



CALALLEN INDEPENDENT SCHOOL DISTRICT

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TO: All Principals, Campus Testing Coordinators, Counselors, and Special Education Staff
FROM : Candy Morris, District Testing Coordinator, Ext. 4308
Sonya Durrwachter, Director of Special Education, Ext.1017
SUBJECT: MORATORIUM DATES FOR STAAR/EOC TESTING CHANGES

There will be a moratorium of two weeks prior to the STAAR/STAAR EOC testing dates on **ARD, 504, and Rtl decisions concerning 2021-2022 State Assessments (not on the entire meeting)** for grades/courses affected. ARD meetings, 504 meetings, and Rtl meetings may continue to be held, but **NO** changes to the 2021-2022 state assessment decisions are allowed during the moratorium periods. If changes need to be made to any state assessment decisions, the ARD or Amendment will need to be completed **prior** to the moratorium.

In an effort to ensure that all special education students have the correct STAAR accommodations special education case managers (CM) are **required** to collaborate with the teacher of record (TOR) for each tested subject for each student who is taking a STAAR/EOC test approximately five school weeks prior to the testing dates. A collaboration form is attached that must be turned in by the CM to campus administration the work day following the end of the verification window. If changes to accommodations are needed the campus administration will schedule a meeting with the appropriate campus diagnostician (diag), speech language pathologist (SLP) and the CM by the end of that week to review the data showing that the student meets eligibility for the accommodation requested or showing that the student no longer needs/meets eligibility for the accommodation. It is the responsibility of the CM and TOR to provide the data for the meeting. If changes are agreed upon the campus diag, SLP, administrator, and CM will determine if an ARD or an Amendment will be requested. Once the accommodation changes are agreed upon in the meeting the CM will contact the parents/guardians of the students to notify them of the requested changes. The campus diag or SLP will schedule any required ARDs and complete any Amendment paperwork after the parents have been notified. As always, if the parent requests an ARD instead of the Amendment an ARD will be scheduled. The verification form will be filled out during this process and once it is finalized a copy will be submitted by the campus diag and SLP to the director of special education. All dates are outlined below.

Students enrolling during the moratorium window (two weeks prior to testing and during the testing dates) will abide by the previous ARD, 504, and Rtl decisions concerning State Assessments. Changes to testing may be made before the next testing window.

Campus diag, SLP, and counselors will verify testing information on the Monday prior to the moratorium window to make clerical corrections, verify student testing assignments and assigned accommodations, and to archive all meetings. By that Friday, the campus diags, SLPs, counselors, and Campus Testing Coordinator will meet with the District Testing Coordinator to review the updated spreadsheet. The campus diags, SLPs, and counselors will sign and date the spreadsheet to affirm that all testing assignments and accommodations are correct and that all meetings have been archived. This process will be repeated for each testing administration (see chart below). The ARD moratorium is designed to prevent testing irregularities and to aid Campus Testing Coordinators in the logistics and organizing of state assessments.

WR, EAST, WEST

Testing Dates	Grade/Course Affected	CM Verify with TOR	CM Deadline to Turn in Collaboration Form	Campus Meeting Window	Final ARDs, Amendments, and Clerical Corrections	Final Verification with DTC and Diag/Counselor	Moratorium Dates
Feb 14-18	3 rd Reading Field Test (WR Only)	January 10-12	January 18	January 18-21	January 24-28	January 28	Jan 31-Feb 18
May 10-20	3-8 Math, 3-8 Reading, and 5th Science	April 4-8	April 11	April 11-15	April 18-22	April 22	April 25-May 20

Calallen Middle School

Testing Dates	Grade/Course Affected	CM Verify with TOR	CM Deadline to Turn in Collaboration Form	Campus Meeting Window	Final ARDs, Amendments, and Clerical Corrections	Final Verification with DTC and Diag/Counselor	Moratorium Dates
Feb 14-18	8 th SS Field Test	January 10-12	January 18	January 18-21	January 24-28	January 28	Jan 31-Feb 18
May 3-13	Algebra I	March 28-April 1	April 4	April 4-8	April 11-15	April 15	April 18-May 13
May 5-20	8th Science	March 28-April 1	April 4	April 4-8	April 11-15	April 15	April 18-May 20
May 6-20	8th SS	March 28-April 1	April 4	April 4-8	April 11-15	April 15	April 18-May 20
May 10-20	3-8 Math, 3-8 Reading	April 4-8	April 11	April 11-15	April 18-22	April 22	April 25-May 20

Calallen High School

Testing Dates	Grade/Course Affected	CM Verify with TOR	CM Deadline to Turn in Collaboration Form	Campus Meeting Window	Final ARDs, Amendments, and Clerical Corrections	Final Verification with DTC and Diag/Counselor	Moratorium Dates
Dec 7-10	ENGL I (Retest)	October 25-29	November 1	November 1-5	Nov 8-12	Nov 12	Nov 22-Dec 10
Dec 9-10	ENGL II (Retest)	October 25-29	November 1	November 1-5	Nov 8-12	Nov 12	Nov 22-Dec 10
Dec 7-17	A1, B1, and US (Retest)	October 25-29	November 1	November 1-5	Nov 8-12	Nov 12	Nov 22-Dec 17
Feb 14-18	ENGL II Field Test	January 10-12	January 18	January 18-21	January 24-28	January 28	Jan 31-Feb 18
April 5-8	ENGL I	Feb 21-25	February 28	Feb 28-March 4	March 7-11	March 11	March 28-April 8
April 7-8	ENGL II	Feb 21-25	February 28	Feb 28-March 4	March 7-11	March 11	March 28-April 8
May 3-13	A1, B1, and US	March 28-April 1	April 4	April 4-8	April 11-15	April 15	April 18-May 13
June 21-24	ENGL I (Retest)	May 9-13	May 16	May 16-20	May 23-27	May 27	May 31-June 24
June 23-24	ENGL II (Retest)	May 9-13	May 16	May 16-20	May 23-27	May 27	May 31-June 24
June 21-July 1	A1, B1, and US (Retest)	May 9-13	May 16	May 16-20	May 23-27	May 27	May 31-July 1

District Wide

Testing Dates	Grade/Course Affected	CM Verify with TOR	CM Deadline to Turn in Collaboration Form	Campus Meeting Window	Final ARDs, Amendments, and Clerical Corrections	Final Verification with DTC and Diag/Counselor	Moratorium Dates
Feb 21-April 1	TELPAS K-12 Listening, Speaking, Reading, & Writing	Jan 18-21	Jan 24	Jan 24-28	Jan 31-Feb 4	Feb 4	Feb 7-April 1
Feb 21-April 1	TELPAS Alt 2-12 Listening, Speaking, Reading, & Writing	Jan 18-21	Jan 24	Jan 24-28	Jan 31-Feb 4	Feb 4	Feb 7-April 1
March 28-April 29 (March 28-April 22 for CISD)	STAAR Alt 2	Feb 14-18	Feb 21	Feb 21-25	Feb 28-March 4	March 4	March 7-April 29

Special Education STAAR/EOC Accommodations Collaboration & Verification Document

Campus	<input type="checkbox"/> East <input type="checkbox"/> Wood River <input type="checkbox"/> West <input type="checkbox"/> CMS <input type="checkbox"/> CHS	
Case Manager		
Testing Window & Form Due Date	Testing Window	Due Date
	<input type="checkbox"/> Dec 7-10, Dec 9-10, and Dec 7-17	November 1
	<input type="checkbox"/> Feb 14-18	January 18
	<input type="checkbox"/> Feb 21-April 1	January 24
	<input type="checkbox"/> March 28-April 29	February 21
	<input type="checkbox"/> April 5-8, and April 7-8	February 28
	<input type="checkbox"/> May 3-13, May 5-20, and May 6-20	April 4
	<input type="checkbox"/> May 10-20	April 11
<input type="checkbox"/> June 21-24, June 23-24, and June 21-July 1	May 16	

I verify that I have collaborated with the teacher of record (TOR) for each tested subject for each student who is taking a STAAR/EOC test: Yes No

I have students who need changes to this testing administration: Yes No

If yes, sign below and complete the following page for each student who needs change(s) and turn it in to campus administration by the due date along with this page.

If no, sign below and turn in this page to campus administration by the due date.

Case Manager Signature

Student Name	
Student Grade	
STAAR/EOC	<input type="checkbox"/> Reading <input type="checkbox"/> English I <input type="checkbox"/> English II <input type="checkbox"/> Math <input type="checkbox"/> Algebra I <input type="checkbox"/> Science <input type="checkbox"/> Biology <input type="checkbox"/> Social Studies <input type="checkbox"/> US History
Version	<input type="checkbox"/> Paper & Pencil <input type="checkbox"/> Online
Changes Needed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Changes Requested (bring data to support request to meeting)	
Stop and Turn in to campus Administration	
Campus Meeting Date	
Changes Agreed Upon	
ARD or Amend Needed	<input type="checkbox"/> ARD <input type="checkbox"/> Amendment <input type="checkbox"/> Neither as student doesn't meet criteria for changes
Stop and Return to Case Manager	
Date Case Manager Notified Parent/Guardian	
Parent In Agreement	<input type="checkbox"/> Yes <input type="checkbox"/> No (if no an ARD will be held)
Stop and Turn in to Diagnostician	
Date of ARD or Amendment	
Turn in to Director of Special Education	