Spring 2016 TELPAS Holistic Rating Training System
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Topics

- Holistic Rating Training System for Spring
- Monitored Calibration Sessions
- New TELPAS Online Training Center
Online multiple-choice reading tests are used to assess the reading domain for grades 2-12.
Overview of the Rating Process

- Districts identify ELLs in grades K–12 and designate raters to assess students.
- Test administration procedures and holistic rating training is conducted to prepare grades K–12 raters to assess English language proficiency consistent with the holistic scoring rubrics, the Proficiency Level Descriptors (PLDs).
- Raters gather writing samples for ELLs in grades 2–12 to include in each student’s writing collection.
- Raters use PLDs to assign students a rating in each language domain assessed.
Role of Testing Coordinators in Holistic Rating Training

- District and campus personnel have primary responsibility for supporting holistic rating training.
- Vital for testing coordinators to have good working knowledge of holistic rating training.
- As in past, testing coordinators responsible for ensuring:
  - Adequacy of training
  - Sufficient numbers of raters
- Collaboration with bilingual/ESL specialists encouraged, but testing coordinators ultimately responsible for TELPAS administration.
Holistic Rating Training Requirements
Training Requirements for K–1 and 2–12

- In the fall (recommended)
  - ELPS-TELPAS professional development for new teachers and new raters – foundational (awareness) training
- In the spring (required and in addition to test administration procedures training)
  - New raters – complete online basic training course and online calibration activities
  - Returning raters – complete online calibration activities

Returning raters that have not completed calibration activities within the last three school years are required to complete the online basic training course before calibrating.
Grades K-12 Holistic Rating Training Flowchart

Fall Professional Development
As a best practice, teachers whom districts plan to train as new raters receive ELPS-TELPAS foundational training if they lack this background.

Spring TELPAS Administration Procedures Training
During this training, testing coordinators review key information from the TELPAS Rater Manual to prepare new and returning raters to proceed with online holistic rating training.

New Raters
Online Basic Training Course
Online Calibration Activities
Sets 1 and 2: Set 2 required if not successful on Set 1

Returning Raters
Online Calibration Activities
Sets 1 and 2: Set 2 required if not successful on Set 1
Foundational (Awareness) Training

- **Training Resources:**
  - PowerPoint modules
    - Making the ELPS-TELPAS Connection Grades K–12 Overview
    - Introductory Training on the PLDs (separate modules for K–1 and 2–12)
    - Grades 2–12 Writing Collection Overview
  - *Educator Guide to TELPAS*

- Experienced TELPAS personnel may provide training

**Additional Resource:** A PowerPoint (2015–2016 Holistic Rating Training Requirements) to help administrators understand the holistic rating training requirements is also available on the TELPAS Resources webpage at [http://tea.texas.gov/student.assessment/ell/telpas/](http://tea.texas.gov/student.assessment/ell/telpas/).
New and Returning Raters

- New raters are required to complete an online basic training course before attending a monitored session for online calibration activities.
- Returning raters are required to attend a monitored session to complete online calibration activities for their assigned grade cluster.

**Important Note:** Raters who completed K–1 training but not 2–12 training will be new raters if they switch to 2–12 training, and vice versa.
New and Returning Raters

- A district may, at its discretion, require a returning rater to repeat new rater training.
  - This may be advisable if testing personnel believe that a returning rater who was unable to meet rating accuracy requirements in the past would benefit from retaking the online basic training course prior to calibration.
  - Additionally, returning raters that have not completed calibration activities within the last three school years are required to complete the online basic training course before calibrating.
Online Training Courses

- **Online Basic Training Course**
  - One for raters of K–1 and one for raters of grades 2 and above
  - Includes practice rating activities to give raters opportunities to apply the rubrics (no state-required level of accuracy established)
  - May be completed independently

- **Assembling and Verifying Grades 2–12 Writing Collections**
  - Optional course that may be used to supplement test administrator procedures training
Online Calibration Activities

- Calibration activities must be completed in a monitored setting for both new and returning raters.
- Separate calibration activities for grades K–1, 2, 3–5, 6–8, and 9–12.
- There are two sets of online calibration activities for each grade cluster.
- For K–1, each set contains 10 students to be rated in the domains of listening, speaking, reading, and writing. You must rate at least 70 percent of the students correctly within a set to demonstrate sufficient calibration.
- For 2–12 grade clusters, each set contains 12 students to be rated in the domains of listening, speaking, and writing. You must rate at least 67 percent of the students correctly within a set to demonstrate sufficient calibration.

Important Note: Individuals are not authorized by TEA to serve as raters unless they complete the state–required training and calibration activities. Raters who complete all requirements but do not successfully calibrate may be authorized to serve as raters at the discretion of the district, but districts are required to provide rating support in all domains for these raters.
Grade Clusters of Training

- K–1 training components are separate from those of grades 2 and above.
- It is important that raters know which grade cluster of training to complete.
- For a rater with students in multiple clusters in grades 2–12
  - Rater required to train in the cluster with most ELLs
  - As a best practice, rater should review some online basic training course practice activities in additional cluster(s)
- For a rater with students in multiple clusters including K–1
  - Rater required to train in K–1 and one other cluster in grades 2–12
  - Rater of K–1 who will rate more than one additional cluster within grades 2–12 should train in the cluster (2, 3–5, 6–8, 9–12) with the most ELLs
  - As a best practice, rater should review some online basic training course practice activities in other cluster(s)
## Key Dates for Holistically Rated Components

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
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<tbody>
<tr>
<td>Jan 11</td>
<td>Assembling and Verifying Grades 2-12 Writing Collections course available</td>
</tr>
<tr>
<td>Jan 25</td>
<td>End date for district coordinator training—all TELPAS components</td>
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<tr>
<td>Jan 25</td>
<td>Online basic training courses for new K-1 and 2-12 raters available</td>
</tr>
<tr>
<td>Feb 5</td>
<td>End date for campus coordinator training—holistically assessed components</td>
</tr>
<tr>
<td>Feb 15</td>
<td>End date for training raters and verifiers on administration procedures</td>
</tr>
<tr>
<td>Feb 15</td>
<td>Earliest eligibility date for TELPAS writing samples</td>
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<tr>
<td>Feb 15</td>
<td>Calibration window opens for new and returning raters</td>
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<tr>
<td>March 7--April 6</td>
<td>TELPAS assessment window</td>
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<tr>
<td>April 7--April 8</td>
<td>TELPAS data verification window</td>
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End Dates for Holistic Rating Training

- TEA recommends completion of training requirements by the first day of the TELPAS assessment window (March 7).

- Basic training courses and calibration activities will be open throughout TELPAS assessment window to:
  - allow districts to handle extenuating circumstances
  - allow raters to refer back to course information and practice activities as they rate their students
Training Certificates

- A certificate of completion may be generated for a rater that completes the online basic training course and/or the assembling and verifying course. There is no state-required level of rating accuracy established for the online basic training course. The rating activities in the course are provided to give raters opportunities to practice applying the rubrics.
  - Five hours are awarded for the K–1 and 2–12 basic training courses.
  - One hour is awarded for the optional assembling and verifying course.
Training Certificates

- A certificate of successful completion is issued within the TELPAS Online Training Center when a rater demonstrates sufficient calibration on a calibration set. Raters should print their certificate and turn in to the session proctor.
  - Two hours are awarded for calibration.
Responsibilities of Testing Coordinators for Holistic Rating Training

- Ensuring raters understand the importance of being properly trained on the holistic rating process
- Ensuring new and returning raters understand which training to take and for which grade clusters
- Scheduling monitored calibration sessions
- Ensuring that calibration sessions are actively monitored
- Ensuring that proctors for calibration sessions receive passcode for the day of their session
- Monitoring that all raters complete their training requirements
- Ensuring that any individual who serves as a rater but is not successful on the calibration portion of training is provided rater support during the TELPAS administration
Monitored Calibration Sessions
Monitored Calibration Sessions

- Monitored calibration sessions must be completed before raters holistically rate their students for TELPAS.
- Districts must establish local procedures for verifying the completion of the online basic training course before raters can access calibration activities.
- Most raters will need 1–2 hours to complete a calibration set. Raters must finish a calibration set once it is started in the same monitored session.
- The number of sessions needed depends on the number of raters being trained.
- A roster of participants in each monitored session must be maintained.
Monitored Calibration Sessions

- A testing coordinator or other designated personnel must serve as a proctor.
  - The number of proctors needed depends on the number of raters being trained.
  - Proctors may be LPAC administrators, school counselors, or other suitable staff.
  - Proctors cannot be teachers serving as TELPAS raters this year.
  - Proctors must receive administration procedures training and sign the appropriate oath.
Monitored Calibration Sessions

- A passcode is required to access calibration activities. Passcodes change daily. Proctors will provide raters the correct passcode during the monitored session. Calibration passcodes are available to coordinators in the secure Coordinator Resources for TELPAS Holistic Rating Training document.
- Raters may use the PLDs from their TELPAS Rater Manual or a copy of the PLDs and scratch paper to make notes during calibration. All notes must be turned in to the proctor and destroyed at the end of the session.
- Raters will need to complete calibration activities individually within the monitored group session. Therefore, the use of headphones is required.
- Certificates of successful calibration should be printed and turned in to a coordinator.
NEW TELPAS ONLINE TRAINING CENTER
TELPAS Online Training Center

The new TELPAS Training Center launched January 11, 2016.
TELPAS Online Training Center

All raters will create an account each spring using the Sign Up button.
TELPAS Online Training Center

The Educator Home page allows raters to choose their grade cluster for training.

![TELPAS Online Training Center](image)

TEA Student Assessment Division
TELPAS Online Training Center

Raters use the tabs to access the Online Basic Training Course, Calibration, and the Scoring Summary.
The *Instructions* links found throughout the site include step-by-step instructions for creating an account, logging in, and navigating the system.
Resources

- Coordinator Resources for TELPAS Holistic Rating Training document
  - Can be accessed within the Published Reports section of the TELPAS Assessment Management System
  - Document contains important online rater training resources for coordinators
    - Includes daily calibration passcodes, sample roster for calibration sessions, links to course certificate generators.
Resources

- 2016 District and Campus Coordinator Manual
- 2016 TELPAS Rater Manual
- Educator Guide to TELPAS Grades K–12
- Assembling and Verifying Grades 2–12 Writing Collections online course
  - Found in the TELPAS Online Training Center
- PowerPoint training modules available on TEA’s Student Assessment Division website on the TELPAS Resources page:
  - Making the ELPS-TELPAS Connection Grades K–12 Overview
  - Introductory Training on PLDs (for grades K–1 and 2–12)
  - Grades 2–12 Writing Collection Overview
  - 2015–2016 Holistic Rating Training Requirements
Contact Information

- TEA’s Student Assessment Division
  - Email address: ELL.tests@tea.texas.gov
  - Phone: 512-463-9536

- Pearson’s Austin Operations Center
  - Email address: TELPAS.techhelp@support.pearson.com
  - Phone: 800-627-0225