

Discovery Education

Discovery Education (DE) will serve as the district's assessment platform. Benchmark assessments will be administered via DE and an item bank of 65,000 items (and growing) in the various content areas will be available to teachers for the creation of mini assessments. Benchmark Assessments will be administered throughout the 2013-2014 (see table for frequency)

Content	Grade Levels	Required/Optional	Frequency
ELA (CCSS)	Grades 2-8	Required	Four Windows
Math (CCSS)	Grades K-8	Required	Four Windows
Science (Florida)	Grades 3-8	Required	Three Windows

Training

Schools have been asked to submit four contacts (Mindy-Admin, Lisa-ELA, Jomary-Math, & Amy-Science). These school-based DE Contacts will be trained by members of the regional team. The initial training will provide instruction in the DE logistics such as logging in to the platform and data reports review. The School-based DE Contacts will provide training to the members of the instructional staff. Training will roll out throughout the year. The initial training will provide teachers the ability to gain access to the system and view reports. Additional training will instruct teachers in how to assign the benchmark test to students. Additional training will include additional reports, guiding questions to interpret the reports, creation of test probes, and use of the item bank. Training will be a combination of face-to-face, webinar, and Canvas.

Login Credentials

URL: Discoveryeducation.com

School Instructional Staff	Student
UN: pasco4digitcostcenter_6digitMunisEmployee ID PW: pasco Example: pasco0902_123456	UN: pasco6digitstudentID PW: 6digitstudentID Example: pasco123456

2013-2014 Test Windows

Test Window	Dates	Comments
Test Window 1	September 3-27	Paper administration
Test Window 2	November 18- December 20	Computer administration
Test Window 3	February 10- March 13	Computer administration
Test Window 4	May 1- May 23	CCSS Grades K-8 Only (No Science); Computer administration

Discovery Education Test Administration Best Practices

As we prepare for the start of the administration of the Discovery Education benchmark assessments, the Office of Accountability, Research, and Measurement is providing guidelines and best practices for the proper handling, storage and administration of these assessments. Following, you will find five key areas of concern regarding District assessments. Please contact our office if there are any questions.

Test security and administration procedures:

All students are to be tested.

- a. Every effort must be made to test ALL students for whom the test is appropriate.
- b. ALL answer documents for the first window will be scanned/scored. Windows 2, 3, and 4 (CCSS only) will be administered online.
- c. Make-up opportunities should be afforded where allowable.

All test documents are to be kept secure.

- d. Students MAY NOT receive COACHING before or during exam administration.
- e. Exams are not to be provided by teachers to students for review during the weeks prior to students testing.
- f. A staff member should not review a secure exam in private or to take notes regarding specific exam items at any time.
- g. Student and/or Staff testing irregularities and /or security breaches must be reported immediately to the School Assessment Coordinator and the Office for Accountability, Research, & Measurement.
- h. All course related information which could compromise the validity of student responses must be removed from walls/whiteboards.
- i. Any violations will be handled by the Office for Accountability, Research, & Measurement.

2. Accommodations

- a. ELL and/or ESE accommodations should be provided to the appropriate students.
 1. ESE and ELL accommodations follow guidelines set forth which mirror state guidelines and can be referenced in the latest DOE Testing manual.
 2. 504 accommodations are outlined in the 504 plans.
- b. Standard accommodation procedures used for State and classroom assessments will be used for all district level assessments.

3. Testing Window

- a. The testing window is uniform across the District (unless otherwise designated by the Office for Accountability, Research, and Measurement).
- b. Schools cannot provide exams to students outside of the testing window without the prior approval of the Office for Accountability, Research, and Measurement.

