

Test Administrator Initials collected during testing

Test Administrator (TA) initials will be gathered on the 2018-19 assessments to improve the efficiency of PDE’s review of grouped results. The TA initials will be used within research data provided to PDE only and will not be added to any district or public data files or reports. The new collection is meant to eliminate the need for LEAs to provide PDE with the administrator-to-student data in the event a school’s data is reviewed.

For the paper/pencil administrations, a new grid has been added to the back page of the answer booklets to bubble the Test Administrator initials. The administrator’s initials must be bubbled on each booklet distributed for the PSSA and Keystone Exams.

For the online administrations, the Test Administrator’s name must be included during the creation of the online test session. LEAs will be able to add test administrator names to eDIRECT using the existing “Teacher” functionality (required for CDT testing), and will be required to add the Test Administrator/teacher name to each online test session for the PSSA and Keystone Exams.

Please refer to the *Handbook for Assessment Coordinators* for more information regarding the new procedures.

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Early Reporting for the 2019 PSSA!

PSSA scores will be released on May 31, 2019, for answer booklets that are shipped to DRC by May 3, 2019! This early release of scores is a result of PDE’s initiative to shorten the PSSA tests and to condense the overall PSSA testing window. The new test designs and schedule will enable DRC to expedite the scores for all students whose answer booklets are returned by the last day of the 2019 testing window.

Boxes returned from the districts and schools by May 3 that are **properly labeled as containing answer booklets** will be included for early reporting. Answer booklets returned in mislabeled boxes or answer booklets returned after May 3 will not be included in early reporting. **All online tests will automatically be included in early reporting!**

Answer booklets returned after May 3 (or returned in boxes of test booklets) will be included in a second round of PSSA reporting on June 25, 2019.

Schools are encouraged to return their answer booklets as soon as the majority of the student population has finished each assessment and should not wait until all three assessments are completed to return materials. Assessment Coordinators should also give priority to returning the boxes of answer booklets to meet the May 3 deadline. The boxes of test booklets can be sent in separate shipments after the close of the PSSA test window.

The PSSA early-reporting results will be contained within Student Performance Files posted to DRC’s eDIRECT website on May 31. Parent Letters with the early-reporting results will be available from Data Interaction on June 3. The second round of PSSA reporting will include cumulative Student Performance Files and expanded Parent Letters available on June 25 and June 26, respectively. Student scores from both early reporting and the second round of reporting will be included for all accountability reporting.

PSSA Key Dates

Secure Test Materials Arrive at Districts/Schools	By April 1, 2019
English Language Arts Test Window	April 15-26, 2019
Mathematics, Science, and make-up Test Window	April 29-May 3, 2019
Deadline to return materials to DRC for early reporting	May 3, 2019
Early Reporting District Student Data Files Available	May 31, 2019
Deadline to return materials to DRC for regular reporting	May 17, 2019
Final District Student Data Files Available	June 25, 2019

Contact DRC PA Customer Service 1-800-451-7849

Email: PAcustomerservice@datarecognitioncorp.com

eDIRECT website: <https://www.drccdirect.com>

CDT District Data Files

For the 2018-2019 school year, CDT District Data Files will be posted five times on eDIRECT.

1. October 9, 2018
2. January 10, 2019
3. March 8, 2019
4. May 15, 2019
5. July 2, 2019

The CDT data files contain CDT performance data for the students who have a completed test event within the 2018-2019 CDT test window across all schools in the district.

Enhanced Retries

This fall, the INSIGHT test engine will begin allowing additional time for internet connectivity to be restored in the event of an unexpected outage during a live test administration. This “enhanced retries” approach allows up-to five minutes to diagnose and restore an internet connectivity issue before INSIGHT automatically closes a student’s test session.

Additional Information about enhanced retries can be found in DRC’s *2018-2019 PA Technology Coordinator Training* and the *Enhanced Retries* bulletin found on eDIRECT.

CDT Diagnostic Category Tests Coming Soon

The current suite of Classroom Diagnostic Tools (CDT) includes 13 tests across four subject areas: Math, Reading, Writing, and Science. Each individual CDT assessment includes items that test 4-5 separate diagnostic categories (DC).

Math:	Math Gr 3-5	Math (gr 6-8)	Algebra I	Algebra II	Geometry
Reading:	Reading Gr 3-5	Reading/Literature (gr 6-HS)			
Writing:	Writing Gr 3-5	Writing (gr 6-HS)			
Science:	Science Gr 3-5	Science (gr 6-HS)	Biology	Chemistry	

Since its inception, the CDT has become a widespread and valuable tool across the Commonwealth. As its use has expanded, so have the requests for the CDT to be able to target specific diagnostic categories for testing or **retesting areas of need**. In response, the Pennsylvania Department of Education has approved for DRC to produce new CDT Diagnostic Category Tests.

Beginning in January 2018, schools will be able to administer **50 new CDT Diagnostic Category Tests!** Each test will include items for the selected diagnostic category only, which will result in a shorter testing experience for the student and will provide teachers with information targeted to a student’s specific area of need.

The Diagnostic Category Tests will be available through DRC’s INSIGHT test engine and will utilize the same eDIRECT test-setup procedures that are familiar to the LEAs for the full-length CDTs. In addition, the Diagnostic Category Tests will generate the same level of dynamic and interactive reports as the full-length CDTs and will do so in a format that will showcase DRC’s migration to an enhanced reporting tool.

Look for more information regarding the Diagnostic Category Tests in future correspondence from DRC.

Ordering Materials for the 2019 Spring Assessments

Although the school year has just begun, planning is already well underway for the 2019 spring assessments! The first step in a successful administration of the spring tests is providing DRC with accurate enrollment counts and district/school contact information. DRC’s eDIRECT enrollment systems for the PSSA and Spring Keystone Exams are your opportunity to ensure that your testing sites receive the right materials and that DRC is communicating with the right district and school personnel.

All District Assessment Coordinators on file in DRC’s databases will receive the eDIRECT permissions to access the enrollment system prior to the start of the window. It is the District Assessment Coordinator’s responsibility to assign the enrollment-system permissions to the eDIRECT accounts of any other district or school level users who need to work in the systems.

The enrollment system windows for 2019 spring assessments are:

- 2019 Spring PSSA will be available September 27—October 2, 2018
- 2019 Spring Keystone Exams will be available November 29—December 4, 2018

2018-2019 Winter Keystone Exams

Materials Ordering - The Winter Keystone Exams Enrollment System in eDIRECT will be available September 5–11, 2018. During this window, LEAs will have the ability to update contact information and provide projected school-level counts of students testing for both online and paper/pencil. Counts must be provided during this window to receive testing materials for the Winter Keystone Exams.

Precode Labels - In order to receive Student Precode Labels, LEAs that provide paper/pencil enrollment counts during the enrollment window will be able to place students into paper test sessions during the October 17–19, 2018, Test Setup window. The creation of paper test sessions identifies the students for whom precode labels are needed for the paper tests. Student records provided to DRC from PIMS will be pre-populated in the Test Setup window; however, the PIMS data does not place students into test sessions. Only LEAs that establish paper test sessions during the Test Setup window will receive Student Precode Labels for the Winter Keystone Exams.

Testing Windows - There are two separate waves for the administration of the Winter Keystone Exams.

- Wave 1 testing is December 3 – 14, 2018
- Wave 2 testing is January 7 – 18, 2019

A district may test all subjects during a single wave or split the subjects between waves, but a single subject cannot be tested during both waves. All schools in a district must use the same waves chosen during the Enrollment System.

2018 Summer Keystone Exams

The Summer Keystone Exams District Student data Files (DSDF) will be available on eDIRECT on September 10, 2018. The Individual Student Reports (ISR) will be delivered by October 8, 2018.

2018 Spring Exams Student Reports

All students who participated in the 2018 Spring Keystone Exams and/or the PSSA will receive an Individual Student Report (ISR). The ISRs are scheduled for delivery to LEAs by September 5, 2018, for the Keystone Exams and September 13, 2018, for the PSSAs.

For both the Keystone Exams and PSSA, each student will receive two identical copies of each ISR, one for the school and one to be forwarded to the parent or guardian.

New Central Office Services Functionality Available

During the 2017-18 school year, DRC facilitated a limited release of new Central Office Services (COS) functionality, including pilot sites in Pennsylvania. The feedback was extremely positive and the Central Office Services integrated solution is now available to all LEAs. Technology staff can download and install the COS Services Device for the 2018-19 online assessments to begin taking advantage of this powerful new tool for content management and content hosting service that replaces the Testing Site Manger (TSM).

The COS Services Device provides schools with a number of advantages over the current TSM, including installation options based on a testing site's size and needs, enhanced scalability to support a larger number of concurrent users per Service Device, and centralized security through the DRC INSIGHT Portal (eDIRECT). The Services Device also delivers enhanced content handling with greater visibility to content downloads, support for hosting content for multiple testing programs, and limiting downloads to the needed content only.

DRC's 2018-2019 PA Technology Coordinator Training provides an overview of the COS Service Device, and the 2018-2019 Technical User Guide provides detailed instructions for installing and utilizing the new tool. Both reference materials are available on eDIRECT.



All manuals, user guides, and PDE guideline documents are posted to the DRC eDIRECT system in the Documents section.

2018-2019 Testing & System Window Dates

Winter Keystone	
Enrollment Window	September 5–11, 2018
Paper/Pencil Test Setup Window	October 17–19, 2018
Administrative Materials arrive in Districts	By November 5, 2018
Wave 1 Secure Materials arrive in Districts	By November 19, 2018
Wave 1 Testing Window	December 3–14, 2018
Wave 2 Secure Materials arrive in Districts	By December 19, 2018
Wave 2 Testing Window	January 7–19, 2019
PSSA	
Enrollment Window	September 27–October 2, 2018
English Language Arts Test Window	April 15–26, 2019
Mathematics, Science, Make-up test Window	April 29–May 3, 2019
Spring Keystone	
Enrollment Window	November 29–December 4, 2018
Paper/Pencil Test Setup Window	March 15–19, 2019
Testing Window	May 13–24, 2018



Important dates for all PA assessments can be found in eDIRECT under the Announcements page. This page is updated any time there is a change in any system windows or deliverables.

Online Testing

Thinking about trying or expanding Online Testing?? Consider this...

- * More engaging test experience
- * Matches testing to a student’s learning and instruction
- * Provides access to online-only tools and accommodations
- * Greatly decreases handling and management of materials
- * Eliminates test and answer booklet mismatches
- * Improves test security
- * Eliminates coordinating and tracking return shipments

PSTAT

The 2018-2019 Pennsylvania State Test Administration Training (PSTAT) website will be available starting October 31, 2018. The PSTAT website contains the training and certification modules for District Assessment Coordinators, School Assessment Coordinators, Test Administrators, and Proctors who must complete the training prior to the administration of the Pennsylvania Keystone Exams or the Pennsylvania System of School Assessments in the 2018-2019 school year.