math	9
September 1, 2012–August 31, 2013	Grade 4 ELA and Math*	10
September 1, 2011–August 31, 2012	Grade 5 ELA and Math	11
September 1, 2010–August 31, 2011	Grade 6 ELA and Math	12
September 1, 2009–August 31, 2010	Grade 7 ELA and Math	13
September 1, 2008–August 31, 2009	Grade 8 ELA, Math, and Science	14
September 1, 2004–August 31, 2005	Secondary-Level ELA, Math, and Science**	18

*NYSAA-eligible students who meet the age criteria for 4th grade will not be tested in science in the 2022-23 school year. Instead, these students will be tested in grade 5 the following year (spring 2024). Do not roster students to 4th grade Science for spring 2023 NYSAA.

**NYSAA-eligible students who do not meet the age criteria above for the secondary level and will be exiting school before they reach their eighteenth birthday must take the secondary-level NYSAA before they leave school (i.e., when they are 17 years old). NYSAA-eligible secondary-level students who were expected to participate in the spring 2020, spring 2021, or spring 2022 NYSAA administration but could not do so are not expected to take the NYSAA before they exit school.

Reminder: all NYSAA-eligible students noted in the secondary-level age range above are assigned to the Grade 9 cohort in Educator Portal, regardless of the actual grade that the student is enrolled in at school. The grade must be 9 in the Educator Portal system.

THE UNIVERSITY OF THE STATE OF NEW YORK
THE STATE EDUCATION DEPARTMENT
Office of State Assessment
Albany, NY 12234

EXAMINATION SCHEDULE: JANUARY 2023

Students must verify with their schools the exact times that they are to report for their State examinations.

JANUARY 24 **TUESDAY**	**JANUARY 25** **WEDNESDAY**	**JANUARY 26** **THURSDAY**	**JANUARY 27** **FRIDAY**
9:15 a.m.	**9:15 a.m.**	**9:15 a.m.**	**9:15 a.m.**
English Language Arts	Geometry	Global History & Geography II	Physical Setting/Earth Science Physical Setting/Chemistry
1:15 p.m.	**1:15 p.m.**	**1:15 p.m.**	**<u>Uniform Admission Deadlines</u>**
Living Environment	Algebra I Physical Setting/Physics*	Algebra II	Morning Examinations – 10:00 a.m. Afternoon Examinations – 2:00 p.m.

* Available in Restricted Form only. Each copy of a restricted test is numbered and sealed in its own envelope and must be returned, whether used or unused, to the Department at the end of the examination period.

Eastern Suffolk BOCES
Educational Services That Transform Lives

January 2023 Regents Timeline

STUDENT DATA SERVICES

Date	Task / Event
December 15	Order – Sort Form due Pre-print file due Student demographic and enrollment records loaded to Level 0
January 4 - 6	Preprinted answer sheets delivered to schools
January 11 - 13	Scanner Testing Period
January 16	Martin Luther King Jr. Day (Holiday)
January 24 – 27	**Examination Schedule**
February 10	Deadline for **In-District scanning** Deadline for **returning answer sheets to BOCES** (for Districts not scanning their own answer sheets)

December				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

January				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

REGENTS JANUARY 2023
Public School Order / Sort Form
Student Data Services

Student Data Services will print and deliver uniform answer sheets that must be used for the Regents administration. These answer sheets allow collection of the item data. Please indicate the Number of Exam booklets ordered for the January 2023 Regents exams.

Subject	Sort (PLEASE CIRCLE ONE)			# of Exam Books Ordered
English Language Arts	**School**	**Teacher**	**Course Section**	
Living Environment	**School**	**Teacher**	**Course Section**	
Geometry	**School**	**Teacher**	**Course Section**	
Algebra I	**School**	**Teacher**	**Course Section**	
Physics	**School**	**Teacher**	**Course Section**	
Global History & Geography II	**School**	**Teacher**	**Course Section**	
Algebra II	**School**	**Teacher**	**Course Section**	
Earth Science	**School**	**Teacher**	**Course Section**	
Chemistry	**School**	**Teacher**	**Course Section**	

Note: Physics continues to be a restricted exam in January. That means the Physics exam will be administered, but **we do not print Physics answer sheets for scanning in January**. Answer sheets are included in the test booklet.

District:_____ School: _____

Contact #1 Name: _____

E-mail address: _____

Phone: _____ FAX: _____

Contact #2 Name: _____

E-mail address: _____

Phone: _____ FAX: _____

E-mail form to Student Data Services at dwtshelp@esboces.org **no later than December 15.**
If you have questions please contact us at (631) 218-4195.

Rev 10/20/22