

## **Kansas State Department of Education 2014 Early Reading Assessment Procedural Document**

**Beginning September 2, 2014** each kindergarten, 1<sup>st</sup>, or 2<sup>nd</sup> grade school principal will be able to submit the Early Reading Assessment results electronically utilizing the Kansas Department of Education Web Application Tool at <https://online.ksde.org/authentication/login.aspx>. If you have not registered at the KSDE Common Authentication web site, you will need to do that first (see instructions below). **The results of this assessment are due to the Kansas State Department of Education by November 21, 2014.**

### **Assessment Procedures**

On November 10, 2004, the Kansas State Board of Education (KSBE) approved the continuation of a mandatory early assessment for reading. However, the administration was broadened to allow assessment at any one grade kindergarten, 1<sup>st</sup>, or 2<sup>nd</sup>, as determined by the local district.

The school will submit the collected data electronically. Please note that schools can administer the assessment at more than one grade, but are only required to report data from one grade.

Schools will be required to report the following information:

- name and number of district
- name and number of school
- name of instrument and edition used
- verification of support to the components of reading- phonemic awareness, phonics, fluency, vocabulary, comprehension
- identify grade level tested and number of students assessed
- submit percent of students needing additional support in reading within the following ranges:
  - 0-15
  - 16-30
  - 31-50
  - 51-75
  - 76-100

### **Purpose of the Reading Assessment**

The purpose of administering an early reading assessment is to identify and focus on the critical years when the development of reading takes place. The Early Reading Assessment is a state-mandated assessment for reading which can be given at any one grade including kindergarten, 1<sup>st</sup>, or 2<sup>nd</sup> grade, as determined by the local district.

**The results of this assessment are due to the Kansas State Department of Education by November 21, 2014.**

### **Statement of Expectations to Maximize Your Instrument Results**

- The Kansas State Department of Education encourages you to choose an instrument by following the guidelines in the “Kansas Guide to Early Reading Assessments” (located at <http://community.ksde.org/Default.aspx?tabid=5606> ).
- Analyze reading results by looking at phonemic awareness, phonics, fluency, vocabulary, and comprehension.
- Use the results of the assessment to drive instruction.

### **Dates and Requirements for Administration**

It is best practice to administer a valid and reliable reading assessment to all students, including English Language Learners (ELL) during the first quarter of the school year. The first quarter is defined by the local district or building and should coincide with the first grading period.

## **Dates and Procedures for Submitting Results**

**Reports are due to the Kansas State Department of Education by November 21, 2014.**

**Public and Private Schools:** Each school principal submits the results electronically to the Kansas State Department of Education at the KSDE Web Application tool.

For those who have access to the KSDE Web Application tool go to <https://svapp15586.ksde.org/authentication/login.aspx> and click on Early Reading Assessment

For those who do not as yet have access to the Early Reading Assessment reporting tool, registration is required at KSDE Common Authentication web site at <https://online.ksde.org/authentication/login.aspx> .

- Click on “Manage My Account”
- Click on Early Reading Assessment, highlight School, scroll to the bottom of the page and answer the security question.
- An email will go to superintendents for approval. Once the superintendent replies back to the helpdesk granting the user access to the report, an email will go to the user informing them they have access to the requested report. If you have problems with “Manage My Account”, please call the KSDE IT Helpdesk at 785-296-7935. You will receive assistance in requesting access to the report.

If you do not have an account set up for the KSDE Web Application tool, you will need to go to <https://svapp15586.ksde.org/authentication/login.aspx> .

- Click on “Register”
- Fill in the application. Once you register an email will go to superintendents for approval. Once the superintendent replies back to the helpdesk giving the user access to the report, an email will go to the user informing them they have access to the requested report. If you have problems with registering, please call the KSDE IT Helpdesk at 785-296-7935. You will receive assistance in requesting access to the report.

## **Selection of the Instrument**

Each school will determine the appropriate reading assessment to be used. The Kansas State Department of Education encourages you to choose an instrument by following the guidelines in the “Kansas Guide to Early Reading Assessments” (located at <http://community.ksde.org/LinkClick.aspx?fileticket=inoYnRute7k%3d&tabid=5606&mid=13689> ). Local choice allows schools to administer an assessment of choice. For more information, see the KSDE Reading Assessment webpage at <http://community.ksde.org/Default.aspx?tabid=5606> .

If you have any questions, please call Jeannette Nobo at 785-296-4948 or Suzy Myers at 785-296-5060.