



# ASSESSMENT UPDATE

FALL 2020

## Materials for the Spring 2021 Assessments

Because of the timing of the spring 2020 school closures (in response to the coronavirus pandemic), the materials printed for the 2020 PSSA and Spring Keystone Exams were not shipped to the schools. As such, the items developed for those assessments remain eligible and appropriate for subsequent testing. The unused, printed materials also presented PDE a unique opportunity to offset the annual costs for printing booklets and manuals by using the materials already prepared for the 2020 spring administrations. DRC's enrollment systems (see page 2) for the 2021 spring

assessments will be used to generate new administrative materials for the assessments that will display the year 2021 (packing lists, student labels, shipping labels); however, all other materials will display the year 2020. Schools should anticipate that the test booklets and manuals for the spring 2021 assessments will have the year 2020 printed on the materials. The range sheets and cover sheets within the shrink-wrapped packs of materials will also display the year 2020. In addition, the Handbook for Assessment Coordinators and the Directions for Administration Manuals will contain the dates

established for the 2020 administrations.

PDE is developing errata sheets that will serve as supplements to the manuals to provide any necessary updates to dates or other important information. The errata sheets will be posted to PDE's website and DRC's INSIGHT Portal for easy access and dissemination within the LEAs.

DRC and PDE are confident that the use of current school data with last year's unused test materials will result in a successful administration that demonstrates PDE's fiscal and environmental responsibility to the Commonwealth.

## Fall Administration of the Summer Keystone Exams

The 2020 Summer Keystone Exams testing window has been moved to this fall. The Fall administration of the 2020 Summer Keystone Exams will be September 28-October 16, 2020. This three-week window is an extension of the September 28-October 2 window that was initially scheduled for the Fall administration.

The Fall 2020 Keystone Exams administration can be used as a retest opportunity or as one of the 2020-21 testing opportunities for students to meet graduation requirements or to fulfill other district-specific purposes. Note: Students who were enrolled in a Keystone trigger course in 2019-20 are not required to take the corresponding Keystone Exam for federal accountability reporting. These students will be exempt from accountability reporting for the trigger-course subject(s) they completed in the 2019-20 school year. However, students who are exempt from accountability reporting may still choose to take the Keystone Exams as one of the pathways to meet graduation requirements.

Additional information can be found on PDE's website: <https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Pages/AnswersToFAQs.aspx> (select "Keystone Exams" from the available topics).

**Contact DRC PA Customer Service 1-800-451-7849**  
**Email: [PAcustomerservice@datarecognitioncorp.com](mailto:PAcustomerservice@datarecognitioncorp.com)**  
**DRC INSIGHT Portal: [pa.drccedirect.com](http://pa.drccedirect.com)**

## Materials Ordering for the 2021 Spring Assessments

It is that time again to start planning for the spring assessments! Ordering of materials for the 2021 PSSA and Spring Keystone Exams will be consistent from previous years. The enrollment system is available via the DRC INSIGHT Portal: [pa.drccedirect.com](http://pa.drccedirect.com). Each LEA must review and update contact information, shipping addresses, and paper, online, and accommodated material counts.

**PSSA:** The enrollment window will be open from September 24-29, 2020. Online and paper enrollment counts for the 2020 assessments will be pre-populated within the enrollment system and can be adjusted if needed. Counts for accommodated materials will need to be added.

**Spring Keystone Exams:** The enrollment window will be open from December 4-9, 2020. LEAs that are administering the spring exams must enter online and paper enrollments to indicate their intention to test and to generate a materials order.

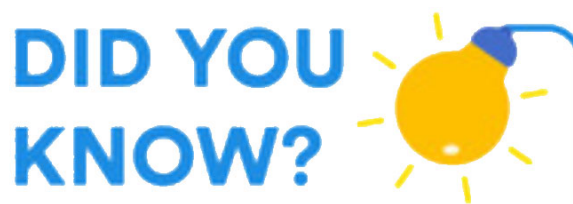
### 2021 – All materials in one shipment

To help streamline the management of materials arriving at each LEA, there will only be one shipment for all 2021 administrations. All manuals, test booklets, and administrative materials will arrive together at least two weeks prior to the testing window. Materials are scheduled to arrive by:

March 29, 2021 – 2021 PSSA

May 3, 2021 – 2021 Spring Keystone Exams

Materials will be delivered by UPS and tracking notification will be emailed to the assessment coordinator on file with DRC. Electronic copies of the manuals will be available for download four weeks prior to the testing window to continue to provide assessment coordinators with earlier access to the administration information.



All manuals, user guides, and PDE guideline documents are posted to the INSIGHT Portal in the Documents section.

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

### At-Home Testing Available for the CDT

The 2020-2021 Classroom Diagnostic Tools (CDT) will continue to offer an option for students to take the assessments at home by accessing the test engine via a “public” browser. This option allows students to access the tests without having the test engine installed on their computers or being configured to the district’s Central Office Services network.

Schools will provide test tickets (login credentials) for at-home testing through the same test-setup tasks that teachers/school assessment coordinators routinely complete for classroom administrations of the CDT. The test tickets generated from Test Setup can be exported from the INSIGHT Portal and distributed directly to the students by school staff.

An overview of the at-home testing option and a guidance document for parents/guardians can be accessed directly from DRC’s INSIGHT Portal under General Information >> Documents >> 2020-2021 Classroom Diagnostic Tools >> Memos/Documents.

PDE recommends that students testing at home take the Diagnostic Category CDT at this time so that parents/guardians can benefit from a shorter testing experience. The Full CDTs are also available for use; however, the more focused testing will provide teachers and administrators with the same level of reporting and resources to adjust instruction and planning during distance learning.

## 2020-2021 Winter Keystone Exams

**Materials Ordering:** The Winter Keystone Exams Enrollment System in the DRC Insight Portal will be available September 1–4, 2020. During this window, LEAs can update contact information, provide projected school-level counts of students testing for both online and paper/pencil, and select testing waves.

**Precode Labels:** In order to receive Student Precode Labels, LEAs that provide paper/pencil enrollment counts will be able to place students into paper test sessions during the October 15–19, 2020, 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 1 – 15, 2020
- Wave 2 testing is January 4 – 15, 2021

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 follow the same wave selection chosen during the Enrollment System.

## Returning Assessment Materials

When returning test and answer booklets, it is imperative that the materials are packaged and labeled appropriately. Properly returned materials ensure that all students receive a score and are included in all reporting. Here are some tips and reminders:

1. **Apply the appropriate return shipment label to the boxes containing answer documents versus test booklets and unopened packages.** DRC will only process booklets from boxes labeled as containing answer booklets within the reporting timeline. Any answer documents packaged within boxes labeled for test booklets will not be included for reporting. UPS/DRC return shipment labels for answer booklets are shaded purple on the bottom of the label. All boxes containing answer booklets must have this label type affixed to the top flap.
2. **Ensure that every used answer booklet has a precode or district/school label affixed to the front cover.** These labels indicate that the answer booklet should be processed for the student identified on the label or the name grid.
3. **Untuck test and answer booklets from each other.** Answer booklets tucked inside test booklets can be missed during check-in and may result in a student not receiving a score.
4. **Return materials by specified deadlines.** For more specific details on packaging and returning materials, check out each administration's Handbook for Assessment Coordinators manual.

## Early PIMS Submission for PSSA Student Precode Labels

DRC will be using student data collected within PIMS in the October 1 snapshot (collections through October 9) to produce Student Precode Labels for the 2021 PSSA administration. It is important that LEAs upload student data to PIMS when the snapshot window opens so that DRC has accurate data for the production of precode labels. DRC will be using student first names, last names, PAsecureIDs, and dates of birth for label creation and final matching to the accountability data. The demographic data used for accountability reporting will be applied from the PIMS snapshot in May 2021. If there are questions regarding the October PIMS snapshot, the PIMS helpdesk can be reached at 800-661-2423.

# 2020-2021 IMPORTANT DATES

## Fall Administration of the 2020 Summer Keystone

All Test Materials Arrive	By September 14, 2020
Testing Window	September 28–October 16, 2020
Keystone Correction Window	November 12–16, 2020
Student Data Files posted	December 4, 2020

### Winter Keystone

Enrollment Window	September 1–4, 2020
Test Setup Window for Precode Labels	October 15–19, 2020
Wave 1 Test Materials Arrive	By November 17, 2020
Wave 1 Testing Window	December 1–15, 2020
Wave 2 Test Materials Arrive	By December 18, 2020
Wave 2 Testing Window	January 4–15, 2021
Keystone Correction Window	February 18–22, 2021
Student Data Files posted	March 4, 2021

### PSSA

Enrollment Window	September 24–29, 2020
All Test Materials Arrive	By March 29, 2021
English Language Arts Test Window	April 19–23, 2021
Mathematics, Science, Make-up test Window	April 26–30, 2021
Deadline to return materials for early reports	April 30, 2021
Deadline to return materials for regular reports	May 14, 2021
Student Data Files posted for early reports	May 28, 2021
Student Data Files posted for regular reports	June 22, 2021
Student Data Files posted for Accountability reports	August 10, 2021

### Spring Keystone

Enrollment Window	December 4–9, 2021
Test Setup Window for Precode Labels	March 19–23, 2021
Testing Window	May 17–28, 2021
District Student Data Files posted to eDIRECT	July 16, 2021

### Classroom Diagnostic Tools

2020-2021 Testing Window Opens	August 17, 2020
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## Extended Testing Window for Online PSSA Testing

Online tests submitted through **May 7, 2021**, will be included in Early Reporting!

The extended deadline is possible because online testing eliminates the process of transportation, handling, and scanning that are necessary for the paper tests.

The May 7 deadline allows schools to utilize the optional make-up window for scheduling online tests, ultimately adding a week of testing beyond the return deadline for paper testing.

Schools that face logistical challenges with the return of paper tests by the April 30 deadline are encouraged to consider online testing for specific subjects or student groups to provide additional time to administer the tests and still be included in Early Reporting.

## New PASA Vendor

The Pennsylvania Alternate System of Assessment (PASA) will be delivered by a new vendor in 2021. PDE's Bureau of Special Education has partnered with Dynamic Learning Maps (DLM) to manage the 2021 PASA administration. To register for the 2021 PASA, special education coordinators should access the DLM website at:

<https://dynamiclearningmaps.org/pennsylvania>.

The enrollment window will be open October 19 through December 11, 2020. PDE will send additional details closer to the enrollment opening. If there are any questions regarding PASA enrollment and test administration, coordinators can contact the **DLM Service Desk** directly at 1-855-277-9751 or [DLM-support@ku.edu](mailto:DLM-support@ku.edu)