



SOL Substitute Test Application Changes

June 26th and July 9th, 2019

Virginia Department of Education

Office of Information Management

Agenda

- Timeline
- Overview of Changes
- New File Layout
- Data Submission
- Data Elements
- New Report
- Questions and Answers
- Contact Information

Timeline

2018-2019 Data Submission

(Current through August 2019)

- Still submit files with current record layout
- Ability to submit files with new layout and data elements for the new ESSA Math Substitute tests.
- To be included in the accountability calculations, all data must be submitted to DOE by **8/23**.

2019-2020 Data Submission

(Beginning November 2019)

- Only submit files with new layout and data elements for all students (not just ESSA Math Substitute tests).

Overview of Changes

- Beginning in 2019-2020, VDOE will no longer upload substitute test records from Pearson
- Beginning this summer (2018-2019), VDOE will also need to collect data for ESSA Math Substitute tests
 - These changes require:
 1. New file layout
 2. New data elements- These are data elements already collected in the Student Registration Information File (SRI) or the Student Record Collection (SRC) .
 3. New SOL Test Code- ESSA Math Substitute (565)

Overview of Changes

- VDOE will no longer require SOL testing records in PearsonAccessNext for substitute tests.
 - Instead of creating testing records with a Testing Status Code = 10 in PearsonAccessNext, student and testing data needed for substitute test records will be submitted in the SOL Substitute Test application file.
 - No longer need the UIN

Overview of Changes

- Rationale for Change
 - Eliminates duplication of data reporting- Divisions no longer have to submit testing records to Pearson in addition to submitting testing records to VDOE.
 - Streamlines the process- Will not have to verify “mismatched” records.
 - Cost effective- VDOE currently pays for each substitute test record submitted to Pearson
 - Necessary to meet reporting requirements for Federal Accountability

File Layout

We currently accept “B” records for substitute tests with the following layout:

“B” Record – tab delimited (7 columns)			
Field Length	Field Name	Contents	Required
1	Record Type	Constant=B	Y
10	State Testing Identifier	State Testing ID as assigned through STI	Y
4	School/Center Code	Selection from list of Virginia school numbers	Y
25	UIN	Unique alpha/numeric "number" assigned to each assessment by the testing company	Y
3	Subject Code	Code indicating the type of SOL test not being taken	Y
9	Substitute Test Type Code	Code indicating the substitute test being taken instead of the SOL	Y
5	Substitute Test Score	Alpha-numeric score achieved on the substitute test	Y

File Layout

The new layout will collect “C” records which will include the fields from the “B” records (minus UIN) PLUS student and testing information that would have been submitted on the SOL testing record created in PearsonAccessNext.

Data Submission

- “C” records can be included in the current file with “B” records for this school year (2018-2019)
 - Option 1- Submit a file with “B” records only and submit another file with “C” records only
 - Option 2- Submit a file with both types of records
- “C” records are “replace” only

Data Submission

- Only “C” records can be submitted next year (2019-2020)
- This will include Summer 2019, Fall 2019, and Spring 2020 tests
- Beginning Summer 2019, there is no need to create substitute test records (testing status= 10) in PearsonAccessNext.

Data Submission

- For all tests *other than the ESSA Math Substitute test (565)*, submit scores for students that were expected to take an SOL in that year. The substitute test should be tied to an SOL in a given year.
- The ESSA Math Substitute scores can be submitted any time before the student graduates, because the student was not expected to take an SOL and that test may not be tied to a specific year.

Data Submission

Example of reporting substitute test records for Accreditation

1. All 10th Grade students in a school took the PSAT in the 2018-2019 school year. Those same students took the Reading EOC SOL (109) in 11th Grade during the Spring 2020 testing Administration.
 - Do not report the PSAT scores as substitute tests for the 10th grade students in 2018-2019. The PSAT scores should only be reported to VDOE if the student did not attempt or failed the Reading EOC SOL (109) in 11th Grade. **The substitute test should only be reported for an expected or attempted SOL.**
 - For the students that failed or did not attempt the Reading EOC SOL (109) in 11th Grade, their PSAT score should be submitted on the 2019-2020 Substitute Test submission as “C” records with an Administration Code of 2 (Spring).

Data Submission

Example for reporting 565 substitute test records for ESSA

2. Student A fulfilled all Math requirements (passed the Algebra II SOL in 8th grade) before reaching high school. This student is currently in 12th grade in the 2019 cohort. The school has documentation that the student took and passed the SAT II Math IC as a 10th grader in the 2016-2017 school year.
 - Report this student with a “C” record on the 2018-2019 substitute test file with an Administration Code of 2 (Spring), an SOL Testing Code 565, and a Substitute Test Code = 29.
 - Since the ESSA calculation is cohort based, and the student was not expected to take Math SOL in high school in a given year, these tests can be reported at any time prior to the student’s graduation and do not have to be directly tied to a testing year or testing administration.
 - Substitute tests for ESSA should be reported in the school year the test is taken.

New Data Elements

28 data elements in the “C” records

- 5 data elements are carried over from the “B” records
- 23 data elements are new to the Substitute Test collection
- 7 “Filler” Fields – Reserved for future use

Data Elements

Administration Code

- Numeric value for the testing administration time
 - 1=FALL testing administration
 - 2=SPRING testing administration
 - 3=SUMMER testing administration
 - 4=FALL or SPRING writing administration
- Edits: Must be a valid Administration Code.

Data Elements

Student First Name- Required

Student Last Name- Required

Student Middle Name- Not Required

Group Name- Not Required

Group Code- Not Required

Data Elements

Date of Birth

- The month, day, and year on which an individual was born.
- Edits:
 - mm/dd/yyyy format (including slashes)
 - Birth date must be before the current date

Data Elements

Grade Code

- A code that identifies the grade level at which a student receives services in a school or an educational institution during a given academic session.
- Edits:
 - KG through 12, TT
 - Must be a valid state assigned code
 - Must be within the low/high grade range reported for the school

Data Elements

Gender Code

- A code that identifies the student's gender.
- Edits:
 - Cannot be blank
 - Must be M or F

Ethnic Code

- A flag to identify if the student is Hispanic/Latino
- Edits:
 - Cannot be blank
 - Must be Y or N

Data Elements

Race Code

- A code for one or more races with which the student identifies
- Edits:
 - Cannot be blank
 - Must be a valid state assigned Race Code
- Code values: List of Race Codes can be found in the SRI documentation

Data Elements

Military Connected Student Code

- A state assigned code to identify students who have a parent in the uniformed services.
- Edits:
 - Cannot be blank
 - Must be a valid state assigned code
- Code values:
 - 1= Student is not military connected
 - 2= Active duty
 - 3= Reserve
 - 4= National Guard

Data Elements

Student Number

- Locally assigned code that uniquely identifies a student within the division. Code must consist of numbers 0-9 and alpha characters A-Z and should not include any special characters, i.e. dashes, slashes, etc.
 - Not Required

Data Elements

Initial Primary Nighttime Residence Code

- A code to identify the initial primary night residence when the student was identified as homeless at any time during the school year.
- Edits:
 - Must be blank or valid state assigned code
 - If not blank, then Disadvantaged Status Flag must be Y
- Code values:
 - 1= Unsheltered
 - 2= Shelters
 - 3= Double-up
 - 4= Hotels/motels

Data Elements

Foster Care Flag

- Foster care is defined as 24-hour substitute care for children placed away from their parents and for whom the agency under title IV-E of the Social Security Act has placement and care responsibility. The care settings include, but are not limited to, family foster homes, relative foster homes, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes.
- **Edits:**
 - Cannot be blank.
 - Must be Y or N

Data Elements

Economically Disadvantaged Flag

- A flag that identifies a student as economically disadvantaged, at any point during the school year, if the student: 1) is eligible for Free/Reduced Meals, 2) receives TANF, or 3) is eligible for Medicaid.
- Edits:
 - Must be Y or N
 - Must be Y if Initial Primary Nighttime Residence Code is not blank

Data Elements

EL Code

- A code to identify the student's current EL status.
- Edits:
 - Must be blank or valid state assigned code
 - If the EL Code= 4, then the Formerly EL Code cannot be blank.
- Code values:
 - 1= Identified as EL and receives EL Services
 - 2= Identified as EL but has refused EL services
 - 4= Identified as formerly EL for each of the four years after exiting EL services

Data Elements

Primary Disability Code

- A code that identifies the primary disability type for a student who is eligible for services under the Individuals with Disabilities Education Act (IDEA) and who has an Individualized Education Program (IEP) or services planned. This is not the classroom placement.
- Edits: Must be a valid state assigned code; can be blank.
- List of Disability Codes can be found in the SRI documentation

Data Elements

Formerly EL Code

- A code to indicate that the student once received EL services and finished an EL program within the last four school years.
- Edits:
 - Must be a valid code 1-4; can be blank.
 - If not blank, then EL Code must = 4.
- Detailed descriptions of the code values can be found in the SRI documentation

Data Elements

SOA Adjustment-EL Flag

- A flag that identifies a student is currently classified as EL and has been enrolled in a Virginia public school for fewer than 11 semesters.
- Edits:
 - Cannot be blank.
 - Must be Y or N

Transfer Flag

- A flag that identifies a student that meets the transfer criteria as documented in the SRI File Requirements.
- Edits:
 - Cannot be blank.
 - Must be Y or N

Data Elements

Recently Arrived EL Flag

- A flag that identifies a student classified as EL and has been enrolled in U.S. schools for less than 12 months.
- Edits:
 - Cannot be blank.
 - Must be Y or N

Retest Flag

- A flag to indicate a retest as documented in Appendix A of the SRI File Requirements.
- Edits:
 - Cannot be blank.
 - Must be Y or N

New SOL Test Code

- Test Code = 565 “ESSA Math Substitute”
- This substitutes as an EOC Math tests for students that passed Algebra II before entering high school.
- This allows students that have met Math requirements before entering high school to be included in the Federal Accountability participation and pass rates.

New Report

Verification

- This report displays student level assessment data for all substitute test records submitted.
 - No longer just a “mismatch” report
 - Ability to verify all data submitted in the substitute test file
 - Does not require Superintendent’s signature

Questions and Answers

Q: ESSA Calculation: What will happen if a student transfers to our division, we are not aware that the prior division reported an ESSA Math substitute test, and we re-report that test?

A: The ESSA calculation will not allow for this student to be “double counted” in the participation or pass rates. The cohort based calculation looks for the highest or best attempt and only selects one. You can also use the Longitudinal Data Reports in SSWS to see if the student was reported by another division.

Questions and Answers

Q: Accreditation Calculation: If a student took the ACT WorkKeys Business Writing in another division, how do we know if it was reported to VDOE and how do we prevent re-reporting it?

A: The Longitudinal Data Reports in SSWS will indicate if a student has been reported with a substitute test. Also, the student's transcript should indicate whether or not they need to be tested. If the student is not expected to take an EOC Writing SOL in your division, then you should not report a writing substitute test for that student unless it is administered by your division.

Contacts for Questions About Substitute and SOL Tests

- Office of Student Assessment
 - Email: student_assessment@doe.virginia.gov
 - Phone: (804) 225-2102

Contacts for Substitute Test Application

- Office of Educational Information Management
 - Carol Wells Bazzichi, (804) 225-4847, carol.wellsbazzichi@doe.virginia.gov
 - Allison May, (804) 225-3909, allison.may@doe.virginia.gov
 - Results Help, resultshelp@doe.virginia.gov