

All Systems Go!

How Katy
ISD Trains
and Supports
its CTCs



Mission Specialist: Jud Anderson



23rd year in public education
and have taught in elementary,
junior high and high schools.
8 years as CTC
7 years as District Assessment
Specialist (DTA)

Two children:
daughter (Caroline 22) and
Son (Paul Michael 29).

Married 33 years to my
beautiful Andrea.

I live in a multi generational
home.

Dad to 2 really barky dogs.



Mission Specialist: Patrick LeClair

- 20th year in education.
- 5 years as a CTC; 4th year as an Assessment Specialist/DTA.
- Married to Tonya, an Art teacher.
- Two sons—Auden and Paxton.
- Human to two rescued Golden Retrievers named Moose and Shadow.
- And still waiting for my Buffalo Bills to win that elusive Super Bowl.



Mission Specialist: Cathy Hart

- 26th year in education.
- 5 ½ years as CTC
- First full year as Assessment Specialist/DTA

Fun facts: One son, Chris, also a teacher/coach who is recently engaged to Mariah. Mom to 2 rescue dogs (Vannie and LuLu). Weekends are spent hiking and/or running wrestling tournaments.

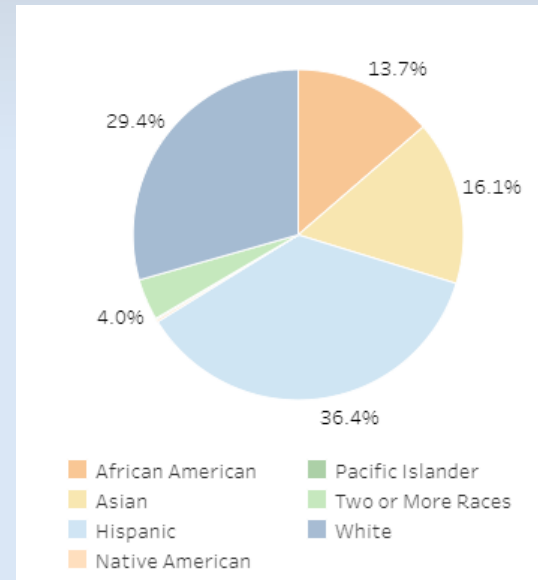


Who is Katy ISD?

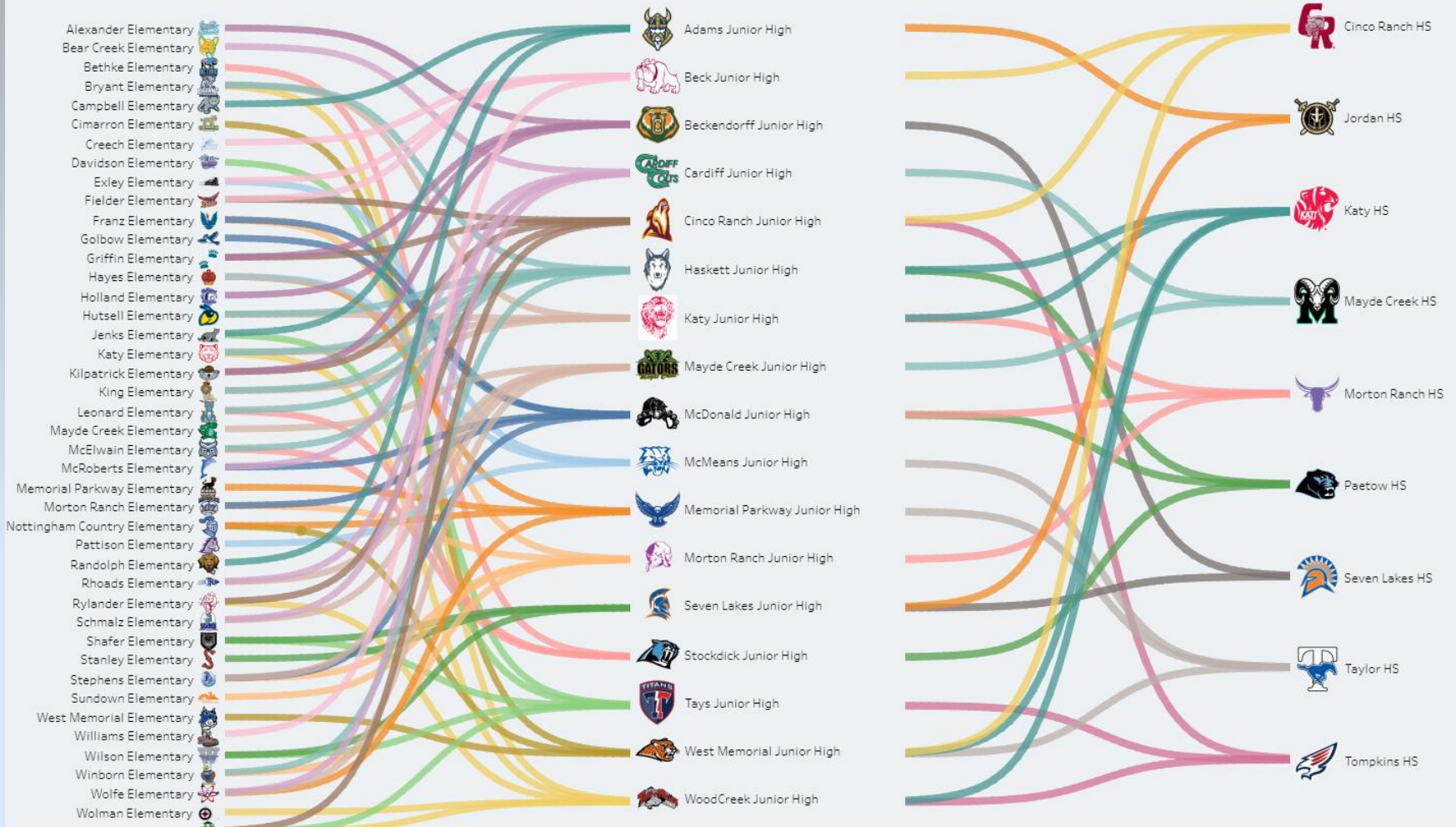
- Located in Region 4
- About 25 miles west of Houston
- 44 Elementary Campuses
- 17 Junior High Campuses
- 9 High School Campuses
- 4 Non-traditional campuses
- 92,783 students as of 11/3/2022

And we are growing!

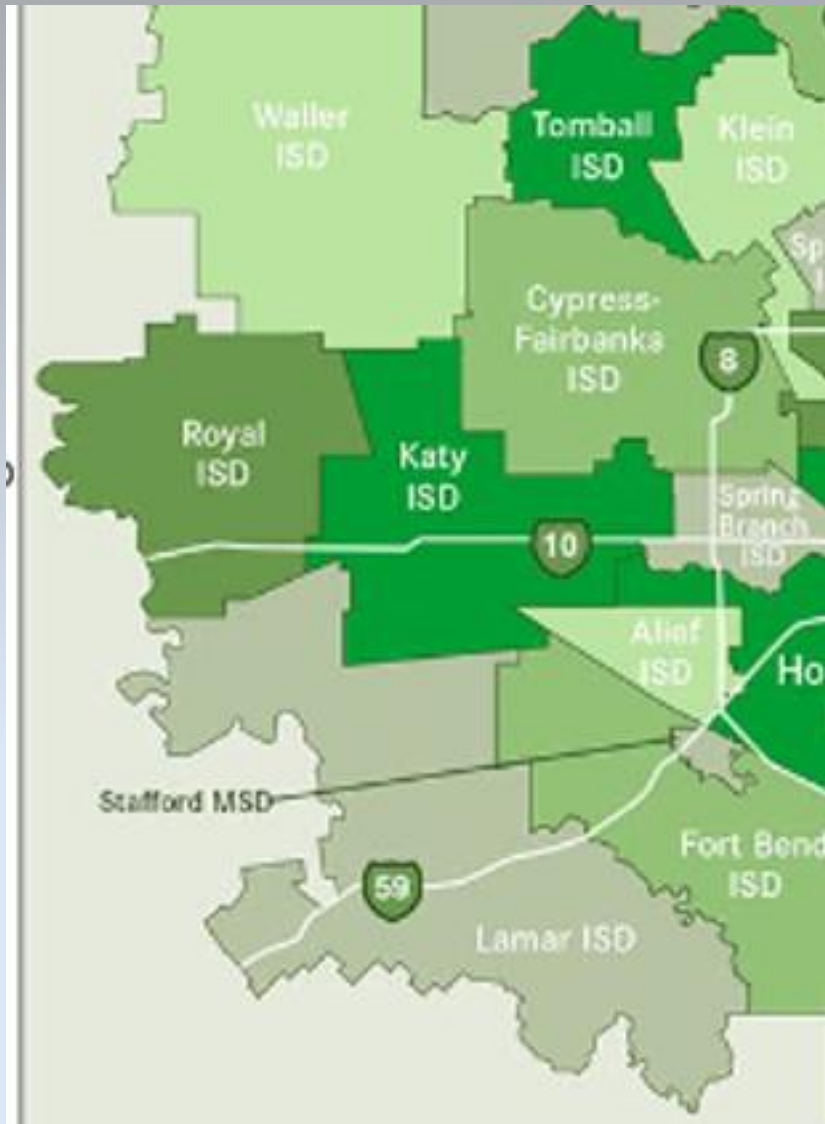
- 2 more elementary schools opening in Fall 2023
- One junior high and one high school opening in Fall 2024



Who is Katy ISD?



Who is Katy ISD?



Bordered by 8 school districts.

There are schools from other districts within a mile of Katy ISD schools.





Some of Katy ISD's locations



What we do in SNAP...

- **SNAP = State and National Assessment Programs**
- We coordinate, train, and provide campuses support and guidance for successful test administrations.
 - State Assessments (STAAR, EOC, STAAR Alternate 2, TELPAS, TELPAS Alternate)
 - Interim Assessments (supporting Local Assessment)
 - National Assessments (PSAT/NMSQT, TSIA, AP, SAT, ACT, NAEP, ASVAB)
 - Credit By Exam
 - Special Projects (any other thing our DTC takes on)
- Each Assessment Specialist covers an “area” of schools. “Your” Assessment Specialist is your first point of contact with questions.
- Each Specialist also “Leads” certain tasks.



Who we support...

Elementary CTCs are

- Designated by their campus principal
- They are Instructional Coordinators or Counselors or Assistant Principals
- Testing is an “other duty as assigned” at our elementary schools.

Junior High Testing Facilitators

- Full-time CTCs
- They are given other duties in addition to testing—TAC coordinators, HB 4545 role, MTSS (rti) coordinators, lunch duty, administrator on duty.



Who we support...

High School Testing Facilitators

- Full-time CTCs
- National Assessments, such as PSAT and SAT
- Other duties assigned depending on the campus leadership, such as lunch duty, IGC, SSD for National Assessments, etc.



What We Train



ALL SYSTEMS GO....
CTC Fall Academy 2022
Presented by the Office of SNAP –
Department of Research, Assessment,
and Accountability



A+
COMMUNITY
OF EXCELLENCE



**2022-2023 Test Security and Confidential
Integrity Training**



Presented by the Department of
Research, Assessment and Accountability,
Office of State and National Assessment Programs



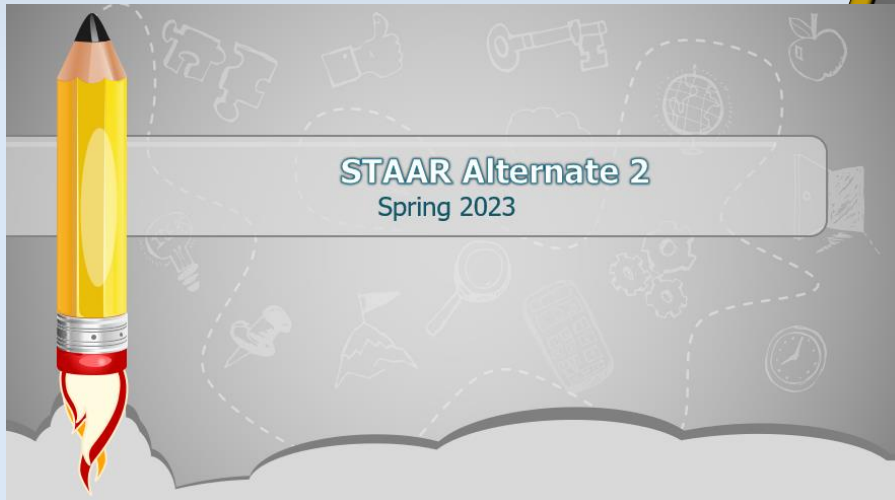
Cambium
State Assessment
Interims



**Designated
Supports**
Katy ISD
2022-2023



What We Train



What's With All The Rockets?

For the 2022-2023 school year, we created a common theme for testing that focuses on launching online testing for STAAR/EOC and TELPAS Writing, changes in Designated Supports, and our addition of Interim Assessments across multiple grade levels.

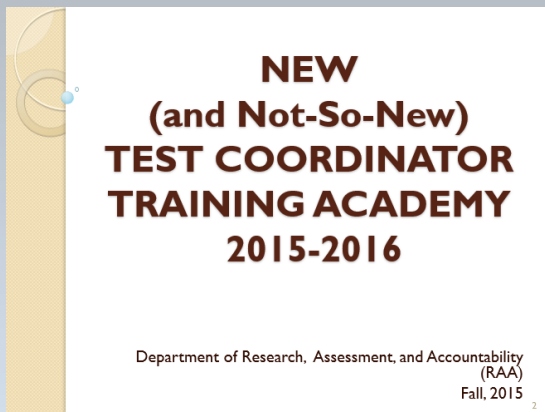
All Systems Go!

- Our Fall Academy training welcoming CTCs
- Broad overview of the school year
- Introduces CTCs to how we support and train them, where our resources are located, and testing changes/updates
- Community building activities
 - Foam rocket launch contest
 - Building paper rockets
 - Introductions and “getting to know you” game



In the past...

Katy ISD trainings have evolved over the past few years. But prior to 2019-2020 they looked relatively the same.



STAAR

Welcome to 2016 STAAR Training!

Provided by
Katy ISD Department of Research, Assessment, and Accountability

Be thinking about some good news that you
would like to share, and
Please help yourself to the beverages and
snacks!

9/12/2022

Welcome to 2018 STAAR Training!

Provided by
Katy ISD Department of Research, Assessment, and Accountability

Be thinking about some **good news** that you would like to share!

Welcome to 2017 STAAR Training!

Provided by
Katy ISD Department of Research, Assessment, and Accountability

Be thinking about some **good news** that you
would like to share!
Please help yourself to the **beverages** and
snacks!
Your **CTC bag** includes your training
materials.

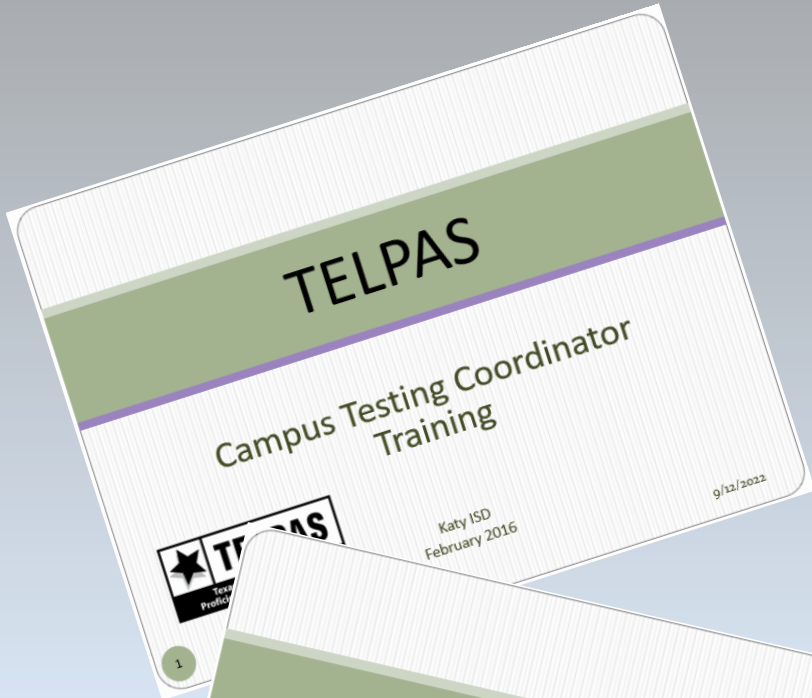
9/12/2022

Welcome to 2018 -2019 STAAR Training!

Provided by
Katy ISD Department of Research, Assessment, and Accountability



TELPAS



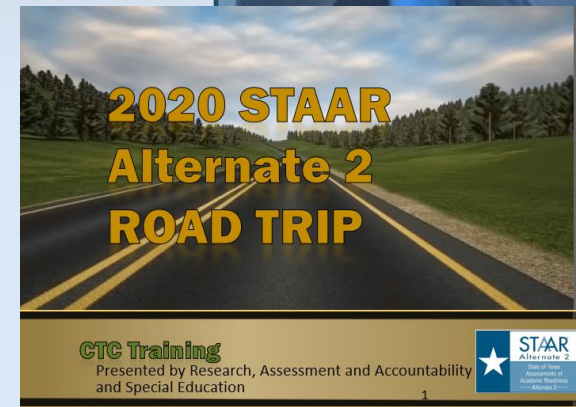
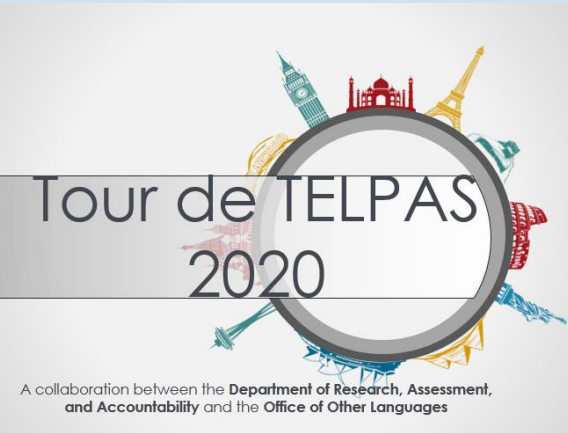
How We Once Trained

- PowerPoints were nearly identical each year.
- Presentations were divided evenly by the number of presenters.
 - Each presenter created their own section.
 - Information duplicated in the presentation.
 - Lengthy presentations.
 - Trainers were cut off in the middle of a section.
- Expertise was limited to your own section.
- Collaboration very limited.



Then themes became a thing

2019-2020 we had a different theme for each training



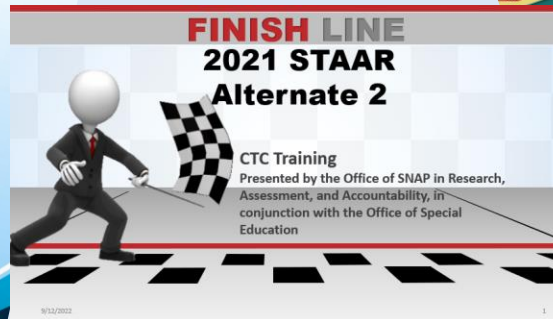
Welcome – We Are Glad You're Here



Test Security and Confidentiality Training 2019-2020

Then themes became a thing

2020-2021 we had all virtual trainings, but we kept the themes alive.



Mission POSSIBLE

Test Security and Confidentially Campus Required Training

Presented by the Department of Research,
Assessment, and Accountability - Office of SNAP

Then themes became a thing

In 2021-2022 we felt the need to have an over-arching theme for assessment that symbolized starting over and starting anew. "It's Time to Hit the Reset Button"

But we still had independently thematic training PowerPoints.



Then themes became a thing

But we still had independently thematic training PowerPoints.



A PowerPoint slide with a black background. It features three silver shields. The left shield contains the text 'FALL 2021'. The middle shield is blue and contains the text 'TEST SECURITY'. The right shield contains the text 'PRESENTED BY SNAP'.

A PowerPoint slide with a background image of hands planting green seedlings into a wooden planter box. The text 'Cultivating Designated Supports' is written in black on a yellow rectangular background. Below it, the text 'Time to Reset, Plan, and Prepare' is written in white on a green rectangular background.

A PowerPoint slide with a yellow background. It features a world map, a tennis racket, and an open book. The text 'STAAR Alternate 2 2022' is written in black. Below it, smaller text reads: 'Presented by the Office of SNAP in Research, Assessment, and Accountability, in conjunction with the Office of Special Education'.

A PowerPoint slide with a light blue background. It features a brick wall, a stage with a red curtain, and various sports equipment like a soccer ball, basketball, and football. The text 'Back to In-Person Activities' is written in white. Below it, smaller text reads: 'Live Music, Movies and Theatre, Sporting Events, Travel, and State Assessment Trainings!'.

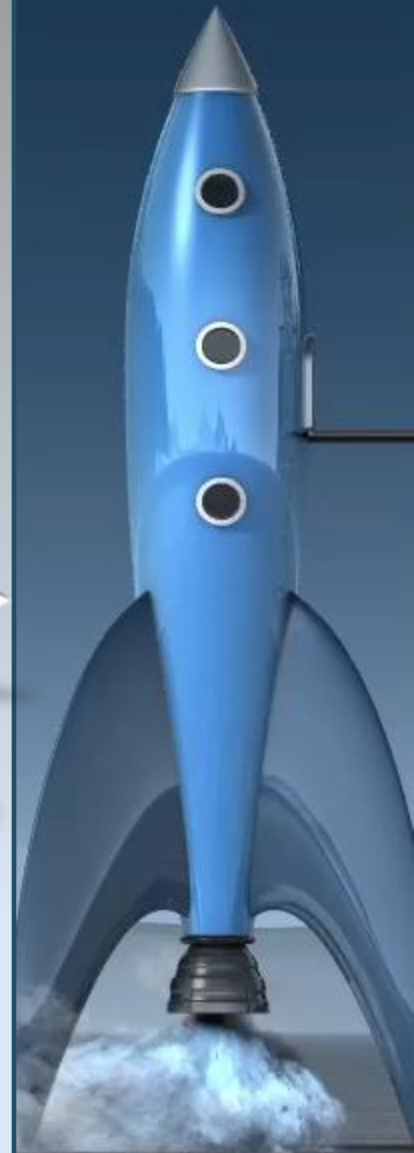
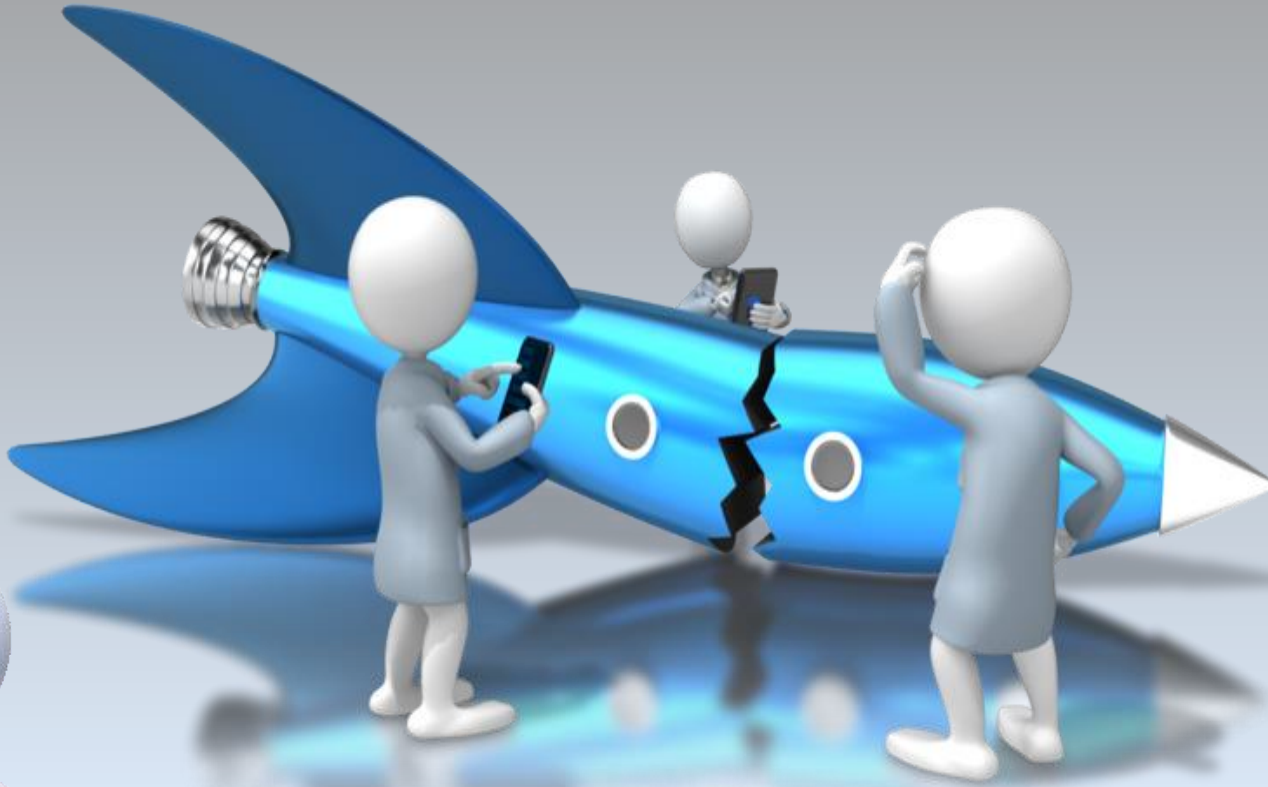
A PowerPoint slide with a grey background. It features the text 'TELEPASS DEI' where each letter is on a separate, tilted, colored card. Below the text, it reads: 'Presented by SNAP, Office of Research, Assessment, and Accountability January 2022'.

How We Now Train

- Presentations are created, revised, and edited as a group.
 - Duplication of information largely removed.
 - Overall length of presentation and training shortened.
 - Allows for more streamlined trainings.
 - More time for questions and collaboration afterward.
- Presenters alternate as speakers fluidly, mostly slide-to-slide, but sometimes in small chunks of slides.
 - This allows for smooth transitions throughout.
 - Trainers free to add on to another trainer's slide.
 - Allows for back-and-forth banter.
 - Expertise in the presentation is more holistic.



Our Office in Action...



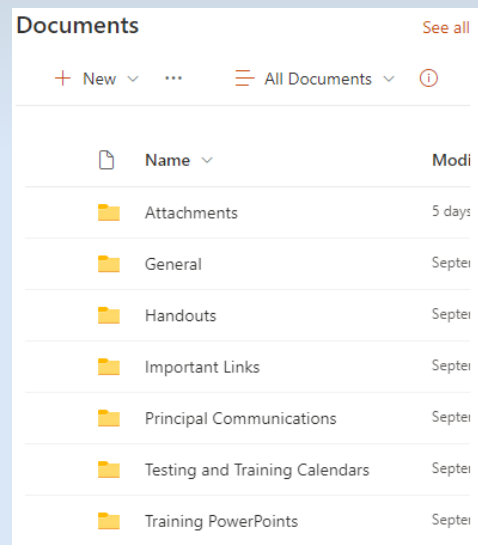
How We Support CTCs and Campuses

- Face-to-Face CTC trainings for Test Security, December EOC, TELPAS/TELPAS Alt, and STAAR.
- Zoom CTC training for STAAR Alt 2 and Alt 2 Test Administrators.
- Face-to-Face Designated Supports training for CTCs and district SPED, 504, ESL, and Interventions.
- Face-to-Face Cambium trainings for CTCs and campus Interim Assessment Managers, along with additional Cambium set up assistance.
- PSAT and SAT School Day Support
- Support Summer EOC Testing Facilitators by creating training PPT, printing and sorting test tickets, etc.



How We Support CTCs and Campuses

- Follow up CTC trainings—short, allows for Q&A, address state assessment updates.
- We create eCourse trainings for campus staff on basic Test Security and Designated Supports to reduce CTC training responsibilities.
- New this year—we moved away from a Google website that housed all our handouts, training PowerPoints, and other information we pass on to our CTCs to using SharePoint in MS Office 365.



How We Support CTCs and Campuses

- We use T-Snap Shares for ideas.

CAMPUS TEST PLAN

2022-2023

CAMPUS: _____

Directions: The Campus Test Plan is a tool to help you plan and prepare for state testing on your campus. The information you provide in your plan is essential for having a successful testing year. Please work with campus administrators, SPED staff, ESL staff, MTSS and you leads to complete this plan.

TRAINING

CAMPUS TEST COORDINATOR (CTC) TRAINING:
 All Campus Test Coordinators (CTCs) must be trained in test security and general testing procedures and provide training specific to each administration. Training is also required prior to campus training and receipt of test materials.

Required CTC Trainings

Required Trainings	Date of Training	Date completed training
All Systems Go		
Test Security		
Designated Supports		
TELPAS		
STAAR Alternate 2		
TELPAS Alternate		
All Systems Go follow ups		

Before trainings:
 _____ Date reviewed the District and Campus Coordinator Resources and Test Administrator Manuals

Campus Training Requirements:
 All campus personnel who participate in district and state-mandated testing or handle secure test materials are required to receive annual training in general test security and various specific test administration procedures as applicable. CTCs must train all test administrators on their campus and meet with their principal so that the principal is informed and has input on scheduling and other matters affecting testing. All testing personnel are responsible for complying with district and state assessment requirements and must meet the eligibility requirements detailed on the DCCR and the appropriate test administration manuals.

Required CTC Trainings

You will need to schedule training for campus test administrators. Make sure to reserve rooms and any equipment needed for training.

____ Prior to campus training, TA's received and have read the appropriate manual(s)
 ____ Training materials were provided to staff and sign-in sheets are required

How will your campus handle checking out STAAR test administrator manuals? _____

How will your campus handle checking out TELPAS TA manuals? _____

TSNAP SHARES

RESOURCES » TSNAP SHARES

★★★★★

Share |

TSNAP SHARES | August 2022 - August 2023

TSNAP SHARES | August 2021 - August 2022

TSNAP SHARES | August 2020 - August 2021

Want to share? Click [HERE](#) to share on TSNAP Shares!



How We Support CTCs and Campuses

We buy gifts and give out door prizes at trainings.



This year we went a bit more practical....

We gave them paper. Over 1100 reams of paper for our campuses to print testing tickets and session IDs for summative testing.



