



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

## Updates Related to Coronavirus (COVID-19): Statewide Assessment Guidance

### Background

As part of the District's response to the coronavirus (COVID-19) outbreak in the United States, OSSE is sharing some updated guidance regarding policies and practices related to statewide assessments.

### Scope

This document contains details and policies specifically relating to the **required statewide summative assessments** being administered during this period.

### Effective Date

This policy will take effect Monday, March 16, 2020 and will remain in effect until further notice. We will update local education agencies (LEAs) with additional policy language and guidance as more information becomes available.

### Policy Guidance

*For school closures and distance learning: Monday, March 16 – Tuesday, March 31, 2020*

- Per Mayor Bowser's announcement on the District of Columbia Government's Operating Status, starting Monday, March 16, 2020 through Tuesday, March 31, 2020, DC Public Schools (DCPS) will implement distance learning. Students will not report to schools during that time. Charter schools are encouraged to follow a similar schedule. Teacher professional development, remote learning preparation and spring break determinations may vary by LEA.
- As in the case of any school closure, whether at the individual school, LEA or District level, the school calendar would be updated to reflect that the days during which the school was closed were non-instructional days.
- During school closures, statewide test administration will not occur. For the purposes of statewide test administration, remote or distance learning in schools will be treated as a school closure and statewide test administration will not occur.

Due to the adjusted school schedule from Monday, March 16, 2020 through Tuesday, March 31, 2020, OSSE has extended all statewide testing windows by at least two weeks per assessment. The adjusted test windows are as follows:

Statewide Assessment	Original Test Window	Adjusted Test Window
ACCESS for ELLs 2.0 and Alternate ACCESS	Feb. 17 – March 27, 2020	Feb. 17 – April 17, 2020
MSAA & DLM*	March 16 – May 1, 2020	April 6 – May 15, 2020*
PARCC & DC Science	April 6 – May 22, 2020	April 6 – June 10, 2020**

*\* Note: This is the window for DLM. We are still negotiating with our MSAA vendor on the adjusted test window end date. We will update LEAs as soon as it is confirmed.*

*\*\*PARCC and DC Science paper testing window will close on June 3, 2020.*

- Given the adjustment in DCPS spring break from April 13-17 to March 17-23, the PARCC/DC Science test window will include an extra week that was previously taken by spring break.
- The extended windows also reflect the fact that LEAs and schools may choose to delay the start of their school test administration window to allow for additional instructional time once schools resume and to allow more time for test administration preparations.
- In the event of additional school closures, OSSE will work closely with both LEAs and our test administration vendors on further adjustments of the test windows, if possible and appropriate.
- OSSE is also working with our test administration vendors on the impact and delays with the assessment reporting schedule due to the adjustments in the test windows.

#### *Adjustments in school test schedules and administration policies*

- As is the case with any adjustments during test administration season, any changes in your school's test administration window, test schedule, test sessions, or authorized personnel list are to be updated in your School Test Security Plan in [Quickbase](#).
- Details on the changes are to be included in the "Minor Deviations and Testing Updates" section of your plan. If needed, please update new attachments for the test schedule and/or authorized personnel list.
- Please note that adjustments in test schedules must fall within the revised state assessment windows for each assessment.

#### *Secure assessment materials delivery and storage*

- PARCC and DC Science assessment secure materials were originally scheduled to be delivered in schools from Wednesday, March 18 – Friday, March 20. OSSE has halted these shipments.
- For LEAs and schools that are not able to receive secure materials over the next two weeks, shipping schedules will be adjusted and packages will be scheduled to arrive when schools reopen for onsite learning. Details of shipment timing will be shared via the NGA Bulletin and/or directly to the LEA Test Coordinator. Tracking information for each package will be available in [PearsonAccessNext](#).
- In next week's Next Generation Assessment Bulletin from OSSE, LEAs that have schools that are able to receive, sign for and secure testing materials during the next two weeks will be asked to share the following with OSSE: (1) the name, email and phone numbers of the individual at the school who will receive and sign for the materials; and (2) dates available for shipping.
- Upon receipt of your PARCC/DC Science materials, please sign for the materials and then immediately secure them in the locked location stipulated in your School Test Security Plan.
- OSSE will be communicating with all test coordinators receiving secure materials to share expectations for the delivery.
- There are no scheduled secure materials shipments scheduled for Dynamic Learning Maps (DLM), the Multi-State Alternate Assessments (MSAA), or ACCESS for ELLs 2.0.

*For individual student absences; students absent while school is open*

- Individual student absences are to be treated in accordance with the standing LEA attendance policy.<sup>1</sup>
- If a student is absent during a portion of the school’s testing window, the school is to test the student during makeup testing dates within the school or state testing window. As noted above, changes to the school’s test schedule are to be updated in the School Test Security Plan.
- If a student is absent and excused by the LEA due to illness during the school’s test window and cannot participate in makeup testing, the school can submit a [Medical Exemption Form](#) to OSSE in the [OSSE Support Tool](#). A Medical Exemption Form is to be submitted to OSSE no later than 10 business days after the last day of the statewide assessment window. Exempted students will not be included in the school’s or LEA’s accountability calculations.
- As is consistent with current policy, if a student is absent and unexcused during the school’s test window and cannot participate in makeup testing, the student would be included in calculations for assessment participation.

### Forthcoming policy updates

In addition to these immediately applicable policy updates, OSSE is developing further guidance on the following issues on the timelines provided below:

- Specific assessment administration windows impacted by any additional school-specific or city-wide closures.
- Impact of closures on the DC school year duration requirement (“180-day rule”) and any necessary flexibilities that OSSE may provide to LEAs and schools;
  - OSSE has the authority under current regulations to approve flexibility from the 180-day requirement and will be closely monitoring the overall impact of the public health actions on the education system and individual schools.
  - Timely updates and guidance on this topic will be forthcoming prior to the end of the 2019-20 school year.
- Impact of student attendance and school closures on data validation;
  - This guidance will be addressed prior to the end of the 2019-20 school year, upon review of the overall impact of the public health actions on the education system.
- Impact of individual student attendance and school closure on accountability;
  - This guidance will be addressed after the end of the 2019-20 school year, upon review of the overall impact of the public health actions on the education system and coordination with other agency partners such as the DC Public Charter School Board (PCSB).

Again, in all decisions, OSSE will consider relevant federal and local requirements, and fairness to LEAs and schools, during this dynamic time.

For further information, please also refer to the previously issued OSSE Guidance: *Data Policy Updates Related to Coronavirus (COVID-19): School Calendar & Attendance Coding*.

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<sup>1</sup> Absences for illness should be **excused** as usual, if accompanied by appropriate documentation as determined by the LEA attendance policy. Absences resulting from prescribed quarantine by the DC Department of Health (DOH) for individual students or populations within the school should be **excused**, if accompanied by appropriate documentation as determined by the LEA attendance policy.

**Questions?**

If you have questions relating to this policy please contact OSSE's Director of Assessments, Danielle Branson at [Danielle.Branson@dc.gov](mailto:Danielle.Branson@dc.gov).