Grades 3–8 English Language Arts and Mathematics Tests

THE UNIVERSITY OF THE STATE OF NEW YORK Regents of The University

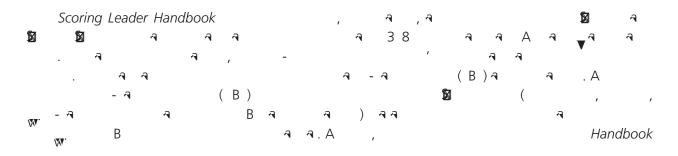
LESTER W. YOUNG, JR., <i>Chancellor</i> , B.S., M.S., Ed.D.	Beechhurst
JOSEPHINE VICTORIA FINN, Vice Chancellor, B.A., J.D.	Monticello
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CHRISTINE D. CEA, B.A., M.A., Ph.D.	

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Introduction

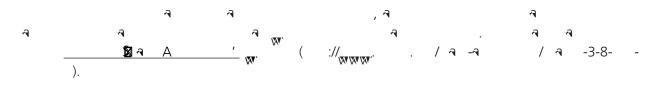


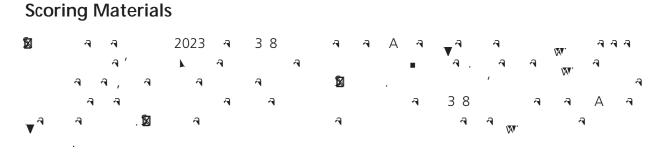
Important Information for Scoring the Tests

Scoring Models

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Practice Set						
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Consistency	Assurance Set					
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Dates for Scoring and Returning PBT Student Answer Sheets





Adherence to Scoring Protocol

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No one, *nder an_circ m ance*, including the student, may alter the student's responses on the test once the student has handed in their test materials. Teachers and administrators who engage in inappropriate conduct with respect to administering and scoring State assessments may be subject to disciplinary actions in accordance with Sections 3020

PBT Scoring Site Organization

Scoring Site Coordinator

- Supervision and management of the site
- Support for scoring
- Logistics for operations
- Security
- Coordination of site personnel
- Collection of audit papers

Operations

Scoring Site Assistants

- Check-in printed test booklets
- Prepare printed test booklets for scoring (organize and randomize)
- Deliver and collect scored test booklets
- Quality check PBT answer sheets
- Return PBT answer sheets to scanning centers
- Return test booklets to schools
- Monitor and maintain security
- Maintain quality control
- Ship completed materials to schools

Scoring

Scoring Leader

- Acts as a scoring trainer
- Monitors scoring sessions
- Supports Table Facilitators and Scorers
- Administers CAS to Table Facilitators and Scorers

Table Facilitators

- Monitor scoring progress to ensure scoring of all papers by the end of scoring period
- Conduct read-behinds to ensure accurate and reliable scoring
- Are a resource for rubric and training material clarification

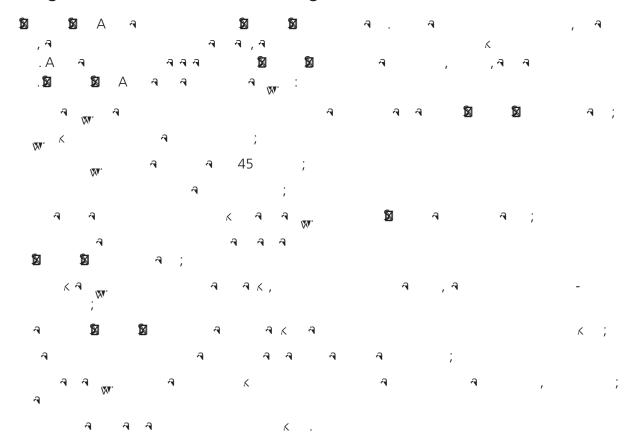
Scorers

Score student constructed responses

All scoring personnel are responsible for maintaining the confidentiality of student responses.

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Scoring Site Assistants for PBT Scoring

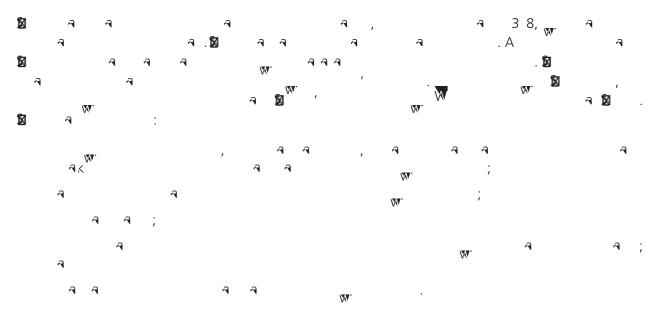


Scoring Leaders

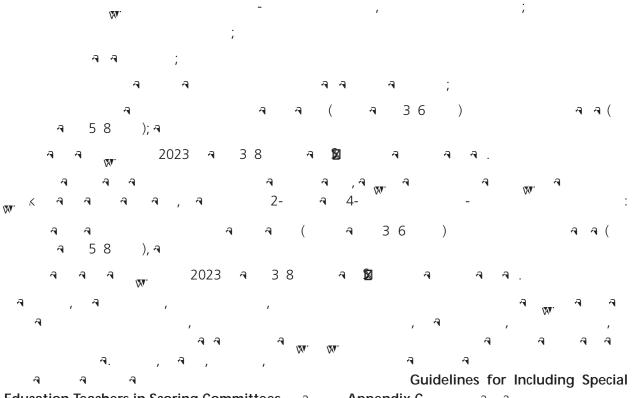
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Scorers



General Requirements for Scoring Committee Member

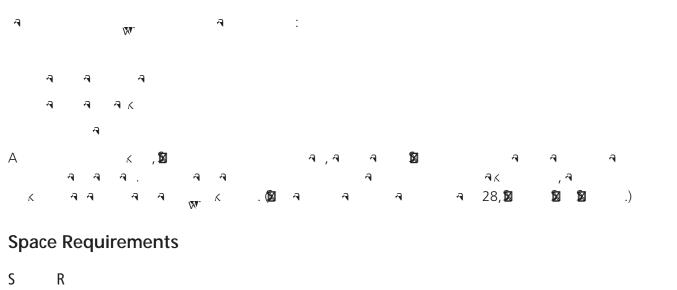


Education Teachers in Scoring Committees Appendix C a a.



Scoring Site Layout and Resources

General Facility Requirements



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Ancillary Materials for the Scoring Site Coordinator

Preparation for Training

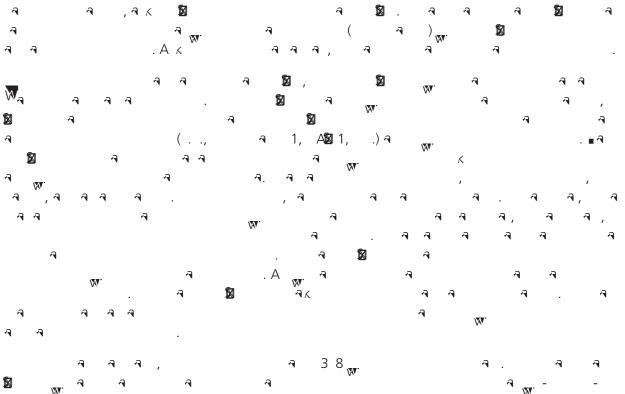
Training Materials

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Scoring Leader Handbook

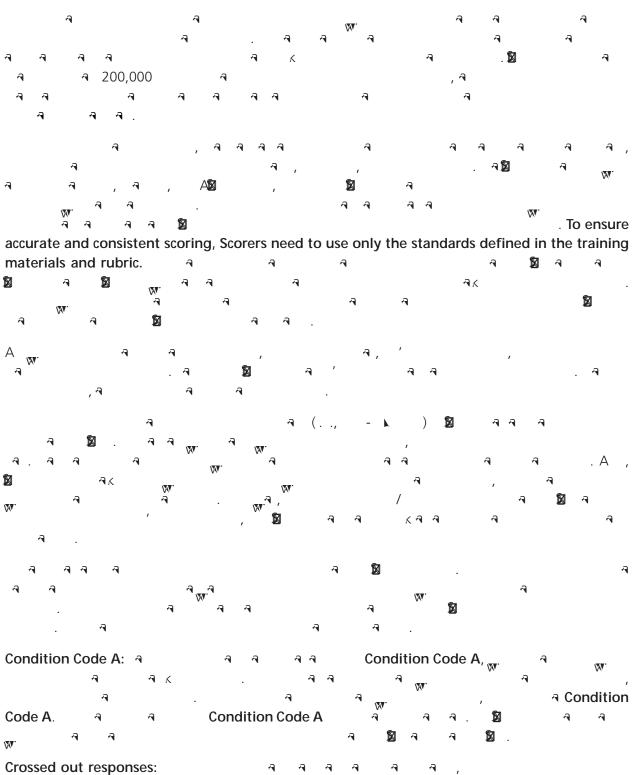
Scoring Leader Handbook a a a a w

Training Set

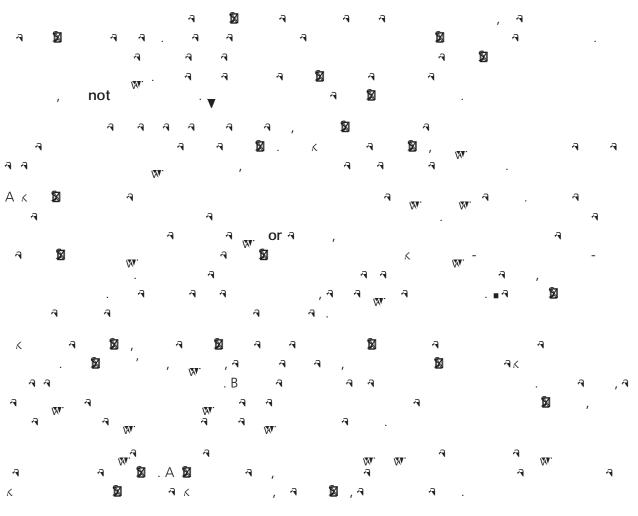


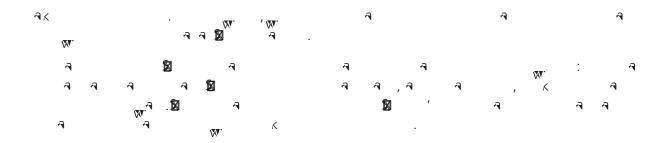




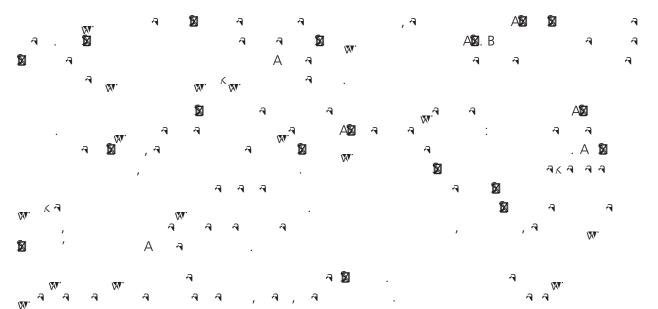


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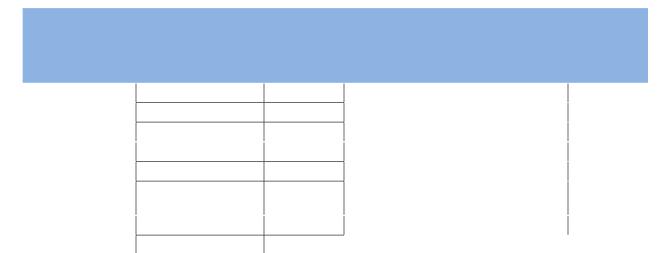




Consistency Assurance Set



Recommended Assignment of Test Questions to Scorers for Mathematics Tests



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Training for Scoring

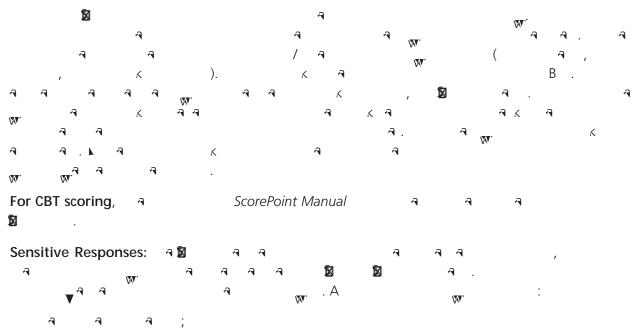
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Scorer Training

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PBT Responses That Should Be Flagged





Scoring Model Codes

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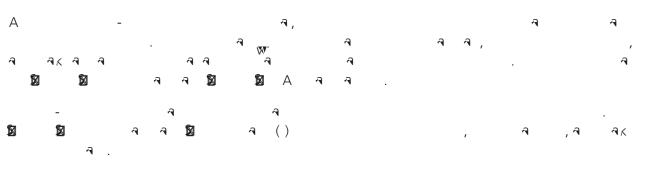
Scoring Model Code	The Scorers for the school's tests include the following:							
1. Regional scoring	 a) Scorers from three or more school districts, or b) Scorers from two or more charter, religious, or independent schools in an affiliation group (charter, religious, or independent schools may participate in regional scoring with public school districts, and each charter, religious, or independent school may be counted as one district) 							
2. Schools from two districts*	 a) Scorers from two school districts, b) Scorers from two religious or independent schools, c) Scorers from two charter schools, or d) A combination of staff from two of the following: a school district, charter school, religious school, or independent school 							
3. Three or more schools within a district	Scorers from three or more schools in a district							
4. Two schools within a district (PBT only)	Scorers from two schools in a district							
5. One school (PBT only)	Three or more Scorers for each grade being scored, all from the same school							
6. Private Contractor	Scored by a private contractor (not a BOCES)							
	Baaa.							

Regardless of the scoring model being used, a minimum of three Scorers is necessary to score each student's test. However, to comply with a State requirement, none of the Scorers assigned to score a student's test responses may be that student's teacher (refer to "Randomizing and Building PBT Booklet Folders/Boxes" on pages 31–32 for further details).

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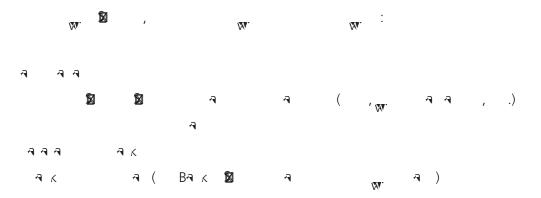
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Preparation for Scoring



Optional Pre-Scoring Meeting

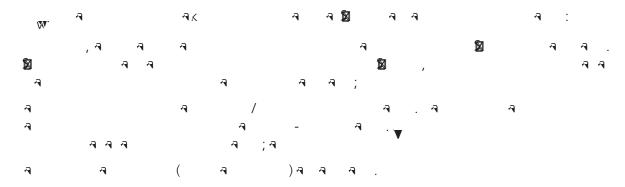
Correspondence with Scorers



Assigning Scorer Numbers and Questions to PBT Scoring Committee Members



Assigning Scorers to Scoring Tables



Backup Scoring Plan

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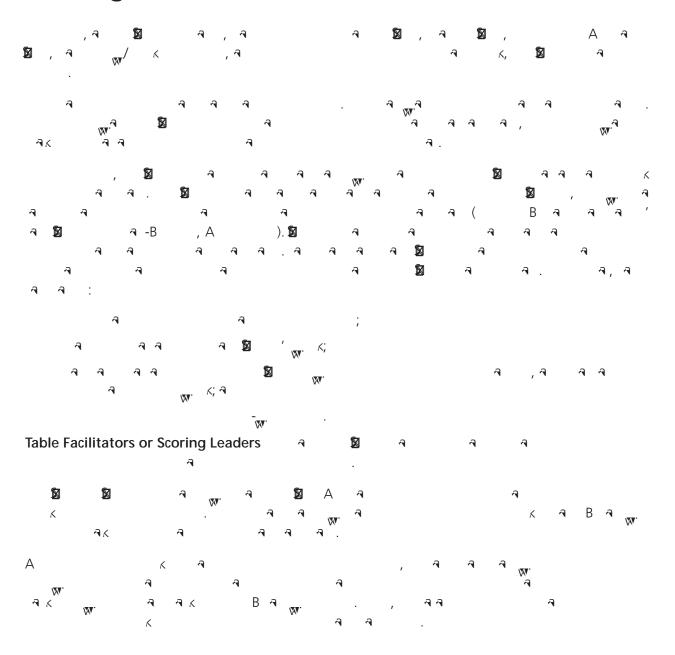
Scoring Site Setup

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Opening Remarks

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Scoring



Scoring Site Security



NOTE: No one is permitted, <u>for any reason</u>, to remove any printed test booklets, PBT answer sheets, ScorePoint login credentials, or scoring materials from the scoring site without authorization from the Scoring Site Coordinator.

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Room Security

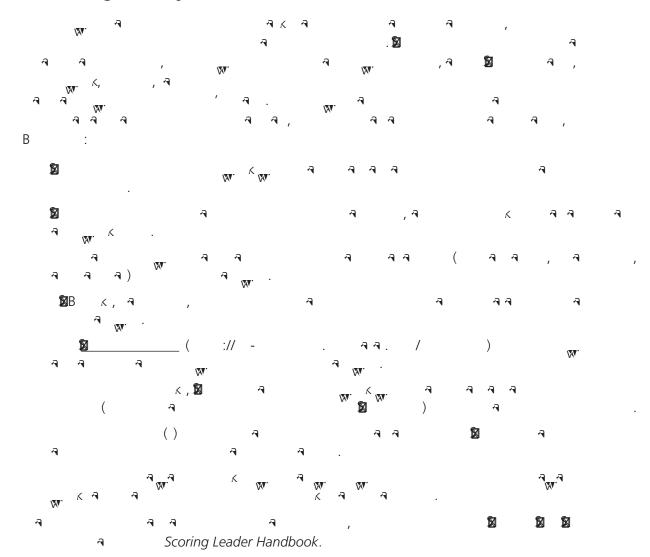
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Materials Room Security

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Confidentiality





CBT Scoring Security Recommendations

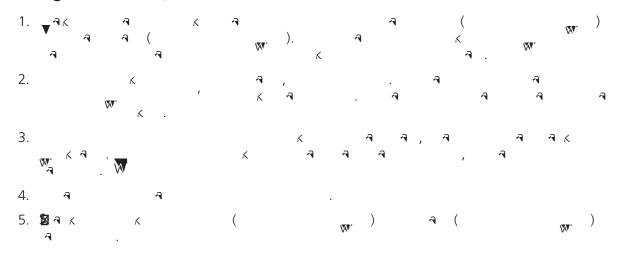
PBT Operations/Logistics

Overview

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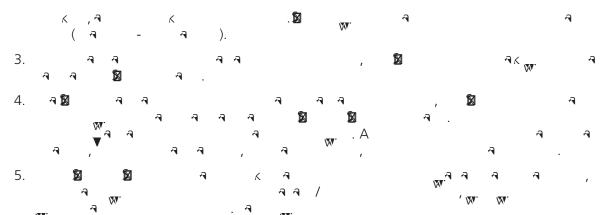
Checking In PBT Materials from Schools

Schoolwide Scoring (Scoring Model 5) and Districtwide Scoring (Scoring Models 2–4)



Regional Scoring (Scoring Model 1) and Private Contractor Scoring (Scoring Model 6)



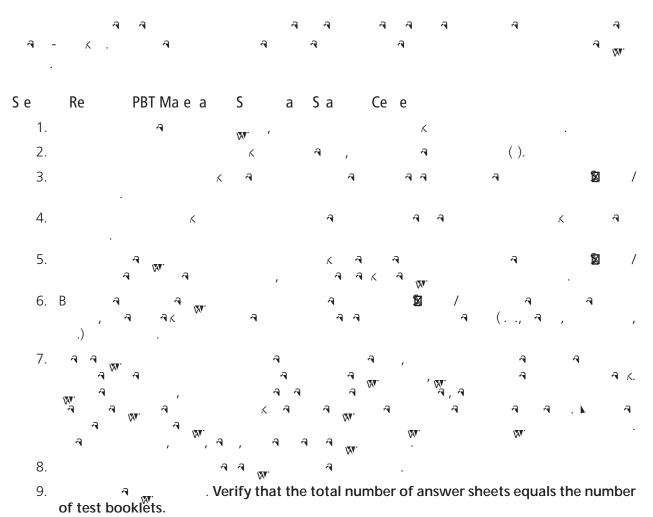




No Double Scoring

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Forwarding PBT Answer Sheets to Scanning Centers and Returning PBT Booklets to School Administrators





Audit Scoring

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Return of Scoring Ancillary Materials

Scoring Support

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Scoring Helpline:

888-382-4246

2023 Scoring Window Dates: a a $A : \bigvee A, A = 24$ a $A : \bigvee A, A = 24$ a $A : \bigvee A = 5$ a $A : \bigvee A = 17$ Hours: 7:30 A. 4:30 . (), $\bigvee A = A$, $\bigotimes W : \bigotimes A$

Appendices

Appendix A: Exam Scoring Confidentiality Agreement

The University of the State of New York Office of State Assessment THE STATE EDUCATION DEPARTMENT Albany, New York 12234

EXAM SCORING CONFIDENTIALITY AGREEMENT

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2023 Scoring Leader Handbook

Appendix B: Scoring Operations Certificate

The University of the State of New York Office of State Assessment THE STATE EDUCATION DEPARTMENT Albany, New York 12234

Appendix C: Guidelines for Including Special Education Teachers in Scoring Committees

Note: A	W.	ત્વ વ	ત	ત્વ ત્વ	ন জ্য	₩.	ત્વ	,	ત્વ	તે
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Special Education Teaching Titles Awarded On or After February 2, 2004

Certificate Titles Awarded On or After February 2, 2004	May Score English Language Arts Tests and/ or Mathematics Tests in these Grades	Additional Requirements
Students with Disabilities Grades 1–6	3–6	—
Students with Disabilities Grades 5–9—Generalist	5–8	_
Students with Disabilities Grades 5–9—Content Specialist	5–6 7–8	Grades 7–8 if English language arts and/ or mathematics is the content specialization on certificate, or if highly qualified at middle/secondary level in English language arts and/or mathematics
Students with Disabilities Grades 7–12—Content Specialist	7–8	Only if English language arts and/or mathematics is the content specialization on certificate, or if highly qualified at middle/secondary level in English language arts and/or mathematics
Deaf and Hard of Hearing	3–6 7–8	Grades 7–8 if highly qualified at middle/ secondary level in English language arts and/or mathematics
Blind and Visually Impaired	3–6	

Appendix D: PBT Scorer Assignment List

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New York State

English Language Arts

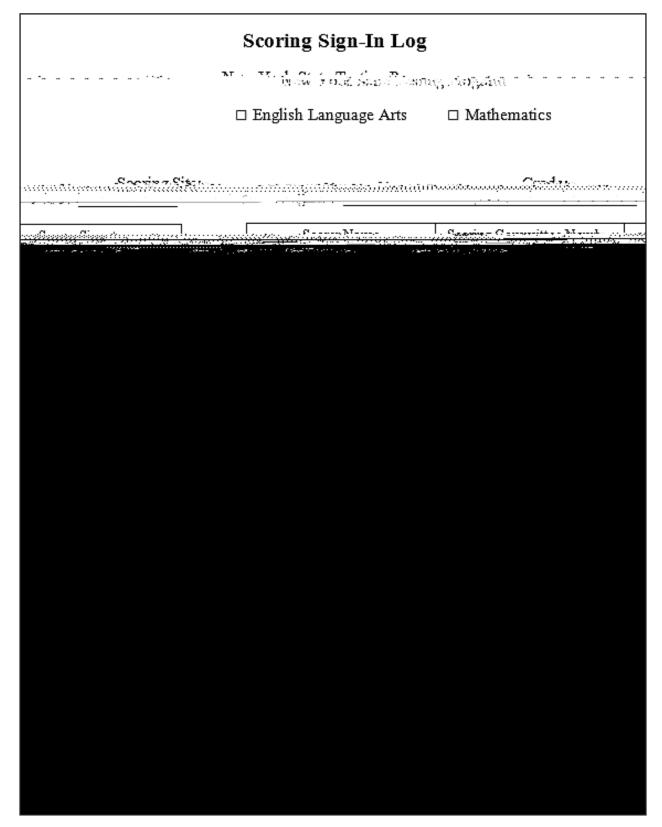
Mathematics

Scorer Assignment List for Grade ____

1	1
Scorer Name	Scoring Committee
	Number

Scorer Name	Scoring Committee Number

Appendix E: Sign-In Log Template



Appendix G: PBT Table Facilitators' Tally Sheet for Read-Behinds

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Appendix H: PBT Box Label Template

Box Label

New York State GRADE ____

CONTENT:

English Language Arts Session 2 Booklet Appendix I: PBT Return to Scorer Template

New York State RETURN TO SCORER	
GRADE:	
BOX #:	
CONTENT:	

Appendix J: PBT Secure Materials Tracking Log

				Time								
				Date								
				Tracking #s for English Language Arts Session 1 booklets and Mathematics Session 1 booklets								
atics Tests g			to Room	# and Type of Accommodated Test Booklets		· Location		Scoring Site		age Location		
Grades 3-8 English Language Arts and Mathematics Tests Secure Printed Materials Tracking Log			Materials Moved from Secure Storage Location to Room	# of ELA Session 1 Answer Booklets		Materials Moved from Room to Secure Storage Location		Materials Moved from Secure Storage Location to Scoring Site		Materials Moved from Scoring Site to Secure Storage Location		
lish Language <i>A</i> e Printed Mater	Room Number:		ed from Secure	# of Answer Sheets		ed from Room to		rom Secure Sto		rom Scoring Sit		
Grades 3-8 Eng Secur		ssions:	Materials Move	# of Regular Edition Test Booklets		Materials Move		laterials Moved f		laterials Moved f		
		Subject/Sessions:		Room #				2		2		
				Proctor's Signature								
	Proctor's Name:	Grade:		Principal's or Designee's Signature								

Appendix K: Sample PBT Classroom Roster

SAMPLE

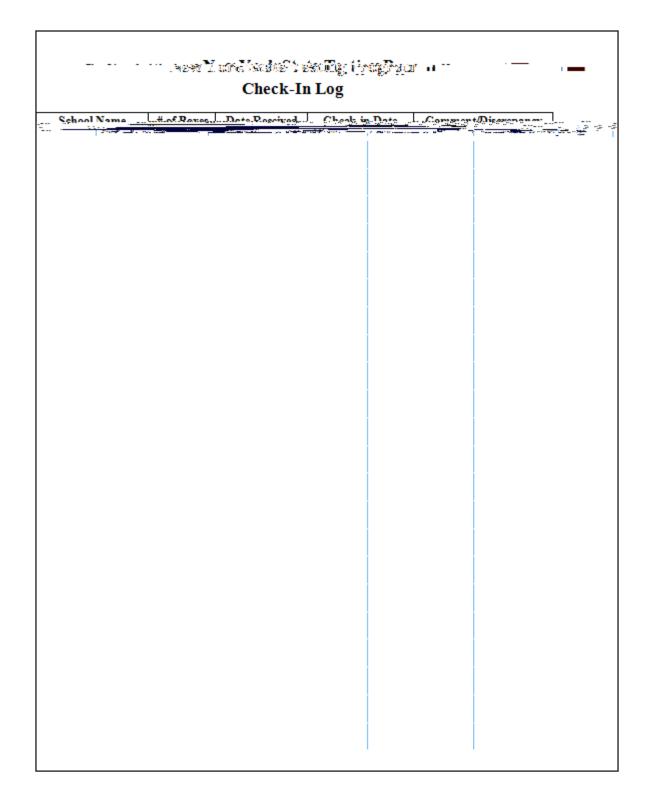


School/Group List

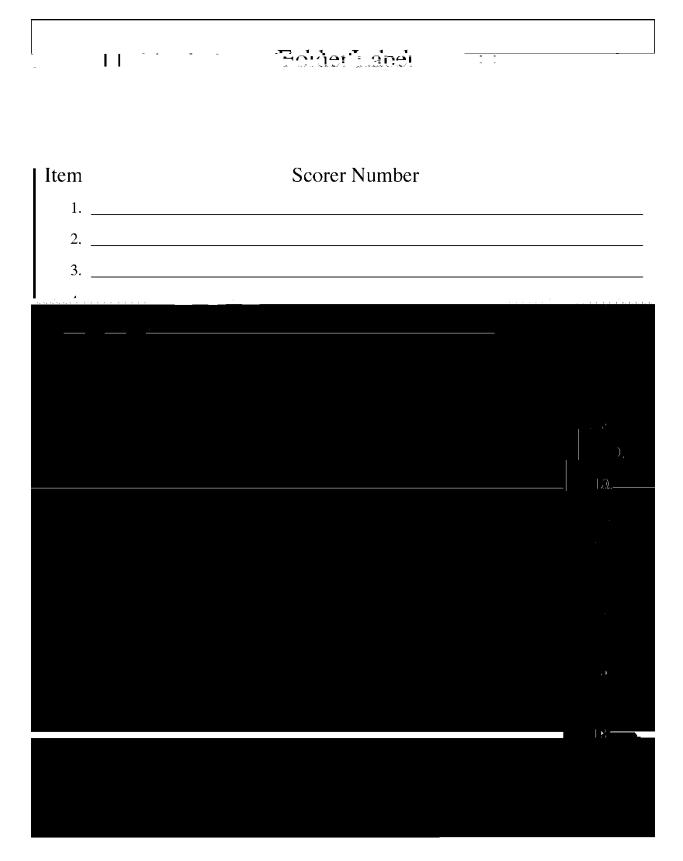


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Appendix M: PBT Check-In Log Template



Appendix N: PBT Folder Label Template



Appendix O: Approximate Read Times for Scoring English Language Arts

No e: All indica ed ime are in min e and/or par of min e.

	Average Read Times: English Language Arts										
	2-Credit	Questions	4-Credit Questions								
Grade	Electronic	Pencil/Paper	Electronic	Pencil/Paper							
3	0.62	1.23									
4	0.46	0.92	1.32	2.12							
5	0.65	1.3	1.47	2.27							
6	0.64	1.27									

Approximate Read Tim												
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Appendix P: Approximate Read Times for Scoring Mathematics

Average Read Times: Mathematics							
	1-Credit (Questions	2-Credit	Questions	3-Credit Questions		
Grade	Electronic	Pencil/ Paper	Electronic	Pencil/ Paper	Electronic	Pencil/ Paper	
3	0.17	0.35	0.42	0.83	0.53	1.06	
4	0.21	0.41	0.38	0.76	0.58	1.16	
5	0.19	0.38	0.47	0.93	0.82	1.62	
6	0.28	0.57	0.5	1	0.58	1.16	
7	0.17	0.33	0.33	0.67	0.4	0.8	
8	0.18	0.37	0.4	0.81	0.52	1.04	

No e: All indica ed ime are in min e and/or par of min e.

Approximate Read Times for Each Question: Mathematics Grade 7 and 8						

Appendix R: ScorePoint System Requirements

	Windows	Macintosh	Chromebooks			
Operating System	Windows 10 Windows Server 2016 (latest service pack)	macOS 10.13.4 to 10.13.6, 10.14.x, 10.15.x	Chromebook OS v67+			
Processor	Intel Core 2 Duo 1.6 Ghz equivalent or higher CPU 1.4 Ghz + or equivalent					
System Memory	Minimum 512MB Ram Recommended 2GB RAM with 1GB free RAM Minimum 1GB free storage space					
Supported Browsers	Google Chrome 67+					
Screen Size & Resolution	Recommend 11.6" or larger screen size for desktops, 9.7" or larger for Chromebooks Minimum 1024 X 768 screen resolution					
Local Area Network (LAN)	Minimum General Requirement: 802.11g Wireless 54 Mbps or greater 100 Mbps LAN for desktops Minimum available LAN bandwidth at each workstation: 1 Mbps Recommended General Settings: 802.11n Wireless 150 Mbps or higher 1 Gbps LAN for desktops Recommended available LAN bandwidth at each workstation: 2 Mbps					
Internet Speed	Minimum per device: 150 Kbps Recommended: 300 Kbps					



Grades 3–8 English Language Arts and Mathematics Tests

Scoring Leader Handbook 2023 Edition