



STATE OF SOUTH CAROLINA

DEPARTMENT OF EDUCATION

MOLLY M. SPEARMAN

STATE SUPERINTENDENT OF EDUCATION

MEMORANDUM

TO: District Test Coordinators for Alternate Assessment

FROM: Suzanne Swaffield
Office of Assessment

DATE: February 20, 2015

Re: National Center State Collaborative (NCSC) Alternate Assessment

The purpose of this memorandum is to assist you with planning for the spring administration of the National Center State Collaborative (NCSC) Alternate Assessment in English Language Arts (ELA) and Mathematics. The NCSC is the alternate assessment for ACT[®] Aspire[™] in grades 3–8 and The ACT[®] in grade eleven.

NCSC Student Roster

A roster of students identified through Precode as alternate assessment–eligible and ages 8–13 and 16 as of September 1, 2014, is posted on the SCDE’s ADTS (Advanced Data Transfer System). This is not the same system as the AIR sFTP site. Please note that the roster is taken from the same Precode extraction as the SC-Alt roster. If students were missing from the SC-Alt roster, they will be missing from this roster too. You will be able to enter them into the NCSC online system. If students appear on your roster that will not be taking NCSC, you can ignore them but make sure that all coding is correct prior to the first day of testing extraction.

The file in ADTS is named ‘NCSC Spring 2015’ followed by your district ID, district name, and ‘Pre-Identification of Students.pdf’. For example, Abbeville’s file name is NCSC Spring 2015 0160 Abbeville 60 Pre-Identification of Students.pdf.

To access ADTS, you must have a login for the SCDE Member Center. If you do not have a login or are unsure about how to login to the Member Center, please see the PowerPoint presentation #3 saved to the Precode page on the SCDE Web site or appendix F in the Precode manual. For using ADTS, please see PowerPoint presentation #5 saved to the Precode page or appendix H of the Precode manual. Links to these documents can be found at <http://ed.sc.gov/agency/programs-services/46/>.

If you log into the Member Center but do not see ADTS as an option, please contact your district web access coordinator (WAC). Your WAC can assign access to your district's account in ADTS.

NCSC Test Administrator Training

The portal will open for the NCSC online test administrator training on March 9, 2015. Prior to this time DTCs-Alt and Test Administrators will receive an e-mail with their credentials to access the system and the training. Test administrators who completed the NCSC Pilot 2 Test Administration training will only be required to take the "Updates" module and pass the final quiz with 80 percent accuracy in order to access the test. All other test administrators will need to participate in the complete online training and pass the final quiz with 80 percent accuracy. The DTC-Alt training is online as well and there is not a requirement to pass a quiz.

The SCDE has posted a Frequently Asked Questions (FAQs) document and a webinar with the accompanying PowerPoint about the NCSC assessment system on the Web site. The link to the FAQs is <http://ed.sc.gov/agency/programs-services/48/documents/NCSC-FAQs-2-12-15.pdf>. The link to the webinar and the accompanying PowerPoint can be accessed at <https://sas.illuminate.com/site/external/jwsdetect/playback.jnlp?psid=2015-01-16.0609.M.E386E62A92CB713171847A6EDCB296.vcr&sid=2013163>. Please note that this is a Blackboard Collaborate production, and you must download Blackboard Collaborate Launcher in order to access the webinar. The directions for downloading this appear on the Blackboard Collaborate site when you open the link. Additional webinars will be provided prior to the opening of the training portal.

Test Administration Manual (TAM)

The online TAM will be accessible when the portal opens on March 9. The SCDE will send printed copies of the TAM to the DTCs-Alt for distribution to test administrators; however, these will not be available until after March 9. Fourteen states will be participating in the NCSC assessment, and each state has some specific policies and procedures related to monitors, test security, and state accommodations. South Carolina-specific information and procedures can be found at <http://ed.sc.gov/agency/programs-services/48/NCSCAssessmentDocuments.cfm>.

NCSC Test Dates

The NCSC online alternate assessment window is March 30 through May 15.

Questions

Please contact Suzanne Swaffield at sswaffie@ed.sc.gov if you have any questions about NCSC.

cc: District Superintendents
District Test Coordinators
Special Education Directors