

IOWA Supplemental Coding and Legends – Fall 2016

Office for Catholic Schools – Archdiocese of Seattle

BAR CODE: The purpose for coding is to allow schools to disaggregate or pull information on individual students or groups of students in any particular area of interest.

- Each school data file has been designed to pre-identify students so no bubbling needs to occur at the Fall testing time. (Exception: New students)
- All coded data will be embedded in the BAR CODE.
- Bar Code Spreadsheets are due to the OCS on or before **Friday, August 19, 2016**. Please send directly to Vireak Ath at vireak.ath@seattlearch.org
- Bar Code Labels and any additional testing information will be shared with building principals at the Sept. 22 - 23 Principals' Retreat in Silverdale.

PROGRAMS OVERVIEW:

- We have modified **PROGRAMS** options to reflect the Archdiocese of Seattle
- More than one Program item can be marked in the **PROGRAMS** area
- Each PROGRAM marking can be more defined by using the Test Administrator Use columns
- Using the PROGRAMS field in the BAR CODE requires checking the data file each year for students who exit PROGRAMS or withdraw from the school.

DEMOGRAPHIC DATA: (Required)

Last Name, First Name (No nick names please)

Date of Birth (Month, Day and Year)

Gender

Grade and School Name

Ethnicity and Race

Student ID Number (If your school uses an unique Student ID number, please use. If not, please leave blank.)

PROGRAMS: (Required) Defined in the IOWA Supplemental Coding Guide pages 10- 11.

Please note: Choosing to select any of these programs indicates the local school has documentation on file to verify eligibility.

Mark all that apply:

Special Education: Individual Education Program (IEP)

Students with Section 504 Plans (504)

Free-or-Reduced-Price Lunch Eligibility (F/RL)

Gifted and Talented (GT)

English Language Learner (ELL)

Migrant Student (MG)

Title I Student (TI M = Math) and/or (TI L = Language)

Other 1 = Fulcrum Foundation TAP Current Recipient

Other 2 = Individual Service Plan (ISP)

TEST ADMINISTRATOR USE Section:

- TEST ADMINISTRATOR USE section can further define what has been identified in the PROGRAMS.
- There are two ways to use the TEST ADMINISTRATOR USE:
 Code Column which contains bubbles A through T
 The **COLUMNS** to the right labeled A through J with 9 options to bubble
- A customized legend has been created to guide the use of the bubbling (0 = , 1 = , up to 9)

TEST ADMINISTRATOR USE ONLY Section: Go to:

1. **CODE COLUMN** and bubble the corresponding letter to the 13 student disability/eligibility categories as defined by the Individuals with Disabilities Education Act (IDEA). In order to qualify for special education, the IEP team must determine that a child has one of the following. You may code multiple disabilities.

A = Autism

B = Blindness

C = Deafness

D = Emotional Disturbance

E = Hearing Impairment

F = Intellectual Disability

G = Multiple Disabilities

H = Orthopedic Impairment

I = Other Health Impaired

J = Specific Learning Disability

K = Speech or Language Impairment

L = Traumatic Brain Injury

M = Visual Impairment

2. COLUMNS A-J across top of box:

A. Accommodations and Modifications used during testing

0 = Separate setting

1 = Extended testing times

2 = Scribe

3 = Read Aloud

4 = Repeated directions

5 = Small group/individual administration

6 = Student had test administered by ELL teacher or individual providing language services

7 = ELL specific test accommodations used

8 = Large Print

9 = Assistance with the answer document

September Options:

- 1) Columns B through J are still available for specific local coding. If you decide to track something unique for your school, please make your own **local Coding Legend** and bubble in on the student answer sheets. This information will not be part of the bar codes and consortium data, but you will be able to filter locally through Data Manager.
- 2) New Students can be entered in September and October but their demographic data and coding will have to be done by hand - bubbling. This information will not be part of the bar code labels.

Respectfully,

Valerie Kosinski

HMH, Consortium Assessment Coordinator

Valerie.Kosinski@hnhco.com

FAX (630) 467-7150 attention: Valerie

1-800-767-8420 Speak the first and last name

Or Customer Service at 800.323.9540 and ask for Special Accounts

OCS Questions?

Sandra Barton Smith, Assistant Superintendent of Data Management

Sandra.smith@seattlearch.org or 206-382-4842

Vireak Ath, OCS Technology Coordinator

vireak.ath@seattlearch.org or (206) 264-2080