

## Important Notice to All District Superintendents, Special Education Directors, Special Education Coordinators, and Testing Coordinators

Due to findings from the federal peer review, the following adjustments to the administration procedures for the Kansas Alternate Assessment (KAA) will be implemented for the 2009-2010 KAA.

- A. In order to meet the requirements listed below, districts must submit TEST submissions for students taking the KAA a soon after September 1, 2009, as possible, but must submit TEST registering students for the KAA no later than December 1, 2009.
- B. As soon as TEST records are submitted in the KIDS system, district/building special education staff can choose indicators and print evidence labels at the CETE website in preparation for the KAA assessment window which opens January 5.
- C. As noted below, indicators must be entered no later than December 30, 2009. This allows staff sufficient time to plan instructional activities and schedule observations in order to complete the assessments by April 13, 2010 and complete score entry by April 30, 2010.

### 2009-2010 Changes for Kansas Alternate Assessment (KAA)

1. New Extended Standards **MUST** be used for the 2009-10 school year and can be found at [www.ksde.org](http://www.ksde.org). Some of the indicator numbering has been changed, and some alignments have changed. The clarifying examples have been taken out of the extended standards and will be posted as they are revised.
2. **Sign off** by one of the following: testing coordinators; principals; district administrator; special education administrator; such as a special education director; a special education coordinator; or a school psychologist in order to verify that:
  - a) Indicators are aligned to the activities chosen for the student.
  - b) **No** functional activities will be used for the KAA (per order of the USDOE).
  - c) That appropriate assessable activities are used for the student portfolio. A student's opinion is not an assessable activity. How does the student fail the activity?
  - d) People serving as scorers do not enter scores at CETE.
  - e) Scores are confidential and are sent to recorder individually.
  - f) Scores are only given to evidence provided. If there is no evidence in the portfolio, that piece of evidence will receive a "0".
3. All indicators must be entered by **December 30, 2009** or have prior approval from Debbie Matthews at KSDE. Students new to a district on or after December 30, 2009 will not be assessed.
4. Science Extended Standards – When picking the five indicators for science, you must pick one indicator from each of the first four standards. The last indicator can be chosen from any of the seven standards.
5. All indicators will be open to each student this year because of the renumbering of indicators. The restriction of not being able to use indicators a student obtained a 4 or 5 on will go back into effect 2010-2011 school year.
6. The new CETE evidence label **must** be used this year.
7. No indicators can be entered for writing or history-government.
8. All teachers who administer the KAA will need to be trained so they can implement these changes.
9. If portfolio guidelines as outlined above are not followed, the administrator who signed off on the portfolio will be contacted.