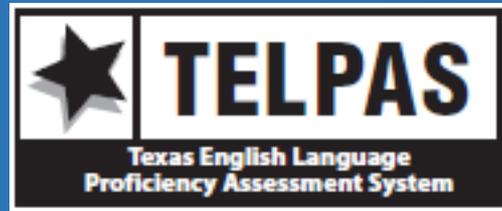


Holistic Rating Training Requirements



2021-2022

Texas Education Agency
Student Assessment Division

- TELPAS Raters
 - Credentials
 - Responsibilities
 - New & returning rater definitions
- Holistic Rating Training
 - Overview
 - Training requirements
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K-1 Rater Credentials

Each K-1 teacher selected to rate an EL 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,
- hold valid Texas education credentials, such as a teacher certificate or permit,
- be appropriately trained in the holistic rating process, and
- rate the student in all eligible domains

2-12 Rater Credentials (Writing Only)

- A rater (centralized rater) does not need to have the student in class at the time of the spring assessment window.
- The rater (including a substitute teacher) selected to rate an EL must
 - hold valid Texas education credentials, such as a teacher certificate or permit, and
 - be appropriately trained in the holistic rating process.
- A teacher of record is required to assemble an EL's writing collection.

2-12 Rater Credentials (Listening, Speaking, and Writing)

- In rare circumstances, an EL may be approved for a special administration for the listening and speaking domains.
- In this situation, the teacher must rate the student in all the eligible domains. A campus is not permitted to use different raters for different domains.
- A teacher (including a substitute teacher) selected to rate an EL 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
 - hold valid Texas education credentials, such as a teacher certificate or permit
 - be appropriately trained in the holistic rating process

Centralized Raters

- Districts have the option to designate one or more centralized raters to rate TELPAS grades 2-12 writing collections districtwide, campuswide, or by grade level.
 - Implementation of centralized raters is not a requirement
 - Solely an option to provide districts some flexibility in the TELPAS assessment of grades 2-12 student writing collections
 - Centralized raters are required to meet the TELPAS rater requirements (training and calibration)

Exception: This does not apply to raters of students that have been approved for a special administration of the TELPAS listening and speaking assessment.

TELPAS Rater Responsibilities

- A student's TELPAS rater is the person designated by the district as the official rater of the student's English language proficiency.
- A kindergarten or 1st grade student's rater must rate the student in all domains for which the student is eligible. It is not permitted for a student to have one rater for some domains and another rater for other domains.

New and Returning Rater Definitions for K-1 and 2-12

K-1 New	K-1 Returning
Individuals who have not completed K-1 holistic rating training requirements	Individuals who completed K-1 holistic rating training requirements in a previous year

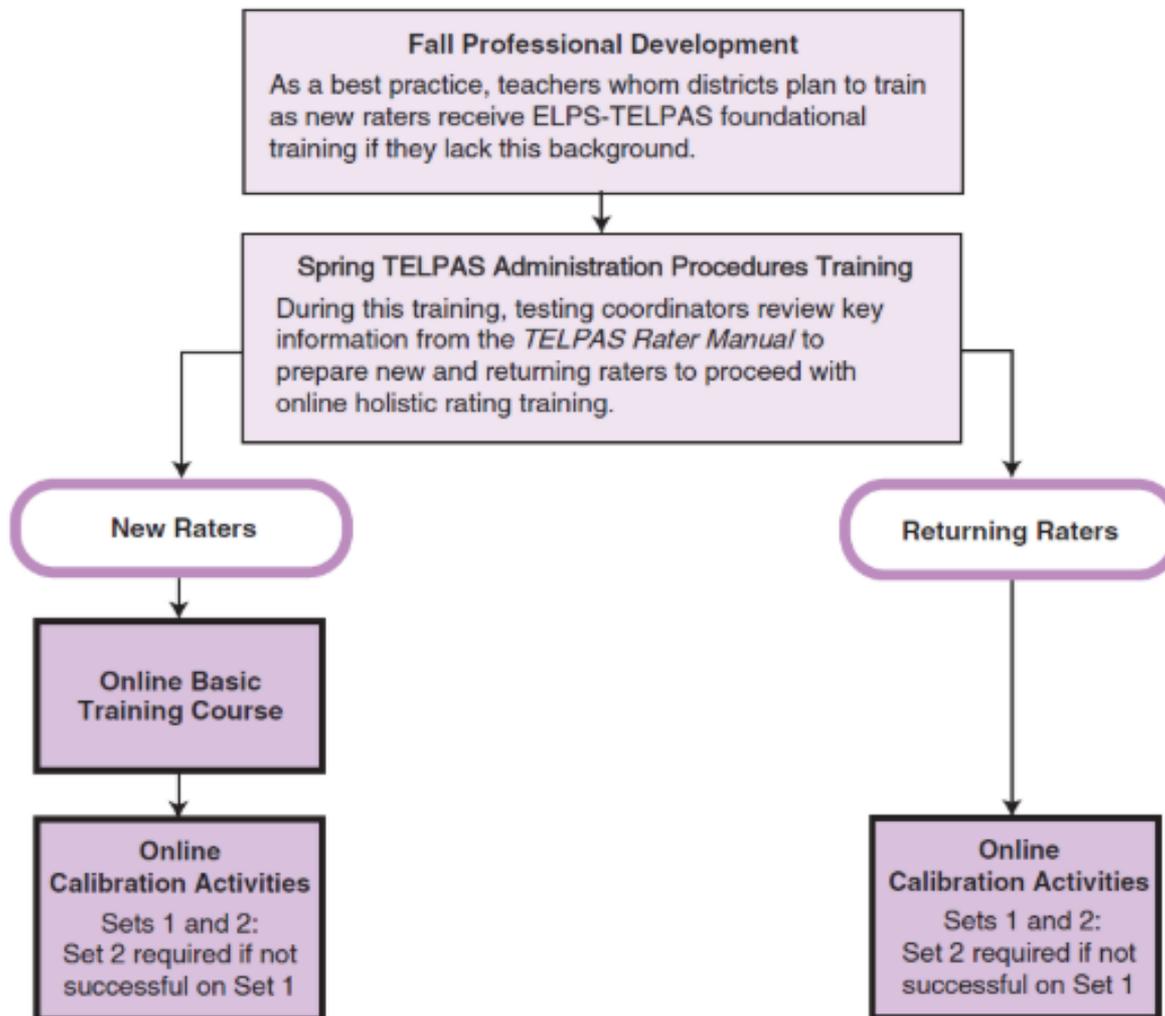
2-12 New	2-12 Returning
Individuals who have not completed 2-12 holistic rating training requirements	Individuals who completed 2-12 holistic rating training requirements in a previous year

Campus coordinators may, at their discretion, require a returning rater to complete the online basic training course prior to online calibration.

Holistic Rating Training

- It is recommended that districts and campuses determine in the fall who their spring TELPAS raters will be.
- A training flowchart is provided on the next slide.

Grades K-12 Holistic Rating Training Flowchart



TELPAS Administration Procedures Training

- Raters are required to receive training at least once in test security and administration procedures and are responsible for signing a test security oath and complying with state assessment requirements.
- As part of TELPAS administration procedures training, holistic rating training requirements are reviewed with raters, as well as information about how to access the online training and calibration components in the new Learning Management System (LMS).
- In addition, raters receive training on assessment procedures such as how to assemble writing collections, how to record students' proficiency ratings, etc.

Two Types of Training

- **Online basic training course**

This course is for new raters. It provides instruction on using the PLD rubrics and gives raters practice rating students. There are separate courses for K-1 and 2-12.

- **Online calibration**

This is for all raters. Raters use the PLDs to rate students. Raters have two opportunities to calibrate on the assigned grade cluster.

Training and Calibration Grade Clusters

- Raters must know their assigned grade cluster to select the appropriate online training.
- Raters should consult with their campus coordinator if they are unsure of their assigned cluster.

Grade Clusters

Grades K-1
Grade 2
Grades 3-5
Grades 6-8
Grades 9-12

Raters with Students in Multiple Grade Clusters, Grades 2–12

- New raters are required to train and calibrate in the cluster in which they have the most ELs. (This is also applicable for raters that have been designated by the district as centralized raters.)
- As a best practice, these raters should also review online basic training course practice activities in the additional cluster(s).

Example: A grade 2–5 ESL teacher has most of her ELs in grade 3. She must complete the training course and calibration in grades 3–5. As a best practice, she should review the online practice activities for grade 2 to check her readiness to apply the rubrics appropriately.

Raters with Students in Multiple Grade Clusters that Include Grades K-1

- Because of differences in the instructional content and rating rubrics, new raters must complete training and calibration for K-1 and at least one other cluster in 2-12.
- Raters with more than one additional cluster should train in the cluster in which they have the most ELs.
- As a best practice, these raters should also review online basic training course practice activities in the additional cluster(s).

Example: A grade 1-3 ESL teacher has most of his ELs in grade 2. He must complete the training course and calibration in grades K-1 and 2. As a best practice, he should review the online practice activities for grades 3-5 to check his readiness to apply the rubrics appropriately for his 3rd grade students.

When and where do raters take the online basic training course?

- Depending on campus arrangements, raters may either complete the online basic training course during school hours, after school, or on weekends.
- The LMS allows raters to access online training from any computer that meets the minimum system requirements.

It is a violation of state assessment procedures to record, discuss, or share answers to the rating practice and calibration activities. Prior to beginning online training or calibration, educators will read an online statement and affirm that they will complete the rating activities independently.

What resources do raters need for training?

K-1 Raters	2-12 Raters
<ul style="list-style-type: none"> ■ K-12 Listening PLDs ■ K-12 Speaking PLDs ■ K-1 Reading PLDs ■ K-1 Writing PLDs 	<ul style="list-style-type: none"> ■ 2-12 Writing PLDs <p>If approved for a special administration of the listening and speaking test, 2-12 raters will also need:</p> <ul style="list-style-type: none"> ■ K-12 Listening PLDs ■ K-12 Speaking PLDs

It is a violation of state assessment procedures to record, discuss, or share answers to the rating practice and calibration activities. Prior to beginning online training or calibration, educators will read an online statement and affirm that they will complete the rating activities independently.



What resources do raters need to rate students?

K-1 Raters	2-12 Raters
<ul style="list-style-type: none">■ K-12 Listening PLDs■ K-12 Speaking PLDs■ K-1 Reading PLDs■ K-1 Writing PLDs■ TELPAS Student Rating Roster	<ul style="list-style-type: none">■ 2-12 Writing PLDs■ TELPAS Student Rating Roster■ Writing Collection Cover Sheet■ Writing Collection Verification Checklist <p>If approved for a special administration of the listening and speaking test, 2-12 raters will also need:</p> <ul style="list-style-type: none">■ K-12 Listening PLDs■ K-12 Speaking PLDs

It is a violation of state assessment procedures to record, discuss, or share answers to the rating practice and calibration activities. Prior to beginning online training or calibration, educators will read an online statement and affirm that they will complete the rating activities independently.

When and where do raters complete calibration?

- Both new and returning raters must complete calibration in a monitored session that has been established by the campus or district.
- Monitored calibration sessions may take place during the school day, after school, or as part of professional development. Most raters will need 1 to 2 hours to complete a calibration set.

It is a violation of state assessment procedures to record, discuss, or share answers to the rating practice and calibration activities. Prior to beginning online training or calibration, educators will read an online statement and affirm that they will complete the rating activities independently.

Why is calibration necessary?

- Calibration helps ensure that raters have adequate training, including ample practice and feedback, before they assess their students in the spring.
- Calibration ensures that raters clear their heads and consider only the elements of student performance included in the PLDs.
- Calibration supports assessment validity and reliability and is an important part of holistically scored assessment processes.

Preparing for Calibration Sets

- New raters must complete the online basic training course before attending a calibration session.
- All raters have the option to review the online basic training course, which includes practice rating activities, before attending a monitored calibration session.

Monitored Calibration Sessions

- All raters must have received administration procedures training at least once prior to attending a calibration session and must have a signed oath on file. A roster of participants in each session will be maintained.
- Raters will be given a passcode by the session proctor in order to access calibration.
- Raters will need a copy of the PLDs.

Monitored Calibration Sessions (continued)

- Notes taken during calibration should be done on scratch paper. The scratch paper must be turned in to the proctor at the end of the calibration session and destroyed, even if calibration will be completed in more than one sitting.
- Raters will need to complete calibration activities individually within the monitored group session. Therefore, the use of headphones is required.

Monitored Calibration Sessions (continued)

- Raters must begin calibration with set 1. If successful, a certificate will be available in the LMS on the Completed Trainings page. The certificate should be printed and turned in to the proctor.
- If raters are unsuccessful on set 1, they will be notified by the testing coordinator when a monitored session for set 2 will be held.
- After completing a calibration set, raters immediately see their results and annotations explaining the correct ratings.
- Raters will need 1-2 hours to complete a calibration set. A calibration set may be completed in more than sitting. However, a district/campus must implement security measures to maintain confidentiality.

Will raters be able to refer to any resources during calibration activities?

Yes, raters may use a clean copy of the rating rubrics (PLDs). Raters should also have access to scratch paper.

At the end of each monitored calibration session, all notes taken by raters must be turned in to the proctor and destroyed, even if calibration is completed in more than one sitting.

How many students must be rated successfully?

- For K–1, each set contains 10 students to be rated. You must rate at least 70 percent of the students correctly within a set to demonstrate sufficient calibration.
- For the 2–12 grade clusters, each set contains 10 writing collections to be rated. You must rate at least 70 percent of the collections correctly within a set to demonstrate sufficient calibration.

Recap of Calibration Process

- Calibration is conducted in monitored sessions.
- A passcode is required to access calibration.
- There are 2 calibration sets.
- Raters who successfully calibrate on set 1 are done.
- Raters who do not successfully calibrate on set 1 must complete set 2.
- Certificates must be printed and turned in to the proctor.

What happens if a rater is unsuccessful in calibrating?

Two outcomes are possible for individuals who complete the calibration activities but are not successful:

- The district may choose not to assign the individual to be a TELPAS rater.
- If the individual is needed to serve as a rater, the district must implement rater support procedures to ensure that the rater's students are evaluated consistent with the rating rubrics.

Individuals are not authorized to serve as raters unless they complete all required training components.

- After completing the modules and practice activities for the K-1 or 2-12 online basic training course or the appropriate Assembling and Verifying Writing Collections course and practice, a certificate of completion will be available on the rater's Completed Trainings page of the LMS.
- After you have successfully calibrated, go to the Completed Trainings page of the LMS to access your certificate. Print a copy and turn it in to the session proctor.

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