

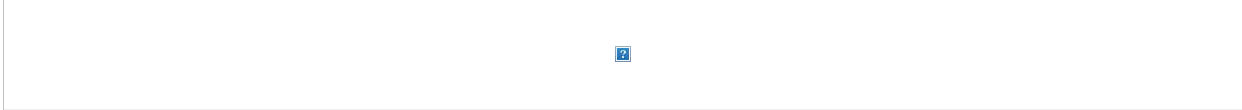
APPENDIX V – 263

From: [Espinoza, Catherine](mailto:Espinoza_Catherine@elementaryservices.tusd1.org)
To: elemeld@listserv.tusd1.org
Cc: [Alvarez, Mark](#)
Subject: E-Assessment Reminders for Teachers of Avenues and Individuals Who Scan eAssessment (P2)
Date: Friday, April 22, 2016 3:49:38 PM
Attachments: [Guidelines for eAssessment Scanners and Computers.doc](#)
[END OF THE YEAR SIGN FOR COMPUTER AND SCANNER.doc](#)
[image001.gif](#)
[image002.png](#)
[image003.png](#)
Importance: High

Hello Everyone,

Wow May is just around the corner!

These are just a few **End of the Year** reminders for ELD teachers and individuals at schools who scan eAssessment:



- Administer and scan Unit tests between **May 16 - 20th**.
- Kindergarten please administer the End of Year Assessment by **May 23rd**.
- Administer and scan the Posttest for grades 1-5 by **May 24th**. If you go past this date just ensure your tests are scanned before **the 26th of May**. (Note- If you did not complete all unit tests this is OK just give the posttest.)
- Ensure e Assessment scanners are secured **and not disconnected**. Open the attachment "**Guidelines for e Assessment Scanners and Computers**" for **details**. Also, **place the second attachment sign on your computer and scanner**.
- If you are changing grade levels or your school is moving, please **secure all Avenues materials** by grade level and label them for easy access. (This is especially important for small items such as Picture cards and CD's which are easy to lose). If you would like an inventory of what your school should have let me know and I will send it to you.
- Look out for upcoming Language Learning Symposium for K-5 ELD teachers in True North Professional Development Portal.**

Thank you for all of your hard work!

Catherine Espinoza
Tucson Unified School District
Language Acquisition Specialist
Language Acquisition Department
2025 E. Winsett/LIRC Bldg.
Tucson, Az 85719
(520)-225-4600
Fax 520 -225-4668

Guidelines for eAssessment Scanners and Computers

- ∞ Computer and Scanner must remain together
- ∞ Place both scanner and computer in a low traffic area (If moved, the scanner needs to be recalibrated)
- ∞ **Keep scanners and computers connected during the summer (Reconnecting them takes time and critical cables and attachments have been lost)**
- ∞ Keep scanner cover with a sheet when not in use
- ∞ Assign one individual at your school to scan
- ∞ If you have trouble with the scanner, call **Scantron 1-800-722-6876**. Have scanner serial # available when calling
- ∞ For support with teacher ID numbers, eAssessment website issues, scanning errors, call **NGSP Tech Support 1-800-423-0563**, (8 AM – 8 PM Eastern Time)
- ∞ When having difficulty with the computer use **TUSD's Track-it**
- ∞ For more information go to www.ngsp.com and log on to eAssessment and click at the top of the page on **Resources**

**DO NOT DISCONNECT
e Assessment SCANNER
FROM COMPUTER!!**

These components must remain together !

**DO NOT REMOVE THE
RS232 CORD FROM THIS
HARDWARE!!**

From: [Espinoza, Catherine](#)
To: [Alvarez, Mark](#)
Subject: Avenues E-assessment Information for ELD Teachers
Date: Friday, April 22, 2016 3:51:10 PM
Attachments: [image001.jpg](#)
[image002.png](#)
[image004.jpg](#)

From: elemeld-owner@listserv.tusd1.org [<mailto:elemeld-owner@listserv.tusd1.org>] **On Behalf Of** Espinoza, Catherine

Sent: Wednesday, January 20, 2016 6:01 PM

To: elemeld@listserv.tusd1.org

Cc: lad@listserv.tusd1.org; Espinoza, Catherine; Manzano, Anna; marisa pargas (maripar3@cox.net); Moore, Angela; Pargas, Marisa; Sandoval-Taylor, Patricia; Aleshire, Seth; Alexander, Jaquetta; Almonte, Eva; Ambrosio, Jennifer; Anderson, Mary; Bellisario, John; Bermudez, Charles; Celaya, Jesus; Christopherson, Tamara; Conner, Lori; Contreras, Denice; Corral-Aguirre, Elsa; Cota, Meg; Cruz, Sabrina; Dardis, Leah; De Salvo, Cathryn; Dotson, Oscar; Edwards, Nathan; Emert, Stacie; Figueroa, Jennifer; Flores, Norma; Fuentes, Javier; Gabaldon, Steven; Gomez, Olga; Grijalva, Helen; Grivois-Shah, Timothy; Harris, Deanna; Jewett, Robert; Kobritz, Ann; La Turco, Steven; Laird, Julie; Lambert, Brian; Langford, Lisa; Laroche, Cheri; Laumets, Kristjan; Loya, Christopher; Lugo, Cristina; Mccorkle, Lisa; Mckee, Tiffany; Moreno, Julio; Morse, Mary; Olivas, Jose; Ortiz-Montoya, Rosanna; Ruiz, Marco; Schwartz-Warmbrand, Anna; Sisler, Katherine; South, Lisa; Strozier, Tonya; Thiffault, Sandra; Thomas, Chandra; Thomas, Lisa; Trejo, Stephen; Uhrig, Jeffrey; Weaver, Jason; Weldon, Robin; Wilken, Sean; Wilson, Ryan; Zepeda, Concepcion

Subject: Avenues E-assessment Information for ELD Teachers

Importance: High

Dear ELD Teachers,

E-assessment Data

Currently there should be pretest for all ELL students. If you have not yet scanned **unit tests**, it is imperative that there be a minimum of 3 unit tests entered into the system by this time in the school year. Please continue with Unit test assessments to drive your instruction and interventions. These serve as your benchmark data in place of School City. See the [TUSD assessment calendar](#) to determine specifically where you should be at this point in the school year.

Newcomer students with absolutely no English,

Please give the pre-test for eAssessment at the student's grade level (We know some are new arrivals but please have them attempt to take the test). This will document their baseline data. Have their scan sheets bubbled in for them with proper names and matric numbers if needed. You can fill in the bubbles for them as they point to the pictures if needed. If bubbles are left blank, please proceed with scanning and submitting the data to the server. They may get a low percentage but at least for future reference there will some baseline data available.

Reminder:

School City Assessment Policy for English Language Learners

All ELLs in grades K-12 receiving English Language Development (ELD) instruction will be exempt from taking any of the School City Pre-Post teacher growth assessments. Please note that this includes ELLs on ILLPs and in a Dual Language Program. In addition, K-12 ELLs receiving ELD instruction will be exempt from taking the ELA Quarterly Reading Benchmarks. English Learners **will be assessed** on the Math Quarterly benchmarks using School City.

All ELLs **will be assessed** with the following:

- **Grades 1-5-** *Avenues eAssessment*, Pre-Post and Unit tests
- **Kindergarten-** *Avenues assessment-AlphaChants* and Mid year and End of Year test
- **Grades 6-12-** Language Acquisition Department Quarterly ELD Assessments

The assessments given are aligned with the required Arizona English Language Proficiency Standards (AZELP).

In cases where classes may have both general education and ELL students, the classroom teacher is responsible for making arrangements for ELLs during School City testing to ensure that this time is used productively.

If you have any questions, please contact your Language Acquisition Specialist.

Thank you,

Catherine Espinoza

Tucson Unified School District

Language Acquisition Specialist

Language Acquisition Department

2025 E. Winsett/LIRC Bldg.

Tucson, Az 85719

(520)-225-4600

Fax 520 -225-4668