SOUTH CAROLINA
DEPARTMENT OF EDUCATION

Office of Assessment and Standards Listserv Communication

The purpose of this document is to serve as a centralized and organized repository for all official listserv communications.

Purpose:

The purpose of the *Office of Assessment and Standards Listserv Communication* document is to serve as a centralized and organized repository for all official listserv communications disseminated by the Office throughout the academic year. This document aims to:

- Ensure consistent and transparent communication with stakeholders.
- Provide timely updates, guidance, and resources related to assessment and standards.
- Maintain an accessible historical record of all listserv messages for reference, accountability, and continuity.
- Support informed decision-making and collaboration across departments by preserving institutional knowledge.

By consolidating communications in a single, structured format, this document enhances clarity, promotes engagement, and reinforces the Office's commitment to excellence in educational assessment and standards.

Most Recent Listserv Update:

Date	Audience	Communication
6/29/26	DTC	**SC READY Assessment Structure for 2026-2027 School Year** The Office of Assessment and Standards is pleased to share with you the assessment structure for SC READY to assist with planning your testing schedules for the upcoming 2026-2027 school year. Your input is greatly appreciated and plays an important role in improving future administrations. **English Language Arts (ELA)** • Grades 3–5: o Three-day administration - Part A & Part B must be administered during the same school week (Monday - Friday). Grade 3 Reading must be administered in the first five days of the district's testing window to support the accelerated

Date	Audience	Communication
		reporting schedule for preliminary rosters. It is at a district's discretion as to when they administer writing (before or after reading). ▪ Reading – Part A ▪ Reading – Part B ▪ Writing • Grades 6–8: ○ Two-day administration - It is at a district's discretion as to when they administer writing (before or after reading). ▪ Reading ▪ Writing **Mathematics** • Grades 3–5: ○ One day, one part • Grades 6–8: ○ One day, two parts that must be administered in a specific order: ▪ Part 1: No Calculator ▪ Part 2: Calculator Allowed **Science (Grades 4 and 6)** • One day, one part Please direct questions to SC READY Program Manager Crystal Huckabee at clhuckabee@ed.sc.gov or 803-734-8282.

Ongoing Communication Log

Date	Audience	Communication
6/1/26	DTC	**DTC Survey Reminder** The DTC Survey for the 2025-2026 school year will close on **Friday, June 5th.** Please use the link provided below to provide feedback regarding this year's administration of assessments. The survey will also provide opportunities to submit questions for assessment vendors; responses to the submitted questions will be shared in upcoming communications. **Link:** DTC Survey Your input is greatly appreciated and plays an important role in improving future administrations. Please reach out to Kayce Prince-Harvey (klprinceharvey@ed.sc.gov), Team Lead for Testing & Data, if you have any questions.

Date	Audience	Communication
5/29/26	DTC	**Updates on Bulk Rostering (TS GOLD & KRA) and Precode File Delivery Options** Please review the details below and complete the **linked form** to indicate your district's preference for bulk rostering by **June 5th.** Not submitting the form is the same as electing to not have any files provided. **TS GOLD Bulk Rostering** School districts will be responsible for completing bulk rostering within the SmartTeach dashboard. The South Carolina Department of Education (SCDE) will provide necessary files through ADTS. Two data pull options are available. Each district must select **one option only**. Any data not included in the provided files must be updated by the district. Training and support for completing rostering will be available during **the GOLD Monthly Office Hour** on **July 9, from 3:00–4:00 PM**. Please select one of the following options: ○ Option 1: Publish data by July 16 → Files available in ADTS after July 22 ○ Option 2: Publish data by July 30 → Files available in ADTS after August 5 **KRA Bulk Rostering** SCDE and KRA continue to work toward full Ed-Fi integration, with additional updates to be shared during the **Data Manager Training on June 16.** If the integration is not ready for Fall 2026 and your district prefers to receive files through ADTS (as in previous years), the following data pull options are available. Each district must select one option only, and any missing data must be updated at the district level. Please select one of the following options: ○ Option 1: Publish data by July 7 → Files available in ADTS after July 14 ○ Option 2: Publish data by July 21 → Files available in ADTS after July 28 If you have questions, contact Meghan Walters-Branham at **mgwalters@ed.sc.gov**.

Date	Audience	Communication
5/21/26	DTC	In the original email there are attachments to the program-specific flyers to help prepare for the 2026-27 administration of 4K/5K Readiness Assessments. Please share with those in your organization to whom this pertains. Flyers include the following: • myIGDIs™ Virtual Training sessions registration links and Monthly Office Hour Information • myIGDIs™ OnDemand Refresher Course Guidance document • Teaching Strategies GOLD® Virtual Training Session dates with registration links and Monthly Office Hour Information • KRA New Training of Trainers Virtual Sessions registration Links • KRA OnDemand Training information for New and Returning TAs and Returning Trainers • KRA Data Manager Part A and Part B Training Dates with Links Please reach out to Meghan Walters-Branham (mgwalters@ed.sc.gov), 4K/5K Assessment Program Manager, with any questions.
5/7/26	DTC	Please review the attached document Listserv Update 5-7-26 for key information and resources. This update includes guidance on: ○ 2026 WIDA ACCESS Feedback Survey ○ Getting Ready for 2026-27 SAT and PSAT Administrations DTC Survey Due June 5
4/28/26	DTC	Please review the attached document Listserv Update 4-28-26 for key information and resources. This update includes guidance on: ○ Students Not Tested (SNT) Guidelines and Instructions for Coding SNT in PowerSchool
4/17/26	DTC	Please review the attached document Listserv Update 4-17-26 for key information and resources. This update includes guidance on: ○ Reimbursement for the International Baccalaureate Examinations and the Cambridge International Examinations for 2025–26 ○ 2026-27 Assessment Schedule Draft

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4/15/26	DTC	As the SC READY testing window approaches, please remind school test coordinators to schedule time for students to complete the Online Tools Training (OTT) before testing begins. The OTT is a low-pressure, exploratory opportunity for students to practice using the testing platform, helping reduce barriers and support a smoother, more secure administration. It does not expose students to secure test content and may be used multiple times. Using the OTT allows students to: • Become familiar with the testing interface, navigation, and item types; • Practice using embedded tools (e.g., highlighting, cross-off tool, keypad entry, and calculators); and • Reduce anxiety by knowing what to expect, allowing them to focus on demonstrating what they know. Thank you for your continued leadership and for supporting schools in preparing students for a successful testing experience. **Questions:** Please contact Crystal Huckabee at clhuckabee@ed.sc.gov.

3/25/26	DTC	Please see the attached breakdown of the Spring 2026 EOCEP STC Pretest Workshop held on March 10, 2026. If you have questions, please reach out to Kirsten Hural at khural@ed.sc.gov. The main topics discussed in the workshop, along with their corresponding timestamps, are as follows: • Introduction and Welcome: (00:06 - 02:24) • Today's Topics (02:25-03:28) • Program Overview: (03:30 – 05:34) • DRC Insight Portal Updates: (05:35 – 06:46) • Test Administration Manuals: (06:47 – 7:52) • School Testing Schedules: (07:53 – 09:04) • Test Format and Translated Directions: (09:05-11:04) • Parent and Student Notification and Resources: (11:04 - 12:56) • Testing Policies (Electronic Devices and Calculators): (12:56 - 15:10) • Important Dates for Spring 2026: (15:11 - 17:29) • Questions in the chat answered: (17:30- 19:39) • DRC INSIGHT Portal details: (19:40 – 23:11) • Test Security: (23:13 – 36:10) • Transcribing Paper Test Responses into the Online System: (36.23 – 37:47) • Participant Management and Online Accommodations: (38:11 - 45:35) • Student Registration: (45:35 - 49:40) • Online Testing Preparation and Administration: (49:51 - 57:37) • Post-Testing Procedures: (57:37 - 58:06) • DRC Customer Service and Closing: (58:06 - 59:58)

Date	Audience	Communication
		Follow this link to view a recording of the live Spring 2026 EOCEP STC Pretest Workshop held on March 10, 2026: Please note if you need close captioning on the video, select the CC button.
3/24/26	DTC	Each year, SCDE requests districts to provide updates related to 4K and 5K Readiness Assessments. This includes information such as who is the point of contact for: • coordinating and managing data for the assessments, if not the primary DTC; • accounting for enrollment numbers. • facilitating the rostering of teachers and students; and • determining training and material needs. Please provide this information by completing the following form by **Thursday, April 2, 2026.** 4K and 5K Readiness Point of Contact Form For questions related to 4K/5K Readiness Assessments, please contact Meghan Walters-Branham (mgwalters@ed.sc.gov).

3/16/26	DTC	Please see the breakdown of the SC READY STC webinar recorded last week. If you have questions, please reach out to Crystal Huckabee at clhuckabee@ed.sc.gov
		
		SC READY STC Pretest Workshop Webinar (recorded March 12, 2026)
		
		The Spring 2026 SC READY STC Pretest Workshop webinar covers several key areas related to the upcoming assessment administration, including specific updates, security protocols, and portal management.
		
		The following is a breakdown of the topics discussed and their corresponding timestamps:
		• **Introductions and Housekeeping**: The session begins with introductions of the presenters from DRC and the South Carolina Department of Education, followed by housekeeping notes regarding recording policies and the availability of slides. (00:00)
		• **SC READY Overview**: This section provides a general summary of the SC READY assessment, including the grades and subjects tested, mandatory online testing, and provisions for paper testing. (03:30)
		• **Spring 2026 Updates**:
		  • **DRC Insight Portal**: Discussion of the transition to new portal functionalities, including participant management and registration. (05:31)
		  • **Manuals**: Information on the combined Test Administration Manual (TAM) and separate paper testing documents. (06:45)
		  • **Mathematics**: Details on updated standards and the new two-part, two-ticket structure for grades 3 through 8. (08:19)
		  • **ELA**: Overview of the structural differences between grades 3–5 and grades 6–8, including specific accommodation reminders for oral administration. (10:17)
		  • **Translated Directions**: Introduction of the new two-column format for translated test directions. (12:22)
		  • **Rostering**: Explanation of the optional feature for grouping students for class-level reporting. (13:29)
		  • **Parent Resources and Communication**: Guidance on required website postings and available parent resources. (14:54)
		  • **Electronic Device Policy**: Reiteration of the strict prohibition of cell phones and other devices during testing. (16:56)
		  • **Calculators**: Information on the integration of Desmos calculators and guidelines for handheld use. (18:18)
		  • **Mixed Mode Testing**: Details regarding the ELA writing component for approved waivers in grades 3 and 4. (19:50)
		  • **Tested/Reported School Method**: Explanation of the method for students testing at alternative locations. (22:01)
		  • **Important Dates**: A review of key milestones, including material arrival, testing windows, and reporting dates. (23:27)

Date	Audience	Communication
		• **DRC Insight Portal Deep Dive**: This segment offers a detailed look at portal features such as document access, user account management, and real-time monitoring. (32:30) • **Test Security**: This comprehensive section covers required training for staff, the management of secure materials, seating charts, and the protocol for reporting security violations. (36:12) • **Participant Management**: This topic focuses on loading and editing student records, verifying accommodations (especially for text-to-speech), and managing online testing registrations. (51:37) • **Online Testing Resources**: Discussion of student preparation tools like the narrated tutorial and Online Tools Training (OTT), as well as daily procedures and makeup testing guidelines. (01:06:44) • **DRC Customer Service**: Contact information and hours for technical and administrative support. (01:13:21) • **Q&A Sessions**: The presenters pause throughout the webinar to answer questions from attendees. (02:40, 25:42, 49:12, 58:47, 01:14:18)
3/16/26	DTC	Please review Listserv Update 3-16-26 Update 3-16-26 for key information and resources. This update includes guidance on: • **EDPlanSC Updates for State Assessments** • **Upcoming Test Administration Team Office Hours** • **Clarification on Procedures for Late Arrivals**
3/10/26	DTC	Please review the attached document Listserv Update 3-10-26 for key information and resources. This update includes guidance on: ○ Clarification on Test Monitor Use for Spring Testing ○ Reference Materials for SC READY ○ SC READY Grade-Level Assessment Guidance ○ SC READY Transcription Requirement for Paper Testers
3/3/26	DTC	Please review the attached document Listserv Update 3-3-26 for key information and resources. This update includes guidance on: • **DRC BEACON Informational Webinar** • **Precode File Transfer Errors for SC READY and EOCEP** ○ Unauthorized Websites Impersonating WIN Career Readiness System
2/25/26	DTC	Please review the attached document Listserv Update 2-25-26 for key information and resources. This update includes guidance on: • **Mixed Mode Webinar for Approved Districts and Schools** • **Deadline for Submitting Testing Dates for SC READY and EOCEP – Action Required** • **WIDA ACCESS In Progress Status on Known Completed Tests** • **SC READY and EOCEP Pretest Training Webinar Requirement**

<table>
<tr><th>Date</th><th>Audience</th><th>Communication</th></tr>
<tr><td>1/26/26</td><td>DTC</td><td>Please review the Listserv Update 1-26-26 for key information and resources. This update includes guidance on:
Test Administration Team Office Hour Recordings
myIGDIs Virtual Training for New Test Administrators
Test Security Reminder</td></tr>
<tr><td>1/13/26</td><td>DTC</td><td>The next Test Administration Teams Office Hours meeting is scheduled for Tuesday, January 20th, 3:00pm - 4:00pm.

The scheduled topics are:
SC Alt Assessments - Important Dates and Reminders
SC READY/EOCEP - Submitting Testing Dates
EOCEP - Rostering Adult Ed & Students without State IDs
<table><tr><td>Test Administration Office Hours</td><td></td></tr><tr><td>January 20, 2026
3:00 p.m. – 4:00 p.m.
Questions</td><td>Join the meeting now
Meeting ID: 253 128 729 076 8
Passcode: WX7yq6No</td></tr></table>Also note, you can submit questions prior to the meeting by clicking this link Questions?

We look forward to meeting with you.</td></tr>
<tr><td>1/12/26</td><td>DTC</td><td>Please review the Listserv Update 1-12-26 for key information and resources. This update includes guidance on the Spring SAT Suite of Assessments Webinar and details on the manual entry required for certain SC-Alt high school students in TIDE.</td></tr>
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Date	Audience	Communication
12/17/25	DTC	Dear DTCs, The following email was sent out on Tuesday afternoon to Read to Succeed Coordinators, Summer Reading Camp Liaisons, and ELA Coordinators. We anticipate they will complete the survey, but would appreciate your collaboration with them to ensure you are aware of the selection. *Read to Succeed Coordinators, SRC Liaisons, and ELA Coordinators:* *The Office of Instructional Supports and the Office of Assessment and Standards are conducting a brief survey to assess the **preliminary** percentage of districts that may choose to re-administer SC READY Reading (Part A and Part B) at the end of Summer Reading Camp as a Good Cause Exemption, in accordance with Act 114.* *Please use the dropdown menu within this **Google Form** to select which assessment (alternate-approved or SC READY Reading) your district intends to use for the Good Cause Exemption at the conclusion of Summer Reading Camp this school year.* *Please complete this survey by Friday, January 9, 2026.* If you have any questions, please feel free to contact Kristi Austin at kdaustin@ed.sc.gov
12/12/25	DTC	Due to the late availability and distribution of the ACCESS Test Administration Manual by WIDA, South Carolina will maintain the testing policy of allowing a notecard for the Speaking portion during the 2025-26 administration. In consultation with WIDA, WIDA Consortium, and Title III, we will discuss this policy for 2026-27 and provide notification of any changes prior to the beginning of the school year. We appreciate your understanding and cooperation.
12/10/25	DTC	Click on the Listserv Update 12-10-25 for key information and resources. This update provides guidance on **Permissive Mode**, links to the **WIDA ACCESS Pre-Test Webinar** materials—including the presentation, recording, and a comprehensive guidance document—and important updates to the **Spring 2026 SAT Suite of Assessments**.
12/3/25	DTC	Click on Listserv Update 12-3-25 for an important announcement regarding an invitation to participate in the **DRC BEACON Standard Setting Workshop**.
12/2/25	DTC	Click on Listserv Update 12-2-25 for an important reminder about **posting testing schedules** and details on **NEW - WIDA ACCESS Test Administrator Webinars**.
11/21/25	DTC	Click on the Listserv Update 11-21-25, which includes important updates to **Spring 2026 SC READY dates**, as well as a reminder and updates regarding **WIDA ACCESS**.

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<tr><th>Date</th><th>Audience</th><th>Communication</th></tr>
<tr><td>11/13/25</td><td>DTC</td><td>The next Test Administration Teams Office Hours meeting is scheduled on Tuesday, November 18th, 3:00pm - 4:00pm.

The scheduled topics are:
○ Active Monitoring and Test Security — Tonya Kinard
○ Follow-up Q&A to DTC & STC Workshops — Kirsten Hural

<table><tr><td>Test Administration Office Hours</td><td></td></tr><tr><td>November 18, 2025
3:00 p.m. – 4:00 p.m.
Questions</td><td>Join the meeting now
Meeting ID: 253 128 729 076 8
Passcode: WX7yq6No</td></tr></table>
Also note, you can submit questions prior to the meeting by clicking this link Questions?

We look forward to meeting with you.</td></tr>
<tr><td>11/10/25</td><td>DTC</td><td>WIDA ACCESS Pre-test webinar will take place on Monday, December 1, 2025; 11 am-12 pm via Microsoft Teams.

The webinar will focus on preparing for the upcoming administration of WIDA ACCESS, WIDA Alternate ACCESS, and WIDA ACCESS Kindergarten. It is an opportunity to ask questions, receive information/updates, and request specific support and guidance. The webinar will be recorded, and an FAQ document will be shared via the Test Admin Listserv the following week.

To help us prepare for the session, we invite DTCs and ML coordinators to submit questions in advance: Pre-Assessment Formstack
Please complete the form no later than Tuesday, November 18th, 2025.

This webinar is not a replacement for any training specific to administering the assessment(s) available in the WIDA secure portal, and attendance at this session is voluntary.

For questions, please contact Meghan Walters-Branham at mgwalters@ed.sc.gov.</td></tr>
<tr><td>10/27/25</td><td>DTC</td><td>Click on the Listserv Update 10-27-25, which includes important updates to 2025-26 Fall/Winter EOCEP TAM, as well as a reminder about the KRA Data Manager Clean-Up Window.</td></tr>
<tr><td>10/20/25</td><td>DTC</td><td>Click on the Listserv Update 10-20-25, which includes important SC READY assessment guidance such as waiver notifications, 3rd grade ELA Reading guidance, paper testing timelines, administration rules for multi-part assessments, and an updated 25-26 assessment schedule. It also shares professional learning opportunities through WIDA.</td></tr>
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Date	Audience	Communication
10/17/25	DTC	The October 16th DRC Weekly Update included updated guidance on the use of permissive mode. "Use of permissive mode for online testing no longer requires SCDE approval. For more information about Permissive Mode, refer to the document posted to the Portal titled, "Tech Bulletin_Permissive Mode_Final." Permissive Mode is now an accessible feature for districts to use independently. This accommodation should be recorded as "Dictation of Responses" or "Nonverbal Indication of Selected Response" depending on the intended use of Permissive Mode. Schools should follow the procedures as outlined in the Test Administration Manual for the accommodation selected. The update to Permissive Mode will be discussed in the Test Administration office hours on October 21st. If you have any questions, please contact Dann Publicover at dfpublicover@ed.sc.gov.
10/7/25	DTC	Each year, we ask that your district reconfirm the location(s) where the paper ISRs will be sent after the close of the administration window. If your district chooses to have the ISRs sent directly to schools, there is a section to upload a spreadsheet with the STC/contact information for the schools. Please complete this form: Office of Assessment and Standards: KRA ISR Mailing addresses -2025 - Intellistack by the close of business on **Tuesday, October 21**. Thank you for your assistance. For questions, please contact Meghan Walters-Branham at mgwalters@ed.sc.gov.

Date	Audience	Communication
10/7/25	DTC	See the message below from the College Board regarding a change to the SC Fall Educator Workshops. Hello, The **South Carolina Fall Educator Workshops** will now be held virtually. If you have registered for the in-person event, that registration has been cancelled. Please use the links below to register for the virtual event on your preferred date/time. Monday, November 3 - 2:30 PM - 4:30 PM Eastern Tuesday, November 4 - 9:00 AM - 11:00 AM Eastern *We are excited to offer two interactive workshops for South Carolina Educators this Fall. These workshops will provide School Counselors and School Leaders with updates for the 2025-26 school year, as well as information that will be helpful in planning for the 26-27 school year. Participants will have the opportunity to explore the K12 Reporting Portal and view Fall 2025 Score Reports, learn AP Potential best practices, and hear more about AP Career Kickstart.* Feel free to forward this email to your colleagues so they can register, too! Please let me know if you have any questions. Libby **Libby Brown** Director, K-12 State and District Partnerships **College Board** libbrown@collegeboard.org **Clearing a path for all students to own their future.**