

# Dynamic Learning Maps® (DLM) Alternate Assessment Training for Teachers

December 2023



New Hampshire

**Department of Education**



# Presented by:

## Office of Assessment

**Kristen Crawford, Assessment Administrator**

**Michelle Gauthier, Assessment Specialist**

## Office of Special Education Support

**JoAnn Marchant, Ed.D. Education Consultant**

# Agenda

- Overview of the Statewide Assessments
- What is the Dynamic Learning Maps Alternate Assessment?
- DLM Test Administration Window
- Participation Criteria for Alternate Assessment
- 1% Cap on Participation in the Alternate Assessment
- Annual Test Administrator Training
- Tasks to Complete Prior to Test Administration
- Test Security
- Student Testlets & Testlet Information Pages
- Kite Educator Portal and Student Portal
- Practice Tests
- Educator Resources and Professional Development

# New Hampshire Assessments

**NH SAS:** New Hampshire Statewide Assessment System. NH students participate in the NH SAS, the general statewide assessment, for English language arts, mathematics and science.

**SAT School Day:** NH students in grade 11 participate in the College Board state provided SAT with Essay.

**DLM:** Dynamic Learning Maps. NH offers the DLM Alternate Assessment for students with the most significant disabilities.

**ACCESS/Alt ACCESS for English Language Learners:** Federal law requires that EL students be assessed annually to measure English proficiency.

**NAEP:** National Assessment of Educational Progress—"The Nation's Report Card"

## New Hampshire Statewide Assessment Program

Annually, New Hampshire school districts and public charter schools are required by state law RSA 193-C and federal accountability laws—Every Student Succeeds Act—to assess students using a standardized assessment.

[Office of Assessment | Department of Education \(nh.gov\)](https://www.nh.gov/education/assessment)

# Annual Statewide Assessments

General Assessment	Grades	Content
NH Statewide Assessment System (NH SAS)	3 <sup>rd</sup> -8 <sup>th</sup>	English Language Arts, Mathematics
NH SAS	5 <sup>th</sup> , 8 <sup>th</sup> and 11 <sup>th</sup>	Science
SAT School Day	11 <sup>th</sup>	English Language Arts, Mathematics
Alternate Assessment	Grades	Content
Dynamic Learning Maps (DLM)	3 <sup>rd</sup> -8 <sup>th</sup> and 11 <sup>th</sup>	English Language Arts, Mathematics
DLM	5 <sup>th</sup> , 8 <sup>th</sup> and 11 <sup>th</sup>	Science
English Language Proficiency	Grades	Domains
ACCESS	K-12	Reading, Writing, Listening, Speaking
ALT-ACCESS	K-12	Reading, Writing, Listening, Speaking

# DLM Overview

---

- DLM alternate assessment is a computer-based assessment system designed for students with the most significant cognitive disabilities.
- Due to the nature and severity of their disabilities these students are unable to participate in the general assessment, even with accommodations.
- New Hampshire students in grades 3–8 and 11 participate in the English language arts and math assessments.
- New Hampshire students in grades 5, 8, and 11 participate in the science assessment.

# Test Administration Window

---

- New Hampshire uses the Year-End model (end-of-year spring assessment)
- DLM Test Administration Window: **March 11 – June 7, 2024**
- Educators should plan their schedules to ensure students complete testing by the end of the testing window
- Last day of testing is Friday, June 7, 2024

## DLM Alternate Assessment

“Dynamic Learning Maps (DLM) assessments are for students with the **most significant cognitive disabilities** for whom general state assessments are not appropriate, even with accommodations. DLM assessments offer these students a way to show what they know and can do in English language arts, mathematics, and science.”

[DLM Assessments | Dynamic Learning Maps](#)

# Participation Criteria for the Alternate Assessment

The IEP Team makes the decision on whether a student with disabilities meets the participation criteria for the alternate assessment.

- [Alternate Assessment Decision Making Worksheet](#) is used to make this determination.
- Student must meet ALL the criteria outlined on the Decision-Making Worksheet.



Decisions for determining participation in the alternate assessment must not be based **solely** on any of the following:

- A disability category or label
- Poor attendance or extended absences
- Native language/social/cultural or economic difference
- Expected poor performance on the general statewide assessment
- Academic and other services the student receives
- Educational environment or instructional setting
- Percent of time receiving special education

- English Learner (EL) status
- Low reading level/achievement level
- Anticipated student's disruptive behavior
- Impact of student scores on accountability system
- Administrator decision
- Anticipated emotional distress
- Need for accommodations (e.g., assistive technology/Augmentative and Alternative Communication) to participate in the assessment

# Federal Regulations

1. [Title 34](#)
2. [Subtitle B](#)
3. [Chapter II](#)
4. [Part 200](#)
5. [Subpart A](#)
6. [Standards and Assessments](#)
7. [§ 200.6](#)

(3) A State must—

(i) Not prohibit an LEA from assessing more than 1.0 percent of its assessed students in any subject for which assessments are administered under [§ 200.2\(a\)\(1\)](#) with an alternate assessment aligned with alternate academic achievement standards;

(ii) Require that an LEA submit information justifying the need of the LEA to assess more than 1.0 percent of its assessed students in any such subject with such an alternate assessment;

(iii) Provide appropriate oversight, as determined by the State, of an LEA that is required to submit information to the State; and

(iv) Make the information submitted by an LEA under [paragraph \(c\)\(3\)\(ii\)](#) of this section publicly available, provided that such information does not reveal personally identifiable information about an individual student.

[eCFR :: 34 CFR 200.6 -- Inclusion of all students.](#)

# Exceeding 1% Cap on Participation in the Alternate Assessment

---

- Districts exceeding or that anticipate exceeding the 1% alternate assessment participation cap must complete the [Justification Form](#).

# Test Administrator Responsibilities

## Test administrators:

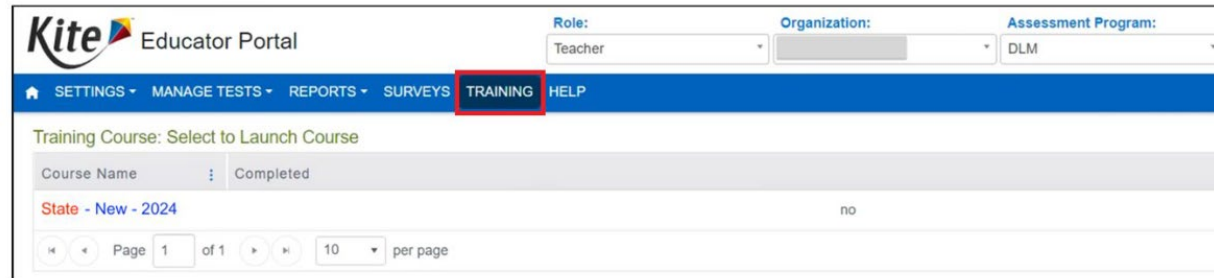
- Must be a New Hampshire certified teacher
- Assist the student's IEP team in the selection of accessibility features and necessary supports for the alternate assessment
  - Use the [Accessibility Manual](#)
- Complete First Contact Survey and Personal Needs and Preferences (PNP) Profile for each student
- Confirm the correct students are on assigned rosters
- Review and administer DLM practice tests
- Administer the alternate assessment to students and maintain test security

# Most Common User Roles

- **Teacher role** administers the assessment
- **Building Coordinator role** creates/edits user accounts, rosters at the building level
- **District Coordinator role** creates/edits user accounts, rosters at the district level
- **Building and District coordinators:**
  - Point of contact for educators
  - Oversee and assist teachers in their roles
  - Ensure proper test administration
- District or building coordinator creates user accounts for educators to access Kite Educator Portal to perform test related tasks prior to administering the alternate assessment.

# Required Test Administrator Training

- Annual requirement
- To access the online Required DLM Test Administrator Training:
  - Educator must first activate their Kite Educator Portal account
- ★ • New for 2023–2024: Required training is accessed in Educator Portal via the Training tab.



The screenshot shows the Kite Educator Portal interface. At the top, there are dropdown menus for Role (Teacher), Organization, and Assessment Program (DLM). Below these is a navigation bar with tabs: SETTINGS, MANAGE TESTS, REPORTS, SURVEYS, TRAINING (highlighted with a red box), and HELP. The main content area displays 'Training Course: Select to Launch Course' with a table showing 'Course Name' and 'Completed' status. A link 'State - New - 2024' is visible. At the bottom, there is a pagination control showing 'Page 1 of 1' and '10 per page'.

Helpful Resource: [Guide to DLM Required Test Administrator Training](#)

# Training Content for New Test Administrators

---

- Module 1: Overview of the DLM Alternate Assessment
- Module 2: Understanding and Delivering Testlets
- Module 3: Test Administration and Scoring
- Module 4: Becoming Familiar with DLM Resources
- *Who are Students with Significant Cognitive Disabilities?*

Total training time for new test administrators is approximately 2 ½ hours

# Training Options

## Self-directed Training (most common)

- Individual training completed at your own pace.
- To access training:
  - Login to Kite Educator Portal
  - Click 'Training' tab
  - Select *Self-Directed Training*
  - View module(s) and complete assigned post-test(s)
- Individual post-tests for each of the four modules must be completed with a score of 80% or better.
- A score below 80%, teacher reviews training modules again and retakes the post-test(s), as many times as necessary to score 80% or better.



# Facilitated Training

- District or building coordinator schedules and provides training to educators as a group.
- After the training, each test administrator must:
  - Separately login to Educator Portal to access required training
  - Select Facilitated Training – this informs system that the training modules were presented by a facilitator
  - Independently complete assigned post-tests

# Training for Returning Test Administrators

---

- One training module: Review of the DLM Alternate Assessment.
- After viewing the module, test administrator independently completes the four-part post-test.
- Total training time for returning test administrators is approximately 1-1 ½ hours.

# Successful Completion of Required Training

---

- Completion certificate will become available once training is successfully completed. It is recommended to print or save for your records.
- Wait 30 minutes after selecting the completion certificate to access your students in Educator Portal.

# Tasks to Complete Prior to Test Administration

- Know who your Point of Contact is at the building and/or district level
  - Contact Special Education Office
- ★ • **New educators:** Request an Educator Portal user account from building or district coordinator
- Complete Required Test Administrator Training
- Review DLM resources including test blueprints, manuals etc., and professional development modules as needed
- Review, complete and submit First Contact Survey and Personal Needs and Preferences Profile once rosters are assigned by building or district coordinator
- Prepare student for the assessment by using the practice tests
- Plan testing schedule
- Administer the DLM alternate assessment **March 11 - June 7, 2024**

# Test Security

- Test administrators are expected to administer the assessments with integrity and maintain security of all test materials, i.e., test tickets, test information pages.
- All staff involved in administering the assessment must sign the Affirmation of Test Security Assurances form.
- Student information is confidential. Please do not share a student's name or date of birth via email. Always refer to a student by their 8-digit State Student Identifier found in Educator Portal. Or a student's 10-digit SASID.
  - Family Education Rights and Privacy Act (FERPA)
- Do not take photos of any testlet.
  - Do not take photos of students taking the assessment
- Keep test tickets in a secure location prior to testing.
- Shred test tickets and testlet information pages after student has completed testing.

# Test Administration Practices

## Allowed



- Taking breaks
- Logging into Student Portal for student, navigating across screens and entering student responses
- Using special equipment for positioning
- Using an interactive whiteboard to project testlets
- Human read aloud

## Not Allowed



- Influencing a student's response
- Hints or hand-over-hand guidance
- Previewing testlets ahead of time then teaching student the answers



# Student Testlets

New Hampshire students are tested in grades 3-8 & 11 in ELA and math; science in grades 5, 8 & 11

- DLM assessments are delivered as **testlets**, one at a time.
- **ELA**: 9 testlets regardless of grade, one is the writing testlet
- **Math**: 6-8 testlets depending on grade
- **Science**: 9 testlets regardless of grade
- Total of **16-26 testlets** per student; takes about **5-20 minutes** to complete a testlet
- **Testlet types** include multiple choice, sorting, matching and select text

Grade	ELA Testlets	Mathematics Testlets	Science Testlets
3	9	8	N/A
4	9	8	N/A
5	9	8	9
6	9	7	N/A
7	9	7	N/A
8	9	8	9
11	9	6	9

# Types of Testlets

- **Computer-Delivered**

- Testlets delivered directly to students via computer
- Students can interact independently using special devices (i.e., alternate keyboards, touch screens, switches), as necessary
- Test administrator may navigate the screen for the student and enter student responses, if needed

- **Teacher-Administered**

- Test administrator plays a more direct role than in computer-delivered testlets
- Test administrator sets up, delivers and enters student responses
- Testlets at the lowest linkage levels

**Students may take as many breaks as needed (up to 90 minutes) during or between testlets**



# Testlet Information Pages

**Testlet Information Pages** (TIPs) should be used to help educators prepare for administering each specific testlet:

- TIPs are found in Kite Educator Portal under Test Management tab
- Provide materials needed for administration of the testlet
  - Recommended materials
  - Substitution examples
- Test administrators may substitute materials where appropriate that are used during instruction and student is familiar with
- Description of allowable supports

**Helpful Resource:**

[https://dynamiclearningmaps.org/sites/default/files/documents/ERP/About\\_TIPs.pdf](https://dynamiclearningmaps.org/sites/default/files/documents/ERP/About_TIPs.pdf)

# DLM Content

- DLM testlets consist of several items written to a standard, called an Essential Element.
- Essential Elements are aligned with national and state curriculum standards.
- Focus on specific academic targets and the learning maps helped show how students could reach these standards.
- Codes relate to common standards.
  - For example, M.EE.4.OA.1-2. Demonstrate the connection between repeated addition and multiplication.

# Assessment Delivery



**EDUCATOR  
PORTAL**

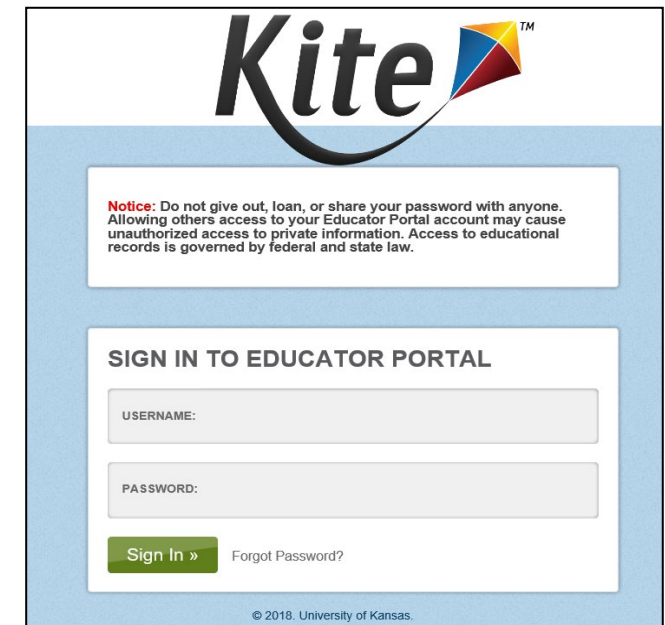
**STUDENT  
PORTAL**

# Kite Educator Portal

- Staff and educators have accounts in Kite Educator Portal
- Educator Portal is where staff and educators manage students, users and tasks related to student testing.
- Once user account is created, educator receives an activation email from [kite.support@ku.edu](mailto:kite.support@ku.edu) with password instructions
- Username is your school email
- Access via Internet: <https://educator.kiteaai.org/>
- Do not share your password

**Note:**

All users must accept the security agreement terms to have access to Educator Portal



The screenshot shows the Kite Educator Portal login interface. At the top is the Kite logo. Below it is a notice box with a red header: "Notice: Do not give out, loan, or share your password with anyone. Allowing others access to your Educator Portal account may cause unauthorized access to private information. Access to educational records is governed by federal and state law." Below the notice is a "SIGN IN TO EDUCATOR PORTAL" section containing a "USERNAME:" input field, a "PASSWORD:" input field, a green "Sign In »" button, and a "Forgot Password?" link. At the bottom of the page is the copyright notice: "© 2018. University of Kansas."



Role:

Organization:

Assessment Program:

Logged in as

[Sign Out](#)



## ANNOUNCEMENTS

Remove User vs Deactivate User [Read More](#)

11/09/2023 ^

Compatible OS Platforms for Kite Student Portal [Read More](#)

10/05/2023

Kite Educator Portal Login Attempts [Read More](#)

10/02/2023 v



[Live Chat](#)

© 2023 The University of Kansas

## My Profile



## Quick Links

- Students
- Rosters
- Monitor Session
- Extracts



### In Educator Portal, test administrators:

- Review students and rosters
- Complete *First Contact Survey* and *Personal Needs & Preferences* (PNP)
- Retrieve student username and password (test ticket), Test Information Pages (TIPs)

# Student's Personal Learning Profile

First Contact Survey



Personal Needs and Preferences

- **Resources:**  
11-minute video on how to complete First Contact Survey and Personal Needs and Preferences
- First Contact Survey questions available in Test Administration Manual (page 129)

The screenshot shows the 'First Contact Survey' interface for DYNAMIC LEARNING MAPS. At the top, there's a progress bar with tabs: Welcome, Special Education (active), Sensory Capabilities, Motor Capabilities And Health, Computer Instruction, Communication, Language, Academic, and Complete. Below this is a section titled 'Special Education Services' with a 'Previous' and 'Next' button. The main content area has a dropdown menu for 'Primary Disability' with the text 'Select the student's Primary Disability.' and a 'Select' button. Below that, there's a section for 'Educational Placement' with a text description and two radio button options: '80% or more of the day in Regular Class' and '40%--79% of the day in Regular Class'.

The screenshot shows the 'Student Demographics' and 'Current Profile Settings' interface. At the top, there's a navigation bar with tabs: Summary (active), Display Enhancements, Language & Braille, Audio & Environment Support, and Other Supports. Below this, there's a blue 'Edit Settings' button. The main content area is divided into two columns. The left column is titled 'Student Demographics' and contains fields for FIRST NAME, MIDDLE NAME, LAST NAME, STATE ID, GRADE, GENDER, and DATE OF BIRTH. The right column is titled 'Current Profile Settings' and contains the text 'No accessibility preferences have been set'.

# Personal Learning Profile

## First Contact Survey

Collects background information about students:

- Primary disability
- Communication
- Computer access
- Vision and Hearing
- Academic performance

Review list of questions on page 129 of [Test Administration Manual](#)

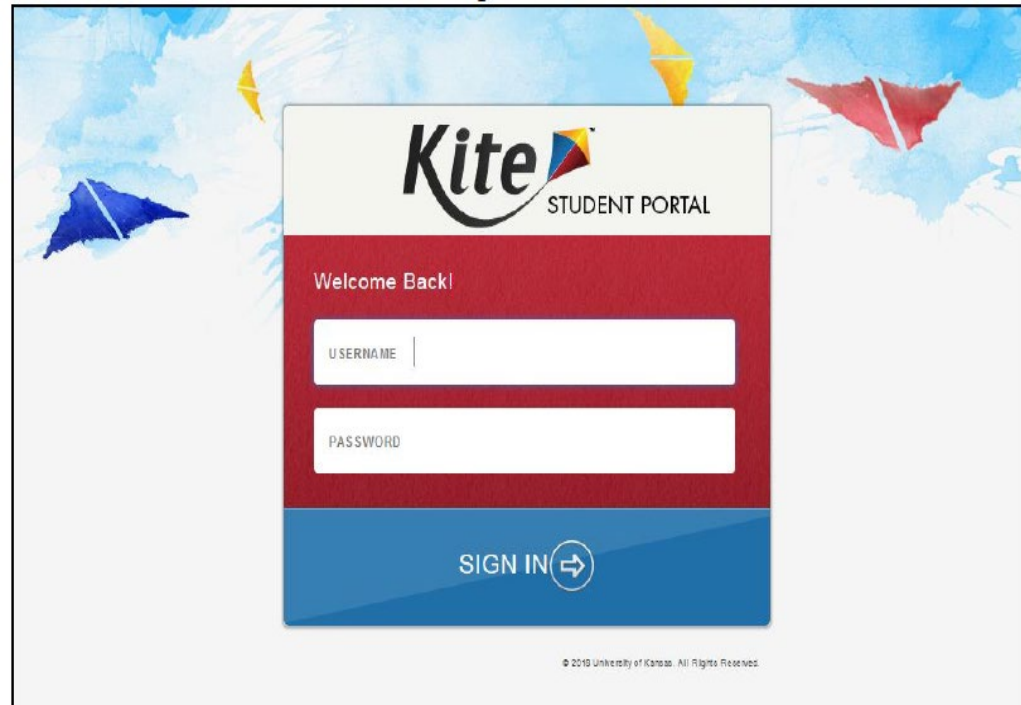
## Personal Needs and Preferences (PNP) Accessibility Supports

Student-specific information:

- Display Enhancements – magnification, contrast color
- Braille
- Audio and Environmental Support- Spoken Audio and Single Switches
- Other Supports – Human Read Aloud

# Kite Student Portal

- Secure testing platform
- Install Student Portal on testing device
- [Kite Suite](#) on the DLM website provides installation instructions





# Practice Tests

- Access practice tests via Kite Student Portal
- Current version of Kite Student Portal must be installed on device before accessing practice tests
  - Student portal installation instructions:  
<https://dynamiclearningmaps.org/kite>
- Student demo accounts are provided in the [Guide to Practice Activities and Released Testlets](#)
  - Practice testlets available for ELA, mathematics, and science
  - Certain supports chosen by teacher, i.e., magnification, spoken audio, switch

# Recommended Reading

- [Accessibility Manual](#) provides guidance to IEP Teams on the selection and use of supports
  - Six-step process for choosing appropriate supports for each student
- [Guide to DLM Required Test Administrator Training](#) provides step-by-step instructions for completing the required training
- [Guide to Practice Activities and Released Testlets](#) familiarizes educators and students with testlets and Student Portal. Step-by-step instructions for using the practice tests.
- [Test Administration Manual](#) supports educators in planning for the DLM assessment.  
Includes Kite Student Portal User Guide
- [Educator Portal User Guide](#) provides step-by step instructions for using Educator Portal for tasks that need to be completed prior to testing.
- [Quick DLM Reference and Resource Guide](#) directs educators where frequently accessed resources are located.

# Resource Videos

- It is highly recommended to view the [Educator Resource Videos](#) available on New Hampshire's DLM webpage.
  - Getting Started in Educator Portal
  - How to complete First Contact Survey and PNP Profile
  - Testlet Overview
  - Using Kite Student Portal

**Note:** DLM Instructionally Embedded Assessments and Using the Instruction and Assessment Planner videos refer to a yearlong assessment which other states participate, not New Hampshire.


- These videos are very helpful when viewed along with the required training modules.

# Professional Development Resources

- [DLM Professional Development Modules](#) provide educators with valuable information on the design and delivery of the Dynamic Learning Maps Alternate Assessment.
- Educators are encouraged to view the professional development resources.
- Most helpful for educators who work with students with the most complex needs.
- Educators may select topics based on their interest in specific areas.
- Topics include effective practices for mathematics, writing, reading, and science instruction that are useful in the classroom.

# State Specific DLM Webpage


## <https://dynamiclearningmaps.org/newhampshire>

**DYNAMIC**  
LEARNING MAPS

[Kite® Suite](#) | [Educator Portal](#)<sup>CS</sup> | [Professional Development](#) | [SEA Login](#) | [Training Courses](#)

About DLM ▾ | **For States** ▾ | Instructional Resources ▾ | Research ▾ |

### New Hampshire



**Model**  
Year-End

**2023-24 Testing Windows**  
Instructionally Embedded: 9/11/23–2/23/24  
Spring: 3/11/24–6/7/24

**Testing Subjects**  
English Language Arts, Mathematics, Science

**Contacts**  
[Kristen Crawford](#)<sup>CS</sup>, *Assessment*  
[JoAnn Marchant](#)<sup>CS</sup>, *Special Education*  
[New Hampshire Department of Education](#)<sup>CS</sup>

#### Filter Results

**Role**  
☐ All  
☐ Teacher  
☐ Assessment Coordinator  
☐ Data Manager  
☐ Technology Manager  
☐ Parent

**Resource Category**  
☐ All  
☐ Assessment Resources  
☐ Instructional Resources  
☐ District Staff Resources  
☐ Scoring and Reporting  
☐ Professional Development

**Content Area**  
☐ All  
☐ English Language Arts  
☐ Mathematics  
☐ Science

#### Resources

[Accessibility Manual \(pdf\) 06/30/2023](#)  
*provides guidance on the selection and use of accessibility features*

[Assessment Coordinator Manual for Year-End Model States \(pdf\) 06/30/2023](#)  
*supports district and building staff to prepare for and monitor assessments*

[Blueprint English Language Arts for Year-End Model States \(pdf\) 08/06/2020](#)  
*pool of available Essential Elements (EEs) and the requirements for coverage within each conceptual area*

[Blueprint Mathematics for Year-End Model \(pdf\) 08/10/2020](#)  
*pool of available Essential Elements (EEs) in Mathematics*

[Blueprint Science Phase I – General \(pdf\) 08/18/2020](#)  
*range of science Essential Elements (EEs) assessed*

[Complete List of Essential Elements for English Language Arts \(pdf\)](#)  
*comprehensive list of all ELA Essential Elements currently part of the DLM learning map model*

[Complete List of Essential Elements for Mathematics \(pdf\)](#)  
*comprehensive list of all Mathematics Essential Elements currently part of the DLM learning map model*



Resources available at: <https://dynamiclearningmaps.org/newhampshire>

Parents	Educators	District/Building Staff
<ul style="list-style-type: none"><li>• Guide to Practice Activities and Released Testlets</li><li>• Decision Making Worksheet</li><li>• Parent Interpretive Guide (English &amp; Spanish versions)</li><li>• Professional Development site</li></ul>	<ul style="list-style-type: none"><li>• Accessibility Manual</li><li>• Educator Portal User Guide</li><li>• Guide to DLM Required Training</li><li>• Guide to Practice Activities and Released Testlets</li><li>• Test Administration Manual</li><li>• Test Blueprints</li><li>• <a href="#">DLM Familiar Texts for ELA and Mathematics Glossary</a></li><li>• Overview of DLM Writing Testlets</li><li>• Professional Development site</li><li>• <a href="#">Educator Resource videos</a></li></ul>	<ul style="list-style-type: none"><li>• Accessibility Manual</li><li>• Assessment Coordinator Manual</li><li>• Data Management Manual</li><li>• District Staff video resources</li><li>• Educator Portal User Guide</li><li>• Technology Specification Manual</li></ul>



# Contact Information

## Office of Assessment

- Kristen Crawford, Assessment Administrator  
Cell: (603) 931-2084  
Email: [Kristen.S.Crawford@doe.nh.gov](mailto:Kristen.S.Crawford@doe.nh.gov)
- Michelle Gauthier, Assessment Specialist  
Tel: (603) 271-3582  
Email: [Michelle.E.Gauthier@doe.nh.gov](mailto:Michelle.E.Gauthier@doe.nh.gov)

General Email: [Assessment@doe.nh.gov](mailto:Assessment@doe.nh.gov)

## Bureau of Special Education

- JoAnn Marchant, Ed.D., Education Consultant  
Tel: (603) 271-3791  
Email: [JoAnn.R.Marchant@doe.nh.gov](mailto:JoAnn.R.Marchant@doe.nh.gov)