

Logging In		Date
Applying Student Accommodations	<u>Video</u>	Apply student accommodations by: mm/dd/yy
Accessibility Tools Slide Deck - 5th	<u>Video</u>	Review Accessibility Tools with students by:
Accessibility Tools Slide Deck Biology	<u>Video</u>	mm/dd/yy
Accessibility Tools Slide Deck 8th Grade	<u>Video</u>	
Accommodations Slide Deck - 5th Grade	<u>Video</u>	Review with students who receive accommodations by: mm/dd/yy
Accommodations Slide Deck -8th and Bio	<u>Video</u>	
Assigning the STAAR™ Practice Test	<u>Video</u>	Assign by class period to open at the beginning of each class period
Assigning the Spanish STAAR™ PracticeTest	<u>Video</u>	and close at the end of each class period. Assign by: mm/dd/yy
Administering the STAAR™ Practice Test	Administration Day Slide Deck	Day of administration: mm/dd/yy
Reopening the Assessment for Make-Up Tests	<u>Video</u>	Finish make-up tests by: mm/dd/yy
Accessing Reports/Grades	<u>Video</u>	
Grading the Short Constructed Response Question(s)	<u>Video</u>	Grade SCR question(s) by: mm/dd/yy
Analyzing Your Data		
STAAR™ Review Implementation Notes		





Logging In

Login to Summit K12's *Dynamic Science* using your district/school's Single Sign On (SSO). If you do not use a SSO system login at lms.summitk12.com.

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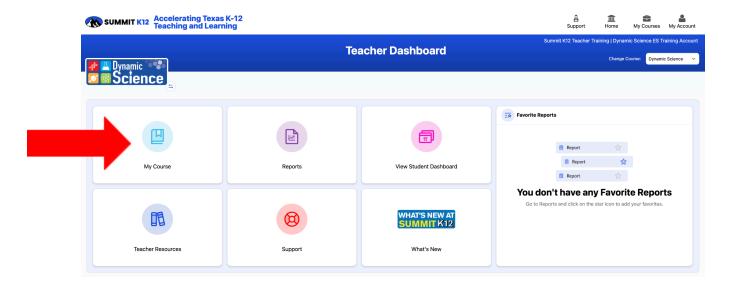
Applying Student Accommodations

The following accommodations are available and may be applied to students who require them: text-to-speech, content language supports, calculator.

Screen overlays may be provided to students since they are not available as accommodation on the testing platform itself.

Accommodations should be applied **PRIOR** to the testing date.

Log into Dynamic Science



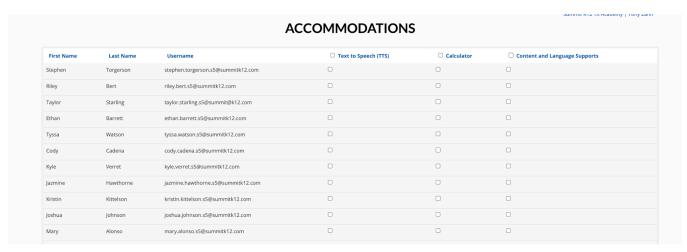
Click on My Course







Click on the Manage pull down menu and select Accommodations



Click on the appropriate boxes for each student to assign accommodations.

Repeat this process for each class/group/section of students.

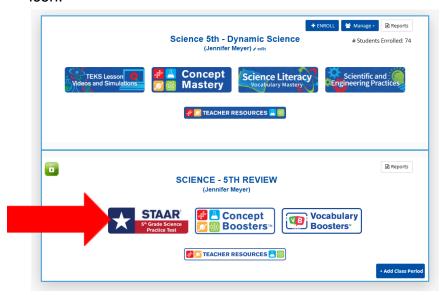




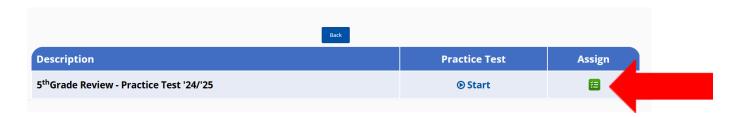
Assigning the STAAR™ Practice Test

The assessment will be assigned at the beginning of each class period/administration.

Navigate to each appropriate class to assign the assessment and click the STAAR™ icon.

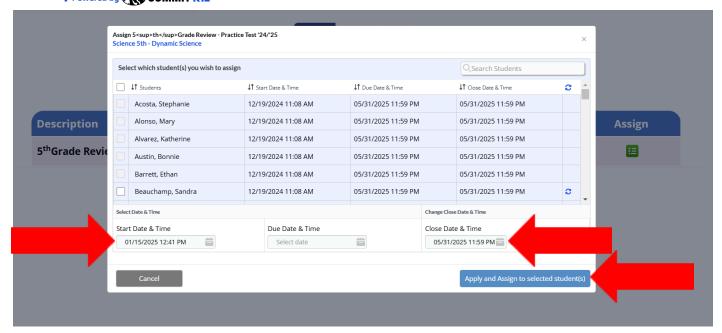


The 5th Grade STAAR™™ Practice Test appears at the top of the table. Click the red-assign icon. After completing the assignment details START DATE / DUE DATE / CLOSE DATE, it will turn green to indicate the assessment is scheduled for all students to begin. A yellow-assign icon indicates that not all of the students have been selected.









Select all students by clicking the check box in the upper left corner. Exclude absent students by clicking on the check box in front of their names to deselect each absent student.

Click on Apply and Assign to selected student(s).

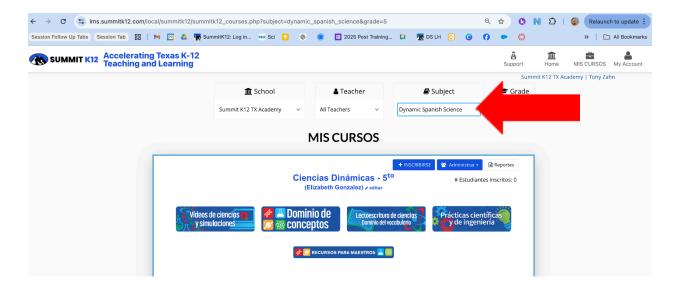
Repeat this process at the beginning of each class period.





Assigning the Spanish Practice STAAR™ Test

The Spanish STAAR™ Practice course is assigned in a **SEPARATE** course. Navigate to your Spanish course. Select the **Dynamic Spanish Science** option from the drop down menu on your My Courses page.



The assessment will be assigned at the beginning of each class period/administration Navigate to each appropriate class to assign the assessment and click the STAAR™ icon.





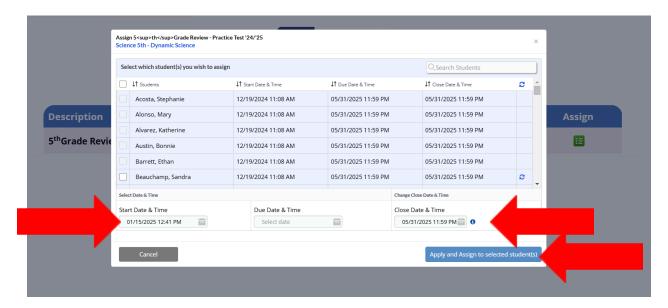


The STAAR™ Practice Test appears at the top of the table. Click the **red-assign** icon. After completing the assignment details **START DATE / DUE DATE / CLOSE DATE**, it will turn **green** to indicate the assessment is scheduled for all students to begin. A **yellow-assign** icon indicates that not all of the students have been selected.









Select all students by clicking the check box in the upper left corner. Exclude absent students by clicking on the check box in front of their names to deselect each absent student.

Click on Apply and Assign to selected student(s).

The Spanish STAAR™ Practice Test appears at the top of the table. Click the red-assign icon. After completing the assignment details START DATE / DUE DATE / CLOSE DATE, it will turn green to indicate the assessment is scheduled for all students to begin. A yellow-assign icon indicates that not all of the students have been selected.

Repeat this process at the beginning of each class period.



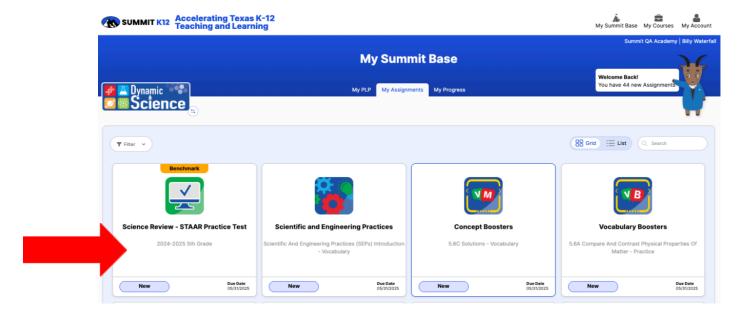


Administering the STAAR™ Practice Test

You may use the Slide Deck on the day of administration.

When students login their dashboard will appear, and My Summit Base should be selected as shown below.

Ensure the tab My Assignments is selected.



The icon STAAR™ Practice Test opens the test to the first question. Ensure all students are at the first question before proceeding.

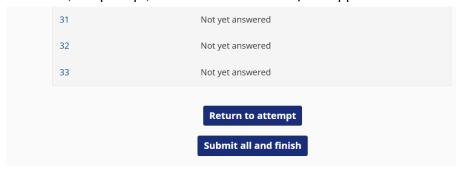
Then, read the following directions to begin the exam. These instructions are designed to emulate a secure and unbiased environment.



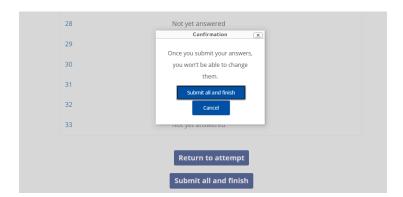


Final Submission

When students are finished, they will be asked to submit. They will need to check that all questions are answered. If they did not, the summary will show **Not yet Answered**. Check this for each student before they submit their answers. Once you confirm all questions are answered, the prompt, **Submit all and finish**, will appear.



After clicking, **Submit all and finish**, a confirmation box appears. This is to ensure you are ready to submit. **Once you select, submit all and finish, you can not reopen the assessment until it has been scored.**



During the Assessment

While the students are taking their assessment, continuously circulate the room and ensure that they are on task. We do not have Lock Down Browser capability, so students can navigate off the site if they want to. They should only have one tab open while they are testing, so this should be easy to spot if they are on another site, rather than the Summit K12 Testing Platform.

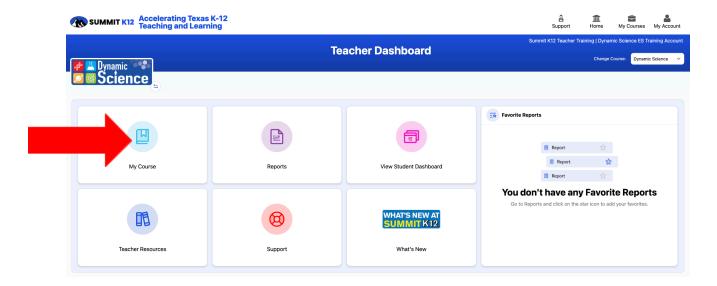




Reopening the Assessment for Make Up Tests

Login to Dynamic Science

Click on My Course



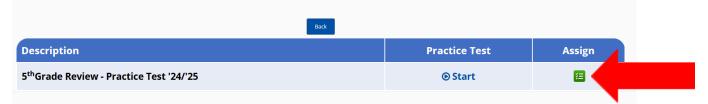
Click on the STAAR™ Practice Test icon





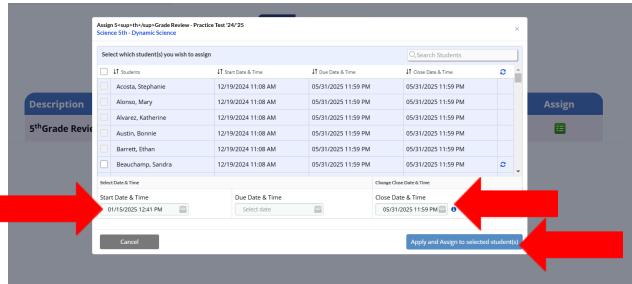


Click the **Assign** icon



Select student(s) who need to complete the Practice Test by clicking on the checkbox in front of their name(s).

Designate a the **start date and time**, designate the **close date and time** and click **Apply and Assign to selected student(s)**



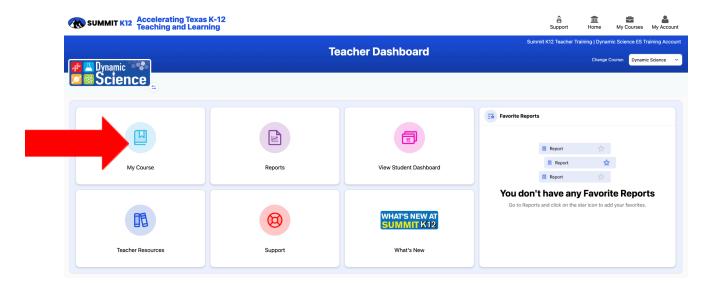
The practice test may be opened and closed multiple times as needed. The system saves each answer as a student progresses. The close date and time ensures that students cannot work on the assessment outside of class.



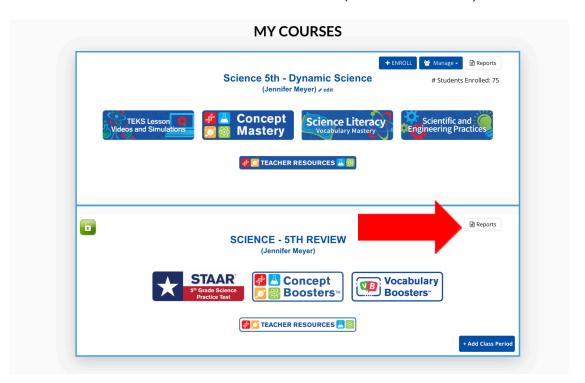


Accessing Grades, Reports, and Data for the Practice STAAR™ Test

Click on My Course from the Teacher Dashboard



Click on the **REPORTS** button in the lower box (STAAR™ REVIEW)







Select the report you'd like to view.





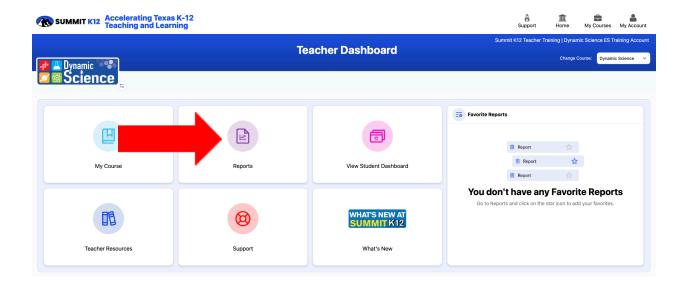


Grading the Short Constructed Response Question(s)

The 5th grade assessment has one SCR question, while the 8th and Biology tests each have 2 SCR questions. Each student's test questions will be scored by the teacher. A student's final score will be adjusted after the teacher selects

0,1, or 2 points. A rubric is provided on the review page and pops up when **Score** is selected.

Access reports by clicking on Reports on your Teacher Dashboard.

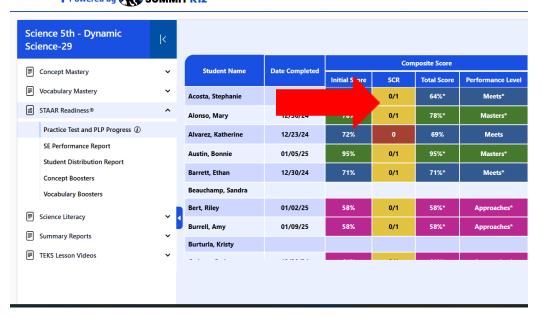


Click on the expand arrow next to STAAR™ Readiness Select Practice Test and PLP Progress

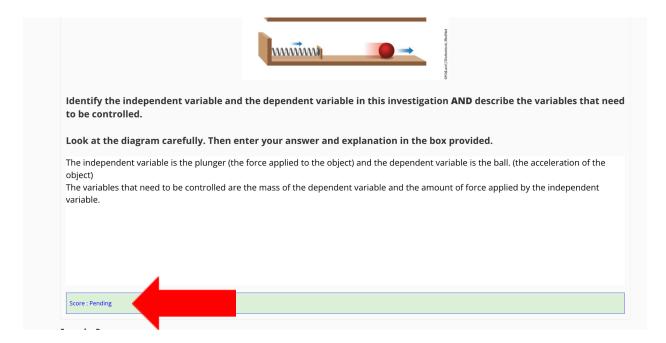
Click on the **0/1 under the SCR column** for each student to access their answer and score.







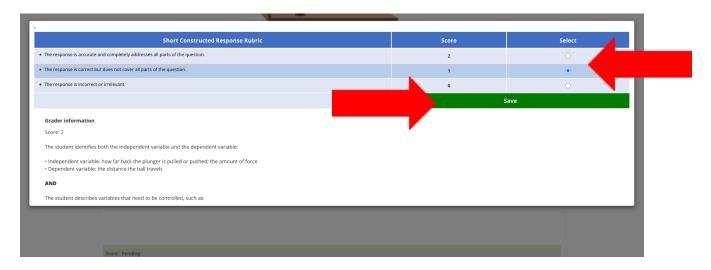
Read the student response, then click on **Score: Pending** in the green bar.







Select a score and click on Save



Repeat the process for the second question on the 5th and Biology assessments.

5th Grade includes one SCR question. 8th Grade and Biology include 2 SCR questions. AFTER you grade 1 or both questions. 8th and Biology may grade one and go back to grade the second one later.

Click on **Finish** to post the score to the score report.

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Analyzing Your Data

Once the STAAR™ Practice Test is administered you'll use this <u>Data Protocol</u> to monitor progress and make instructional decisions to close gaps for class periods, groups of students, and individual students. You will need a copy of the Data Protocol for each class period/group of students you teach.

The protocol will guide you through how to

- Analyze the Practice STAAR™ Data
- Monitor student progress and performance on their PLPs
- Connect the resources in Dynamic Science to students using data





STAAR™ Review Implementation Notes

By curating the resources, grading, and aggregating data, Summit K12's *Dynamic Science* has freed you up to focus on teaching and learning. Your focus is now on balancing the completion of Tier 1 instruction with STAAR™ Review. During review time you may teach whole class lessons, provide small group instruction, and target individual students who may need intervention by using resources from prior grade levels.

Since this balance varies from district to district, begin providing regular work time for your students to complete their PLP once or twice a week for a portion of the class period. Monitor your calendar and student progress. Make adjustments as needed, generally more time is devoted to review as the STAARTM Assessment gets nearer.

