



Testing

**STAAR Score Code Completion Reports
Northside ISD**

Northside ISD

- Approximately 100,000 students
- 132 Schools / 13,000 Employees
- 1 Director of Testing / 4 District Testing Coordinators
- 1 Senior Systems Analyst
- 1 Testing Specialist / 2 Warehouse Specialists
- 1 Administrative Assistant



Carin Adermann

Director of
Testing



Susan Barthelme

District Testing
Coordinator



Lisa Guzman

District Testing
Coordinator



Richard Martinez

District Testing
Coordinator



Brittany Pettis

District Testing
Coordinator



Let's Move!

What is the greatest challenge for you as a DTC or CTC at the **close** of each testing window?

05:00



Agenda

- Overview
- How To
- Next Steps



Objectives

- Learn how to **create a completion report** to better monitor and communicate if eligible testers have not yet received a score code prior to the close of the STAAR administration window.
- Help **avoid accounting irregularities** since all eligible testers must be accounted for with the appropriate score code.
- Attendees will be able to use a provided **click sheet and template** to create their own STAAR score code completion report.



Accounting for Eligible Testers

- District testing personnel are required to provide testing opportunities to all students who are in attendance during the administration of an assessment.
- This means all eligible testers need to have a submitted test or a manually entered Score Code.
- It is a Procedural Irregularity ([Eligibility Error](#)) reportable to TEA to not properly account for all eligible testers.



What is a Completion Report?

One master report combined from two different TIDE reports to show which eligible testers have tested, have a score code entered, or are missing a score code.

Assigned	Assigned Campus	Date Start	Oppor	Results ID	SessionID	Special	TSDS ID	Student Name	Test Name	Test Status	Test Key	Score Code	Score Code Comment
015915048	RUDDER MIDDLE	05/01/2024	1	11314610	TX-3366-52D		2235709023	Barrera, Gordon	Spring 2024 STAAR Grade 6 Mathematics	reported	2235709023 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915050	STINSON MIDDLE	05/01/2024	1	11310106	TX-2220-45D		1121039756	Bird, Katrina	Spring 2024 STAAR Grade 7 Mathematics		1121039756 Spring 2024 STAAR Grade 7 Math	0	Homebound: the student is able to participate
015915043	ROSS MIDDLE	05/01/2024	1	14927703	TX-A233-45D		1039448971	Bradford, Jami	Spring 2024 STAAR Grade 6 Mathematics	reported	1039448971 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915059	FOLKS MIDDLE	05/01/2024	1	14577373	TX-1111-53D		1450882135	Buckle, Harry	Spring 2024 STAAR Grade 8 Mathematics		1450882135 Spring 2024 STAAR Grade 8 Math	S	Students test was Do Not Report, however, the
015915051	JORDAN MIDDLE	05/01/2024	1	10382164	TX-333A-39D		1093863871	Burnett, Jimmy	Spring 2024 STAAR Grade 8 Mathematics		1093863871 Spring 2024 STAAR Grade 8 Math	A	Student absent for testing & make-up dates.
015915059	FOLKS MIDDLE	05/01/2024	1	12228552	TX-3333-44D		1509682200	Carpenter, Liz	Spring 2024 STAAR Grade 8 Mathematics	reported	1509682200 Spring 2024 STAAR Grade 8 Math	Tested N/A	
015915187	RABA EL	04/30/2024	1	12989118	TX-1112-51D		1273345274	Clayton, Debra	Spring 2024 STAAR Grade 4 Mathematics		1273345274 Spring 2024 STAAR Grade 4 Math	0	Homebound: the student is able to participate
015915186	KRUEGER EL	04/30/2024	1	15167051	TX-3330-43D		1153102901	Cline, Claude	Spring 2024 STAAR Grade 7 Mathematics		1153102901 Spring 2024 STAAR Grade 7 Math	0	Homebound: the student is able to participate
015915059	FOLKS MIDDLE	05/01/2024	1	14642994	TX-1111-53D		1147018143	Davidson, Natasha	Spring 2024 STAAR Grade 6 Mathematics	reported	1147018143 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915043	ROSS MIDDLE	05/01/2024	1	10352331	TX-A233-45D		1859220429	Durham, Missy	Spring 2024 STAAR Grade 4 Mathematics		1859220429 Spring 2024 STAAR Grade 4 Math	0	Student violated testing integrity.
015915191	KUENTZ EL	04/30/2024	1	12639254	TX-22E1-36D		1383303240	Fisher, Penelope	Spring 2024 STAAR Grade 5 Mathematics	reported	1383303240 Spring 2024 STAAR Grade 5 Math	Tested N/A	
015915058	BRISCOE MIDDLE	05/01/2024	1	18511767	TX-11C0-44D		1680314372	Forbes, Williams	Spring 2024 STAAR Grade 8 Mathematics	reported	1680314372 Spring 2024 STAAR Grade 8 Math	Tested N/A	
015915059	FOLKS MIDDLE	05/01/2024	1	18498142	TX-1111-53D		1447204213	Ford, Lon	Spring 2024 STAAR Grade 8 Mathematics		1447204213 Spring 2024 STAAR Grade 8 Math	0	Homebound: the student is able to participate
015915186	KRUEGER EL	04/30/2024	1	15500912	TX-22E1-43D		1300032619	Giles, Anna	Spring 2024 STAAR Grade 5 Mathematics		1300032619 Spring 2024 STAAR Grade 5 Math	0	Student violated testing integrity.
015915188	HOFFMANN EL	04/30/2024	1	14918349	TX-3344-46D		1463212185	Hancock, Young	Spring 2024 STAAR Grade 7 Mathematics		1463212185 Spring 2024 STAAR Grade 7 Math	0	Homebound: the student is able to participate
015915191	KUENTZ EL	04/30/2024	1	13718201	TX-22E1-36D		1493297027	Henry, Jeff	Spring 2024 STAAR Grade 5 Mathematics		1493297027 Spring 2024 STAAR Grade 5 Math	0	Unschool Asylee or Refugee
015915188	HOFFMANN EL	04/30/2024	1	15709955	TX-3344-46D		1820267618	Hickman, Martina	Spring 2024 STAAR Grade 3 Mathematics	reported	1820267618 Spring 2024 STAAR Grade 3 Math	Tested N/A	
015915058	BRISCOE MIDDLE	05/01/2024	1	18154334	TX-FF11-51D		1152459715	Jensen, Nora	Spring 2024 STAAR Grade 5 Mathematics		1152459715 Spring 2024 STAAR Grade 5 Math	S	Student offered and refused.
015915058	BRISCOE MIDDLE	05/01/2024	1	19337881	TX-FF11-51D		2897671693	Jordan, Josue	Spring 2024 STAAR Grade 6 Mathematics	reported	2897671693 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915223	KALLISON EL	04/30/2024	1	12998335	TX-4567-55D		1882756917	Lang, Jean	Spring 2024 STAAR Grade 4 Mathematics		1882756917 Spring 2024 STAAR Grade 4 Math	S	Student offered and refused.
015915144	GALM EL	04/30/2024	1	10383782	TX-0123-43D		1855954255	Leonard, Ryan	Spring 2024 STAAR Grade 8 Mathematics		1855954255 Spring 2024 STAAR Grade 8 Math	DNR	
015915225	LUECK EL	04/30/2024	1	21762441	TX-1234-54D		1440607685	Lynn, Benita	Spring 2024 STAAR Grade 4 Mathematics	reported	1440607685 Spring 2024 STAAR Grade 4 Math	Tested N/A	
015915049	ZACHRY MIDDLE	05/01/2024	1	13483211	TX-223C-39D		1344645601	McKee, Caroline	Spring 2024 STAAR Grade 3 Mathematics		1344645601 Spring 2024 STAAR Grade 3 Math	S	Student offered and refused.
015915059	FOLKS MIDDLE	05/01/2024	1	13314563	TX-3333-44D		1605571491	Medina, Edwin	Spring 2024 STAAR Grade 5 Mathematics		1605571491 Spring 2024 STAAR Grade 5 Math	0	8313312254
015915181	BLATTMAN EL	04/30/2024	1	21169208	TX-4577-51D		1645961464	Mooney, Priscilla	Spring 2024 STAAR Grade 3 Mathematics		1645961464 Spring 2024 STAAR Grade 3 Math	S	students test needs to be scored.
015915223	KALLISON EL	04/30/2024	1	20394072	TX-4567-55D		2132064093	Murphy, Darrell	Spring 2024 STAAR Grade 4 Mathematics	reported	2132064093 Spring 2024 STAAR Grade 4 Math	Tested N/A	
015915225	LUECK EL	04/30/2024	1	11067256	TX-1234-54D		1168172940	Phelps, Francine	Spring 2024 STAAR Grade 3 Mathematics		1168172940 Spring 2024 STAAR Grade 3 Math	S	Student refused to take test
015915056	VALE MIDDLE	05/01/2024	1	20401290	TX-1113-53D		2767315644	Pierce, Millie	Spring 2024 STAAR Grade 7 Mathematics	reported	2767315644 Spring 2024 STAAR Grade 7 Math	Tested N/A	
015915228	COLE EL	04/30/2024	1	15897983	TX-8899-35D		1467418945	Pitts, Nikki	Spring 2024 STAAR Grade 4 Mathematics		1467418945 Spring 2024 STAAR Grade 4 Math	DNR	Wrong language - test not started.
015915058	BRISCOE MIDDLE	05/01/2024	1	15751563	TX-FF11-51D		2411810007	Powell, Kayla	Spring 2024 STAAR Grade 6 Mathematics	reported	2411810007 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915186	KRUEGER EL	04/30/2024	1	21139029	TX-333D-46D		2126971737	Reeves, Kelley	Spring 2024 STAAR Grade 3 Mathematics	reported	2126971737 Spring 2024 STAAR Grade 3 Math	Tested N/A	
015915057	GARCIA MIDDLE	05/01/2024	1	14709740	TX-11B1-43D		1034703167	Rich, Mitch	Spring 2024 STAAR Grade 8 Mathematics		1034703167 Spring 2024 STAAR Grade 8 Math	A	Student absent for testing & make-up dates.
015915058	BRISCOE MIDDLE	05/01/2024	1	15692721	TX-FF11-51D		1169618746	Rivers, Julie	Spring 2024 STAAR Grade 4 Mathematics		1169618746 Spring 2024 STAAR Grade 4 Math	0	Unschool Asylee or Refugee
015915144	GALM EL	04/30/2024	1	18452087	TX-0123-43D		1197061285	Rowe, Doug	Spring 2024 STAAR Grade 5 Mathematics	reported	1197061285 Spring 2024 STAAR Grade 5 Math	Tested N/A	
015915056	VALE MIDDLE	05/01/2024	1	16560321	TX-1113-53D		1660971972	Selas, Darryl	Spring 2024 STAAR Grade 5 Mathematics		1660971972 Spring 2024 STAAR Grade 5 Math	0	Unschool Asylee or Refugee
015915187	RABA EL	04/30/2024	1	13115749	TX-1112-51D		1755440996	Saunders, Kristin	Spring 2024 STAAR Grade 8 Mathematics		1755440996 Spring 2024 STAAR Grade 8 Math	0	Unschool Asylee or Refugee
015915050	STINSON MIDDLE	05/01/2024	1	13240795	TX-2220-45D		1953991171	Sexton, Jamaal	Spring 2024 STAAR Grade 7 Mathematics	reported	1953991171 Spring 2024 STAAR Grade 7 Math	Tested N/A	
015915056	VALE MIDDLE	05/01/2024	1	11004525	TX-1113-53D		1084153397	Sharp, Shari	Spring 2024 STAAR Grade 5 Mathematics		1084153397 Spring 2024 STAAR Grade 5 Math	S	Test needs to be scored

Note: To avoid FERPA violation, all names and IDs throughout this presentation were created through a generator and are not real.



Why are Completion Reports Important?

- All eligible students must be accounted for in Cambium
- Helps prevent irregularities
- Communicates progress to Campus Testing Coordinators
- Helps prevent inaccurate student test history
- Currently, a report does not exist in Cambium that combines the Score Code Report with the Test Status Code Report.



Prior Information to Know

- We used formulas including VLOOKUP to create a Completion Report template you can use.
- This process only works if you have the correct flags on in TIDE (ex: EOC eligibility, STAAR Alt 2 eligibility).
- This process is for STAAR 3-8 and STAAR EOC.
- There are different reports and steps for STAAR Alt 2 and TELPAS.



Agenda

- Overview
- How To
- Next Steps



Completion Report

Assigned ID	Assigned Campus	Date Start	Oppor	Results ID	SessionID	Special	TSDS ID	Student Name	Test Name	Test Status	Test Key	Score Code	Score Code Comment
015915048	RUDDER MIDDLE	05/01/2024	1	113314610	TX-3366-52D		2235709023	Barrera, Gordon	Spring 2024 STAAR Grade 6 Mathematics	reported	2235709023 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915050	STINSON MIDDLE	05/01/2024	1	113101061	TX-222D-45D		1121039756	Bird, Katrina	Spring 2024 STAAR Grade 7 Mathematics	reported	1121039756 Spring 2024 STAAR Grade 7 Math	O	Homebound: the student is able to participate
015915043	ROSS MIDDLE	05/01/2024	1	149277003	TX-A233-45D		1039448971	Bradford, Jame	Spring 2024 STAAR Grade 6 Mathematics	reported	1039448971 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915059	FOLKS MIDDLE	05/01/2024	1	145773733	TX-1111-53D		1450882135	Buckley, Harry	Spring 2024 STAAR Grade 8 Mathematics	reported	1450882135 Spring 2024 STAAR Grade 8 Math	S	Students test was Do Not Report, however, the student was present for testing and make-up dates.
015915051	JORDAN MIDDLE	05/01/2024	1	103821654	TX-333A-39D		1093863871	Burnett, Jimmy	Spring 2024 STAAR Grade 8 Mathematics	reported	1093863871 Spring 2024 STAAR Grade 8 Math	A	Student absent for testing & make-up dates.
015915059	FOLKS MIDDLE	05/01/2024	1	12238552	TX-3333-44D		1509682200	Carpenter, Liz	Spring 2024 STAAR Grade 8 Mathematics	reported	1509682200 Spring 2024 STAAR Grade 8 Math	Tested N/A	
015915167	RABA EL	04/30/2024	1	128989118	TX-1112-51D		1273345274	Clayton, Debora	Spring 2024 STAAR Grade 4 Mathematics	reported	1273345274 Spring 2024 STAAR Grade 4 Math		
015915186	KRUEGER EL	04/30/2024	1	15167051	TX-333D-43D		1153102901	Cline, Claude	Spring 2024 STAAR Grade 7 Mathematics	reported	1153102901 Spring 2024 STAAR Grade 7 Math	O	Homebound: the student is able to participate
015915059	FOLKS MIDDLE	05/01/2024	1	14642994	TX-1111-53D		1147018143	Davidson, Natasha	Spring 2024 STAAR Grade 6 Mathematics	reported	1147018143 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915043	ROSS MIDDLE	05/01/2024	1	10352331	TX-A233-45D		1859220429	Durham, Missy	Spring 2024 STAAR Grade 4 Mathematics	reported	1859220429 Spring 2024 STAAR Grade 4 Math	O	Student violated testing integrity.
015915191	KUENTZ EL	04/30/2024	1	12639254	TX-22E1-36D		1383303240	Fisher, Penelope	Spring 2024 STAAR Grade 5 Mathematics	reported	1383303240 Spring 2024 STAAR Grade 5 Math	Tested N/A	
015915058	BRISCOE MIDDLE	05/01/2024	1	18511767	TX-11C0-44D		1680314372	Forbes, Williams	Spring 2024 STAAR Grade 8 Mathematics	reported	1680314372 Spring 2024 STAAR Grade 8 Math	Tested N/A	
015915059	FOLKS MIDDLE	05/01/2024	1	18498142	TX-1111-53D		1447204213	Ford, Lon	Spring 2024 STAAR Grade 8 Mathematics	reported	1447204213 Spring 2024 STAAR Grade 8 Math	O	Homebound: the student is able to participate
015915186	KRUEGER EL	04/30/2024	1	15500912	TX-22E1-43D		1300032619	Giles, Anna	Spring 2024 STAAR Grade 5 Mathematics	reported	1300032619 Spring 2024 STAAR Grade 5 Math	O	Student violated testing integrity.
015915188	HOFFMANN EL	04/30/2024	1	14918349	TX-3844-46D		1463212185	Hancock, Young	Spring 2024 STAAR Grade 7 Mathematics	reported	1463212185 Spring 2024 STAAR Grade 7 Math	O	Homebound: the student is able to participate
015915191	KUENTZ EL	04/30/2024	1	13718201	TX-22E1-36D		1493297027	Henry, Jeff	Spring 2024 STAAR Grade 5 Mathematics	reported	1493297027 Spring 2024 STAAR Grade 5 Math	O	Unschooling Asylee or Refugee
015915188	HOFFMANN EL	04/30/2024	1	15709955	TX-3844-46D		1820267618	Hickman, Martina	Spring 2024 STAAR Grade 3 Mathematics	reported	1820267618 Spring 2024 STAAR Grade 3 Math	Tested N/A	
015915058	BRISCOE MIDDLE	05/01/2024	1	18154334	TX-FF11-51D		1152459715	Jensen, Nora	Spring 2024 STAAR Grade 5 Mathematics	reported	1152459715 Spring 2024 STAAR Grade 5 Math	S	Student offered and refused.
015915058	BRISCOE MIDDLE	05/01/2024	1	19337881	TX-FF11-51D		2897671693	Jordan, Josue	Spring 2024 STAAR Grade 6 Mathematics	reported	2897671693 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915223	KALLISON EL	04/30/2024	1	12998383	TX-4567-55D		1882756917	Lang, Jean	Spring 2024 STAAR Grade 4 Mathematics	reported	1882756917 Spring 2024 STAAR Grade 4 Math	S	Student offered and refused.
015915144	GALM EL	04/30/2024	1	10337382	TX-0123-43D		1855954255	Leonard, Ryan	Spring 2024 STAAR Grade 8 Mathematics	reported	1855954255 Spring 2024 STAAR Grade 8 Math	DNR	
015915225	LIECK EL	04/30/2024	1	21762441	TX-1234-54D		1440607685	Lynn, Benita	Spring 2024 STAAR Grade 4 Mathematics	reported	1440607685 Spring 2024 STAAR Grade 4 Math	Tested N/A	
015915049	ZACHRY MIDDLE	05/01/2024	1	13484311	TX-223C-39D		1344645601	McKee, Caroline	Spring 2024 STAAR Grade 3 Mathematics	reported	1344645601 Spring 2024 STAAR Grade 3 Math	S	Student offered and refused.
015915059	FOLKS MIDDLE	05/01/2024	1	13314563	TX-3333-44D		1605571491	Medina, Edwin	Spring 2024 STAAR Grade 5 Mathematics	reported	1605571491 Spring 2024 STAAR Grade 5 Math	O	831331254
015915181	BLATTMAN EL	04/30/2024	1	12169208	TX-4577-51D		1645961464	Mooney, Priscilla	Spring 2024 STAAR Grade 3 Mathematics	reported	1645961464 Spring 2024 STAAR Grade 3 Math	S	students test needs to be scored.
015915223	KALLISON EL	04/30/2024	1	20394072	TX-4567-55D		2132064093	Murphy, Darrell	Spring 2024 STAAR Grade 4 Mathematics	reported	2132064093 Spring 2024 STAAR Grade 4 Math	Tested N/A	
015915225	LIECK EL	04/30/2024	1	11067256	TX-1234-54D		1168172940	Phelps, Francine	Spring 2024 STAAR Grade 3 Mathematics	reported	1168172940 Spring 2024 STAAR Grade 3 Math	S	Student refused to take test
015915056	VALE MIDDLE	05/01/2024	1	20401290	TX-1113-53D		2767315644	Pierce, Millie	Spring 2024 STAAR Grade 7 Mathematics	reported	2767315644 Spring 2024 STAAR Grade 7 Math	Tested N/A	
015915228	COLE EL	04/30/2024	1	15897983	TX-8899-35D		1467418945	Pitts, Nikki	Spring 2024 STAAR Grade 4 Mathematics	reported	1467418945 Spring 2024 STAAR Grade 4 Math	DNR	Wrong language - test not started.
015915058	BRISCOE MIDDLE	05/01/2024	1	15751563	TX-FF11-51D		2411810007	Powell, Kayla	Spring 2024 STAAR Grade 6 Mathematics	reported	2411810007 Spring 2024 STAAR Grade 6 Math	Tested N/A	
015915186	KRUEGER EL	04/30/2024	1	12139029	TX-333D-43D		2126977137	Reeves, Kelley	Spring 2024 STAAR Grade 3 Mathematics	reported	2126977137 Spring 2024 STAAR Grade 3 Math	Tested N/A	
015915057	GARCIA MIDDLE	05/01/2024	1	14709740	TX-1181-46D		1034703167	Rich, Mitch	Spring 2024 STAAR Grade 8 Mathematics	reported	1034703167 Spring 2024 STAAR Grade 8 Math	A	Student absent for testing & make-up dates.
015915058	BRISCOE MIDDLE	05/01/2024	1	15692721	TX-FF11-51D		1169618746	Rivers, Julie	Spring 2024 STAAR Grade 4 Mathematics	reported	1169618746 Spring 2024 STAAR Grade 4 Math	O	Unschooling Asylee or Refugee
015915144	GALM EL	04/30/2024	1	18452087	TX-0123-43D		1197061285	Rowe, Doug	Spring 2024 STAAR Grade 5 Mathematics	reported	1197061285 Spring 2024 STAAR Grade 5 Math	Tested N/A	
015915056	VALE MIDDLE	05/01/2024	1	16560321	TX-1113-53D		1660971972	Salas, Darryl	Spring 2024 STAAR Grade 5 Mathematics	reported	1660971972 Spring 2024 STAAR Grade 5 Math	O	Unschooling Asylee or Refugee
015915167	RABA EL	04/30/2024	1	13115749	TX-1112-51D		1755440996	Saunders, Kristin	Spring 2024 STAAR Grade 8 Mathematics	reported	1755440996 Spring 2024 STAAR Grade 8 Math	O	Unschooling Asylee or Refugee
015915050	STINSON MIDDLE	05/01/2024	1	13240795	TX-222D-45D		1953991171	Sexton, Jamaal	Spring 2024 STAAR Grade 7 Mathematics	reported	1953991171 Spring 2024 STAAR Grade 7 Math	Tested N/A	
015915056	VALE MIDDLE	05/01/2024	1	11004255	TX-1113-53D		1084153397	Sharp, Shari	Spring 2024 STAAR Grade 5 Mathematics	reported	1084153397 Spring 2024 STAAR Grade 5 Math	S	Test needs to be scored
015915051	JORDAN MIDDLE	05/01/2024	1	12891201	TX-333A-39D		2123999796	Shelton, Adrian	Spring 2024 STAAR Grade 7 Mathematics	reported	2123999796 Spring 2024 STAAR Grade 7 Math	Tested N/A	
015915049	ZACHRY MIDDLE	05/01/2024	1	14851841	TX-223C-39D		1325383948	Shepard, Francesco	Spring 2024 STAAR Grade 8 Mathematics	reported	1325383948 Spring 2024 STAAR Grade 8 Math	Tested N/A	
015915058	BRISCOE MIDDLE	05/01/2024	1	13932241	TX-11C0-44D		1370446716	Snell, Elaine	Spring 2024 STAAR Grade 3 Mathematics	reported	1370446716 Spring 2024 STAAR Grade 3 Math	DNR	Student had wrong language turned on in TIDE.
015915048	RUDDER MIDDLE	05/01/2024	1	12380883	TX-3366-52D		1580521958	Snider, Georgia	Spring 2024 STAAR Grade 8 Mathematics	reported	1580521958 Spring 2024 STAAR Grade 8 Math	DNR	
015915167	RABA EL	04/30/2024	1	10956179	TX-1112-51D		1746346023	Summers, Darla	Spring 2024 STAAR Grade 4 Mathematics	reported	1746346023 Spring 2024 STAAR Grade 4 Math	S	Entered incorrect score code.
015915181	BLATTMAN EL	04/30/2024	1	12598608	TX-4577-51D		2976556049	Vaughan, Dale	Spring 2024 STAAR Grade 4 Mathematics	reported	2976556049 Spring 2024 STAAR Grade 4 Math	Tested N/A	
015915186	KRUEGER EL	04/30/2024	1	12301874	TX-22E1-43D		2010229058	Wagner, Leroy	Spring 2024 STAAR Grade 3 Mathematics	reported	2010229058 Spring 2024 STAAR Grade 3 Math	Tested N/A	



Test Status Code Report

This report shows the eligible testers who have completed testing, are in pause status, or have not yet tested.

Assigned Campus ID	Assigned Campus	Date S	Opport	Results ID	SessionID	Special	TSDS ID	Student Name	Test Name	Test Status
015915048	RUDDER MIDDLE	05/01/202	1	11314610	TX-3366-52D		2235709023	Barrera, Gordon	Spring 2024 STAAR Grade 6 Mathematics	reported
015915050	STINSON MIDDLE	05/01/202	1	11310106	TX-222D-45D		1121039756	Bird, Katrina	Spring 2024 STAAR Grade 7 Mathematics	reported
015915043	ROSS MIDDLE	05/01/202	1	14927703	TX-A233-45D		1039448971	Bradford, Jame	Spring 2024 STAAR Grade 6 Mathematics	reported
015915059	FOLKS MIDDLE	05/01/202	1	14577373	TX-1111-53D		1450882135	Buckley, Harry	Spring 2024 STAAR Grade 8 Mathematics	reported
015915051	JORDAN MIDDLE	05/01/202	1	10382164	TX-333A-39D		1093863871	Burnett, Jimmy	Spring 2024 STAAR Grade 8 Mathematics	reported
015915059	FOLKS MIDDLE	05/01/202	1	12228552	TX-3333-44D		1509682200	Carpenter, Liz	Spring 2024 STAAR Grade 8 Mathematics	reported
015915167	RABA EL	04/30/202	1	12989118	TX-1112-51D		1273345274	Clayton, Debora	Spring 2024 STAAR Grade 4 Mathematics	reported
015915186	KRUEGER EL	04/30/202	1	15167051	TX-333D-43D		1153102901	Cline, Claude	Spring 2024 STAAR Grade 7 Mathematics	reported
015915059	FOLKS MIDDLE	05/01/202	1	14642994	TX-1111-53D		1147031843	Davidson, Natasha	Spring 2024 STAAR Grade 6 Mathematics	reported
015915043	ROSS MIDDLE	05/01/202	1	10352331	TX-A233-45D		1859220429	Durham, Missy	Spring 2024 STAAR Grade 4 Mathematics	reported
015915191	KUENTZ EL	04/30/202	1	12639254	TX-22E1-36D		1383303240	Fisher, Penelope	Spring 2024 STAAR Grade 5 Mathematics	reported
015915058	BRISCOE MIDDLE	05/01/202	1	18511767	TX-11C0-44D		1680314372	Forbes, Williams	Spring 2024 STAAR Grade 8 Mathematics	reported
015915059	FOLKS MIDDLE	05/01/202	1	18498142	TX-1111-53D		1447204213	Ford, Lon	Spring 2024 STAAR Grade 8 Mathematics	reported
015915186	KRUEGER EL	04/30/202	1	15500912	TX-22E1-43D		1300032619	Giles, Anna	Spring 2024 STAAR Grade 5 Mathematics	reported
015915188	HOFFMANN EL	04/30/202	1	14918349	TX-3344-46D		1463212185	Hancock, Young	Spring 2024 STAAR Grade 7 Mathematics	reported
015915191	KUENTZ EL	04/30/202	1	13718201	TX-22E1-36D		1493297027	Henry, Jeff	Spring 2024 STAAR Grade 5 Mathematics	reported
015915188	HOFFMANN EL	04/30/202	1	15709955	TX-3344-46D		1820267618	Hickman, Martina	Spring 2024 STAAR Grade 3 Mathematics	reported
015915058	BRISCOE MIDDLE	05/01/202	1	18154334	TX-FF11-51D		1152459715	Jensen, Nora	Spring 2024 STAAR Grade 5 Mathematics	reported
015915058	BRISCOE MIDDLE	05/01/202	1	19337881	TX-FF11-51D		2897671899	Jordan, Josue	Spring 2024 STAAR Grade 4 Mathematics	reported
015915223	KALLISON EL	04/30/202	1	12998335	TX-4567-55D		1882756917	Lang, Jean	Spring 2024 STAAR Grade 4 Mathematics	reported
015915144	GALM EL	04/30/202	1	10337382	TX-0123-43D		1855954255	Leonard, Ryan	Spring 2024 STAAR Grade 8 Mathematics	reported
015915225	LIECK EL	04/30/202	1	21762441	TX-1234-54D		1440607685	Lynn, Benita	Spring 2024 STAAR Grade 4 Mathematics	reported
015915049	ZACHRY MIDDLE	05/01/202	1	13483211	TX-223C-39D		1344645601	McKee, Caroline	Spring 2024 STAAR Grade 3 Mathematics	reported
015915059	FOLKS MIDDLE	05/01/202	1	13314563	TX-3333-44D		1605571491	Medina, Edwin	Spring 2024 STAAR Grade 5 Mathematics	reported
015915181	BLATTMAN EL	04/30/202	1	12169208	TX-4577-51D		1645961464	Mooney, Priscilla	Spring 2024 STAAR Grade 3 Mathematics	reported
015915223	KALLISON EL	04/30/202	1	20394072	TX-4567-55D		2132064093	Murphy, Darrell	Spring 2024 STAAR Grade 4 Mathematics	reported
015915225	LIECK EL	04/30/202	1	11067256	TX-1234-54D		1168172940	Phelps, Francine	Spring 2024 STAAR Grade 3 Mathematics	reported
015915056	VALE MIDDLE	05/01/202	1	20401290	TX-1113-53D		2767315644	Pierce, Millie	Spring 2024 STAAR Grade 7 Mathematics	reported
015915228	COLE EL	04/30/202	1	15897983	TX-8899-35D		1467418945	Pitts, Nikki	Spring 2024 STAAR Grade 4 Mathematics	reported
015915058	BRISCOE MIDDLE	05/01/202	1	15751563	TX-FF11-51D		2411830907	Powell, Kayla	Spring 2024 STAAR Grade 6 Mathematics	reported
015915186	KRUEGER EL	04/30/202	1	12139029	TX-333D-43D		2126977137	Reeves, Kelley	Spring 2024 STAAR Grade 3 Mathematics	reported
015915057	GARCIA MIDDLE	05/01/202	1	14709740	TX-1181-46D		1034703167	Rich, Mitch	Spring 2024 STAAR Grade 8 Mathematics	reported
015915058	BRISCOE MIDDLE	05/01/202	1	15692721	TX-FF11-51D		1169618746	Rivers, Julie	Spring 2024 STAAR Grade 4 Mathematics	reported
015915144	GALM EL	04/30/202	1	18452087	TX-0123-43D		1197061285	Rowe, Doug	Spring 2024 STAAR Grade 5 Mathematics	reported
015915056	VALE MIDDLE	05/01/202	1	16560321	TX-1113-53D		1660971972	Salas, Darryl	Spring 2024 STAAR Grade 5 Mathematics	reported
015915167	RABA EL	04/30/202	1	13115749	TX-1112-51D		1755440996	Saunders, Kristin	Spring 2024 STAAR Grade 8 Mathematics	reported
015915050	STINSON MIDDLE	05/01/202	1	13240795	TX-222D-45D		1953991171	Sexton, Jamaal	Spring 2024 STAAR Grade 7 Mathematics	reported
015915056	VALE MIDDLE	05/01/202	1	11004525	TX-1113-53D		1084153317	Sharp, Shari	Spring 2024 STAAR Grade 5 Mathematics	reported
015915051	JORDAN MIDDLE	05/01/202	1	12891201	TX-333A-39D		2123999796	Shelton, Adrian	Spring 2024 STAAR Grade 7 Mathematics	reported
015915049	ZACHRY MIDDLE	05/01/202	1	14851841	TX-223C-39D		1325383948	Shepard, Francesco	Spring 2024 STAAR Grade 8 Mathematics	reported
015915058	BRISCOE MIDDLE	05/01/202	1	13932241	TX-11C0-44D		1370446716	Snell, Elaine	Spring 2024 STAAR Grade 3 Mathematics	reported
015915048	RUDDER MIDDLE	05/01/202	1	12380883	TX-3366-52D		1580521858	Snider, Georgia	Spring 2024 STAAR Grade 8 Mathematics	reported



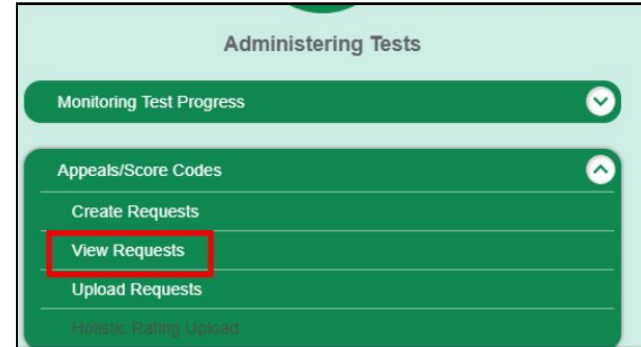
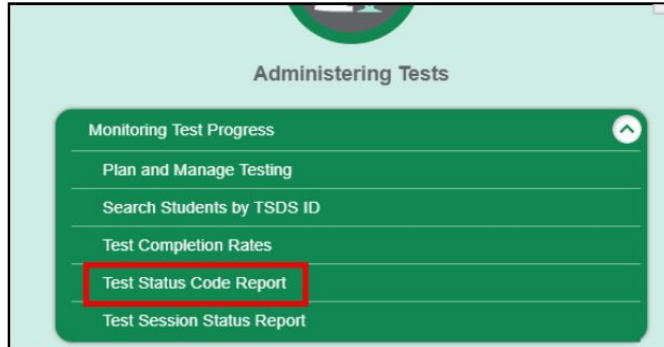
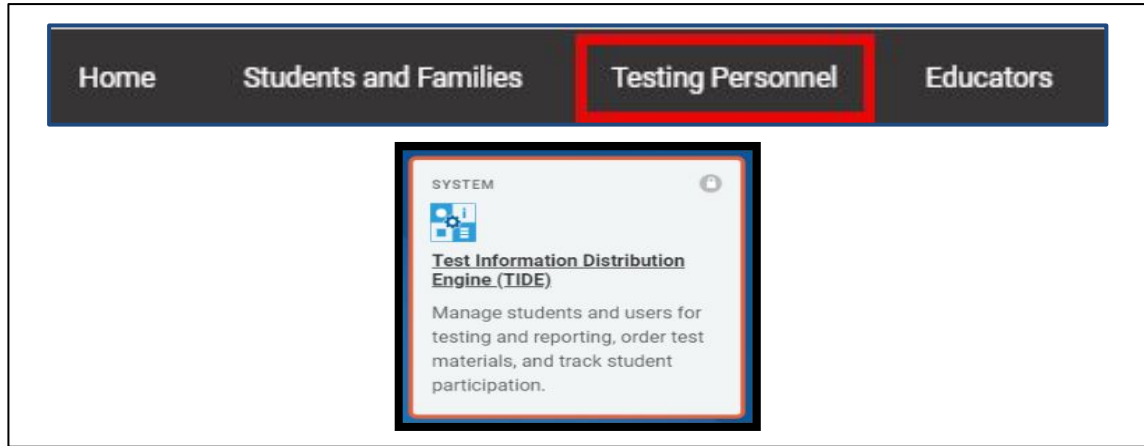
Appeal/Score Code Reports

This report shows **Absence**, **Score**, and **Other** codes that have been entered.

Case Number	Request Type	Enrolled Campus	Result	TSOS ID	Student's Last Name	Student's First Name	Request	Request Date	Test	Test Window	Test Open	Test Status	Test Start Date	Requester	Submitter	Submit Date	Appeal Reason	Reviewer	Review Date	Items	Test Method	Old Score	New Score Code		
2793761	Set Score Code	015915133		1447204213	Ford	Lon	Processed	4/23/2024	Spring 20	STAAR Sp				lisa.guzm	Guzman, Homebo		Additional Comments				Online				
2270028	Set Score Code	015915047		1755440996	Saunders	Kristin	Processed	4/25/2024	Spring 20	STAAR Sp				Elizabeth	REED, ELI		Unschool	Additional Comments			Online			O	
2643237	Set Score Code	015915158		1660971972	Salas	Darryl	Processed	4/25/2024	Spring 20	STAAR Sp				laura.ont	Ontiveros		Unschool	Additional Comments			Online			O	
2481566	Set Score Code	015915050		1034703167	Rich	Mitch	Processed	4/25/2024	Spring 20	STAAR Sp				Michelle	Harding, S		Student a	Additional Comments			Online			A	
2697266	Set Score Code	015915042		1093863871	Burnett	Jimmy	Processed	4/25/2024	Spring 20	STAAR Sp				susan.ba	Barthelm		Student a	Additional Comments			Online			A	
2044435	Set Score Code	015915179		1493297027	Henry	Jeff	Processed	4/30/2024	Spring 20	STAAR Sp				jennifer.g	Platt, Jen		Unschool	Additional Comments			Online			O	
2510308	Set Score Code	015915179		160551491	Medina	Edwin	Processed	4/30/2024	Spring 20	STAAR Sp				jennifer.g	Platt, Jen		831331225	Additional Comments			Online			O	
2823354	Set Score Code	015915165		1859220429	Durham	Missy	Processed	4/30/2024	Spring 20	STAAR Sp				Kimberly	McIntic		Student v	Additional Comments			Online			O	
2463421	Set Score Code	015915108		1300032619	Giles	Anna	Processed	4/30/2024	Spring 20	STAAR Sp				maria-lv	Vela, Mar		Student v	Additional Comments			Online			O	
2830349	Set Score Code	015915116		1168172940	PHELPS	Francine	Processed	4/30/2024	Spring 20	STAAR Sp				Lynda.Gu	Guzman, S		Student r	Additional Comments			Online			S	
2934549	Set Score Code	015915223		1152459715	Jensen	Nora	Processed	4/30/2024	Spring 20	STAAR Sp				adriana-g	Garcia, Ad		Student d	Additional Comments			Online			S	
2899502	Set Score Code	015915223		1344645601	McKee	Caroline	Processed	4/30/2024	Spring 20	STAAR Sp				adriana-g	Garcia, Ad		Student d	Additional Comments			Online			S	
2554209	Set Score Code	015915136		1169618746	Rivers	Julie	Processed	4/30/2024	Spring 20	STAAR Sp				julianita	Chapa, Ju		Unschool	Additional Comments			Online			O	
2054950	Do Not Report	015915101	57231335	1370446716	Snell	Elaine	Processed	4/30/2024	Spring 20	STAAR Sp	1	reset	4/30/2024	4/30/2024	susan.ba	Barthelm	Student H	Other	Wagner, Michael (Tier I)	Approved	0	N/A	N/A	DNR	
2103967	Set Score Code	015915133		1463212185	Hancock	Young	Processed	4/30/2024	Spring 20	STAAR Sp				lisa.guzm	Guzman, Homebo		Additional Comments				Online			O	
2483524	Set Score Code	015915133		1121039756	Bird	Katrina	Processed	4/30/2024	Spring 20	STAAR Sp				lisa.guzm	Guzman, Homebo		Additional Comments				Online			O	
2241661	Set Score Code	015915133		1153102901	Cline	Claude	Processed	4/30/2024	Spring 20	STAAR Sp				lisa.guzm	Guzman, Homebo		Additional Comments				Online			O	
2206747	Set Score Code	015915133		1882756917	Lang	Jean	Processed	4/30/2024	Spring 20	STAAR Sp				lisa.guzm	Guzman, Student d		Additional Comments				Online			S	
2270442	Set Score Code	015915150		1645961464	Mooney	Priscilla	Processed	4/30/2024	Spring 20	STAAR Sp				patric.riv	Rivas, Pat		students	Additional Comments			Online			S	
2535326	Do Not Report	015915105	57167340	1467418945	Pitts	Nikki	Processed	4/30/2024	Spring 20	STAAR Sp	1	reset	4/30/2024	4/30/2024	susan.ba	Barthelm	Wrong la	Other	Schaub, Benjamin (Tier I)	Approved	0	N/A	N/A	DNR	
2807100	Do Not Report	015915044	58204413	1855954255	Leonard	Ryan	Processed	5/1/2024	Spring 20	STAAR Sp	1	reset	5/1/2024	5/1/2024	susan.ba	Barthelm	Started test by mistake	Wagner, Michael (Tier I)	Approved	0	N/A	N/A	DNR		
2570346	Do Not Report	015915044	58198976	1580521958	Snider	Georgia	Processed	5/1/2024	Spring 20	STAAR Sp	1	reset	5/1/2024	5/1/2024	susan.ba	Barthelm	Started test by mistake	Wagner, Michael (Tier I)	Approved	0	N/A	N/A	DNR		
2500122	Change Score Code	015915044		1450882135	Buckley	Harry	Processed	6/11/2024	Spring 20	STAAR Sp				susan.ba	Barthelm	Students	Additional Comments				Online			S	
2047073	Change Score Code	015915169	90999115	1746346023	Summers	Darla	Processed	6/11/2024	Spring 20	STAAR Sp	1	complete	5/3/2024	5/3/2024	lisa.guzm	Guzman, Entered	Additional Comments				Online			O	
2172820	Change Score Code	015915138	90989068	1084153397	Sharp	Shari	Processed	6/11/2024	Spring 20	STAAR Sp	1	complete	5/2/2024	5/2/2024	brittany.g	Pettis, Bri	Test need	Additional Comments				Online			S





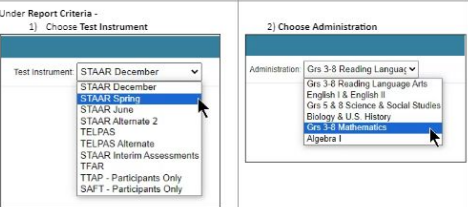

Log into TIDE to Run your Reports


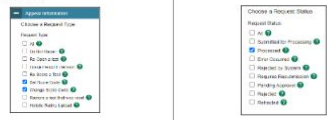





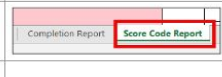
STAAR Completion Report Directions

This click sheet provides step-by-step directions of how to complete the report.

24-25 STAAR Completion Reports Click Sheet

1	<p>Go to https://www.assessment.gov and click on Testing Personnel.</p> <p>Scroll down the page and click the tile titled Test Information Distribution Engine (TIDE) and Login.</p>	
2	<p>Part 1: Run a Test Status Code Report</p> <p>Under Administering Tests, click on Monitoring Test Progress > Test Status Code Report.</p>	
3	<p>Under Report Criteria -</p> <p>1) Choose Test Instrument</p> <p>2) Choose Administration</p>	
4	<p>Select the Administration > Export Report.</p> <p>This will download the report into excel.</p>	

5	<p>Part 2: Run an Appeal/Score Code Report</p> <p>Home Screen > under Administering Tests, click on Appeals/Score Codes > View Requests.</p>	
6	<p>Under Choose a Request Type select Set Score Code and Change Score Code.</p> <p>Under Choose a Request Status select Processed.</p>	
7	<p>Under Additional Request Criteria, filter by Test Window and select the Test Window assessment you are running the report for and select Search.</p> <p>Select View Results</p>	
8	<p>Under Appeal Information</p> <p>1) Check the box to select all records</p> <p>2) Select the down arrow to download as excel</p>	

9	<p>Part 3: Adding information into the Completion Report Template</p> <p>Copy all data from the Test Status Code Report and enter into the corresponding columns of the Completion Report sheet in the template.</p>	
10	<p>Copy all data from the Appeals/Score Code Report and enter into the corresponding columns of the Score Code Report sheet in the template.</p>	
11	<p>Once both reports are added into the template, the completion report tab will be updated and you will use this report to find any blank score codes.</p>	
<p>Important Information</p> <ul style="list-style-type: none"> Remember, the template has formulas attached to certain cells, so do not delete the formulas or the template will not work. This will only work if correct eligibility flags are turned on. 		

Look Fors

- Blank score code and test status
- Students that have a test reported but also have an absent code submitted
- Students left in pause that need a score code entered



Agenda

- Overview
- How To
- Next Steps



Calendar Dates

- Review your district testing dates and TEA Calendar of Events.
- Determine when you will run the completion report for each assessment and when you will send to campuses.
- We typically run a Score Code Completion Report **two days before the close of window** and again each day until score codes are due.

Assessment Completion Reports Calendar

Assessment	Internal Report or Shared with Campuses	Date to Run Report
December STAAR EOC	Internal	12/06/2024
December STAAR EOC	Internal	12/10/2024
December STAAR EOC	Shared	12/11/2024
December STAAR EOC (untested & score codes only)	Shared	12/12/2024
December STAAR EOC (untested & score codes only)	Shared	12/13/2024



Communicate with Campuses

- We send campus Completion Reports through the TIDE Secure File Center.
- It is important that online testing coordinators know what to do with the information on the report they receive. We utilize email communication.

Good Afternoon,

A Math STAAR completion report will be sent to your [TIDE Secure File Center](#) shortly. This report was run at about 10:00 am this morning. **Please review the report for accuracy.** If you have any missing [score codes](#) you must enter them by 12:00 (noon) on Thursday, May 1, 2025 **Filter for students in Paused Status, as those students will need a score code, if they are not currently testing.** If you find a discrepancy with your report, please contact your [DTC](#) as soon as possible for assistance.

Helpful resources:

[STAAR Companion Guide](#)
[24-25 STAAR Online CTC Checklist](#)

*Note: All blue underlined writing in the email are links to resources.



Tips and Reminders



- Plan early, discuss when you will prepare the reports and who will be responsible for preparing and communicating.
- Save a copy of the original template to always have, if needed. This will help **if** you make an error or accidentally erase a formula.
- Remember, this will only account for the STAAR EOC eligibility flags that are turned on in TIDE.
- CAUTION: The only thing you can do during the data correction window with score codes is submit a score code change. You can't enter a score code, enter student responses in DEI, or add a student.

What's Next?

What is your takeaway from what we've just shared?

- Something you learned
- A new question raised
- An action step you're going to take

05:00

Questions?



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