

Purpose: To provide training for school-based Testing Coordinators (TC) on the utilization of reports generated by NCDPI

- Desired Outcomes:** By the end of this meeting, participants will understand the:
- Importance of updating and verifying school-level data
 - Guidelines for identifying and assigning students to test groups
 - Information contained and format of the historical audits and expected test files

Action Items	Topics	Resource
9:00 – 9:30 Introductions & Reminders	Upcoming Deadlines <ul style="list-style-type: none"> • Online Intent Form – March 16th • Spring Accommodations – March 16th = YR, March 29th = Non-YR • Medical Exceptions = April 27th • Spring Testing Plan & Daily Testing Schedule = May 7th 	
9:30 – 10:30 Roadmap for Spring	<ul style="list-style-type: none"> • Accommodations • Verification & Corrections • Read Aloud Groups 	DPS Test Administration Handbook Testing Checklist Testing Students with Disabilities Appendix A NC Testing Program Required Testing <i>RADD>Testing>Accommodations</i>
10:30 – 10:45 Pit Stop	<ul style="list-style-type: none"> • BREAK 	
10:45 – 11:45 Rollin' on Cruise Control...	<ul style="list-style-type: none"> • How to Label Read Aloud Rosters • Irregularities & OTISS 	Read Aloud Identification Guide DPS Report of Testing Irregularity
11:45 – 1:00 Refuel!	<ul style="list-style-type: none"> • LUNCH 	
1:00 – 3:00 In the Final Stretch	<ul style="list-style-type: none"> • Historical Audits & Expected Test Files • Reason Codes • How to Enter Reason Codes 	Historical Audits for Beginners Reason Code List for 2017-18 Power School reason code directions <i>RADD>Testing>Historical Audits</i>
3:00 – 4:00 Tune up	Work Session <ul style="list-style-type: none"> • Online Intent Form • Read Aloud Groups 	