



# TIA Assessment Guide

## WHAT'S INSIDE

- Details on TIA categories requiring BOY assessments
- Protocols for effective, secure assessment delivery and completion

## Pre-Requisite Checklist

Student Class Rosters	STATUS
Students are no longer receiving schedule changes	<input type="checkbox"/> Roster Changes Done
Each student has a device	<input type="checkbox"/> Student Devices
Students have access to accommodations	<input type="checkbox"/> Accommodations

# Getting Started

To maintain the integrity of Canutillo's Teacher Incentive Allotment (TIA) program; student growth measures are administered fairly and consistently throughout the organization. This is to ensure all students can demonstrate their full potential on student growth and maintains fairness across all categories of assessment with TIA and as applicable to state assessments. Teacher PLCs will coordinate with District Curriculum Coordinators and Campus Testing Coordinator (CTC) to identify the target days for assessment within the district identified window. All teachers in all courses applicable to the listed content and categories must assess students within the PLC determined assessment days. Each PLC will also develop a system to ensure students who are absent are provided with an opportunity to make up the assessment. For Dual Language programs, students can switch assessment languages and still meet growth measures based on transition tables. If a student tests in Spring previous year or Fall current year, in Spanish, but then tests in English for the Spring STAAR, the student can earn growth points. For Pre-K through 2nd grade Dual Language, students should be assessed in both languages.

## ***Note for Elementary Groups***

**Self-Contained:** Teachers in Self-contained classrooms teaching 4 or 5th grade do not give a BOY assessment, the students STAAR scores are used in Reading and Math to determine growth. A 5th grade self-contained teacher does not give the 5th grade Science BOY assessment, his/her growth data will come from RLA and Math.

**Departmentalized:** If an elementary is departmentalized, a teacher who instructs Science and Math, will not need to give a BOY in Science, as the Math STAAR scores would be the eligible category to determine growth. If a teacher ONLY teaches 3, 4, or 5th grade science, then he/she must administer the applicable BOY assessment to create growth data. Primary eligibility will be aligned with STAAR instruction in Reading and/or Math where possible.

**3rd Grade Self-Contained:** Must give both the Math Category 5 BOY and the Category 6 Renaissance STAR Reading assessment.

**3rd Grade Departmentalized:** would give a BOY based on assignment in Reading, Math, or Science; however if a teacher is departmentalized in Science and Math, only the BOY in Math should be administered.

# Curriculum Coordinators

- Provides PLC support in identifying target assessment days.

- Provides support for teachers in using the online Eduphoria, CLI Engage, and Renaissance assessment platforms.
- Opens Assessments in Eduphoria and other applicable platforms (ONLY on the identified test days).
- Support teacher use of BOY data in PLCs to support growth goals.
- Ensures all students have access to online assessments within the applicable platforms.
- Remind teachers to check student accommodations applicable to BOY and EOY testing.
- Provide PK-2 teachers with support in ensuring appropriate assessment is possible.
- Reviews assessment completion with district testing coordinator to ensure all student BOY test data has been captured and is complete.

## Campus Testing Coordinators

- Ensures PLC identified dates are clearly communicated within the campus.
- BOY Assessments may be given in class, closely monitored for security and proper test administration.
- Teachers PK-2 should be provided with ample time and proper assessment space to administer the on-on-one BOY and EOY assessments with limited distractions and/or interruptions as much as possible and within reason.
- Provides testing accessibility materials (calculators, dictionaries, etc ) as applicable to each assessment.
- Coordinates assessment logistics schedule for Spring EOY assessments in conjunction with STAAR campus testing schedule. Ensuring:
  - Student assessment groups are evenly distributed and not necessarily testing with the teacher of instruction.
  - EOY assessments are executed with appropriate security measures.
  - Students are afforded only the allowable supports per committee approval for 504, ARD, LPAC, & RTI supported students.
  - All TIA content areas have similar instructional timelines throughout the year, similar to that of state STAAR testing.

## Student Growth Measures: Security & Confidentiality

## Teacher Responsibilities

Maintaining security and confidentiality of student growth measures helps to ensure the student performance is accurately measured as part of Canutillo's TIA system. Violation of student growth measure security and confidentiality may result in educator ineligibility for TIA designation. Teacher responsibilities and expectations include:

- **Student growth measure test content is not shared/discussed.**
- **Students are not excluded from BOY or EOY assessments; all students must be assessed in applicable TIA categories of instruction.**
- **Students who are absent on designated assessment day/s are given a make-up testing opportunity.**
- **Test security procedures are followed.**
- **Test materials are securely maintained.**
- **Students are actively monitored during assessment administrations.**
- **Students may not receive assistance to complete growth measure assessments beyond what is allowable by the governing student committee (ARD, 504, LPAC, RTI).**
- **Suspected educator misconduct must be reported immediately.**

## Serious Growth Measure Testing Violations:

The following educator conduct represents serious student growth measure testing violations to security and confidentiality:

- **Directly or indirectly assisting students with responses to test questions, on BOY and/or EOY assessments.**
- **Tampering with or falsifying student responses.**
- **Discussing or disclosing test content or student responses, except as needed for data analysis or instruction decision-making.**
- **Duplicating, recording, or electronically capturing test content or student responses.**
- **Exempting or preventing a student from participating in growth assessments.**
- **Failing to implement sufficient procedures to prevent student cheating.**
- **Encouraging or assisting an individual to engage in any conduct described above.**
- **Failing to report an individual that has engaged in or is suspected of engaging in any conduct described above.**

# BOY Assessment: Categories & Schedule

Category/Grade Level / Content	Platform	Assessment Window
<b>Category 1: Pre-K</b>	<a href="#">Circle</a>  Dual Language students test in English & Spanish	September 3 - 20, 2024
<b>Category 2: Kindergarten</b>	<a href="#">TXKEA</a>  Dual Language students test in English & Spanish	September 3 - 20, 2024
<b>Category 3: 1st &amp; 2nd Grade</b>	<a href="#">TPRI-TEJAS LEE</a>  Dual Language students test in English & Spanish	September 3 - 20, 2024
<b>Category 5:</b>  <b>5th Grade Science (Departmentalized Only)</b>  <b>Grade 3 Math</b>  <b>8th Grade Science &amp; Social Studies</b>  <b>EOC Biology</b>  <b>EOC US History</b>	<b>Math &amp; Social Studies:</b> <a href="#">Eduphoria</a>  District Developed BOY  <b>Grade 8 Science:</b> <a href="#">SAVVAS</a> <ul style="list-style-type: none"> <li>• Questions on using SAVVAS can be directed to District Science Coordinator</li> </ul>	August 26 - September 6, 2024:  PLC determines testing days in coordination with C&I Curriculum Coordinator and CTC
<b>Category 6:</b>  <b>3rd Grade Reading</b>  <b>English III</b>  <b>English IV</b>	<a href="#">Renaissance Learning</a>  STAR Reading- Fall	September 3 - 13, 2024:  PLC determines testing days in coordination with C&I Curriculum Coordinator

<p><b>Category 7:</b></p> <p><b>AP Human Geography</b></p> <p><b>AP Statistics</b></p> <p><b>AP Computer Science Principles</b></p> <p><b>AP Calculus AB/BC</b></p> <p><b>AP Physics 1</b></p>	<p><a href="#"><u>Eduphoria</u></a></p> <p>AP BOY</p>	<p>September 3 - 13, 2024:</p> <p>PLC determines testing days in coordination with C&amp;I Curriculum Coordinator</p>
<p><b>Category 8:</b></p> <p><b>Grades 3 &amp; 4 Departmentalized Science</b></p> <p><b>Grade 6 Science &amp; Social Studies</b></p> <p><b>Grade 7 Science &amp; Social Studies</b></p>	<p><b>Social Studies:</b> <a href="#"><u>Eduphoria</u></a></p> <p>District Developed BOY</p>	<p>August 26 - September 6, 2024:</p> <p>PLC determines testing days in coordination with C&amp;I Curriculum Coordinator</p>

## EOY Assessment: Categories & Schedule

Category/Assessment	Content & Platform	Assessment Window or Date
<b>Category 1: Pre -K</b>	<a href="#">Circle</a> Dual Language students test in English & Spanish	April 8 - May 1, 2025
<b>Category 2: Kindergarten</b>	<a href="#">TXKEA</a> Dual Language students test in English & Spanish	April 8 - May 1, 2025
<b>Category 3: 1st &amp; 2nd Grade</b>	<a href="#">TPRI-TEJAS LEE</a> Dual Language students test in English & Spanish	April 8 - May 1, 2025
<b>Category 5:</b>		
<b>Grade 3 Math</b>	<a href="#">Cambium</a>	April 23, 2025
<b>8th grade Science</b>	Spring STAAR Assessments	April 15, 2025
<b>8th Grade Social Studies</b>		April 16, 2025
<b>EOC Biology</b>		April 15, 2025
<b>EOC US History</b>		April 16, 2025
<b>Category 6:</b>		
<b>3rd Grade Reading</b>	<a href="#">Renaissance Learning</a>	April 8 - May 1, 2025
<b>English III</b>	Star Reading - Spring	
<b>English IV</b>		
<b>Category 7:</b>		
<b>AP Human Geography</b>	<a href="#">CollegeBoard Advanced Placement Exams</a>	May 6, 2025, 8am

AP Statistics		May 8, 2025, 8am
AP CS Principles		May 15, 2025, 12pm
AP Calculus AB/ BC		May 12, 2025, 8am
Category 8:	<a href="#">Eduphoria</a>	
Grades 3 & 4 Dept. Science	District Developed EOY	April 16, 2025
Grade 6 Science		April 15, 2025
Grade 6 Social Studies		April 16, 2025
Grade 7 Science		April 15, 2025
Grade 7 Social Studies		April 16, 2025

## Important Links for Additional Info

For More information on TIA specifics, growth calculations, and teacher eligibility categories, visit the Canutillo TIA webpage:

[Canutillo TIA](#)

## Assessment Platform Info

## CIRCLE Progress Monitoring BOY Assessment for PreK

The CIRCLE Progress Monitoring Assessment for PreK is available on the CLI Engage Platform.

1. Login to <https://cliengage.org/static/signin>
2. Teachers will login to their Dashboard using their username (email address) and their unique password.
3. Click the “CIRCLE Progress Monitoring PreK” button under the red “Screening, Observation, and Assessment” tab.
4. On the “Class List” page, click on the name of the class that includes the students you wish to assess. Be sure to select the correct wave (Wave 1 for BOY) in the top-right corner to view subtests.
5. Next, you will see the “Student View” page. This page allows you to: –
  - Choose to administer an assessment in English or Spanish,
  - Launch an assessment, multiple assessments or a subtest
  - Assess offline
  - View class reports

**The assessment will be administered one on one with each individual student. All PreK teachers will be provided coverage (a substitute) to support in the administration of this assessment. A quiet area free of distractions should be secured prior to the assessment administration. This will ensure that most accurate data is collected for each individual student.** Measures that will be assessed include the following:

- Rapid Letter Naming
- Rapid Vocabulary
- Math (to include all sub-tasks – except for the optional)
- Social Emotional Behaviors (to include all sub-tasks)
- Early Writing Skills

# Texas Kindergarten Entry Assessment (TX-KEA) for Kindergarten

The Texas Kindergarten Entry Assessment (TX-KEA) for kindergarten is available on the CLI Engage Platform.

1. Login to <https://cliengage.org/static/signin>
2. Teachers will login to their Dashboard using their username (email address) and their unique password.
3. Click the "CIRCLE Progress Monitoring PreK" button under the red "Screening, Observation, and Assessment" tab.
4. On the "Class List" page, click on the name of the class that includes the students you wish to assess. Be sure to select the correct wave (Wave 1 for BOY) in the top-right corner to view subtests.
5. Next, you will see the "Student View" page. This page allows you to: –
  - Choose to administer an assessment in English or Spanish,
  - Launch an assessment, multiple assessments or a subtest
  - Assess offline
  - View class reports

**The assessment will be administered one on one with each individual student. All kindergarten teachers will be provided coverage (a substitute) to support in the administration of this assessment. A quiet area free of distractions should be secured prior to the assessment administration. This will ensure that most accurate data is collected for each student.**

Measures that will be assessed include the following:

- KEA Literacy Screener (to include sub-tasks- Vocabulary, Letter Names, Spelling 1)
- Letter Sounds
- Blending
- Decoding
- Listening Comprehension
- Math – Parts 1 & 2
- Social Emotional Competence & Emotion Management
- Academic Motor Skills

## TPRI and Tejas LEE for 1st and 2nd Grade

The TPRI and Tejas LEE is available on the CLI Engage Platform.

1. Login to <https://cliengage.org/static/signin>
2. Teachers will login to their Dashboard using their username (email address) and their unique password.
3. Click the “TPRI 2nd Grade or Tejas LEE 2nd Grade” button under the red “Screening, Observation, and Assessment” tab.
4. On the “Class List” page, click on the name of the class that includes the students you wish to assess. Be sure to select the correct wave (Wave 1 for BOY) in the top-right corner to view subtests.
5. Next, you will see the “Student View” page. This page allows you to: –
  - Choose to administer an assessment in English or Spanish,
  - Launch an assessment, multiple assessments or a subtest
  - Assess offline
  - View class reports

**The assessment will be administered one on one with each individual student. All 2nd grade teachers will be provided coverage (a substitute) to support in the administration of this assessment. A quiet area free of distractions should be secured prior to the assessment administration. This will ensure that most accurate data is collected for each student.**

**Measures that will be assessed include the following:**

### TPRI

- Screener (Word Reading -TPRI only)
- Spelling (4 sets)
- Word Reading (4 sets)
- Fluency, Comprehension, Accuracy (2 stories)

### Tejas LEE

- Reconocimiento de las palabras (Word Reading)

- Dictado
- Fluidez (Fluency- 2 stories)
- Comprensión de lectura (Comprehension 2 stories)
- Exacitud de lectura -Dos cuentos (Reading Accuracy – 2 stories)

## Eduphoria & SAVVAS Platform Assessments

A 2 period or 2-hour block of time is recommended for students to complete BOY assessments through Eduphoria.

Helpful Tips to Administer the Exam:

- Log on into Eduphoria
- Go to the Aware button
- Find and click the Analyze tab
- Click on -Test Available
- Find the applicable assessment based on your TIA BOY content to proctor and administer to students.
- Find the link for online Test Proctoring
- On top of the screen, click on Online Test Proctoring
- Click on the name of the test
- Find the pencil to Edit if students need special accommodations such as text to speech, spelling assistance (all levels) and/or Spanish (Elementary). (Note: this function doesn't translate to Spanish. There is the Spanish TIA BOY pre- test available)
- Select all students or select by student.
- To start the test, click Start All or Start Selected
- If the students closed without submitting, find the button to force submit.

For BOY Only: If testing over two consecutive days, teachers are responsible for stopping the test at the end of day one and reopening the test on day two.

<https://www.youtube.com/watch?v=BfbXwRH7Zbc>

\*\* Grade 8 Science 24-25 SY:

**Grade 8 Science BOY will be accessible and given through SAVVAS. The BOY will be shared with teachers one day before their scheduled testing day to assign their students. Teachers and Students can access SAVVAS through Rapid Identity.**

## Renaissance: STAR 360 Reading

Instructions to share with students when administering the STAR Reading assessment:

*"Today you will be taking a test called STAR Reading. Do not worry if someone finishes the test before you because every test is different. Some of the questions are easy, while others will be more challenging. Do not worry about how many questions you think you get correct or incorrect. Everyone is likely to miss some of the questions. The main goal is for you to do the best you can. This information will help us know the best way to support and teach you."*

The Canutillo ISD default monitor password is: admin. This password can be changed or removed by teachers.

### **Here are instructions from Renaissance about setting Monitor Passwords.**

Here are the steps to locate the Monitor Password Reading Practice. Teachers can choose whether the password is also required before and/or after reading quizzes.

Edit the Monitor Password follow these steps:

- From your Home page select your name in the upper-right corner > Edit Preferences > Monitor Password – Reading Quizzes (under the Class Preferences section).

### **Student Access to Renaissance STAR Reading:**

This program is set up by the IT Department to auto-sync with the TEAMS System.

Login to Rapid Identity to access Renaissance Learning icon or it is listed in Staff links

[CISD Renaissance URL](#) .

Teacher and student accounts are automatically generated through nightly imports from the TEAMS rosters. Teachers provide students with Renaissance login credentials. [How to View Student Passwords](#) (Forgot username/password feature helps when teachers are unsure about login information, and the link to subscribe to the Renaissance newsletter is helpful too.)

[Renaissance Assessment Manual](#)

# This Assessment Guide applies to the 24-25 School Year

## Resource Team

<i>Team</i>	<i>Phone</i>	<i>Email</i>
District Assessment Administrator/TIA: Jessica Harrison	915.877.7434	<a href="mailto:jharrison@canutillo-isd.org">jharrison@canutillo-isd.org</a>
Science Coordinator: Marlena Zimmerman	915.877.7504	<a href="mailto:mmora@canutillo-isd.org">mmora@canutillo-isd.org</a>
Mathematics Coordinator: Ruby Palacios	915.877.7503	<a href="mailto:rpalacios@canutillo-isd.org">rpalacios@canutillo-isd.org</a>
English Language Arts Coordinator: Shawn Legget	915.877.7433	<a href="mailto:slegget@canutillo-isd.org">slegget@canutillo-isd.org</a>
Social Studies/Advanced Academics Coordinator: Richard Moore	915.877.7502	<a href="mailto:rmoore@canutillo-isd.org">rmoore@canutillo-isd.org</a>
Early Childhood Coordinator: Sandra Carrillo	915.877.7409	<a href="mailto:scarrillo@canutillo-isd.org">scarrillo@canutillo-isd.org</a>