

May 22, 2012

TO: ESC AND DISTRICT TESTING AND SPECIAL EDUCATION COORDINATORS  
FROM: TEA's Student Assessment Division  
SUBJECT: Revisions to Manuals

This is the time of year that TEA's Student Assessment Division begins revising our manuals and training materials for the next school year. In order to better meet the needs of educators, we are soliciting feedback about the ARD committee resources for students receiving special education services and the accommodation resources for students with disabilities. Our division makes every attempt to post and train policies in a timely and accurate manner. We are aware that there is room for improvement in this regard for the 2012–2013 school year.

However, we would like your constructive feedback to the questions below. The more specific your suggestions can be, the better our division can meet your needs as we revise our resources.

**ARD Committee Resources:** <http://www.tea.state.tx.us/student.assessment/ard/> \_

- In the 2011–2012 school year the traditional ARD Manual was replaced by a training PowerPoint. Was this change beneficial? Was the training PowerPoint sufficient in meeting your needs?
- Is there a need for a parent and/or teacher brochure that provides a general outline of the ARD committee process for making assessment decisions?
- Which parts of the 2011–2012 training PowerPoint prompted the most questions from your region/district/campus? How can we clarify this information?
- What types of information would you like to see added to or deleted from the ARD Committee Resources webpage?

**Accommodation Resources for Students with Disabilities:**  
<http://www.tea.state.tx.us/student.assessment/accommodations/staar-telpas/> \_

- In the 2011–2012 school year the traditional Accommodations Manual was replaced by a listing of documents on a webpage. What was beneficial about this organizational structure? What was problematic? Any suggestions for improvement?
- What accommodation policies prompted the most questions from your region/district/campus? Be specific and include suggestions for clarifying or revising this information.
- Do the eligibility criteria for certain accommodations appropriately describe the needs of your students? Be specific and include suggestions for additional or different criteria.
- Are the student scenarios in certain accommodation policy documents in the Accommodations Triangle beneficial? Are there any additional student scenarios we should address? Are there any student scenarios that were not helpful and need clarifying or deleting?
- Are there any supplemental aids that should be added to the allowable list? Be specific and include examples.

- What types of information would you like to see added to or deleted from the Accommodations for Students with Disabilities webpage?

Please forward this e-mail to any relevant campus personnel who may be able to provide additional feedback. **All suggestions should be e-mailed by June 8<sup>th</sup> to [test.accommodations@tea.state.tx.us](mailto:test.accommodations@tea.state.tx.us) with the subject line “2011–2012 Feedback.”** We take all of your comments seriously and strive to make all communications clear, accurate, and useful.

Thank you for assisting us with this process. If you have any questions, please call the Student Assessment Division at 512-463-9536 and ask to speak with a member of the Special Education Assessments Team.