Chapter 7. Score Status

CALIFORNIA

Assessment of Student Performance and Progress

Test Operations Management System Pre-Administration Guide for CAASPP Testing

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Smarter Balanced Summative and Interim Assessments
California Science Test
California Alternate Assessments
Standards-based Tests in Spanish

ETS
Measuring the Power of Learning.™

Caaspp
California Assessment of
Student Performance and Progress

DEPARTMENT OF EDUCATION
STATE OF CALIFORNIA

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Using Score Status Functions

- This tab is available to local educational agency (LEA) California Assessment of Student Performance and Progress (CAASPP) coordinators and test site coordinators.

- See Chapter 8 File Uploads for instructions on how to use the TOMS batch upload functionality to submit Spanish Student Score Report requests and assign condition codes for multiple students.

- Information about how to access the Interim Assessment Reporting System, is found in the CAASPP Interim Assessment User Guide at http://www.caaspp.org/rsc/pdfs/CAASPP.interim-assessment-guide.2016-17.pdf.

The [**Score Status**] tab in the Test Operations Management System (TOMS) permits LEA CAASPP coordinators and CAASPP test site coordinators to request Spanish Student Score Reports for Smarter Balanced Summative Assessments and California Alternate Assessments (CAAs) for English language arts/literacy (ELA) and mathematics and set condition codes for individual students before testing. As testing progresses, LEA CAASPP coordinators and CAASPP test site coordinators also will use this tab to see a student's scoring status, download the student's CAASPP Student Score Report, and monitor the status of an appeal submitted on behalf of the student.

View Students

In the View & Edit Students Web form, you can search, view, and edit individual student data.

1. Select the [**Students**] button on the left navigation bar (Figure 71).

Figure 71. Search for Students Web form

2. Enter details about the student in the search fields in the "Search for Students" section (shown in Figure 71); use the Select Filter drop-down lists to narrow your search (options are *BeginsWith* and *Contains).*
   or
   Select the LEA you are associated with by selecting the [Select Organization] link.

   a. To pull up all students in an associated organization, do not specify any search criteria.

   b. To view students from a particular school, type at least five characters of the school's name (including spaces) or County-District-School code to get selectable values.
      or
      To search according to the status of Other unlisted resource requests, select a status from the *Unlisted Resources* drop-down list (Table 5 on page 95).

3. Select the [**Search**] button.

> Check your California Longitudinal Pupil Achievement Data System (CALPADS) student records if students are not listed.

Figure 72. Student search results

4. Select a [**View**] magnifying glass [🔍] icon in the *Actions* column shown in Figure 75 to access the *Student Profile* screen. The Student Profile opens with the [**Demographics**] tab selected.

5. Select the [**Score Status**] tab (Figure 73).

Figure 73. [Score Status] tab

Request a Spanish Student Score Report

Select the *Request for Spanish Student Score Report* box to request that the student's CAASPP Student Score Report be printed in Spanish; this is circled in Figure 73. This box must be selected before 90 percent of students in the LEA have been scored.

Assign Condition Codes

There are only two condition codes LEA CAASPP coordinators and CAASPP test site coordinators may set: **NTE** (Not tested medical emergency) and **PGE** (Parent/Guardian exemption). All other condition codes are determined through students' data, responses, and appeals.

A condition code should be assigned for each content area assessment when the LEA has documentation supporting that the condition exists for the student. Setting condition codes prior to the start of the LEA's selected testing window will ensure that a student is not inadvertently tested. Condition codes may be assigned one by one or in a batch upload.

Please note the following about testing and condition code assignments when the condition code has been assigned after the start of the LEA's selected testing window:

- A condition code cannot be assigned if a student has submitted all parts of a content area assessment.

- If a student does start an assessment for which the **NTE** or **PGE** codes are later assigned, the student will have an opportunity to complete a test he or she has started despite the condition code. If not completed, tests will expire following Smarter Balanced test expiration rules (10 calendar days for performance tasks [PTs] and 45 calendar days for computer adaptive tests).

- When the **PGE** condition code is set after the student has completed part of the test and the student did not start the remaining part, the student will not get an opportunity to take the remaining part of the test for that content area.

- Students who complete both the PT and computer adaptive portions for a content area test prior to the assignment of an **NTE** or **PGE** condition code will have preliminary results reported in Online Reporting System (ORS). Student Score Reports will include "{FirstName} did not take the {Test} assessment." for content area(s) with the **NTE** or **PGE** condition code.

- Student Score Reports will not be produced for students with Parent/Guardian exemptions (**PGE**) assigned for all content areas (neither paper nor PDF reports); nor will these students have results in the ORS.

Note that condition codes cannot be set after the last day of the LEA's selected testing window. In addition, neither of these condition codes can be accepted if the student has submitted all parts of an assessment. In this case, the student would receive a Student Score Report.

Take the following steps to set a condition code for a student:

1. Follow the instructions in the "View Students" subsection to open a Student Profile.

2. Select the [**Score Status**] tab.

3. In the condition codes table in the "Condition Codes" section, select the [**COND. CODE**] button for the content area assessment for which you are setting the code; this is circled in Figure 73. Note that the test name appears above this table.

4. In the Select Condition Codes dialog box, use the *Select the condition code for this student* drop-down list to select a condition code (Figure 74).

Figure 74. Select Condition Codes dialog box

5.   Select [**Save**] to assign the condition code or [**Cancel**] to exit this dialog box without assigning a code.

6.   Repeat for another content area assessment.

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