

Attachment A
Holistic Rating Training Activities and Schedule
for the 2009-2010 School Year

Holistic rating training is a core component of the TELPAS holistic assessment process. Keep in mind the following key points about holistic rating training:

- TELPAS holistic rating training supports effective implementation of the English language proficiency standards (ELPS) in 19 TAC Chapter 74, Subchapter A. Required Curriculum.
- Only individuals trained directly by TEA may provide TELPAS holistic rating training.
- TELPAS holistic rating training of new raters is conducted primarily in the summer/fall because of the impact the training has on classroom instruction and student learning when raters use what they learn as they observe and work with their ELLs throughout the year.
- In the spring, training of new raters is offered again to address extenuating circumstances districts may encounter in meeting their rating needs.
- Because of the instructional benefits, districts may wish to train most or all teachers as TELPAS raters over time. Training space may be limited in some instances. In registering teachers for training sessions, training entities should give priority to new individuals who need to serve as TELPAS raters in spring 2010.
- In the spring of the year, all individuals who are to serve as TELPAS raters are required to participate in holistic rating training shortly before the actual TELPAS assessment.
 - Those already trained (and qualified, in the case of grades 2–12) are required to calibrate their rating skills by taking a short online refresher course. This includes individuals who train and qualify in summer/fall 2009.
 - Individuals trained prior to summer/fall 2009 who have yet to qualify (applies to grades 2–12 only) may attend either summer/fall training of new raters, or they may be trained along with new raters who are trained in the spring due to extenuating circumstances. Districts will decide when to have these individuals trained. There are qualifying opportunities in both summer/fall and spring.

English Language Proficiency Standards (ELPS)

The ELPS (which may be accessed at <http://ritter.tea.state.tx.us/curriculum/biling/elps.html>) are part of the Texas Essential Knowledge and Skills (TEKS). All teachers who have ELLs in class are required to teach the ELPS in conjunction with the required subject matter TEKS.

The ELPS include cross-curricular second language acquisition knowledge and skills, proficiency level descriptors, and other instructional requirements. The proficiency level descriptors are the same as those used for TELPAS. As such, the proficiency level descriptors used in instruction and formative assessment throughout the year are the same as those used for formal, summative TELPAS assessment in the spring.

TELPAS holistic rating training provides in-depth professional development to teachers of all foundation and enrichment subjects on ELPS proficiency level descriptors, which serve as a road map to help teachers adjust instruction commensurate with the linguistic needs of their ELLs.

TELPAS rater training does not provide teachers with professional development related to the ELPS cross-curricular second language acquisition knowledge and skills and other ELPS requirements. ELPS

professional development opportunities for administrators and teachers are available. More information may be obtained through your education service center.

In providing ELPS professional development for teachers, keep in mind how TELPAS holistic rating training relates to and reinforces other ELPS training.

TELPAS Online Training Courses and Learning Management System (LMS)

Online courses are used as the primary vehicle for delivering holistic rating training. Attachment B contains a brief description of each course. For **level 1** online training courses, individuals will receive direct training support from a state-authorized TELPAS holistic rating trainer.

Raters' participation in all online activities is scored and monitored electronically through the TELPAS TrainingCenter learning management system (LMS), which provides districts with electronic access to information about raters' status on online training and qualifying activities.

New for spring 2010: Individuals who do not meet performance expectations on the rating activities in the **level 2** online refresher course will be required to receive supplemental training. Details will be provided in the test administration materials.

Identifying Raters

District testing coordinators, in collaboration with bilingual/ESL coordinators and other district and campus personnel, are responsible for designating individuals to be trained as raters. Enough teachers must be trained annually to rate all enrolled limited English proficient (LEP) students in grades K–12, including LEP students with parental denials.

The teacher selected to rate a LEP student must have the student in class at the time of the spring assessment window, be knowledgeable about the student's ability to use English in instructional and informal settings, and hold valid education credentials such as a teacher certificate or permit. The teacher selected as a student's rater must be appropriately trained and must rate the student in all eligible domains: reading (K–1 only), listening, speaking, and writing. One rater is not permitted to be assigned to rate certain domains while another rater rates the other domains. This is important to remember when designating individuals to be trained.

Training of Trainers

The TELPAS training model is designed to ensure that raters across the state receive consistent, standardized training. TEA will again train TELPAS holistic rating trainers from each of the 20 education service centers (ESCs) and 35 districts with large LEP student populations. (Attachment C shows the 35 districts.) The 20 ESCs and 35 districts form 55 state TELPAS holistic rating training entities. Trainers from the 35 districts are responsible for conducting training in their districts. The 20 ESC training teams are responsible for training raters in their regions *minus* the raters from the 35 districts.

TEA trains the trainers from the 55 state training entities. Individuals must have been trained directly by TEA in Austin to be authorized to provide TELPAS holistic rating training. To enable the 55 entities to augment last year's training teams, TEA will again conduct multiple summer holistic rating training sessions in Austin. These sessions are for new trainers. Individuals trained previously by TEA in Austin will receive update training via TETN. All trainers are responsible for using the state-provided TELPAS holistic rating training courses and materials.

A communication with information about registering for the TEA summer TETNs and training sessions will be sent to the 55 training entities later this month. This letter will indicate how many new trainers each entity may add.

Rater Training Details

The groups into which TELPAS raters fall for training purposes as well as details about the training requirements are outlined below. Flow charts of the training requirements and dates are available at <http://www.tea.state.tx.us/student.assessment/admin/rpte/index.html>.

Raters of Students in Grade 2 or Higher. These raters have a qualification component of their training. Individuals who rate students in grade 2 or higher fall into three groups.

Group A: Individuals who need an in-depth initial training (they take **2–12 level 1 training**)

Group B: Individuals who have been trained but have not yet successfully completed the qualification component of their training (they take **2–12 level 1 training**)

Group C: Already trained and qualified individuals (they take the **2–12 level 2 refresher**)

Raters of Students in K–1. These raters do not have a qualification component of their training. They are divided into two groups.

Group D: Individuals who need an in-depth initial training (they take **K–1 level 1 training**)

Group E: Already trained individuals (they take the **K–1 level 2 refresher**)

Training of Raters of Students in Grade 2 or Higher

Training of Group A (not trained previously; need in-depth training)

- Trainers conduct training sessions for Group A individuals in the summer/fall. (Exception: Group A individuals not identified in time for summer/fall training will be trained in the spring.) ESCs offer summer training before school starts if doing so meets the needs of their districts. The 35 district training entities may make local decisions about whether to offer training sessions before school starts. Training entities offer training sessions after the school year begins as needed to train all Group A individuals in the fall. See the training window dates on the next page.
- This training takes approximately one day, and the **level 1** online course is used. Trainees need individual computer access to take the online course.
- Trainees have an online qualifying opportunity after completing their online course. Results are available immediately.
- Individuals who are trained in the summer/fall but who are unsuccessful on the fall qualifying round or who do not attempt fall qualification retake the **level 1** training in the spring and complete spring qualification activities.
- Individuals successful on the fall qualifying round become part of Group C in the spring.

Training of Group B (were trained previously but have not yet qualified; need in-depth training)

Group B individuals that districts wish to train as raters for spring 2010 take **level 1** online training either in the summer/fall or in the spring at the discretion of the district. Qualifying opportunities are available in both timeframes. Individuals who complete training and successfully qualify in the fall become part of Group C in the spring.

Training of Group C (individuals already trained and qualified)

Shortly before the spring 2010 assessment, Group C completes the **level 2** online refresher course, which consists of rating practice and feedback in all holistically rated domains. Group C includes trained and qualified raters from previous years as well as Group A and B raters trained and qualified in summer/fall 2009.

Training of K–1 Raters

Training of Group D (not trained previously; no qualifying component)

- Trainers conduct training sessions for Group D individuals in the summer/fall. (Exception: Group D individuals not identified in time for summer/fall training will be trained in the spring.) ESCs will offer summer training before school starts if doing so meets the needs of their districts. The 35 district training entities may make local decisions about whether to offer training sessions before school starts. Training entities will offer training sessions after the school year begins as needed to train all Group D individuals in the fall. See the training window dates on the next page.
- This training takes approximately one day, and the **level 1** online course is used. Trainees need individual computer access to take the online course.
- Group D individuals who complete this training become part of Group E in the spring.

Training of Group E (individuals already trained)

Shortly before the spring 2010 assessment, Group E will complete the **level 2** online refresher course, which consists of rating practice and feedback in all holistically rated domains.

Training Schedule

Jul 10	TEA conducts grades K–12 update training via TETN from 10:00 am to 12:00 pm for existing state-authorized holistic rating trainers (those trained by TEA in Austin in 2005-2006 or later). Existing trainers will be briefed on training changes for the 2009-2010 and 2010-2011 school years. District testing coordinators statewide are encouraged to attend this TETN.
Jul 21, 29, 30	TEA provides one-day training sessions in Austin for individuals that the 55 entities add to their training teams. Note that all new trainers are required to attend one of these sessions (even those new trainers who will conduct only K–1 training).
Aug 4	TEA conducts a K–1 TETN from 1:00 to 3:00 pm to train all new and existing state-authorized trainers who will conduct K–1 training for the first time (those attending the July 21, 29, and 30 sessions and existing 2–12 trainers who were not K–1 trainers in the past).
Jul 27–Oct 23	Trainers offer level 1 training for Groups A and D (and any Group B individuals districts wish to include with Group A).
Jul 27–Oct 30	Grades 2–12 raters complete online qualification activities after attending summer/fall training.

Jan 4 The window begins for the online training course Assembling and Verifying Grades 2–12 Writing Collections. This optional course is available to support administration procedures training and will remain open throughout the TELPAS assessment window.

Feb 1 The window begins for the following courses:

- **2–12 level 1 online training** for Group A and B raters
- **2-12 spring online qualification** for Group A and B raters
- **K–1 level 1 online training** for newly identified Group D raters
- **K–1 and 2–12 level 2 online refresher courses** open for Group C and E raters

In the spring, raters should complete their online course and qualification requirements by the first day of the TELPAS assessment window (March 8, 2010). If there are extenuating circumstances and a district determines that an additional rater needs to be trained after the assessment window has begun, the rater must complete the online course requirements (and qualification requirements, as applicable) before rating students for the live assessment. **Teachers are not authorized to rate students for TELPAS until they have completed all required training.**

Course and Grade Cluster Requirements

It is important for raters to know which course they are required to take. Note that the 2–12 courses contain practice activities by grade cluster. Districts should clearly communicate which course and grade cluster training raters should complete.

Additional Information about Rater Training

- Trainees who do not complete all modules of the level 1 online course will not receive a certificate of course completion. It is required that all prospective 2–12 raters complete the level 1 online course prior to attempting qualification.
- Districts are responsible for monitoring the progress and completion of training and qualification activities for their raters.
- Individuals trained in the summer/fall who do not access the qualification activities are required to complete the level 1 course again in the spring prior to attempting qualification.