

Special Services Job-Alike

May 29, 2020



Check-ins

Check -in:

- Choose one of the sentence starters below to share your thoughts/experiences in the chat box:
 - *“A success I recently had ____ .”*
 - *“One thing that’s new about ____ .”*
 - *“One interesting thing that I observed this week is ____ .”*



(EXRR Secondary Case Managers)

Time	Activities
9:00 – 9:10	Check-ins
9:10 – 9:30	Progress Reports & WA-AIM Test Security Assurance Form (page 2)
9:30 – 9:50	ESY
9:50 – 10:00	Q & A and Next Steps



Outcomes

- ❑ Discuss Progress Reports & ESY Guidelines
- ❑ Discuss WA-AIM Test Security Assurance Form (page 2)
- ❑ Share ideas/resources and helpful tips





Deadline:
June 10th, Wed.

WA-AIM TSA Form

Test Security Staff Assurance Report– After Testing Washington Comprehensive Assessment Program (WCAP)

To be completed at the end of testing by all staff who have responsibility in the administration of state assessments or access to secure testing materials. All “NO” responses must be explained below and reported to your SC. Submit the completed form with signature to your SC at conclusion of testing.

Immediately alert your SC of any testing incident or security breach. The SC must consult with the District Test Coordinator as soon as an incident is discovered, or suspected, for guidance regarding the investigation and possible score invalidation.

Use the space below to note incidents, if any.

☐ Attachments (Submit any additional sheets and/or documentation with this report)

YES NO NA*

- ☐ ☐ Did you follow your chain of custody, as described in your school's *Test Security and Building Plan* (TSBP), for all test materials?
- ☐ ☐ Did you always keep secure assessment materials in a locked, limited-access storage area?
- ☐ ☐ Were materials that might provide students an advantage covered or removed from the testing environment?
- ☐ ☐ Did you check out and check in test materials to students, including ancillary materials?
- ☐ ☐ As documented, were students provided access to required accessibility features?
- ☐ ☐ If assistive technologies were used, were student responses transcribed into a standard form test booklet or the Data Entry Interface, and was secure information deleted from the computer and network?
- ☐ ☐ Did all testing occur during your school's district approved test schedule?
- ☐ ☐ Have you reported all security improprieties, test incidents, and appeals to your SC?
- ☐ ☐ Have you submitted all school required documents to the SC, if applicable?
- ☐ ☐ Have all secure assessment materials been returned to your SC, following the chain of custody in your TSBP?

* NA=Not Applicable

I have read and understand the non-disclosure restrictions that apply to secure assessment materials, as described in this document. I did not read, reveal, or disclose information about secure test content and I did not engage in activities that would violate the security of the state assessments or cause student achievement to be inaccurately represented or reported. I state that the above information is true and correct to the best of my ability.

Staff Member Name (please print)

Signature

____/____/____ Date

- **Must be signed and submitted to me by before June 19th.**



UPDATE!



ESY

SPECIAL SERVICES

- Executive Director's Message
 - ★ Archive of Executive Director's Message
- Overview
 - ★ Disability & Special Education Acronyms
 - ★ School Board Policies
 - ★ Special Education Law
- Programs and Services
 - ★ Child Find
 - ★ Home Services
- Guidance for Families
- For Staff
- Transition
- Helpful Websites
- COVID-19 Information for Staff
- Updates

Special Education Update

5/28/2020 2:30pm

Extended School Year Services

[ESY Guidance Packet \(2020\)](#)

[ESY Addendum \(2020\) Fillable](#)

End of Year Progress Reports

[Progress Report Guidance \(2020\)](#)

For all documents, login to [special services docushare](#)

Special Education Update

4/20/2020 1:30am

[Guidance Document for Continuous Learning Plan](#)

[Sample Continuous Learning Plan PWN Language](#)

[Sample Continuous Learning Plan](#)

[CLP Virtual Walkthrough](#)

**Deadline:
June 15th,
Mon.**

**Send to
Penny Bravo**

Share
ideas
Start
something
good

