

August 2008

Days of Instruction ● Teacher In-service/ Professional Development Day ★ School opens for 2008-09 School Year ▼ End of Quarter	❖ Holiday/Break ❁ Summer School ✓ Records/Parent Conference Day				1
4	5	6	7	8	
11	OGT Summer Results Due	Summer Graduation	14	15	
● 18	PK – A/B/E/G → K – KRAL → 3-10 AA → ★ 19	PSAT Orders Due	20	21	22
25	26	27	28	29	

PK- A/B/E/G – The Ages & Stages Questionnaire/Social Emotional, Bracken Basic Concept Scale, ECO, and Get It, Got It, Go! are administered to preschool students twice each year – once in the fall and once in the spring. In addition, Ages & Stages Questionnaire is administered to all students once in the fall. Bracken scores must be submitted by October 9 for students enrolled through October 1. GGG scores must be submitted by November 20 for students enrolled through November 14. ASQ, ASQ/SE and ECO scores are required for students enrolled through December 1. Refer to chart found on Preschool Staffnet page.

K-KRAL – Kindergarten Readiness Assessment-Literacy for kindergarten students is administered at the beginning of the school year and completed by October 1. Scores for all students enrolled through October 1 must be submitted through Dashboard by October 2.

3-10 Alternate Assessments (grades 11-12 as needed) – Teachers must begin planning for alternate assessments right away. Planning and data collection can begin immediately. Assessments must be peer reviewed and are due in February.

PSAT/PLAN – Schools should have ordered PSAT materials in May. If not, they must be ordered immediately.

September 2008

❖ 1	3-8 OAT Pre-Test Fall Reading	3-8 OAT Pre-Test Fall Mathematics	5 & 8 OAT Pre-Test Fall Science	5 & 8 OAT Pre-Test Fall Social Studies
8	9	10	3-8 OAT Pre-Test Scan Sheets Due 11	12
15	16	17	K-3 Voyager Benchmarks 1 Due 18	19
K-12 Gifted Screening → 22	23	Elementary Test Coordinator Training 4:00 – 6:30 24	High School Test Coordinator Training 4:00 – 6:30 25	26
29	Test Scheduler Training 3:00 – 4:45 30			

K-12 Gifted Referral Testing – Gifted referral testing for grades K-12 (excluding grade 6) begins the week of September 22. Schools have 3 weeks to complete. All tests are returned to Test Administration for scoring by October 10.

K-3 Voyager – Voyager assessments are administered 3 times a year. The first assessment scores are due September 18 and are submitted at the Voyager website.

3-8 Benchmark Assessments – OAT Pretest – All scan sheets for benchmark assessments must be hand delivered to Test Administration no later than 4:00pm on September 11.

SASI – Decisions regarding grade level placement, testing accommodations, alternate assessment participation and Limited English Proficiency status must be coded in SASI during October count week.

October 2008

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SCPP
TEST – W

		1	2	3
			K – KRAL Scores Due	
1-2 Eng/Math Benchmarks → 4-8 English Benchmarks (B1)	3 OAT Reading 4-8 Mathematics Benchmarks (B1)	3 OAT Make-ups 4-8 Science Benchmarks (B1)	PK – Bracken Due 4-8 Social Studies Benchmarks (B1)	K-12 Gifted Referral Tests Due
6	7	8	9	10
3 Benchmarks (B1) →		10-11 PSAT ALTAS Training 4:00 – 7:00	3-8 Benchmark Scan Sheets Due 1-2 Benchmark Scores Due	▼ ✓
13	14	15	16	17
●	6 TerraNova InView	6 TerraNova Reading	6 TerraNova Mathematics	6 TerraNova Science/Social Studies
20	21	22	23	24
11-12 OGT Reading 10 OGT Practice → 6 TerraNova Make-ups →	11-12 OGT Mathematics	11-12 OGT Writing	11-12 OGT Science	11-12 OGT Social Studies
27	28	29	30	31

K-KRAL – Kindergarten Readiness Assessment-Literacy for kindergarten students. Scores for all students enrolled through October 1 must be submitted through Dashboard by October 2.

1-2 Benchmarks – Teachers administer state short diagnostic assessments in reading and mathematics to students in grades 1 and 2. Scores should be submitted through Dashboard by October 16.

3 OAT Reading – Fall administration of the grade 3 reading Ohio Achievement Test.

3-8 Benchmark Assessments – All scan sheets for benchmark assessments must be hand delivered to Test Administration no later than 4:00pm on October 16. Due to grade 3 OAT reading, grade 3 teachers may delay administration until week of October 13 and return scan sheets the following week.

6 TerraNova – Teachers administer the TerraNova achievement tests to grade 6 students during the week of October 20.

10 OGT Practice Tests – Ohio Graduation Tests – practice tests in all 5 subjects must be administered to students in grade 10 during October. Schools must hand deliver scan sheets to Test Administration by November 6.

10-11 PSAT – Preliminary Scholastic Aptitude Test for grades 10 and 11.

11-12 OGT – Ohio Graduation Tests administered to grade 11 and 12 students, as needed.

November 2008

11-12 OGT Make-ups → 3	3, 4, 6 & 7 Learning Express Folio 4	5	10 OGT Practice Scan Sheets Due Learning Express Folio Due 6	7
❖ 10	11	12	13	14
17	18	10 PLAN 19	PK – GGG Scores Due 20	21
24	25	Professional Development Release Day ● 26	❖ 27	❖ 28

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SCPP
TEST – D

PK- A/B/E/G – The Ages & Stages Questionnaire/Social Emotional, Bracken Basic Concept Scale, ECO, and Get It, Got It, Go! are administered to preschool students twice each year – once in the fall and once in the spring. In addition, Ages & Stages Questionnaire is administered to all students once in the fall. Bracken scores must be submitted by October 9 for students enrolled through October 1. GGG scores must be submitted by November 20 for students enrolled through November 14. ASQ, ASQ/SE and ECO scores are required for students enrolled through December 1. Refer to chart found on Preschool Staffnet page.

K-2 Benchmark Assessments – K teachers administer the state short screening measures in reading and mathematics to K students. Grades 1 and 2 teachers administer end-of-semester benchmark assessments to students in grades 1 and 2. Scores should be submitted through the Dashboard by December 18.

3, 4, 6 and 7 Learning Express Folio – Students in grades 3, 4, 6 and 7 participate in a writing assessment prepared and scored by Learning Express. Writing assessments must be mailed for scoring no later than Thursday of the assessment week.

3-8 Benchmark Assessments – All scan sheets for benchmark assessments must be hand delivered to Test Administration no later than 4:00pm on December 11.

10 OGT Practice Tests – Ohio Graduation Tests – practice tests in all 5 subjects must be administered to students in grade 10 during October. Schools must hand deliver scan sheets to Test Administration by November 6.

10 PLAN – Pre-ACT for grade 10 students.

December 2008

3-8 English Benchmarks (B2)	3-8 Mathematics Benchmarks (B2)	5 & 8 Science Benchmarks (B2)	5 & 8 Social Studies Benchmarks (B2) PK – ASQ/SE and ECO Due	
1	2	3	4	5
			3-8 Benchmark Scan Sheets Due 9-11 Semester Exams→	
8	9	10	11	12
3, 4, 6 & 7 Science Benchmarks (Q2)	3, 4, 6 & 7 Social Studies Benchmarks (Q2)		K-2 Benchmarks Due	Exam Scan Sheets Due
15	16	17	18	19
❖	❖	❖	❖	❖
22	23	24	25	26
❖	❖	❖		
29	30	31		

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SCPP
TEST - W

K-2 Benchmark Assessments – Scores should be entered on the Dashboard by December 18.

3-8 Benchmark Assessments – All scan sheets for benchmark assessments must be hand delivered to Test Administration no later than 4:00pm on December 11. Schools should administer benchmark assessments on days scheduled.

9-10 Semester Examinations – Students enrolled in grades 9 and 10 courses must take end of semester examinations. Scan sheets are due December 19.

January 2009

			❖ 1	SASI – Grades, Accommodation, LEP & AA Fields Finalized for State Testing ▼ ✓ 2
K-3 Voyager Benchmarks → 5	6	7	8	9
K-3 State Diagnostics → 12	13	14	K-3 Voyager Benchmark 2 Due 15	Professional Development Release Day ● 16
❖ 19	20	21	OTELA Training 4:00 – 7:00 22	23
NAEP 26	3, 4, 6 & 7 Learning Express Folio 27	28	Learning Express Folio Due 29	30

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SCPP
TEST – D

SASI – Decisions regarding grade level placement, testing accommodations, alternate assessment participation and Limited English Proficiency status must be coded in SASI by the end of the second semester. Correct SASI data is critical for school EMIS reporting and AYP calculations.

K-3 Voyager – Voyager assessments are administered 3 times a year. The second assessment scores are due January 15 and are submitted at the Voyager website.

K-3 State Diagnostic Assessments – Grades K and 1 teachers complete the reading and writing screening measure and full diagnostic in mathematics. Grade 2 teachers must administer the full state diagnostics in reading, writing and mathematics. Grade 3 teachers must complete the state writing diagnostic assessment. There is no scheduled date. These assessments must be completed by the end of quarter 3 and scores submitted through the Dashboard by March 20.

3, 4, 6 and 7 Learning Express Folio – Students in grades 3, 4, 6 and 7 participate in a writing assessment prepared and scored by Learning Express. Writing assessments must be mailed for scoring no later than Thursday of the assessment week.

3-8 Benchmark Assessments – All scan sheets for benchmark assessments must be hand delivered to Test Administration no later than 4:00pm on February 12.

NAEP – Each year a small number of CPS schools participate in the National Assessment of Educational Progress. During the 2008-09 school year, Clark, Midway, Ethel M. Taylor, Pleasant Ridge, Rockdale, and Walnut Hills have been selected to participate.

February 2009

K-12 Gifted Referral Screening → K-12 OTELA → 3-8 English Benchmarks (B3)	3-8 Mathematics Benchmarks (B3)	5 & 8 Science Benchmarks (B3)	5 & 8 Social Studies Benchmarks (B3)	
2	3	4	5	6
9	10	11	3-10 Alternative Assessments Due 3-8 Benchmark Scan Sheets Due	Professional Development Release Day ●
❖		High School Test Coordinator Training 4:00 – 6:30	K-12 Gifted Referral Tests Due	
16	17	18	19	20
23	24	25	26	27

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SCPP
TEST – W

K-12 Gifted Referral Screening – Gifted referral testing for grades K-12 (excluding grade 2). Schools have 3 weeks to complete.

K-12 OTELA – All ESL/LEP students with code Y must participate in the OTELA administration. Testing for grades K-12 begins on February 2. All test materials must be returned to Test Administration by March 6.

2 TerraNova – Teachers administer the TerraNova achievement tests to grade 2 students during the week of February 11.

3-10 Alternate Assessments – (grades 11-12 as needed) must be turned in to Test Administration by February 12. Alternate Assessments must be approved by reviewer prior to this date and delivered to Test Administration. Important Note: Any AA student enrolled through March 6 must have binder submitted. Therefore, binders for newly enrolled students will be accepted up to March 10.

March 2009

				K-12 OTELA DUE
2	3	4	5	6
10-12 OGT Reading 9 OGT Practice →	10-12 OGT Mathematics	10-12 OGT Writing	10-12 OGT Science	10-12 OGT Social Studies
9	10	11	12	13
3-8 OAT Pre-Test Spring Reading (B4) 10-12 OGT Make-ups →	3-8 OAT Pre-Test Spring Mathematics (B4)	5 and 8 OAT Pre-Test Spring - Science (B4) 3, 4, 6 and 7 Science (Q3)	5 and 8 OAT Pre-Test Spring - Social Studies (B4) 3, 4, 6 and 7 Social Studies (Q3)	3-8 Benchmark Scan Sheets Due K-3 State Diagnostic Scores Due
16	17	18	19	20
❖	❖	❖	❖	❖
23	24	25	26	27
▼ ✓				
30	31			

K-3 State Diagnostic Assessments – These assessments must be completed by the end of quarter 3 and scores submitted through the Dashboard by March 20. See note from January.

K-12 OTELA– All ESL/LEP students with code Y must participate in the OTELA English Proficiency Test. All test materials must be returned to Test Administration by March 6.

3-8 Benchmark Assessments – All scan sheets for benchmark assessments must be hand delivered to Test Administration no later than 4:00 pm on March 20.

10-12 – Ohio Graduation Tests administered to all grade 10 students and administered to grade 11 & 12 students, as needed. Students may not take more than one test per day.

IMPORTANT TESTING NOTE – During the weeks of state OGT testing, no students will be assigned to A2S. Students already at A2S must return to their school before state testing begins or complete all state tests before returning to school. Students who have discipline offenses, which happen during the testing period, will not be assigned to A2S until the student has completed all state tests. There should be no transfers during the first week of testing.

April 2009

		Elementary Test Coordinator Training 4:00 – 6:30		
		1	2	3
6	7	8	9	10
K-3 Voyager Benchmarks →				
13	14	15	16	17
3-8 OAT Reading	3-8 OAT Mathematics	4 & 7 OAT Writing 5 & 8 OAT Science	5 & 8 OAT Social Studies K-3 Voyager Benchmark 3 Due	3-8 OAT Make-ups
20	21	22	23	24
3-8 OAT Early Pick-Up	3-8 OAT First Pick Up for Scoring			
27	28	29	30	

PK - A/B/E/G – The Ages & Stages Questionnaire/Social Emotional, Bracken Basic Concept Scale, ECO, and Get It, Got It, Go! are administered to preschool students twice each year – once in the fall and once in the spring. Bracken scores must be submitted by May 7 for students enrolled through May 7. GGG scores must be submitted by May 7 for students enrolled through May 1. ECO scores must be submitted by May 15 for students with disabilities and ASQ/SE scores must be submitted by May 22 for students with disabilities enrolled through May 22. Refer to chart found on Preschool Staffnet page.

K-3 Voyager – Voyager assessments are administered 3 times a year. The third assessment scores are due April 23 and are submitted at the Voyager website.

3-8 OAT – Ohio Achievement Test. Make-ups may begin after the first scheduled administration.

May 2009

				1
AP Exam Week 1 → 3-8 OAT Final Pick Up for Scoring			PK – Bracken/GGG Due	
4	5	6	7	8
AP Exam Week II → Gr 3, 4, 6, 7 Science Benchmarks – Q4	Gr 3, 4, 6, 7 Social Studies Benchmarks – Q4		9–11 Semester Exams→	PK – ECO Due
11	12	13	14	15
K-2 Benchmark Assessments →			OGT Results Due PK – Bracken Due	PK – ASQ/SE Due
18	19	20	21	22
◆		Exam Scan Sheets Due K-2 Benchmark Scores Due		
25	26	▼ PSAT/PLAN Orders Due	●	29

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SCPP
TEST – W

AP – Advanced Placement examinations administered.

K-2 Benchmark Assessments – Teachers complete end-of-semester benchmark assessments for grades K-2 using score sheets. These score sheets are kept for use by teachers. Teachers submit scores through the Dashboard by May 27.

3-8 OAT – Ohio Achievement Test. Make-ups may begin after the first scheduled administration.

3, 4, 6 and 7 Benchmark Assessments - All scan sheets for grades 3, 4, 6 and 7 science and social studies (Q4) benchmark assessments must be hand delivered to Test Administration no later than 4:00pm on May 27.

9-10 Semester Examinations – Students enrolled in grade 9 and 10 courses must take end-of-semester examinations. Scan sheets due May 27.

PSAT/PLAN – Schools must order PSAT and PLAN materials before leaving for summer break.

IMPORTANT TESTING NOTE – During the weeks of state OAT testing, no students will be assigned to A2S. Students already at A2S must return to their school before state testing begins or complete all state tests before returning to school. Students who have discipline offenses, which happen during the testing period, will not be assigned to A2S until the student has completed all state tests. There should be no transfers during the first week of testing.

June 2009

1	2	3	4	5
*	*	*	*	*
8	9	10	11	12
10-12 OGT → *	*	*	*	*
15	16	17	18	19
*	*	*	*	*
22	23	24	25	26
*	*			
29	30			

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SCPP
TEST – W

10-12 OGT – Ohio Graduation Test may be administered to grade 12 students as needed. The OGT may be administered to grade 10 and 11 students who participate in a minimum of 10 hours of summer intervention for each test taken.

July 2009

		*	*	❖
		1	2	3
*	*	*	*	*
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31