

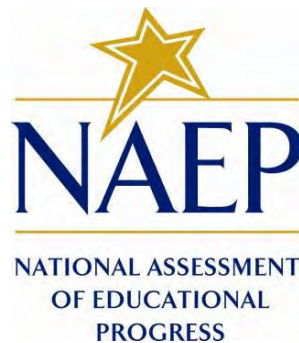
*NATIONAL CENTER FOR EDUCATION STATISTICS  
NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS*

*National Assessment of Educational Progress (NAEP) 2018*

*Appendix J*

*2018 Communications and Recruitment  
Materials*

*OMB# 1850-0928 v.7*



August 2017

Appendix D provides the full, draft set of possible communication and recruitment materials to be used in NAEP 2018 and 2019. This appendix (Appendix J) provides NAEP 2018 communication materials. Each appendix part is noted as being: 1) the same as in the approved Appendix D; 2) updated for 2018 (to be approved in this version); or 3) draft version that will be updated and submitted to OMB for final approval as a non-substantive change request by October 2017.

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**Appendix J-1: NAEP Participation Letter from Chiefs**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)



**UNITED STATES DEPARTMENT OF EDUCATION**  
INSTITUTE OF EDUCATION SCIENCES  
NATIONAL CENTER FOR EDUCATION STATISTICS

<DATE>

NAME  
TITLE  
ADDRESS 1  
ADDRESS 2  
CITY, STATE, ZIP

Dear NAME:

The National Center for Education Statistics (NCES) has begun preparing for the 2018 cycle of the National Assessment of Educational Progress (NAEP), and I would like to inform you of assessment activities that will be taking place in your state. Because the NAEP assessments will be conducted at the national level only, there will be no state level results reported; the national results for these assessments will be available in 2019.

**From January 29 through March 9, 2018**, the following NAEP assessments will occur:

- Technology and Engineering Literacy (TEL) at grade 8
- U.S. History, Civics, and Geography at grade 8
- Field and pilot testing at grades 4, 8, and 12 and special studies

Participation in these components is voluntary, but as each state's participation in NAEP is essential for providing a national perspective of how students are performing in U.S. history, civics, geography and technology and engineering literacy, I respectfully encourage your support. Your NAEP State Coordinator will receive the sample of schools selected for these assessments in May of this year. Also, for your information we have included a one-page chart of the activities currently taking place in your state for the NCES assessments.

Frameworks for the U.S history, civics, geography, and technology and engineering literacy assessments can be accessed at [www.nagb.org](http://www.nagb.org).

NCES is also exploring the feasibility of linking the National Teacher and Principal Survey (NTPS), which collects data on core topics such as classes taught and school characteristics, with student performance on NAEP. In 2018, NCES will explore the operational feasibility of linking the two studies. In a couple of weeks, you will receive a letter with more detailed information and a request for state volunteers to participate in this study.

The following international assessments will also occur as part of our 2018 cycle: the Program for International Student Assessment (PISA), the Teaching and Learning International Survey (TALIS), the International Computer and Information Literacy Survey (ICILS), and the International Early Learning Study (IELS). If interested, states have the opportunity to participate and receive results for these international assessments. Please see the enclosed information sheet that outlines the necessary information, if interested in state level participation.

Each of the NCES assessment program areas will contact states with more detailed information about the assessments, including further description of the program and specifics for when administration will occur. We will continue to keep you informed of NAEP activities and notify you of any changes to the NAEP assessments. If you have any questions or if you would like additional information about the assessments, please contact Holly Spurlock, Program Director, Assessment Operations, at [holly.spurlock@ed.gov](mailto:holly.spurlock@ed.gov) or (202) 245-7132, or Gina Broxterman at [gina.broxterman@ed.gov](mailto:gina.broxterman@ed.gov) or (202) 245-7791. Further information is also available through the NAEP website at [www.nationsreportcard.gov](http://www.nationsreportcard.gov).

Thank you for your continued support of NAEP.  
Sincerely,

A handwritten signature in cursive script, appearing to read "Peggy Carr".

Peggy Carr, Ph.D.  
Acting Commissioner  
National Center for Education Statistics

CC: State Assessment Director

**Appendix J-2: NAEP Participation Letter from Chiefs to Superintendents**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

**Early May NAEP 2018 Notification Letter From  
CHIEF STATE SCHOOL OFFICER TO DISTRICT SUPERINTENDENT**  
**Red text** should be customized before mail merge: **highlighted text** represents mail merge fields

Dear **District Superintendent name**,

I am pleased to notify you that **number** schools in your district have been selected to participate in the 2018 administration of the National Assessment of Educational Progress (NAEP). NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. Selected schools represent schools across the nation, and their participation provides NAEP an accurate picture of student performance. **School District** will play an important role by participating, and I know that we can count on your full support to make this a meaningful experience for your schools and students.

Selected schools are notified in advance so that principals can place the assessment window (January 29 to March 9, 2018) on their calendars and incorporate NAEP into the planned school program. A few additional schools within **School District** may also be selected at a later date; your NAEP State Coordinator will contact you should this happen. Starting in June, each school will receive its assessment date. Schools may work with the NAEP State Coordinator if there is a conflict with the scheduled assessment date.

The NAEP 2018 administration will include two main assessment programs. The attached list of district schools selected for NAEP shows the assessment program for each selected school.

- Operational Assessments
  - Grade 8: Civics, geography, and U.S. history
  - Grade 8: Technology and engineering literacy
- Pilot Assessments and Special Studies
  - Grades 4, 8, and 12: Reading special studies and science pilots
  - Grade 4: Oral reading fluency study
  - Grade 12: Mathematics and reading pilots

For the operational assessments, NAEP will administer civics, geography, and U.S. history assessments to grade 8 students. Most students will take the assessment on tablets provided by NAEP representatives, while a small subset of students will take paper-and-pencil versions of the assessment. NAEP is administering these assessments via both tablets and paper booklets to evaluate any differences in student performance. The technology and engineering literacy assessment will be administered via laptops to maintain compatibility with previous years. National results will be released as The Nation's Report Card.

NAEP will also administer pilot assessments and special studies on tablets. Reading special studies and science pilots will be administered at grades 4, 8, and 12. Grade 12 students will also participate in mathematics and reading pilots. Results will not be released but will be used to inform NAEP assessments.

Some grade 4 students may participate in a small oral reading fluency study that collects information on basic reading skills, such as decoding, word recognition, and fluency. Other special studies may occur in a few schools as well. As in previous years, NAEP representatives provide significant support to schools: they bring all necessary materials and equipment, including tablets and laptops, and administer the assessment.

Please include the NAEP assessment window (January 29 to March 9, 2018) on your district test calendar. Information about NAEP can be found in the enclosures listed below and at <http://nces.ed.gov/nationsreportcard>. **Name**, our NAEP State Coordinator, will contact your staff with additional information.

Thank you for supporting this important assessment and for helping accomplish our goal of 100 percent participation.

Sincerely,

**Name of Chief State School Officer**



Enclosures: List of district schools selected for NAEP  
*Facts for Districts*

CC: State Testing Director  
District Testing Director  
NAEP State Coordinator

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**Appendix J-3: NAEP State Coordinator Selection Notification Letter to Principal**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

**May NAEP 2018 Notification Letter From  
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL: For TEL Schools**  
**Red text** should be customized before mail merge; **highlighted text** represents mail merge fields

Dear Principal,

I am pleased to inform you that **school name** has been selected to represent schools across the nation by participating in the 2018 administration of the National Assessment of Educational Progress (NAEP). NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. As part of the NAEP 2018 program, selected grade 8 students will participate in the computer-based technology and engineering literacy (TEL) assessment.

The TEL assessment will measure students' capacity to use, understand, and evaluate technology, as well as to understand technological principles and strategies. Students will use NAEP-provided laptops to complete problem-solving tasks based on interactive scenarios reflecting realistic situations, along with multiple-choice and short-answer questions. The results from this assessment will be released as The Nation's Report Card, and results from the 2014 assessment are available at [https://nationsreportcard.gov/tel\\_2014](https://nationsreportcard.gov/tel_2014).

For now, I am writing only to notify you of the assessment. In June, I will send you an assessment date. If the date presents a conflict for your school, we will work together to identify an alternate. Our goal is to schedule the assessment prior to the beginning of the school year so that you may include it on your 2017-2018 school calendar.

At the beginning of the school year, I will send you detailed assessment information and will ask you to identify a school coordinator, **provide a student list**, and submit additional information. As in previous years, NAEP representatives provide significant support to schools: they bring all necessary materials and equipment, including laptops, and administer the assessment. Outlined below is a broad overview of the assessment:

- **Subjects:** Technology and engineering literacy
- **Grade:** 8
- **Sessions:** Two sequential sessions of approximately 15 students each
- **Session duration:** Approximately 120 minutes per session (including transition time and instructions)
- **Assessment administrator:** NAEP representatives
- **Assessment window:** January 29–March 9, 2018

More information about NAEP can be found in the enclosures listed below and at <http://nces.ed.gov/nationsreportcard/about/schools.asp>. If you have questions, please contact me at **telephone number** or via email at **email address**.

Our chief state school officer, **name**, and your district superintendent, **name**, support NAEP and look forward to your school's participation. We know that we can count on you to help reach our goal of 100 percent participation.

Sincerely,

NAEP State Coordinator

Enclosures: *Facts for Principals* – [Link for electronic mailing](#)

CC: District Test Director

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family*

*Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**May NAEP 2018 Notification Letter From  
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL: For Social Studies Schools**  
**Red text** should be customized before mail merge; **highlighted text** represents mail merge fields

Dear Principal,

I am pleased to inform you that **school name** has been selected to represent schools across the nation by participating in the 2018 administration of the National Assessment of Educational Progress (NAEP). NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. As part of the NAEP 2018 program, students will participate in civics, geography, and U.S. history assessments.

Most students will take the assessment on tablets provided by NAEP representatives. A subset of students will take paper-and-pencil versions of the assessment. NAEP is administering the assessments via both tablets and paper booklets to evaluate any differences in student performance. Each student will be assessed in only one subject. The results from these assessments will be released as The Nation's Report Card, and results from the 2014 assessment are available at [https://nationsreportcard.gov/hgc\\_2014](https://nationsreportcard.gov/hgc_2014).

For now, I am writing only to notify you of the assessment. In June, I will send you an assessment date. If the date presents a conflict for your school, we will work together to identify an alternate. Our goal is to schedule the assessment prior to the beginning of the school year so that you may include it on your 2017-2018 school calendar.

At the beginning of the school year, I will send you detailed assessment information and will ask you to identify a school coordinator, **provide a student list**, and submit additional information. As in previous years, NAEP representatives provide significant support to schools: they bring all necessary materials and equipment, including tablets, and administer the assessment. Outlined below is a broad overview of the assessment:

- **Subjects:** Civics, geography, and U.S. history
- **Grade:** 8
- **Tablet sessions:** One or two sessions of about 25 students each. Each session will last approximately 120 minutes (including transition time and instructions).
- **Paper booklet sessions:** One or two sessions of about 25 students each. The session(s) will last approximately 90 minutes and must be conducted in a separate space from the tablet sessions.
- **Assessment administrator:** NAEP representatives
- **Assessment window:** January 29–March 9, 2018

More information about NAEP can be found in the enclosures listed below and at <http://nces.ed.gov/nationsreportcard/about/schools.asp>. If you have questions, please contact me at **telephone number** or via email at **email address**.

Our chief state school officer, **name**, and your district superintendent, **name**, support NAEP and look forward to your school's participation. We know that we can count on you to help reach our goal of 100 percent participation.

Sincerely,

NAEP State Coordinator

Enclosures: *Facts for Principals* – [Link for electronic mailing](#)

CC: District Test Director

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students.. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**May NAEP 2018 Notification Letter From  
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL: For pilot assessment schools (all grades)**  
**Red text should be customized before mail merge; highlighted text represents mail merge fields**

Dear Principal,

I am pleased to inform you that **school name** has been selected to represent schools across the nation by participating in the 2018 administration of the National Assessment of Educational Progress (NAEP). NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. As part of the NAEP 2018 program, students will participate in **mathematics, reading, and science** pilot assessments and special studies. Results will not be released but will be used to inform NAEP assessments.

Students will use tablets provided by NAEP to complete the assessment. Each student will be assessed in only one subject. As NAEP transitions to digitally based assessments, results from these assessments will help determine how to maximize the use of tablets.

*Include following paragraph for grade 4 ORF schools only. A subset of students may be selected to participate in an oral reading fluency study, which offers students an opportunity to put their basic reading skills into practice. The module allows students to read a series of passages aloud and assesses their aptitude in decoding, word recognition, and fluency to yield descriptive data on how well students respond to oral reading challenges. The recorded student responses are confidential\*, and they provide context and meaning to the assessment results.*

For now, I am writing only to notify you of the assessment. In June, I will send you an assessment date. If the date presents a conflict for your school, we will work together to identify an alternate. Our goal is to schedule the assessment prior to the beginning of the school year so that you may include it on your 2017-2018 school calendar.

At the beginning of the school year, I will send you detailed assessment information and will ask you to identify a school coordinator, **provide a student list**, and submit additional information. As in previous years, NAEP representatives provide significant support to schools: they bring all necessary materials and equipment, including tablets, and administer the assessment. Outlined below is a broad overview of the assessment:

- **Subjects:** **Mathematics, reading, and science**
- **Grade:** **4 or 8 or 12**
- **Sessions:** Two sequential sessions of approximately 25 students each
- **Session Duration:** Approximately 120 minutes for students, including transition time and instructions
- **Assessment administrator:** NAEP representatives
- **Assessment window:** January 29–March 9, 2018

More information about NAEP can be found in the enclosures listed below and at <http://nces.ed.gov/nationsreportcard/about/schools.asp>. If you have questions, please contact me at **telephone number** or via email at **email address**.

Our chief state school officer, **name**, and your district superintendent, **name**, support NAEP and look forward to your school's participation. We know that we can count on you to help reach our goal of 100 percent participation.

Sincerely,

NAEP State Coordinator

Enclosures: *Facts for Principals* – [Link for electronic mailing](#)

CC: District Test Director

*\*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students.. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*



**Appendix J-4: NAEP Facts for Districts Brochure**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

# NAEP 2018

## Facts for Districts

### NAEP is an integral part of education in the United States.

- ▶ Elected officials, policymakers, and educators all use NAEP results to develop ways to improve education.
- ▶ NAEP is a congressionally mandated project administered by the National Center for Education Statistics, within the U.S. Department of Education and the Institute of Education Sciences.
- ▶ NAEP serves a different role than state assessments. While states have their own unique assessments with different content standards, the same NAEP assessment is administered in every state, providing a common measure of student achievement.
- ▶ Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment. NAEP is not designed to collect or report results for individual students, classrooms, or schools.
- ▶ To provide a better understanding of educational experiences and factors that may be related to students' learning, students, teachers, and principals who participate in NAEP are asked to complete survey questionnaires.




*"The NAEP representatives were informative and provided specific instructions when administering the assessment. Their professionalism and knowledge before the assessment ensured that the students had a positive experience with NAEP."*

- Amneris Montalvo, NAEP School Coordinator, Citrus Grove Middle School, Miami, FL

**The National Assessment of Educational Progress (NAEP)** is the largest nationally representative and continuing assessment of what our nation's students know and can do in various subjects such as mathematics, reading, science, and writing, as well as civics, geography, technology and engineering literacy, and U.S. history. The results of NAEP are released as The Nation's Report Card.

District staff play an essential role in NAEP. Superintendents and district staff can work closely with principals to explain the importance of the assessment to teachers and participating students. When students take part in the assessment and give their best effort, NAEP gets the most accurate measure possible of student achievement across the country. The table below shows which subjects will be assessed in 2018. National results will be released for the civics, geography, U.S. history, and technology and engineering literacy assessments—information collected from pilots is used to prepare for future NAEP assessments.

### The NAEP 2018 Program (January 29 to March 9, 2018)

Grade	Subject	Format		
		 Tablet	 Laptop	 Paper/Pencil
Grade 4	Reading (Special Studies)	✓		
	Science (Pilot)	✓		
Grade 8	Civics, Geography and U.S. History	✓		✓
	Technology and Engineering Literacy		✓	
	Reading (Special Study)	✓		
Grade 12	Science	✓		
	Mathematics (Pilot)	✓		
	Reading (Pilot/Special Study)	✓		
	Science (Pilot)	✓		



# It's important to know...

NAEP was first administered in 1969 to measure student achievement nationally. In 1990, NAEP was administered at the state level for the first time. Students in grades 4 and 8 are currently assessed at the national and state levels in mathematics and reading every two years and in other subjects in alternating years. In 2002, NAEP began the Trial Urban District Assessment program, which measures student achievement in some of the nation's large urban districts. Students, teachers, and schools are asked to complete a survey questionnaire in order to provide valuable contextual information about participating students' educational experiences and opportunities to learn both in and out of the classroom.

**Special studies are also conducted periodically.** They are administered as part of NAEP and often involve special data collection procedures in the field, in-depth analyses of NAEP results, and evaluations of various technical procedures. For more information about NAEP special studies, visit <https://nces.ed.gov/nationsreportcard/studies>.

**NAEP is considered the gold standard of assessments because of its high technical quality.** From the development of assessment frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation. NAEP is a trusted resource that measures student progress and helps inform policy decisions that improve education in the United States.

**NAEP reports on results for different demographic groups rather than for individual students or schools.** Within a school, just some of the student population participates, and student responses are combined with those from other participating students to produce the results. Student responses on NAEP are confidential\*, and the privacy of each participating school and student is essential. Names of participating students never leave the school and are not associated with the digital or paper test booklet after the student takes the assessment.

**NAEP uses a carefully designed sampling process.** This process ensures that the schools and students selected are representative of schools and students across the United States. To ensure that the sample represents all students in the nation's schools, NAEP allows a broad range of accommodations for students with disabilities and English language learners.

**NAEP is designed to cause minimal disruption of classroom instruction.** Including transition time, directions, and the completion of a survey questionnaire, it takes approximately 120 minutes for students to complete digital assessments and up to 90 minutes for students to complete paper-and-pencil assessments. Each student will be assessed in one format and one subject only. Teachers do not need to prepare their students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support to your district's schools by working with the designated coordinator in each school to organize assessment activities. NAEP representatives will bring all necessary materials and equipment to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access.

**NAEP items can be used as a helpful educational resource in the classroom.** Teachers and district staff can use the NAEP Questions Tool at <http://nces.ed.gov/nationsreportcard/nqt> to see how students' performance compares nationally on specific items. Released NAEP items come with a scoring guide, sample student responses, and performance data.

District and school staff can also

- ▶ view results, depending on the type of assessment, for the nation, states, and selected urban districts over time;
- ▶ compare results for various demographic groups; and
- ▶ access information designed for teachers, students, and parents.

Visit the NAEP website at <http://nces.ed.gov/nationsreportcard> to access this information and more.

\*The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

 **Get NAEP on the go with the NAEP Results mobile app**  
Download it today on Google Play

Find us on:



**Appendix J-5: NAEP Facts for Principals Brochures**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

# NAEP 2018

## Facts for Principals



### NAEP is an integral part of education in the United States.

- ▶ Elected officials, policymakers, and educators all use NAEP results to develop ways to improve education.
- ▶ NAEP is a congressionally mandated project administered by the National Center for Education Statistics, within the U.S. Department of Education and the Institute of Education Sciences.
- ▶ NAEP serves a different role than state assessments. While states have their own unique assessments with different content standards, the same NAEP assessment is administered in every state, providing a common measure of student achievement.
- ▶ Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment. NAEP is not designed to collect or report results for individual students, classrooms, or schools.
- ▶ To provide a better understanding of educational experiences and factors that may be related to students' learning, students and principals who participate in NAEP are asked to complete survey questionnaires.

*"Informational assessment materials were accessible and easy to understand. The NAEP representative assigned to our school was supportive and very knowledgeable about assessment protocols and what our school needed to do to be well prepared. On testing day, the NAEP team was organized and administered the assessment efficiently."*

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**In 2018, the NAEP technology and engineering literacy assessments will be administered on laptops to students at grade 8.** There will be two sequential sessions of students taking this assessment. Results will be released at the national level. NAEP representatives will bring all necessary materials and equipment to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access.



# It's important to know...

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# NAEP 2018

## Facts for Principals



Civics



Geography



U.S. History

National Assessment of  
Educational Progress

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- ▶ Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment. NAEP is not designed to collect or report results for individual students, classrooms, or schools.
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**In 2018, the NAEP civics, geography, and U.S. history assessments will be administered on tablets to students at grade 8.** A small number of students, in a session separate from those taking the assessment on tablets, may take paper-and-pencil assessments in these subjects. Administering these assessments via both tablet and paper and pencil will help NAEP evaluate any differences in student performance between the two types of administration—each student will be assessed in one format and one subject only. Results will be released at the national level. NAEP representatives will bring all necessary materials and equipment to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access.



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# NAEP 2018

## Facts for Principals

Grade 12



Mathematics



Reading



Science

National Assessment of  
Educational Progress

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**In 2018, NAEP will administer mathematics, reading, and science pilot assessments on tablets at grade 12.** Each student will be assessed in only one subject. Results from these pilot assessments will not be released but will be used to inform NAEP assessments. Science pilot assessments will include hands-on tasks where students use materials and laboratory equipment to perform actual science experiments. NAEP representatives will bring all necessary materials and equipment to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access.



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# NAEP 2018

## Facts for Principals

Grade 8



Reading



Science

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# NAEP 2018

## Facts for Principals

Grade 4



Reading



Science

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**Appendix J-6: NAEP Save-the-Date Letter from NAEP  
State Coordinator to School Principal**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

**NAEP 2018 Save-the-Date Letter From  
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL – For All Sampled Schools**  
**Red text should be customized before mail merge; highlighted text represents mail merge fields**

Save the date! NAEP is coming on (assessment date).

Dear Principal:

In May, I notified you that your school was selected to participate in the 2018 administration of the National Assessment of Educational Progress (NAEP). This letter includes the scheduled assessment date for your school.

Your school's grade (4 or 8 or 12) students will take the assessment for about 90 to 120 minutes on (assessment date). Please place the NAEP assessment date on your 2017-2018 school calendar. Approximately (estimated student sample) students from your school will be selected to participate, but that number will vary, depending on actual fall 2017 student enrollment. NAEP representatives will provide significant support to your school, bring all necessary materials and equipment, and administer the assessment.

If you have questions or a conflict with the scheduled assessment date, please contact me at (telephone number) or (email address) by (date). I will send you more information about preparing for the assessment at the beginning of the school year.

NAEP provides a common measure of student achievement across the country and is used to inform education policies and practices. Schools and students have an important role in ensuring that NAEP provides accurate results. Our goal is 100 percent participation in this important assessment, and we know that we can count on you to help us reach it.

Sincerely,

NAEP State Coordinator

CC: District Test Coordinator

Enclosure: *NAEP in Your School 2018*

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*



**Appendix J-7: NAEP in Your School Brochure**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

# NAEP 2018 In Your School



## What is NAEP?

**The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.**

- ▶ First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as mathematics, reading, science, and writing, as well as civics, geography, U.S. history, and technology and engineering literacy.
- ▶ The schools and students participating in NAEP represent schools and students across the country.
- ▶ NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- ▶ NAEP monitors academic progress over time and reports on student achievement nationally. The results are released as The Nation's Report Card.

NAEP will be administered on laptops to a sample of eighth-grade students in your school between January 29 and March 9, 2018. Students will be assessed in technology and engineering literacy. This assessment measures students' capacity to use, understand, and evaluate technology, as well as understand technological principles and strategies.

National results will be reported for grade 8. The results of NAEP are used by teachers, principals, parents, policymakers, and researchers to assess students' progress in various subject areas and develop ways to improve education in the United States.

## What is involved?

Students will spend approximately 120 minutes completing the assessment, including transition time, directions, and completion of a survey questionnaire. The questionnaire aims to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal will also complete a questionnaire. These questionnaires are designed to help provide contextual information for the assessment results, as well as information about factors that may be related to students' learning. Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

## How many students will be assessed?

Nationally, approximately 16,000 eighth-grade students will be assessed in technology and engineering literacy.



# It's important to know...

## **Who will be responsible for coordinating and administering NAEP?**

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. A member of your school's staff will need to be assigned to serve as the school coordinator and be the primary contact for the assessment. This person should be:

- ▶ familiar with how students participate in statewide assessments; and
- ▶ comfortable using a computer to collect and enter student information online.

## **The NAEP State Coordinator works at your state department of education and will be responsible for:**

- ▶ working with schools to confirm the assessment date;
- ▶ communicating with principals about the importance of NAEP and student participation;
- ▶ providing schools with instructions for preparing a list of eighth-grade students and information about notifying parents of participating students;
- ▶ providing guidance for including students with disabilities and English language learners; and
- ▶ responding to questions from the school community throughout the assessment period.

## **NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:**

- ▶ selecting a random sample of students from the school list of eighth-graders;
- ▶ verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- ▶ working with the school coordinator to finalize assessment logistics;
- ▶ bringing all assessment materials to the school on the scheduled day; and
- ▶ conducting the assessment.

## **Each principal will be responsible for:**

- ▶ assigning a school staff member to serve as school coordinator;
- ▶ including the NAEP assessment date on the school calendar;
- ▶ empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- ▶ informing school staff and students about NAEP and why student participation is critically important.

## **The school coordinator will be responsible for:**

- ▶ confirming the scheduled assessment date with the NAEP State Coordinator;
- ▶ registering for the MyNAEP website and providing information about the school;
- ▶ overseeing the submission of an electronic list of eighth-grade students;
- ▶ using the MyNAEP website to prepare for the assessment;
- ▶ informing parents of the assessment (more information will be provided on how to complete this task);
- ▶ communicating with the NAEP representative to finalize assessment preparations;
- ▶ organizing the availability of school space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- ▶ collaborating with school staff to ensure a high rate of student participation.

## **Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.**

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.



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# NAEP 2018 In Your School



Civics



Geography



U.S. History

## What is NAEP?

**The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.**

- ▶ First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as mathematics, reading, science, and writing, as well as civics, geography, U.S. history, and technology and engineering literacy.
- ▶ The schools and students participating in NAEP represent schools and students across the country.
- ▶ NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- ▶ NAEP monitors academic progress over time and reports on student achievement nationally. The results are released as The Nation's Report Card.

NAEP will be administered on tablets to a sample of eighth-grade students in your school between January 29 and March 9, 2018. Students will be assessed in civics, geography, and U.S. history. A small number of students may take paper-and-pencil assessments in these subjects. Administering these assessments via both tablet and paper and pencil will help NAEP evaluate any differences in student performance.

National results will be reported. The results of NAEP are used by teachers, principals, parents, policymakers, and researchers to assess students' progress in various subject areas and develop ways to improve education in the United States.

## What is involved?

Each student will be assessed in one format and one subject only. It takes approximately 120 minutes for students to complete digital assessments and up to 90 minutes for students to complete paper-and-pencil assessments, including transition time, directions, and completion of a survey questionnaire. The questionnaire aims to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal and grade 8 teachers of the subjects being assessed will also complete a questionnaire. These questionnaires are designed to help provide contextual information for the assessment results, as well as information about factors that may be related to students' learning. Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

## How many students will be assessed?

Nationally, across tablet and paper-and-pencil formats, approximately 52,000 eighth-grade students will be assessed in civics, geography, and U.S. history.



# It's important to know...

## **Who will be responsible for coordinating and administering NAEP?**

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. A member of your school's staff will need to be assigned to serve as the school coordinator and be the primary contact for the assessment. This person should be:

- ▶ familiar with how students participate in statewide assessments; and
- ▶ comfortable using a computer to collect and enter student information online.

## **The NAEP State Coordinator works at your state department of education and will be responsible for:**

- ▶ working with schools to confirm the assessment date;
- ▶ communicating with principals about the importance of NAEP and student participation;
- ▶ providing schools with instructions for preparing a list of eighth-grade students and information about notifying parents of participating students;
- ▶ providing guidance for including students with disabilities and English language learners; and
- ▶ responding to questions from the school community throughout the assessment period.

## **NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:**

- ▶ selecting a random sample of students from the school list of eighth-graders;
- ▶ verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- ▶ working with the school coordinator to finalize assessment logistics;
- ▶ bringing all assessment materials to the school on the scheduled day; and
- ▶ conducting the assessment.

## **Each principal will be responsible for:**

- ▶ assigning a school staff member to serve as school coordinator;
- ▶ including the NAEP assessment date on the school calendar;
- ▶ empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- ▶ informing school staff and students about NAEP and why student participation is critically important.

## **The school coordinator will be responsible for:**

- ▶ confirming the scheduled assessment date with the NAEP State Coordinator;
- ▶ registering for the MyNAEP website and providing information about the school;
- ▶ overseeing the submission of an electronic list of eighth-grade students;
- ▶ using the MyNAEP website to prepare for the assessment;
- ▶ informing parents of the assessment (more information will be provided on how to complete this task);
- ▶ communicating with the NAEP representative to finalize assessment preparations;
- ▶ organizing the availability of school space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- ▶ collaborating with school staff to ensure a high rate of student participation.

## **Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.**

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.



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# NAEP 2018 In Your School

Grade 12



Mathematics



Reading



Science

National Assessment of  
Educational Progress

## What is NAEP?

**The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.**

- ▶ First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as mathematics, reading, science, and writing, as well as civics, geography, U.S. history, and technology and engineering literacy.
- ▶ The schools and students participating in NAEP represent schools and students across the country.
- ▶ NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- ▶ NAEP monitors academic progress over time and reports on student achievement nationally. The results are released as The Nation's Report Card.

NAEP will administer mathematics, reading, and science pilot assessments on tablets to a sample of twelfth-grade students in your school between January 29 and March 9, 2018. Science pilot assessments will include hands-on tasks where students use materials and laboratory equipment to perform actual science experiments.

Results from these pilot assessments will not be released but will be used to inform NAEP assessments.

## What is involved?

Each student will be assessed in only one subject. Students will spend approximately 120 minutes completing the assessment, including transition time, directions, and completion of a survey questionnaire. The questionnaire aims to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal will also complete a questionnaire. These questionnaires are designed to help provide contextual information for the assessment results, as well as information about factors that may be related to students' learning. Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

## How many students will be assessed?

Nationally, approximately 34,700 twelfth-grade students will participate in mathematics, reading, and science pilot assessments in 2018.



For more information about NAEP, visit  
[www.nces.ed.gov/nationsreportcard](http://www.nces.ed.gov/nationsreportcard)

# It's important to know...

## **Who will be responsible for coordinating and administering NAEP?**

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. A member of your school's staff will need to be assigned to serve as the school coordinator and be the primary contact for the assessment. This person should be:

- ▶ familiar with how students participate in statewide assessments; and
- ▶ comfortable using a computer to collect and enter student information online.

## **The NAEP State Coordinator works at your state department of education and will be responsible for:**

- ▶ working with schools to confirm the assessment date;
- ▶ communicating with principals about the importance of NAEP and student participation;
- ▶ providing schools with instructions for preparing a list of twelfth-grade students and information about notifying parents of participating students;
- ▶ providing guidance for including students with disabilities and English language learners; and
- ▶ responding to questions from the school community throughout the assessment period.

## **NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:**

- ▶ selecting a random sample of students from the school list of twelfth-graders;
- ▶ verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- ▶ working with the school coordinator to finalize assessment logistics;
- ▶ bringing all assessment materials, including science materials and laboratory equipment, to the school on the scheduled day; and
- ▶ conducting the assessment.

## **Each principal will be responsible for:**

- ▶ assigning a school staff member to serve as school coordinator;
- ▶ including the NAEP assessment date on the school calendar;
- ▶ empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- ▶ informing school staff and students about NAEP and why student participation is critically important.

## **The school coordinator will be responsible for:**

- ▶ confirming the scheduled assessment date with the NAEP State Coordinator;
- ▶ registering for the MyNAEP website and providing information about the school;
- ▶ overseeing the submission of an electronic list of twelfth-grade students;
- ▶ using the MyNAEP website to prepare for the assessment;
- ▶ informing parents of the assessment (more information will be provided on how to complete this task);
- ▶ communicating with the NAEP representative to finalize assessment preparations;
- ▶ organizing the availability of school space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- ▶ collaborating with school staff to ensure a high rate of student participation.

## **Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.**

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.



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# NAEP 2018 In Your School

Grade 8



Reading



Science

## What is NAEP?

**The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.**

- ▶ First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as mathematics, reading, science, and writing, as well as civics, geography, U.S. history, and technology and engineering literacy.
- ▶ The schools and students participating in NAEP represent schools and students across the country.
- ▶ NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- ▶ NAEP monitors academic progress over time and reports on student achievement nationally. The results are released as The Nation's Report Card.

NAEP will administer reading special studies and science pilot assessments on tablets to a sample of eighth-grade students in your school between January 29 and March 9, 2018. Science pilot assessments will include hands-on tasks where students use materials and laboratory equipment to perform actual science experiments.

Results from these pilot assessments and special studies will not be released but will be used to inform NAEP assessments.

## What is involved?

Each student will be assessed in only one subject. Students will spend approximately 120 minutes completing the assessment, including transition time, directions, and completion of a survey questionnaire. The questionnaire aims to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal and grade 8 teachers of the subjects being assessed will also complete a questionnaire. These questionnaires are designed to help provide contextual information for the assessment results, as well as information about factors that may be related to students' learning. Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

## How many students will be assessed?

Nationally, approximately 18,100 eighth-grade students will participate in reading and science pilot assessments in 2018.





# It's important to know...

## **Who will be responsible for coordinating and administering NAEP?**

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. A member of your school's staff will need to be assigned to serve as the school coordinator and be the primary contact for the assessment. This person should be:

- ▶ familiar with how students participate in statewide assessments; and
- ▶ comfortable using a computer to collect and enter student information online.

## **The NAEP State Coordinator works at your state department of education and will be responsible for:**

- ▶ working with schools to confirm the assessment date;
- ▶ communicating with principals about the importance of NAEP and student participation;
- ▶ providing schools with instructions for preparing a list of eighth-grade students and information about notifying parents of participating students;
- ▶ providing guidance for including students with disabilities and English language learners; and
- ▶ responding to questions from the school community throughout the assessment period.

## **NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:**

- ▶ selecting a random sample of students from the school list of eighth-graders;
- ▶ verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- ▶ working with the school coordinator to finalize assessment logistics;
- ▶ bringing all assessment materials, including science materials and laboratory equipment, to the school on the scheduled day; and
- ▶ conducting the assessment.

## **Each principal will be responsible for:**

- ▶ assigning a school staff member to serve as school coordinator;
- ▶ including the NAEP assessment date on the school calendar;
- ▶ empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- ▶ informing school staff and students about NAEP and why student participation is critically important.

## **The school coordinator will be responsible for:**

- ▶ confirming the scheduled assessment date with the NAEP State Coordinator;
- ▶ registering for the MyNAEP website and providing information about the school;
- ▶ overseeing the submission of an electronic list of eighth-grade students;
- ▶ using the MyNAEP website to prepare for the assessment;
- ▶ informing parents of the assessment (more information will be provided on how to complete this task);
- ▶ communicating with the NAEP representative to finalize assessment preparations;
- ▶ organizing the availability of school space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- ▶ collaborating with school staff to ensure a high rate of student participation.

## **Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.**

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.



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# NAEP 2018 In Your School

Grade 4



Reading



Science

## What is NAEP?

**The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.**

- ▶ First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as mathematics, reading, science, and writing, as well as civics, geography, U.S. history, and technology and engineering literacy.
- ▶ The schools and students participating in NAEP represent schools and students across the country.
- ▶ NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- ▶ NAEP monitors academic progress over time and reports on student achievement nationally. The results are released as The Nation's Report Card.

NAEP will administer reading special studies and science pilot assessments on tablets to a sample of fourth-grade students in your school between January 29 and March 9, 2018. Science pilot assessments will include hands-on tasks where students use materials and laboratory equipment to perform actual science experiments.

Results from these pilot assessments and special studies will be used to inform NAEP assessments.

## What is involved?

Each student will be assessed in only one subject. Students will spend approximately 120 minutes completing the assessment, including transition time, directions, and completion of a survey questionnaire. The questionnaire aims to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal and grade 4 teachers of the subjects being assessed will also complete a questionnaire. These questionnaires are designed to help provide contextual information for the assessment results, as well as information about factors that may be related to students' learning. Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

## How many students will be assessed?

Nationally, approximately 20,300 fourth-grade students will participate in reading and science pilot assessments in 2018.



# It's important to know...

## **Who will be responsible for coordinating and administering NAEP?**

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. A member of your school's staff will need to be assigned to serve as the school coordinator and be the primary contact for the assessment. This person should be:

- ▶ familiar with how students participate in statewide assessments; and
- ▶ comfortable using a computer to collect and enter student information online.

## **The NAEP State Coordinator works at your state department of education and will be responsible for:**

- ▶ working with schools to confirm the assessment date;
- ▶ communicating with principals about the importance of NAEP and student participation;
- ▶ providing schools with instructions for preparing a list of fourth-grade students and information about notifying parents of participating students;
- ▶ providing guidance for including students with disabilities and English language learners; and
- ▶ responding to questions from the school community throughout the assessment period.

## **NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:**

- ▶ selecting a random sample of students from the school list of fourth-graders;
- ▶ verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- ▶ working with the school coordinator to finalize assessment logistics;
- ▶ bringing all assessment materials, including science materials and laboratory equipment, to the school on the scheduled day; and
- ▶ conducting the assessment.

## **Each principal will be responsible for:**

- ▶ assigning a school staff member to serve as school coordinator;
- ▶ including the NAEP assessment date on the school calendar;
- ▶ empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- ▶ informing school staff and students about NAEP and why student participation is critically important.

## **The school coordinator will be responsible for:**

- ▶ confirming the scheduled assessment date with the NAEP State Coordinator;
- ▶ registering for the MyNAEP website and providing information about the school;
- ▶ overseeing the submission of an electronic list of fourth-grade students;
- ▶ using the MyNAEP website to prepare for the assessment;
- ▶ informing parents of the assessment (more information will be provided on how to complete this task);
- ▶ communicating with the NAEP representative to finalize assessment preparations;
- ▶ organizing the availability of school space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- ▶ collaborating with school staff to ensure a high rate of student participation.

## **Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.**

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

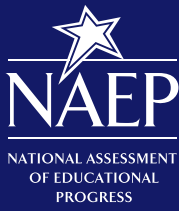


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**Appendix J-8: NAEP in Your Private School**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)



2018

# NAEP in Your Private School

## Technology and Engineering Literacy Assessment

### What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's public and private school students know and can do in various subjects.
- NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists and teachers from around the nation.
- The schools and students participating in NAEP make an important contribution by representing other schools and students across the country.
- NAEP monitors academic progress over time and reports on student achievement nationally. The results are released as The Nation's Report Card.

### Why assess private schools?

Private school data are essential for examining the picture of education in the United States. Private schools represent about 26 percent of schools in the nation and educate approximately 9 percent of the nation's students. NAEP has consistently demonstrated how the performance of students in private schools compares positively to the performance of students in public schools.

### Why participate in NAEP?

Your school has been selected to represent other private schools across the nation. Your participation is needed to ensure a complete picture of the academic progress of the nation's students, and it is vital that all selected students participate. Schools, students, and teachers who participate in NAEP perform a valuable community service and enable The Nation's Report Card to provide a more inclusive picture of what our nation's students know and can do in key subject areas.

NAEP has the support of numerous private school organizations, including the National Association of Independent Schools (NAIS), the National Catholic Educational Association (NCEA), and the Council for American Private Education (CAPE).

### The NAEP 2018 program in your school

From January 29 to March 9, 2018, NAEP will be administered in public and private schools across the country. Selected students at grade 8 will participate in a technology and engineering literacy (TEL) assessment administered on a laptop. First administered in 2014, the TEL assessment measures students' capacity to use, understand, and evaluate technology as well as understand technological principles and strategies. NAEP representatives will bring all materials and equipment, including laptops, to the school on assessment day. The school's internet, networks, or computers will not be needed. Students will spend approximately 120 minutes completing the assessment, which includes transition time and directions and completion of a student questionnaire. The questionnaire provides valuable information about students' educational experiences and opportunities to learn about technology and engineering both inside and outside of the classroom.

The school principal will also be asked to complete a questionnaire that will ask about school characteristics and policies, particularly those relevant to technology and engineering.

The results of the technology and engineering literacy assessments will be released as The Nation's Report Card.

*Continued on next page*

*“Private schools have participated in NAEP for decades, and the Council for American Private Education (CAPE) supports NAEP and encourages your participation.”*

**Joe McTighe**  
Executive Director, CAPE

## For more information about NAEP visit:

- Program overview  
<http://nces.ed.gov/nationsreportcard>
- Private school participation  
<http://nces.ed.gov/nationsreportcard/about/nonpublicschools.asp>
- TEL assessment  
<http://nces.ed.gov/nationsreportcard/tel>

## What are the responsibilities of NAEP representatives?

### NAEP representatives work directly with schools and are responsible for

- Confirming the assessment date and time with the school
- Providing schools with instructions for preparing a list of eligible students from which a random sample will be selected for participation in the assessment
- Providing schools with information about notifying parents of selected students
- Providing resources, guidelines, and support to assist the school coordinator in completing activities and finalizing assessment arrangements
- Bringing all assessment materials and equipment, including laptops, to the school on assessment day
- Conducting the assessments
- Responding to questions from the school throughout the assessment period

## What are the responsibilities of the principal and school coordinator?

### The principal is responsible for

- Including the NAEP assessment date on the school calendar
- Designating a school coordinator to work with NAEP representatives and to prepare for the assessment
- Informing school staff about NAEP and why participation is critically important
- Completing the school questionnaire

### The school coordinator is responsible for

- Confirming that the suggested assessment date works with the school calendar
- Securing space for the assessment to take place
- Providing a list of eligible students from which a random sample will be selected for participation in the assessment (student names will always be kept confidential) \*
- Informing parents about the assessment
- Completing preassessment activities with guidance and support from NAEP representatives
- Ensuring that students attend the session on the assessment date

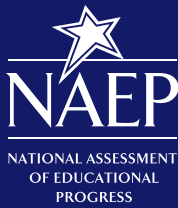
\*The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

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Get NAEP on the go with the *NAEP Results* mobile app!





# NAEP in Your Private School

## Civics, Geography, U.S. History

2018

### What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's public and private school students know and can do in various subjects.
- NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists and teachers from around the nation.
- The schools and students participating in NAEP make an important contribution by representing other schools and students across the country.
- NAEP monitors academic progress over time and reports on student achievement nationally. The results are released as The Nation's Report Card.

### Why assess private schools?

Private school data are essential for examining the picture of education in the United States. Private schools represent about 26 percent of schools in the nation and educate approximately 9 percent of the nation's students. NAEP has consistently demonstrated how the performance of students in private schools compares positively to the performance of students in public schools.

### Why participate in NAEP?

Your school has been selected to represent other private schools across the nation. Your participation is needed to ensure a complete picture of the academic progress of the nation's students, and it is vital that all selected students participate. Schools, students, and teachers who participate in NAEP perform a valuable community service and enable The Nation's Report Card to provide a more inclusive picture of what our nation's students know and can do in key subject areas.

NAEP has the support of numerous private school organizations, including the National Association of Independent Schools (NAIS), the National Catholic Educational Association (NCEA), and the Council for American Private Education (CAPE).

### The NAEP 2018 program in your school

From January 29 to March 9, 2018, NAEP will be administered in public and private schools across the country. Selected students at grade 8 will participate in digitally based assessments in civics, geography, and U.S. history conducted on tablets. A small number of students may take paper and pencil assessments. NAEP is administering these assessments via both tablets and paper booklets to evaluate any differences in student performance between the two types of administration. Each student will be assessed in only one subject and in one type of assessment administration. NAEP representatives will bring all materials and equipment, including tablets, to the school on assessment day. The school's internet, networks, or computers will not be needed. Students will spend approximately 120 minutes completing the assessment, which includes transition time and directions and completion of a student questionnaire. The questionnaire provides valuable information about students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal and the grade 8 teachers of the subjects being assessed will also be asked to complete a questionnaire. NAEP collects information from schools and teachers to provide a more complete understanding of the results. Topics such as classroom experience, teacher training, and school policies can be valuable information for education stakeholders who need to gain a better picture of student performance.

The results of the civics, geography, and U.S. history assessments will be released as The Nation's Report Card.

*Continued on next page*

*“Private schools have participated in NAEP for decades, and the Council for American Private Education (CAPE) supports NAEP and encourages your participation.”*

**Joe McTighe**  
Executive Director, CAPE

### For more information about NAEP visit:

- Program overview  
<http://nces.ed.gov/nationsreportcard>
- Private school participation  
<http://nces.ed.gov/nationsreportcard/about/nonpublicschools.asp>

## What are the responsibilities of NAEP representatives?

### NAEP representatives work directly with schools and are responsible for

- Confirming the assessment date and time with the school
- Providing schools with instructions for preparing a list of eligible students from which a random sample will be selected for participation in the assessment
- Providing schools with information about notifying parents of selected students
- Providing resources, guidelines, and support to assist the school coordinator in completing activities and finalizing assessment arrangements
- Bringing all assessment materials and equipment, including tablets, to the school on assessment day
- Conducting the assessments
- Responding to questions from the school throughout the assessment period

## What are the responsibilities of the principal and school coordinator?

### The principal is responsible for

- Including the NAEP assessment date on the school calendar
- Designating a school coordinator to work with NAEP representatives and to prepare for the assessment
- Informing school staff about NAEP and why participation is critically important
- Completing the school questionnaire

### The school coordinator is responsible for

- Confirming that the suggested assessment date works with the school calendar
- Securing space for the assessment to take place
- Supporting teachers' access to the teacher questionnaires
- Providing a list of eligible students from which a random sample will be selected for participation in the assessment (student names will always be kept confidential)\*
- Informing parents about the assessment
- Completing preassessment activities with guidance and support from NAEP representatives
- Ensuring that students attend the session on the assessment date

\*The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

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**Appendix J-9: NAEP Assessment Details Letter from  
NAEP State Coordinator to Principal**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

**Early Fall NAEP 2018 Assessment Details Letter**  
**NAEP STATE COORDINATOR TO PRINCIPALS**

**Red text should be customized before mail merge, highlighted text represents mail merge fields.**

Dear **principal name**:

At the end of the school year, I notified **school name** of its selection to participate in the National Assessment of Educational Progress (NAEP). I am following up with you to provide additional information about the upcoming assessment.

To prepare for the assessment, please:

- Place the NAEP assessment date, **assessment date**, on your school calendar.
- Review the enclosed *School Coordinator Responsibilities: A Guide to MyNAEP* and designate a school coordinator to serve as the liaison for all NAEP activities in your school. **Give the enclosed NAEP folder to your designated school coordinator.** The school coordinator should
  - ✓ **know how to collect student information**, such as birth dates, demographic information, and if any students have withdrawn;
  - ✓ **be comfortable using a computer**, since all assessment preparation activities will be completed online; and
  - ✓ **be familiar with how students participate in statewide assessments.**

A NAEP representative responsible for administering the assessment will contact your school coordinator in early December. During the assessment, we would appreciate the presence of a school staff person as an observer in each session. A staff member's presence can have a positive impact on students' motivation and performance.

*This paragraph should only be included for NTPS-NAEP pilot study schools.* In addition to NAEP, your school has also been selected to participate in the National Teacher and Principal Survey (NTPS)-NAEP pilot study. NTPS is a system of related questionnaires that provide descriptive data on the context of elementary and secondary education. The study is designed to explore the feasibility of administering both NAEP and NTPS questionnaires to a common set of teachers and schools and ultimately enhance the utility of both NAEP and NTPS. The study involves school, principal, and teacher questionnaires; **no student or instructional time is required.** More information is available in the attached fact sheet.

Again, I would like to express my appreciation for your assistance with this very important assessment of our nation's students. Our chief state school officer, **name**, supports NAEP and encourages your students' participation.

I look forward to collaborating with you and your school coordinator to ensure the successful administration of NAEP 2018. If you would like to access the MyNAEP site ([www.mynaep.com](http://www.mynaep.com)), please register with this ID number: **MyNAEP Registration ID**. MyNAEP is a protected site, so you will create your own password. Should you have questions, please contact me at **telephone number** or **email address**.

Sincerely,

NAEP State Coordinator

Enclosures: NAEP folder for your school coordinator, including the following:  
Letter to your school coordinator  
*School Coordinator Responsibilities: A Guide to MyNAEP*  
**MyNAEP Registration Instructions**  
**Student List Submission Instructions**  
**Parent/Guardian Notification Letter**  
**National Teacher and Principal Survey Fact Sheet**

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students.. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**Appendix J-10: NAEP Assessment Details Letter from  
NAEP State Coordinator to School Coordinator  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)**

**Early Fall NAEP 2018 Assessment Details Letter**  
**NAEP STATE COORDINATOR TO SCHOOL COORDINATOR**

**Red text** should be customized before mail merge, **highlighted text** represents mail merge fields.

Dear School Coordinator:

Welcome to the 2018 National Assessment of Educational Progress (NAEP). I look forward to working with you to coordinate NAEP in your school. A sample of your grade **grade** students will be taking **assessment subjects** assessments on **assessment date**.

As the school coordinator, you will have a number of responsibilities critical to making NAEP a success. The MyNAEP website is designed to assist you with these responsibilities. The timeline below indicates when you will need to complete specific MyNAEP sections.

- *August-September* – Register at [www.mynaep.com](http://www.mynaep.com) with the following registration ID: **MyNAEP Registration ID**. Answer the questions in the **Provide School Information** section by **date**. For instructions, see the enclosed *School Coordinator Responsibilities: A Guide to MyNAEP*.
- *October-November* – Prepare and submit a list of all grade **grade** students electronically in the **Submit Student List** section by **date**. Please see the enclosed *Student List Submission Instructions*.
- *December-January* – An assigned NAEP representative who is responsible for administering the assessment will contact you in early December. At that time, you will log onto the MyNAEP site with the representative and discuss how to complete the **Prepare for Assessment** section. Major tasks are highlighted below.
  - Provide information about students with disabilities and English language learners (SD/ELL) so that assessment administrators can plan appropriate testing accommodations. You can request MyNAEP access for your school’s SD/ELL specialists on the **Complete SD/ELL Student Information** page so that they can assist with this task.
  - Notify parents/guardians that their children have been selected for the assessment. A sample parent/guardian notification letter **is enclosed and** will be available on the MyNAEP website for you to customize and print on your school letterhead.
  - Schedule assessment sessions and reserve space at your school. The NAEP team will be transporting heavy cases of tablets; please select assessment locations that are on the first floor or accessible by elevator.
  - Update the student list to add any new students who have enrolled since the fall. NAEP will draw a random sample from this group to ensure that all students have an opportunity to be selected for NAEP.
- *One week before the assessment* – Visit the **Support Assessment Activities** section to print student appointment cards and notify teachers in advance so they know when to release students.
- *May 1* – Confirm that all confidential hardcopy NAEP materials have been shredded.

During the assessment, we would appreciate the presence of a school staff person as an observer in each session. A staff member’s presence can have a positive impact on students’ motivation and performance.

More information about your responsibilities is provided in the enclosed *Guide to MyNAEP*. Additional information about NAEP can be found at <http://nces.ed.gov/nationsreportcard>.

Thank you in advance for your cooperation and effort in helping to coordinate this important assessment. If you have any questions, please feel free to contact me at **telephone number** or **email address**.

Sincerely,

NAEP State Coordinator

Enclosures: NAEP folder, including the following:  
*School Coordinator Responsibilities: A Guide to MyNAEP*  
**Student List Submission Instructions**  
**Parent/Guardian Notification Letter**

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**Appendix J-11: School Coordinator Responsibilities: A Guide to MyNAEP**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

# School Coordinator Responsibilities

A Guide to MyNAEP

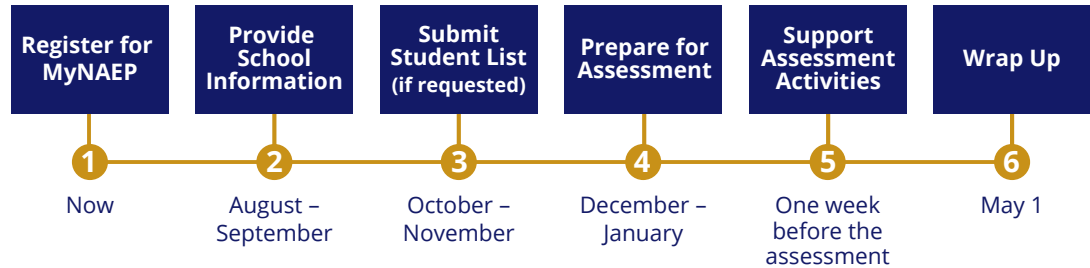
2018

The MyNAEP website provides participating schools with a convenient way to prepare for the upcoming National Assessment of Educational Progress (NAEP).

- MyNAEP will serve as your primary resource and action center throughout the assessment process.
- MyNAEP offers school coordinators an electronic way to prepare for the assessment at their own pace.
- The MyNAEP menu is a virtual checklist of all activities that school coordinators need to complete throughout the school year. It is important to check in regularly to make sure your school is on track with preparations.
- Visit the MyNAEP website to get started: [www.mynaep.com](http://www.mynaep.com).

*Each school participating in NAEP 2018 has a designated staff member to serve as the NAEP school coordinator. You have been selected to serve as coordinator and liaison for all NAEP assessment activities in your school. Thank you in advance for helping to prepare for this important assessment!*

## MyNAEP Activity Timeline



## In the fall, you will need to complete the following activities:

### Register for the MyNAEP website.

MyNAEP provides you with all of the information your school needs to participate in NAEP, including information about what to expect at each stage. Multiple school staff members may register to access the site, but only school coordinators and principals will have full access. Register at [www.mynaep.com](http://www.mynaep.com) by entering your school's assigned registration ID. For detailed instructions on how to register, see page 3.

### Complete and submit school information.

Go to the **Provide School Information** section to enter and submit your school's contact and characteristic information, including your school's name, address, and the number of students enrolled in the selected grade. Providing up-to-date information about your school ensures that materials can be accurately prepared for the assessment.

Continued on page 2



## Prepare and submit a list of your school's students in the selected grade level (if requested).

NAEP requires a complete list of students in the selected grade. NAEP uses the list to draw a random sample of students who will participate in the assessment and to collect demographic information. The **Submit Student List** section will appear for schools that need to prepare and upload this list in the fall. Student names will always be kept confidential\*, and individual student responses and scores on NAEP are never reported.

*In December, the NAEP representative responsible for administering NAEP in your school will contact you and discuss how to complete the following tasks listed under the **Prepare for Assessment** menu:*

## Review student information and prepare for the assessment of students with disabilities and English language learners (SD/ELL).

Visit the **Review and Verify List of Students Selected for NAEP** section to review the student sample and identify any students who cannot take the assessment. You will also need to review demographic information and provide updates in case any information is missing or inaccurate. To ensure that NAEP reflects the educational progress of all students, you will need to submit information in the **Complete SD/ELL Student Information** section about how SD/ELL students will participate in the assessment and the accommodations they will receive.

## Inform parents/guardians of student participation.

By law, parents/guardians of students selected to participate in NAEP must be notified in writing of their child's selection prior to the administration of the assessment. An electronic copy of the Parent/Guardian Notification Letter is available in the **Notify Parents** section to download, print, and distribute.

## Manage the completion of questionnaires by school staff.

You are responsible for managing the completion of online survey questionnaires designed to provide contextual information for the assessment results. You can assign, email, and monitor questionnaires for completion through the **Manage Questionnaires** section of MyNAEP.

## Plan assessment day logistics.

Assessment day details, including the location(s) and start time of the assessment, and how students and teachers will be notified, need to be entered via the **Plan for Assessment Day** section.

## Promote the importance of NAEP with school staff and students.

Teachers are essential for motivating students to do their best on NAEP. Students selected to take NAEP represent thousands of students across the country, so it is vital that they participate and do their best. Online resources, short videos, and strategies for promoting NAEP are all available in the **Encourage Participation** section.

## Update the student list to reflect January 2018 enrollment.

All eligible students must have an opportunity to be selected. In January, visit the **Update Student List** section and upload an Excel file of students currently enrolled in the selected grade or add new students to the original list submitted in the fall. NAEP may draw a random sample of newly identified students to select students who were not on the original list.

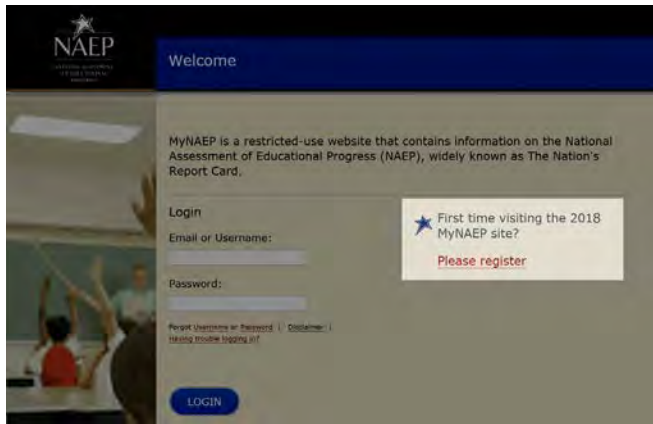
*On the assessment date, you will meet your NAEP representative and assessment team and be responsible for the following:*

## Ensure that students attend the session.

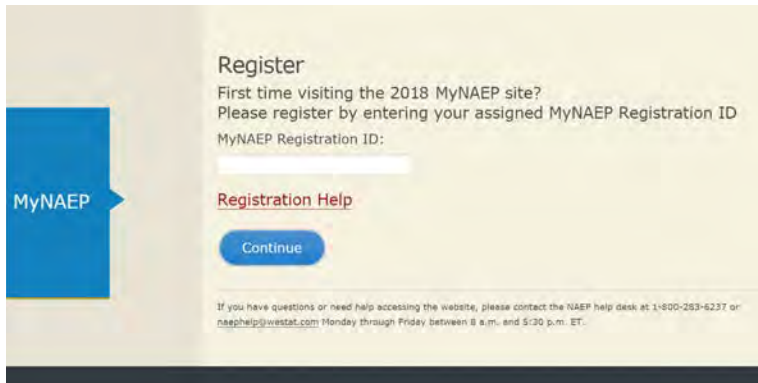
Prior to the assessment start time, you need to be available to ensure that students attend the sessions. Appointment cards can be created and printed from the **Support Assessment Activities** section. You and the teachers of selected students are encouraged to remain in the room during the assessment. If attendance of sampled students is less than 90 percent, a makeup session will be necessary, and the NAEP representative will schedule another date to administer the assessment to the students who were absent. After the assessment, please safeguard all NAEP materials until May 1 and confirm that all materials have been shredded.

# How to Register and Access MyNAEP

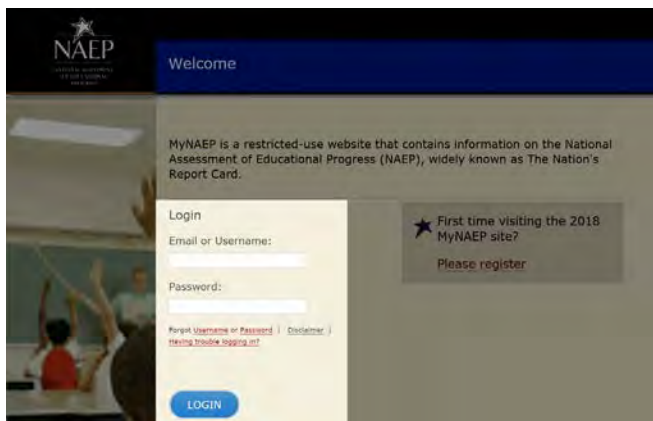
- 1 Go to [www.mynaep.com](http://www.mynaep.com). On the right side of the screen, select **Please register**.



- 2 Enter the MyNAEP registration ID included in the letter or email sent by your NAEP representative and select **Continue**. If you cannot locate your registration ID, contact your NAEP representative or the NAEP help desk at 800-283-6237 or [naephelp@westat.com](mailto:naephelp@westat.com). Multiple school staff can use the registration ID to register for the website. For detailed instructions, select **Registration Help**.



- 3 Complete the registration form and create a password to access MyNAEP. MyNAEP is a secure website that contains confidential\* information, so all users will be prompted to accept a confidentiality agreement. A username will be automatically generated and emailed to you. Links are available on the login page in case you forget your username or password.



## MyNAEP Resources

The diagram below identifies key features that will help you update information easily throughout the school year.

- 1 The **Help** and **Contact Us** links put you in touch with video tutorials, live help, contact information for NAEP staff, and more.
- 2 Your school's selected grade(s) and scheduled assessment date are shown in the blue banner.
- 3 Use the **Provide School Information** section to confirm your school's address, contact information, and other characteristics.
- 4 Check marks indicate sections that are already complete, and the color changes from white to green when NAEP staff confirm the information in January.
- 5 The **Prepare for Assessment** menu has seven key tasks for the weeks leading up to the assessment. These tasks will become available starting in December.

## Online Resources

Information for selected schools	<a href="http://nces.ed.gov/nationsreportcard/about/schools.aspx">http://nces.ed.gov/nationsreportcard/about/schools.aspx</a>
<i>Introducing NAEP to Teachers</i> video	<a href="http://nces.ed.gov/nationsreportcard/videos/teachervideo">http://nces.ed.gov/nationsreportcard/videos/teachervideo</a>
<i>Introducing NAEP to Students</i> video	<a href="http://nces.ed.gov/nationsreportcard/videos/naepstudent.aspx">http://nces.ed.gov/nationsreportcard/videos/naepstudent.aspx</a>
<i>What Every Parent Should Know About NAEP</i> video	<a href="http://nces.ed.gov/nationsreportcard/videos/parentvideo">http://nces.ed.gov/nationsreportcard/videos/parentvideo</a>
Sample Questions booklets	<a href="http://nces.ed.gov/nationsreportcard/about/booklets.aspx">http://nces.ed.gov/nationsreportcard/about/booklets.aspx</a>
NAEP Questions Tool	<a href="http://nces.ed.gov/NationsReportCard/nqt">http://nces.ed.gov/NationsReportCard/nqt</a>
Information for parents	<a href="http://nces.ed.gov/nationsreportcard/parents">http://nces.ed.gov/nationsreportcard/parents</a>
Assessment frameworks	<a href="http://nagb.org/publications/frameworks.html">http://nagb.org/publications/frameworks.html</a>

\*The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

## **Appendix J-12: Templates for State-Specific SD Inclusion Policy**

Draft version, to be finalized and submitted as a non-substantive change request by October 2017



**New Moldavia NAEP 2017 Inclusion Policy  
Students with Disabilities (SD)**



**Grades 4 and 8 Mathematics and Reading Digitally Based Assessments on Tablet  
Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments**

The **New Moldavia Department of Education** expects that most students with disabilities will be included on the National Assessment of Educational Progress (NAEP). **Only students who meet (or met) participation criteria for the <Name of Alternate Assessment based on Alternate Achievement Standards> may be excluded from any NAEP assessment.** All other students with disabilities should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact <NSC name>, NAEP State Coordinator at <email address> or <phone number>.

**Grades 4 and 8 Mathematics and Reading Digitally Based Assessments on Tablet** 

Several accommodations provided on the **New Moldavia** assessments are not necessary for the NAEP digitally based assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Zooming	Mathematics and Reading	Tool to enlarge content onscreen up to 2 times the default text/image size. Students can change text sizes ranging from approximately 12-point font to approximately 24-point font. Twenty-four point font is approximately 1/3-inch tall.  <i>NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.</i>
One-on-One/Small Group	Mathematics and Reading	Unnecessary due to the mode of test administration. All students are interacting on a one-on-one basis with the tablet and will have earbuds to reduce distractions. Read Aloud and other accommodations will be provided through the tablet and will not distract other students in the room.  <i>NOTE: Students will be tested in the regular session with up to 25 other students. If students need to be assessed in a smaller group, please select the accommodation Must Be Tested in a Separate Session.</i>
Directions Only Read Aloud/Text-to-Speech (English)	Mathematics and Reading	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Mathematics Not Allowed for Reading	Students select some or all text to be read aloud by the system using text-to-speech. Read Aloud/Text-to-Speech (English) – Occasional or Most or All is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Mathematics and Reading	All students respond on NAEP-provided tablets.
Color Theming	Mathematics and Reading	Students have a choice of three color contrast options, including one high-contrast option. The default is black text on white background and the two other options are white text on black background and black text on beige background.  <i>NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.</i>
Scratchwork/Highlighter Capability	Mathematics and Reading	Allows freehand drawing and highlighting on the screen. The scratchwork/highlighter tool is available for most content.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Elimination Capability	Mathematics and Reading	Allows students to gray out answer choices for multiple-choice items.  <i>NOTE: This tool is not available for constructed-response items.</i>
Volume Adjustment	Mathematics and Reading	Some portions of the assessment feature audio, such as text-to-speech or multimedia item content. Students may raise or lower the volume using a control on the tablet.
Closed Captioning	Mathematics and Reading	All voice-over narration is closed captioned.

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics and Reading	This accommodation requires that students be given extra time to complete the assessment.  <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.</i>
Magnification	Mathematics and Reading	For students requiring magnification of all assessment content, including tools, menus, calculator, and equation editor. Screen magnification software allows students to scroll over a portion of the screen to magnify the content on the screen.  <i>NOTE: See Zooming under universal design elements to determine if students need additional magnification.</i>
Low Mobility Version of the Test	Mathematics and Reading	This accommodation provides a test form with items that are keyboard navigable and do not require the use of the mouse or touch-pad.
Calculator Version of the Test	Mathematics Not Available for Reading	This accommodation provides a mathematics test form that permits the use of a calculator. The calculator is an onscreen calculator provided as part of the assessment system. Calculator Version of the Test is only available for mathematics.
High Contrast for Visually Impaired Students	Mathematics and Reading	This accommodation is for visually impaired students who require high contrast of all content. A special form is provided with all content that is compatible with high contrast, white text on black background.

NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Breaks During Testing	Mathematics and Reading	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Must Be Tested in a Separate Session	Mathematics and Reading	This accommodation requires that the student be tested away from other students in a separate testing area. <i>NOTE: This could be a small group or one-on-one.</i>
Must Have an Aide Present in the Testing Room	Mathematics and Reading	This accommodation requires that the aide the student regularly works with be present in the testing room while the assessment is being conducted. <i>NOTE: Only trained NAEP staff may conduct the assessment session.</i>
Uses Template	Mathematics and Reading	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
Special Equipment	Mathematics and Reading	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics and Reading	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing to Stay on Task	Mathematics and Reading	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
Responds Orally to a Scribe	Mathematics and Reading	This accommodation requires that the student respond orally to a scribe provided by the school or respond by pointing to his/her answers. The scribe then records the student's responses on the tablet
Presentation in Sign Language	Mathematics Not Allowed for Reading	This accommodation requires that a qualified sign language interpreter at the school sign the instructions included in the session script and some or all of the test questions or answer choices for the student. Presentation in Sign Language is not allowed for reading passages or test questions. <i>NOTE: If a student needs directions signed for reading, please select "Other (specify)" and note the needed accommodation.</i>
Response in Sign Language	Mathematics and Reading	This accommodation requires that the hearing impaired student signs his/her responses to a scribe provided by the school who records the responses on the tablet.
Braille Version of the Test	Mathematics and Reading	This accommodation provides a paper-and-pencil Braille test form. Braille Version of the Test is only available for mathematics and reading. <i>NOTE: If a student needs to respond in Braille, select "Other (specify)" and note the needed accommodation. The student records his/her answers using a Braille output device, a slate and stylus, or an electronic Braille note taker provided by the school, or uses a scribe to record the answers (see Responds Orally to a Scribe accommodation).</i>
Other (specify)	Mathematics and Reading	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

## Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments



The following table lists the NAEP paper-and-pencil accommodations for students with disabilities. NAEP accommodations are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics and Reading	This accommodation requires that students be given extra time to complete the assessment. <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed, but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed (25 minutes per section).</i>
Small Group	Mathematics and Reading	Generally, a small group session includes no more than five students. A student can be assigned to a small group session because he/she requires one, or because one or more of the accommodations he/she typically requires must be administered in a separate session to minimize distractions to other students in the regular session.
One-on-One	Mathematics and Reading	This accommodation requires that the student is assessed individually in an area free of distractions.
Read Aloud in English – Directions Only	Mathematics and Reading	For this accommodation, students may have the general directions (the same for all students) and/or the subject-specific directions read aloud, repeated, or reworded in any way in English so that students understand what to do. <i>NOTE: Some students' IEPs or 504 Plans stipulate that they should receive this accommodation. For those students, this will be coded as an accommodation. Students who do not have this as an IEP or 504 requirement, but who need the general directions (the same for all students) and/or the subject-specific directions read aloud, repeated, or reworded in any way in English can request this by raising his or her hand during the session, and it will not be recorded as an accommodation.</i>
Read Aloud in English – Occasional	Mathematics Not Allowed for Reading	For this accommodation, students may request to have words, phrases, or sentences read aloud to them in English. <b>Read Aloud in English – Occasional is not allowed for reading.</b>
Read Aloud in English – Most or All	Mathematics Not Allowed for Reading	For this accommodation, students may request to have most or all of the assessment booklet read aloud to them in English. <b>Read Aloud in English – Most or All is not allowed for reading.</b>
Breaks During Test	Mathematics and Reading	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Calculator Version of the Test	Mathematics Not Available for Reading	NAEP has a mathematics calculator assessment booklet available for students who require a calculator for a mathematics assessment. <b>Calculator Version of the Test is only available for mathematics.</b>
Must Have an Aide Administer the Test	Mathematics and Reading	This accommodation requires that a school staff member familiar to the student administer or be present during the session.



NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Responds Orally to a Scribe	Mathematics and Reading	This accommodation requires that the student respond orally to a scribe provided by the school or respond by pointing to his/her answers. The scribe then records the student's responses in the assessment booklet.
Large Print Version of the Test	Mathematics and Reading	NAEP provides large-print booklets to students who are visually impaired. These are assessment booklets that have been enlarged to 129 percent.
Magnification Equipment	Mathematics and Reading	This is a lens or system provided by the school that enhances visual function. Magnification devices include eyeglass-mounted magnifiers, freestanding or handheld magnifiers, enlarged computer monitors, or computers with screen-enlargement programs. Some students use closed-circuit television to enlarge print and display printed material with various image enhancements on a screen.
Uses Template	Mathematics and Reading	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
Special Equipment	Mathematics and Reading	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics and Reading	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing to Stay on Task	Mathematics and Reading	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
Presentation in Braille	Mathematics and Reading	This is a Braille version of the booklet.
Response in Braille	Mathematics and Reading	This accommodation requires that the visually impaired student record his/her answers using a Braille output device, a slate and stylus, or an electronic Braille note taker provided by the school, or uses a scribe to record the answers (see Responds Orally to a Scribe accommodation).
Presentation in Sign Language	Mathematics Not Allowed for Reading	This accommodation requires that a qualified sign language interpreter at the school sign the instructions included in the session script and some or all of the test questions or answer choices for the student. Presentation in Sign Language is not allowed for reading passages or test questions. <i>NOTE: If a student needs directions signed for reading, please select "Other (specify)" and note the needed accommodation.</i>
Response in Sign Language	Mathematics and Reading	This accommodation requires that the hearing-impaired student sign his/her responses to a scribe provided by the school who records the responses in the student's booklet (see Responds Orally to a Scribe accommodation).
Other (specify)	Mathematics and Reading	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

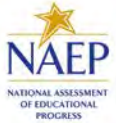
Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **New Moldavia** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the <New Moldavia> state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the <New Moldavia> state assessment should be included in the NAEP reading assessment without the accommodation.
- 2) Only students who require a calculator for testing in their IEP or Section 504 Plans are eligible for the NAEP calculator version of the test.
- 3) Students who receive multiple-day testing on the <New Moldavia> state assessments should take the NAEP assessments in 1 day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.



**New Moldavia NAEP 2017 Inclusion Policy  
Students with Disabilities (SD)**



**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet**

The **New Moldavia Department of Education** expects that most students with disabilities will be included on the National Assessment of Educational Progress (NAEP). **Only students who meet (or met) participation criteria for the <Name of Alternate Assessment based on Alternate Achievement Standards> may be excluded from any NAEP assessment.** All other students with disabilities should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact <NSC name>, NAEP State Coordinator at <email address> or <phone number>.

**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet**



Several accommodations provided on the **New Moldavia** assessments are not necessary for the NAEP assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Zooming	Mathematics, Reading, Writing, Social Studies	Tool to enlarge content onscreen up to 2 times the default text/image size. Students can change text sizes ranging from approximately 12-point font to approximately 24-point font. Twenty-four point font is approximately 1/3-inch tall.  <i>NOTE: This only enlarges the items, NOT the tool icons, menus, calculator, equation editor, etc.</i>
One-on-One/Small Group	Mathematics, Reading, Writing, Social Studies	Unnecessary due to the mode of test administration. All students are interacting on a one-on-one basis with the tablet and will have earbuds to reduce distractions. Read Aloud and other accommodations will be provided through the tablet and will not distract other students in the room.  <i>NOTE: Students will be tested in the regular session with up to 25 other students. If students need to be assessed in a smaller group, please select the accommodation Must Be Tested in a Separate Session.</i>
Directions Only Read Aloud/Text-to-Speech (English)	Mathematics, Reading, Writing, Social Studies	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Mathematics, Writing, Social Studies Not Allowed for Reading	Students select some or all text to be read aloud by the system using text-to-speech. Read Aloud/Text-to-Speech (English) – Occasional or Most or All is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Mathematics, Reading, Writing, Social Studies	All students respond on NAEP-provided tablets.
Color Theming	Mathematics, Reading, Writing, Social Studies	Students have a choice of three color contrast options, including one high-contrast option. The default is black text on white background and the two other options are white text on black background and black text on beige background.  <i>NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.</i>
Scratchwork/Highlighter Capability	Mathematics, Reading, Writing, Social Studies	Allows freehand drawing and highlighting on the screen. The scratchwork/highlighter tool is available for most content.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Elimination Capability	Mathematics, Reading, Social Studies Not Available for Writing	Allows students to gray out answer choices for multiple choice items. Elimination Capability is not available for writing because there are no multiple choice items.  <i>NOTE: This tool is not available for constructed-response items.</i>
Volume Adjustment	Mathematics, Reading, Writing, Social Studies	Some portions of the assessment feature audio, such as text-to-speech or multimedia item content. Students may raise or lower the volume using a control on the tablet.
Closed Captioning	Mathematics, Reading, Writing, Social Studies	All voice-over narration is closed captioned.
Electronic Spellcheck and Thesaurus	Writing Not Allowed for Mathematics, Reading, or Social Studies	Incorporated into the interface with automatic and user-prompted activation options. Electronic Spellcheck and Thesaurus is only allowed for writing.

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics, Reading, Writing, Social Studies	This accommodation requires that students be given extra time to complete the assessment.  <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.</i>
Magnification	Mathematics, Reading, Writing, Social Studies	For students requiring magnification of all assessment content, including tools, menus, calculator, and equation editor. Screen magnification software allows students to scroll over a portion of the screen to magnify the content on the screen.  <i>NOTE: See Zooming under universal design elements to determine if students need additional magnification.</i>
Low Mobility Version of the Test	Mathematics, Reading, Writing, Social Studies	This accommodation provides a test form with items that are keyboard navigable and do not require the use of the mouse or touch-pad.
Calculator Version of the Test	Mathematics Not Available for Reading, Writing, Social Studies	This accommodation provides a mathematics test form that permits the use of a calculator. The calculator is an onscreen calculator provided as part of the assessment system. Calculator Version of the Test is only available for mathematics.
Hearing Impaired Version of the Test	Writing Not Allowed for Mathematics, Reading, Social Studies	This accommodation provides a test form that has all auditory content closed captioned. Hearing Impaired Version of the Test is only needed for writing.
High Contrast for Visually Impaired Students	Mathematics, Reading, Writing, Social Studies	This accommodation is for visually impaired students who require high contrast of all content. A special form is provided with all content that is compatible with high contrast, white text on black background.

NAEP Accommodation Provided Outside Test Delivery System Available to Students on an IEP or Section 504 Plan	NAEP Subject	NAEP Accommodation Description
Breaks During Testing	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Must Be Tested in a Separate Session	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be tested away from other students in a separate testing area. <i>NOTE: This could be a small group or one-on-one.</i>
Must Have an Aide Present in the Testing Room	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the aide the student regularly works with be present in the testing room while the assessment is being conducted. <i>NOTE: Only trained NAEP staff may conduct the assessment session.</i>
Uses Template	Mathematics, Reading, Writing, Social Studies	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
Special Equipment	Mathematics, Reading, Writing, Social Studies	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing to Stay on Task	Mathematics, Reading, Writing, Social Studies	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
Responds Orally to a Scribe	Mathematics, Reading, Social Studies Not Allowed for Writing	This accommodation requires that the student respond orally to a scribe provided by the school or respond by pointing to his/her answers. The scribe then records the student's responses on the tablet. Responds Orally to a Scribe is not allowed for writing.
Presentation in Sign Language	Mathematics, Writing, Social Studies Not Allowed for Reading	This accommodation requires that a qualified sign language interpreter at the school sign the instructions included in the session script and some or all of the test questions or answer choices for the student. Presentation in Sign Language is not allowed for reading passages or test questions. <i>NOTE: If a student needs directions signed for reading, please select "Other (specify)" and note the needed accommodation</i>
Response in Sign Language	Mathematics, Reading, Social Studies Not Allowed for Writing	This accommodation requires that the hearing impaired student signs his/her responses to a scribe provided by the school who records the responses on the tablet. Response in Sign Language is not allowed for writing.
Braille Version of the Test	Mathematics and Reading Not Allowed for Writing or Social Studies	This accommodation provides a paper-and-pencil Braille test form. Braille Version of the Test is only available for mathematics and reading. <i>NOTE: If a student needs to respond in Braille, select "Other (specify)" and note the needed accommodation. The student records his/her answers using a Braille output device, a slate and stylus, or an electronic Braille note taker provided by the school, or uses a scribe to record the answers (see Responds Orally to a Scribe accommodation).</i>
Other (specify)	Mathematics, Reading, Writing, Social Studies	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

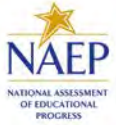
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**New Moldavia NAEP 2017 Inclusion Policy  
Students with Disabilities (SD)**



**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet  
Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments**

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**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet**

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NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Zooming	Mathematics, Reading, Writing, Social Studies	Tool to enlarge content onscreen up to 2 times the default text/image size. Students can change text sizes ranging from approximately 12-point font to approximately 24-point font. Twenty-four point font is approximately 1/3-inch tall.  <i>NOTE: This only enlarges the items, NOT the tool icons, menus, calculator, equation editor, etc.</i>
One-on-One/Small Group	Mathematics, Reading, Writing, Social Studies	Unnecessary due to the mode of test administration. All students are interacting on a one-on-one basis with the tablet and will have earbuds to reduce distractions. Read Aloud and other accommodations will be provided through the tablet and will not distract other students in the room.  <i>NOTE: Students will be tested in the regular session with up to 25 other students. If students need to be assessed in a smaller group, please select the accommodation Must Be Tested in a Separate Session.</i>
Directions Only Read Aloud/Text-to-Speech (English)	Mathematics, Reading, Writing, Social Studies	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Mathematics, Writing, Social Studies Not Allowed for Reading	Students select some or all text to be read aloud by the system using text-to-speech. Read Aloud/Text-to-Speech (English) – Occasional or Most or All is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Mathematics, Reading, Writing, Social Studies	All students respond on NAEP-provided tablets.
Color Theming	Mathematics, Reading, Writing, Social Studies	Students have a choice of three color contrast options, including one high-contrast option. The default is black text on white background and the two other options are white text on black background and black text on beige background.  <i>NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.</i>

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Scratchwork/Highlighter Capability	Mathematics, Reading, Writing, Social Studies	Allows freehand drawing and highlighting on the screen. The scratchwork/highlighter tool is available for most content.
Elimination Capability	Mathematics, Reading, Social Studies Not Available for Writing	Allows students to gray out answer choices for multiple choice items. Elimination Capability is not available for writing because there are no multiple choice items.  <i>NOTE: This tool is not available for constructed-response items.</i>
Volume Adjustment	Mathematics, Reading, Writing, Social Studies	Some portions of the assessment feature audio, such as text-to-speech or multimedia item content. Students may raise or lower the volume using a control on the tablet.
Closed Captioning	Mathematics, Reading, Writing, Social Studies	All voice-over narration is closed captioned.
Electronic Spellcheck and Thesaurus	Writing Not Allowed for Mathematics, Reading, or Social Studies	Incorporated into the interface with automatic and user-prompted activation options. Electronic Spellcheck and Thesaurus is only allowed for writing.

NAEP Accommodation Provided by Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics, Reading, Writing, Social Studies	This accommodation requires that students be given extra time to complete the assessment.  <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.</i>
Magnification	Mathematics, Reading, Writing, Social Studies	For students requiring magnification of all assessment content, including tools, menus, calculator, and equation editor. Screen magnification software allows students to scroll over a portion of the screen to magnify the content on the screen.  <i>NOTE: See Zooming under universal design elements to determine if students need additional magnification.</i>
Low Mobility Version of the Test	Mathematics, Reading, Writing, Social Studies	This accommodation provides a test form with items that are keyboard navigable and do not require the use of the mouse or touch-pad.
Calculator Version of the Test	Mathematics Not Available for Reading, Writing, Social Studies	This accommodation provides a mathematics test form that permits the use of a calculator. The calculator is an onscreen calculator provided as part of the assessment system. This accommodation provides a mathematics test form that permits the use of a calculator. The calculator is an onscreen calculator provided as part of the assessment system. Calculator Version of the Test is only available for mathematics.
Hearing Impaired Version of the Test	Writing Not Allowed for Mathematics, Reading, Social Studies	This accommodation provides a test form that has all auditory content closed captioned. Hearing Impaired Version of the Test is only needed for writing.
High Contrast for Visually Impaired Students	Mathematics, Reading, Writing, Social Studies	This accommodation is for visually impaired students who require high contrast of all content. A special form is provided with all content that is compatible with high contrast, white text on black background.



NAEP Accommodation Provided Outside Test Delivery System <i>Available to Students on an IEP or Section 504 Plan</i>	NAEP Subject	NAEP Accommodation Description
Breaks During Testing	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Must Be Tested in a Separate Session	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be tested away from other students in a separate testing area. <i>NOTE: This could be a small group or one-on-one.</i>
Must Have an Aide Present in the Testing Room	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the aide the student regularly works with be present in the testing room while the assessment is being conducted. <i>NOTE: Only trained NAEP staff may conduct the assessment session.</i>
Uses Template	Mathematics, Reading, Writing, Social Studies	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
Special Equipment	Mathematics, Reading, Writing, Social Studies	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing to Stay on Task	Mathematics, Reading, Writing, Social Studies	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
Responds Orally to a Scribe	Mathematics, Reading, Social Studies <b>Not Allowed for Writing</b>	This accommodation requires that the student respond orally to a scribe provided by the school or respond by pointing to his/her answers. The scribe then records the student's responses on the tablet. Responds Orally to a Scribe is not allowed for writing.
Presentation in Sign Language	Mathematics, Writing, Social Studies <b>Not Allowed for Reading</b>	This accommodation requires that a qualified sign language interpreter at the school sign the instructions included in the session script and some or all of the test questions or answer choices for the student. Presentation in Sign Language is not allowed for reading passages or test questions. <i>NOTE: If a student needs directions signed for reading, please select "Other (specify)" and note the needed accommodation</i>
Response in Sign Language	Mathematics, Reading, Social Studies <b>Not Allowed for Writing</b>	This accommodation requires that the hearing impaired student signs his/her responses to a scribe provided by the school who records the responses on the tablet. Response in Sign Language is not allowed for writing.
Braille Version of the Test	Mathematics and Reading <b>Not Allowed for Writing or Social Studies</b>	This accommodation provides a paper-and-pencil Braille test form. Braille Version of the Test is only available for mathematics and reading. <i>NOTE: If a student needs to respond in Braille, select "Other (specify)" and note the needed accommodation. The student records his/her answers using a Braille output device, a slate and stylus, or an electronic Braille note taker provided by the school, or uses a scribe to record the answers (see Responds Orally to a Scribe accommodation).</i>
Other (specify)	Mathematics, Reading, Writing, Social Studies	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

## Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments



The following table lists the NAEP paper-and-pencil accommodations for students with disabilities. NAEP accommodations are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics and Reading	This accommodation requires that students be given extra time to complete the assessment. <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed, but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed (25 minutes per section).</i>
Small Group	Mathematics and Reading	Generally, a small group session includes no more than five students. A student can be assigned to a small group session because he/she requires one, or because one or more of the accommodations he/she typically requires must be administered in a separate session to minimize distractions to other students in the regular session.
One-on-One	Mathematics and Reading	This accommodation requires that the student is assessed individually in an area free of distractions.
Read Aloud in English – Directions Only	Mathematics and Reading	For this accommodation, students may have the general directions (the same for all students) and/or the subject-specific directions read aloud, repeated, or reworded in any way in English so that students understand what to do. <i>NOTE: Some students' IEPs or 504 Plans stipulate that they should receive this accommodation. For those students, this will be coded as an accommodation. Students who do not have this as an IEP or 504 requirement, but who need the general directions (the same for all students) and/or the subject-specific directions read aloud, repeated, or reworded in any way in English can request this by raising his or her hand during the session, and it will not be recorded as an accommodation.</i>
Read Aloud in English – Occasional	Mathematics Not Allowed for Reading	For this accommodation, students may request to have words, phrases, or sentences read aloud to them in English. Read Aloud in English – Occasional is not allowed for reading.
Read Aloud in English – Most or All	Mathematics Not Allowed for Reading	For this accommodation, students may request to have most or all of the assessment booklet read aloud to them in English. Read Aloud in English – Most or All is not allowed for reading.
Breaks During Test	Mathematics and Reading	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Calculator Version of the Test	Mathematics Not Available for Reading	NAEP has a mathematics calculator assessment booklet available for students who require a calculator for a mathematics assessment. Calculator Version of the Test is only available for mathematics.
Must Have an Aide Administer the Test	Mathematics and Reading	This accommodation requires that a school staff member familiar to the student administer or be present during the session.
Responds Orally to a Scribe	Mathematics and Reading	This accommodation requires that the student respond orally to a scribe provided by the school or respond by pointing to his/her answers. The scribe then records the student's responses in the assessment booklet.

NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Large Print Version of the Test	Mathematics and Reading	NAEP provides large-print booklets to students who are visually impaired. These are assessment booklets that have been enlarged to 129 percent.
Magnification Equipment	Mathematics and Reading	This is a lens or system provided by the school that enhances visual function. Magnification devices include eyeglass-mounted magnifiers, freestanding or handheld magnifiers, enlarged computer monitors, or computers with screen-enlargement programs. Some students use closed-circuit television to enlarge print and display printed material with various image enhancements on a screen.
Uses Template	Mathematics and Reading	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
Special Equipment	Mathematics and Reading	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics and Reading	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing to Stay on Task	Mathematics and Reading	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
Presentation in Braille	Mathematics and Reading	This is a Braille version of the booklet.
Response in Braille	Mathematics and Reading	This accommodation requires that the visually impaired student record his/her answers using a Braille output device, a slate and stylus, or an electronic Braille note taker provided by the school, or uses a scribe to record the answers (see Responds Orally to a Scribe accommodation).
Presentation in Sign Language	Mathematics Not Allowed for Reading	This accommodation requires that a qualified sign language interpreter at the school sign the instructions included in the session script and some or all of the test questions or answer choices for the student. Presentation in Sign Language is not allowed for reading passages or test questions. <i>NOTE: If a student needs directions signed for reading, please select "Other (specify)" and note the needed accommodation.</i>
Response in Sign Language	Mathematics and Reading	This accommodation requires that the hearing-impaired student sign his/her responses to a scribe provided by the school who records the responses in the student's booklet (see Responds Orally to a Scribe accommodation).
Other (specify)	Mathematics and Reading	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **New Moldavia** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the <New Moldavia> state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the <New Moldavia> state assessment should be included in the NAEP reading assessment without the accommodation.
- 2) Only students who require a calculator for testing in their IEP or Section 504 Plans are eligible for the NAEP calculator version of the test.
- 3) Students who receive multiple-day testing on the <New Moldavia> state assessments should take the NAEP assessments in 1 day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

**Appendix J-13: Templates for State-Specific ELL Inclusion Policy**  
(New version submitted for approval)



**New Moldavia NAEP 2017 Inclusion Policy**  
**English Language Learners (ELL)**  
**Grades 4 and 8 Mathematics and Reading Digitally Based Assessments on Tablet**  
**Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments**

The **New Moldavia Department of Education** expects that most English language learners will be included on the National Assessment of Educational Progress (NAEP). **Only English language learners who have been enrolled in U.S. schools for less than 1 full academic year before the NAEP assessment and cannot access NAEP may be excluded from any NAEP assessment.** All other English language learners should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **<NSC name>**, NAEP State Coordinator at **<email address>** or **<phone number>**.

**Grades 4 and 8 Mathematics and Reading Digitally Based Assessments on Tablet** 

Several accommodations provided on the **New Moldavia** assessments are not necessary for the NAEP assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for English language learners.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Zooming	Mathematics and Reading	Tool to enlarge content onscreen up to 2 times the default text/image size. Students can change text sizes ranging from approximately 12-point font to approximately 24-point font. Twenty-four point font is approximately 1/3-inch tall.  <i>NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.</i>
One-on-One/Small Group	Mathematics and Reading	Unnecessary due to the mode of test administration. All students are interacting on a one-on-one basis with the tablet and will have earbuds to reduce distractions. Read Aloud and other accommodations will be provided through the tablet and will not distract other students in the room.  <i>NOTE: Students will be tested in the regular session with up to 25 other students. If students need to be assessed in a smaller group, please select the accommodation Must Be Tested in a Separate Session.</i>
Directions Only Read Aloud/Text-to-Speech (English)	Mathematics and Reading	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Mathematics Not Allowed for Reading	Students select some or all text to be read aloud by the system using text-to-speech. Read Aloud/Text-to-Speech (English) – Occasional or Most or All is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Mathematics and Reading	All students respond on NAEP-provided tablets.
Color Theming	Mathematics and Reading	Students have a choice of three color contrast options, including one high-contrast option. The default is black text on white background and the two other options are white text on black background and black text on beige background.  <i>NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.</i>

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Scratchwork/Highlighter Capability	Mathematics and Reading	Allows freehand drawing and highlighting on the screen. The scratchwork/highlighter tool is available for most content.
Elimination Capability	Mathematics and Reading	Allows students to gray out answer choices for multiple-choice items. <i>NOTE: This tool is not available for constructed-response items.</i>
Volume Adjustment	Mathematics and Reading	Some portions of the assessment feature audio, such as text-to-speech or multimedia item content. Students may raise or lower the volume using a control on the tablet.
Closed Captioning	Mathematics and Reading	All voice-over narration is closed captioned.

NAEP Accommodation Provided by Test Delivery System <i>Available to ELL</i>	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics and Reading	This accommodation requires that students be given extra time to complete the assessment. <i>NOTE: If state test is untimed, students may or may not require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.</i>
Directions Translated to Spanish	Mathematics and Reading	All directions are provided in Spanish and English, including the tutorial. A toggle button is available on the screens to go back and forth between Spanish and English. Directions Translated to Spanish is available for mathematics and reading.
Directions Only Read Aloud/Text-to-Speech (Spanish)	Mathematics and Reading	Must be paired with Directions Translated to Spanish. All Spanish translated content is text-to-speech enabled. The tutorial is also available in Spanish. Directions Translated to Spanish is available for mathematics and reading.
Spanish/English Version of the Test	Mathematics Not Allowed for Reading	All content is provided in Spanish and English. A toggle button is available on the screens to go back and forth between Spanish and English. Spanish/English Version of the Test is only available for mathematics.
Read Aloud/Text-to-Speech (Spanish) – Occasional or Most or All	Mathematics Not Allowed for Reading	Must be paired with the Spanish/English Version of the Test. All Spanish translated content is text-to-speech enabled. Read Aloud/Text-to-Speech (Spanish) – Occasional or Most or All is only available for mathematics.

NAEP Accommodation Provided Outside Test Delivery System <i>Available to ELL</i>	NAEP Subject	NAEP Accommodation Description
Breaks During Testing	Mathematics and Reading	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.

NAEP Accommodation Provided Outside Test Delivery System <i>Available to ELL</i>	NAEP Subject	NAEP Accommodation Description
<b>Must Be Tested in a Separate Session</b>	Mathematics and Reading	This accommodation requires that the student be tested away from other students in a separate testing area. <i>NOTE: This could be a small group or one-on-one.</i>
<b>Must Have an Aide Present in the Testing Room</b>	Mathematics and Reading	This accommodation requires that the aide the student regularly works with be present in the testing room while the assessment is being conducted. <i>NOTE: Only trained NAEP staff may conduct the assessment session.</i>
<b>Uses Template</b>	Mathematics and Reading	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
<b>Special Equipment</b>	Mathematics and Reading	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
<b>Preferential Seating</b>	Mathematics and Reading	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions, a location where there is access to special equipment, or close to the front of the room so the student can see or hear more easily.
<b>Cueing to Stay on Task</b>	Mathematics and Reading	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
<b>Bilingual Dictionary (in any language)</b>	Mathematics Not Allowed for Reading	This is a hand-held electronic or hard-copy bilingual dictionary provided by the school in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a "word-for-word" dictionary, "word-to-word translation dictionary," or a "bilingual word list." <b>Bilingual Dictionary is not allowed for reading.</b>
<b>Other (specify)</b>	Mathematics and Reading	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.



## Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments



The following table lists the NAEP paper-and-pencil accommodations for English language learners. NAEP accommodations are only allowed for English language learners.

NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics and Reading	This accommodation requires that students be given extra time to complete the assessment. <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed (25 minutes per section).</i>
Small Group	Mathematics and Reading	Generally, a small group session includes no more than five students. A student can be assigned to a small group session because he/she requires one, or because one or more of the accommodations he/she typically requires must be administered in a separate session to minimize distractions to other students in the regular session.
One-on-One	Mathematics and Reading	This accommodation requires that the student be assessed individually in an area free of distractions.
Read Aloud in English – Directions Only	Mathematics and Reading	For this accommodation, students may have the general directions (the same for all students) and/or the subject-specific directions Read Aloud, repeated, or reworded in any way in English so that students understand what to do. <i>NOTE: Some students' education plans stipulate that they should receive this accommodation. For those students, this will be coded as an accommodation. Students who do not have this as a required accommodation, but who need the general directions (the same for all students) and/or the subject-specific directions read aloud, repeated, or reworded in any way in English can request this by raising his or her hand during the session, and it will not be recorded as an accommodation.</i>
Read Aloud in English – Occasional	Mathematics Not Allowed for Reading	For this accommodation, students may request to have words, phrases, or sentences read aloud to them in English. Read Aloud in English – Occasional is not allowed for reading.
Read Aloud in English – Most or All	Mathematics Not Allowed for Reading	For this accommodation, students may request to have most or all of the assessment booklet read aloud to them in English. Read aloud in English – Most or All is not allowed for reading.
Breaks During Test	Mathematics and Reading	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Must Have an Aide Administer the Test	Mathematics and Reading	This accommodation requires that a school staff member familiar to the student administer or be present during the session.
Uses Template	Mathematics and Reading	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.

NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Special Equipment	Mathematics and Reading	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics and Reading	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing To Stay on Task	Mathematics and Reading	This accommodation requires that a school staff member provide students with a verbal or non-verbal cue to begin a task or to refocus on a task.
Bilingual Dictionary (in any language)	Mathematics Not Allowed for Reading	This is a hand-held electronic or hard copy bilingual dictionary provided by the school in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a "word-for-word" dictionary, "word-to-word translation dictionary," or a "bilingual word list." Bilingual Dictionary is not allowed for reading.
General Directions Only Read Aloud in Spanish	Mathematics and Reading	This accommodation requires that the general session script instructions be read aloud in Spanish. Session script directions are the same for all students.
Spanish/English Version of the Test	Mathematics Not Allowed for Reading	NAEP has bilingual mathematics Spanish/English assessment booklets available for students who require them. When a bilingual booklet is open, one page has the directions and questions in Spanish, and the facing page will have the same directions and questions in English. Because of the size, the booklets are printed in a set of two. Students may mark their answers on either page and in either language. Spanish/English Version of the Test is not allowed for reading.
Test Items Read Aloud in Spanish	Mathematics Not Allowed for Reading	For this accommodation, students may request to have words, phrases, or sentences read aloud to them in Spanish. This requires the student to use a bilingual Spanish/English assessment booklet (see Spanish/English Version of the Test accommodation). Test Items Read Aloud in Spanish is not allowed for reading.
Other (specify)	Mathematics and Reading	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **New Moldavia** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the <New Moldavia> state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the New Moldavia state assessment should be included in the NAEP reading assessment without the accommodation.

- 2) Students who receive multiple-day testing on the New Moldavia state assessments should take the NAEP assessments in 1 day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.



**New Moldavia NAEP 2017 Inclusion Policy  
English Language Learners (ELL)**



**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet**

The **New Moldavia Department of Education** expects that most English language learners will be included on the National Assessment of Educational Progress (NAEP). **Only English language learners who have been enrolled in U.S. schools for less than 1 full academic year before the NAEP assessment and cannot access NAEP may be excluded from any NAEP assessment.** All other English language learners should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **<NSC name>**, NAEP State Coordinator at **<email address>** or **<phone number>**.

**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet**



Several accommodations provided on the **New Moldavia** assessments are not necessary for the NAEP assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for English language learners.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Zooming	Mathematics, Reading, Writing, Social Studies	Tool to enlarge content onscreen up to 2 times the default text/image size. Students can change text sizes ranging from approximately 12-point font to approximately 24-point font. Twenty-four point font is approximately 1/3-inch tall.  <i>NOTE: This only enlarges the items, NOT the tool icons, menus, calculator, equation editor, etc.</i>
One-on-One/Small Group	Mathematics, Reading, Writing, Social Studies	Unnecessary due to the mode of test administration. All students are interacting on a one-on-one basis with the tablet and will have earbuds to reduce distractions. Read Aloud and other accommodations will be provided through the tablet and will not distract other students in the room.  <i>NOTE: Students will be tested in the regular session with up to 25 other students. If students need to be assessed in a smaller group, please select the accommodation Must Be Tested in a Separate Session.</i>
Directions Only Read Aloud/Text-to-Speech (English)	Mathematics, Reading, Writing, Social Studies	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Mathematics, Writing, Social Studies Not Allowed for Reading	Students select some or all text to be read aloud by the system using text-to-speech. Read Aloud/Text-to-Speech (English) – Occasional or Most or All is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Mathematics, Reading, Writing, Social Studies	All students respond on NAEP-provided tablets.
Color Theming	Mathematics, Reading, Writing, Social Studies	Students have a choice of three color contrast options, including one high-contrast option. The default is black text on white background and the two other options are white text on black background and black text on beige background.  <i>NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.</i>
Scratchwork/Highlighter Capability	Mathematics, Reading, Writing, Social Studies	Allows freehand drawing and highlighting on the screen. The scratchwork/highlighter tool is available for most content.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Elimination Capability	Mathematics, Reading, Social Studies Not Available for Writing	Allows students to gray out answer choices for multiple choice items. Elimination Capability is not available for writing because there are no multiple choice items.  <i>NOTE: This tool is not available for constructed-response items.</i>
Volume Adjustment	Mathematics, Reading, Writing, Social Studies	Some portions of the assessment feature audio, such as text-to-speech or multimedia item content. Students may raise or lower the volume using a control on the tablet.
Closed Captioning	Mathematics, Reading, Writing, Social Studies	All voice-over narration is closed captioned.
Electronic Spellcheck and Thesaurus	Writing Not Allowed for Mathematics, Reading, or Social Studies	Incorporated into the interface with automatic and user-prompted activation options. Electronic Spellcheck and Thesaurus is only allowed for writing.

NAEP Accommodation Provided by Test Delivery System <i>Available to ELL</i>	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics, Reading, Writing, Social Studies	This accommodation requires that students be given extra time to complete the assessment.  <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed (30 minutes per section).</i>
Directions Translated to Spanish	Mathematics, Reading, and Writing Not Allowed for Social Studies	All directions are provided in Spanish and English, including the tutorial. A toggle button is available on the screens to go back and forth between Spanish and English. Directions Translated to Spanish is available for mathematics, reading, and writing.
Directions Only Read Aloud/Text-to-Speech (Spanish)	Mathematics, Reading, and Writing Not Allowed for Social Studies	Must be paired with Directions Translated to Spanish. All Spanish translated content is text-to-speech enabled. The tutorial is also available in Spanish. Directions Translated to Spanish is available for mathematics, reading, and writing.
Spanish/English Version of the Test	Mathematics Not Allowed for Reading, Writing, Social Studies	All content is provided in Spanish and English. A toggle button is available on the screens to go back and forth between Spanish and English. Spanish/English Version of the Test is only available for mathematics.
Read Aloud/Text-to-Speech (Spanish) – Occasional or Most or All	Mathematics Not Allowed for Reading, Writing, Social Studies	Must be paired with the Spanish/English Version of the Test. All Spanish translated content is text-to-speech enabled. Read Aloud/Text-to-Speech (Spanish) – Occasional or Most or All is only available for mathematics.

NAEP Accommodation Provided Outside Test Delivery System <i>Available to ELL</i>	NAEP Subject	NAEP Accommodation Description
Breaks During Testing	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Must Be Tested in a Separate Session	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be tested away from other students in a separate testing area. <i>NOTE: This could be a small group or one-on-one.</i>
Must Have an Aide Present in the Testing Room	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the aide the student regularly works with be present in the testing room while the assessment is being conducted. <i>NOTE: Only trained NAEP staff may conduct the assessment session.</i>
Uses Template	Mathematics, Reading, Writing, Social Studies	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
Special Equipment	Mathematics, Reading, Writing, Social Studies	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing to Stay on Task	Mathematics, Reading, Writing, Social Studies	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
Bilingual Dictionary (in any language)	Mathematics, Writing, Social Studies Not Allowed for Reading	This is a hand-held electronic or hard-copy bilingual dictionary provided by the school in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a "word-for-word" dictionary, "word-to-word translation dictionary," or a "bilingual word list." Bilingual Dictionary is not allowed for reading.
Other (specify)	Mathematics, Reading, Writing, Social Studies	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **New Moldavia** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the <New Moldavia> state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the <New Moldavia> state assessment should be included in the NAEP reading assessment without the accommodation.

- 2) Students who receive multiple-day testing on the <New Moldavia> state assessments should take the NAEP assessments in 1 day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.



**New Moldavia NAEP 2017 Inclusion Policy**  
**English Language Learners (ELL)**



**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet**  
**Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments**

The **New Moldavia Department of Education** expects that most English language learners will be included on the National Assessment of Educational Progress (NAEP). **Only English language learners who have been enrolled in U.S. schools for less than 1 full academic year before the NAEP assessment and cannot access NAEP may be excluded from any NAEP assessment.** All other English language learners should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **<NSC name>**, NAEP State Coordinator at **<email address>** or **<phone number>**.

**Grades 4 and 8 Mathematics, Reading, Writing, and Grade 8 Social Studies Digitally Based Assessments on Tablet**



Several accommodations provided on the **New Moldavia** assessments are not necessary for the NAEP assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for English language learners.

NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Zooming	Mathematics, Reading, Writing, Social Studies	Tool to enlarge content onscreen up to 2 times the default text/image size. Students can change text sizes ranging from approximately 12-point font to approximately 24-point font. Twenty-four point font is approximately 1/3-inch tall.  <i>NOTE: This only enlarges the items, NOT the tool icons, menus, calculator, equation editor, etc.</i>
One-on-One/Small Group	Mathematics, Reading, Writing, Social Studies	Unnecessary due to the mode of test administration. All students are interacting on a one-on-one basis with the tablet and will have earbuds to reduce distractions. Read Aloud and other accommodations will be provided through the tablet and will not distract other students in the room.  <i>NOTE: Students will be tested in the regular session with up to 25 other students. If students need to be assessed in a smaller group, please select the accommodation Must Be Tested in a Separate Session.</i>
Directions Only Read Aloud/Text-to-Speech (English)	Mathematics, Reading, Writing, Social Studies	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Mathematics, Writing, Social Studies Not Allowed for Reading	Students select some or all text to be read aloud by the system using text-to-speech. Read Aloud/Text-to-Speech (English) – Occasional or Most or All is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Mathematics, Reading, Writing, Social Studies	All students respond on NAEP-provided tablets.
Color Theming	Mathematics, Reading, Writing, Social Studies	Students have a choice of three color contrast options, including one high-contrast option. The default is black text on white background and the two other options are white text on black background and black text on beige background.  <i>NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.</i>



NAEP Universal Design Element <i>Available to All Students</i>	NAEP Subject	NAEP Universal Design Element Description
Scratchwork/Highlighter Capability	Mathematics, Reading, Writing, Social Studies	Allows freehand drawing and highlighting on the screen. The scratchwork/highlighter tool is available for most content.
Elimination Capability	Mathematics, Reading, Social Studies Not Available for Writing	Allows students to gray out answer choices for multiple choice items. Elimination Capability is not available for writing because there are no multiple choice items.  <i>NOTE: This tool is not available for constructed-response items.</i>
Volume Adjustment	Mathematics, Reading, Writing, Social Studies	Some portions of the assessment feature audio, such as text-to-speech or multimedia item content. Students may raise or lower the volume using a control on the tablet.
Closed Captioning	Mathematics, Reading, Writing, Social Studies	All voice-over narration is closed captioned.
Electronic Spellcheck and Thesaurus	Writing Not Allowed for Mathematics, Reading, or Social Studies	Incorporated into the interface with automatic and user-prompted activation options. Electronic Spellcheck and Thesaurus is only allowed for writing.

NAEP Accommodation Provided by Test Delivery System <i>Available to ELL</i>	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics, Reading, Writing, Social Studies	This accommodation requires that students be given extra time to complete the assessment.  <i>NOTE: If state test is untimed, students <u>may</u> or <u>may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed (30 minutes per section).</i>
Directions Translated to Spanish	Mathematics, Reading, and Writing Not Allowed for Social Studies	All directions are provided in Spanish and English, including the tutorial. A toggle button is available on the screens to go back and forth between Spanish and English. Directions Translated to Spanish is available for mathematics, reading, and writing.
Directions Only Read Aloud/Text-to-Speech (Spanish)	Mathematics, Reading, and Writing Not Allowed for Social Studies	Must be paired with Directions Translated to Spanish. All Spanish translated content is text-to-speech enabled. The tutorial is also available in Spanish. Directions Translated to Spanish is available for mathematics, reading, and writing.
Spanish/English Version of the Test	Mathematics Not Allowed for Reading, Writing, Social Studies	All content is provided in Spanish and English. A toggle button is available on the screens to go back and forth between Spanish and English. Spanish/English Version of the Test is only available for mathematics.
Read Aloud/Text-to-Speech (Spanish) – Occasional or Most or All	Mathematics Not Allowed for Reading, Writing, Social Studies	Must be paired with the Spanish/English Version of the Test. All Spanish translated content is text-to-speech enabled. Read Aloud/Text-to-Speech (Spanish) – Occasional or Most or All is only available for mathematics.

NAEP Accommodation Provided Outside Test Delivery System <i>Available to ELL</i>	NAEP Subject	NAEP Accommodation Description
Breaks During Testing	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Must Be Tested in a Separate Session	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student be tested away from other students in a separate testing area. <i>NOTE: This could be a small group or one-on-one.</i>
Must Have an Aide Present in the Testing Room	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the aide the student regularly works with be present in the testing room while the assessment is being conducted. <i>NOTE: Only trained NAEP staff may conduct the assessment session.</i>
Uses Template	Mathematics, Reading, Writing, Social Studies	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.
Special Equipment	Mathematics, Reading, Writing, Social Studies	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics, Reading, Writing, Social Studies	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing to Stay on Task	Mathematics, Reading, Writing, Social Studies	This accommodation requires that a school staff member provide students with a verbal or nonverbal cue to begin a task or to refocus on a task.
Bilingual Dictionary (in any language)	Mathematics, Writing, Social Studies <b>Not Allowed for Reading</b>	This is a hand-held electronic or hard-copy bilingual dictionary provided by the school in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a "word-for-word" dictionary, "word-to-word translation dictionary," or a "bilingual word list." <b>Bilingual Dictionary is not allowed for reading.</b>
Other (specify)	Mathematics, Reading, Writing, Social Studies	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

## Grades 4 and 8 Mathematics and Reading Paper-and-Pencil Assessments



The following table lists the NAEP paper-and-pencil accommodations for English language learners. NAEP accommodations are only allowed for English language learners.

NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Extended Time	Mathematics and Reading	This accommodation requires that students be given extra time to complete the assessment. <i>NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a "speeded" test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed (25 minutes per section).</i>
Small Group	Mathematics and Reading	Generally, a small group session includes no more than five students. A student can be assigned to a small group session because he/she requires one, or because one or more of the accommodations he/she typically requires must be administered in a separate session to minimize distractions to other students in the regular session.
One-on-One	Mathematics and Reading	This accommodation requires that the student be assessed individually in an area free of distractions.
Read Aloud in English – Directions Only	Mathematics and Reading	For this accommodation, students may have the general directions (the same for all students) and/or the subject-specific directions Read Aloud, repeated, or reworded in any way in English so that students understand what to do. <i>NOTE: Some students' education plans stipulate that they should receive this accommodation. For those students, this will be coded as an accommodation. Students who do not have this as a required accommodation, but who need the general directions (the same for all students) and/or the subject-specific directions read aloud, repeated, or reworded in any way in English can request this by raising his or her hand during the session, and it will not be recorded as an accommodation.</i>
Read Aloud in English – Occasional	Mathematics Not Allowed for Reading	For this accommodation, students may request to have words, phrases, or sentences read aloud to them in English. Read Aloud in English – Occasional is not allowed for reading.
Read Aloud in English – Most or All	Mathematics Not Allowed for Reading	For this accommodation, students may request to have most or all of the assessment booklet read aloud to them in English. Read aloud in English – Most or All is not allowed for reading.
Breaks During Test	Mathematics and Reading	This accommodation requires that the student be allowed to take breaks as requested or at predetermined intervals during the assessment. This also could mean that the student is allowed to take the assessment in more than one sitting during a single day.
Must Have an Aide Administer the Test	Mathematics and Reading	This accommodation requires that a school staff member familiar to the student administer or be present during the session.
Uses Template	Mathematics and Reading	This is a cutout or overlay provided by the school that is used to focus a student's attention on one part of a screen by obscuring the other parts of the screen.

NAEP Accommodation	NAEP Subject	NAEP Accommodation Description
Special Equipment	Mathematics and Reading	This is a study carrel or portable screen provided by the school used to limit distractions for a student. It may also include special light and furniture used by the student.
Preferential Seating	Mathematics and Reading	This accommodation requires that the student sit in a designated area for the assessment, such as away from other students to limit distractions; a location where there is access to special equipment; or close to the front of the room so the student can see or hear more easily.
Cueing To Stay on Task	Mathematics and Reading	This accommodation requires that a school staff member provide students with a verbal or non-verbal cue to begin a task or to refocus on a task.
Bilingual Dictionary (in any language)	Mathematics Not Allowed for Reading	This is a hand-held electronic or hard copy bilingual dictionary provided by the school in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a "word-for-word" dictionary, "word-to-word translation dictionary," or a "bilingual word list." Bilingual Dictionary is not allowed for reading.
General Directions Only Read Aloud in Spanish	Mathematics and Reading	This accommodation requires that the general session script instructions be read aloud in Spanish. Session script directions are the same for all students.
Spanish/English Version of the Test	Mathematics Not Allowed for Reading	NAEP has bilingual mathematics Spanish/English assessment booklets available for students who require them. When a bilingual booklet is open, one page has the directions and questions in Spanish, and the facing page will have the same directions and questions in English. Because of the size, the booklets are printed in a set of two. Students may mark their answers on either page and in either language. Spanish/English Version of the Test is not allowed for reading.
Test Items Read Aloud in Spanish	Mathematics Not Allowed for Reading	For this accommodation, students may request to have words, phrases, or sentences read aloud to them in Spanish. This requires the student to use a bilingual Spanish/English assessment booklet (see Spanish/English Version of the Test accommodation). Test Items Read Aloud in Spanish is not allowed for reading.
Other (specify)	Mathematics and Reading	Any accommodations not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **New Moldavia** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the <New Moldavia> state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the <New Moldavia> state assessment should be included in the NAEP reading assessment without the accommodation.

- 2) Students who receive multiple-day testing on the <New Moldavia> state assessments should take the NAEP assessments in 1 day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

**Appendix J-14: NAEP Sample Parent Notification Letter**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

**NAEP 2018 PARENT/GUARDIAN NOTIFICATION LETTER**  
**Technology and engineering literacy assessment**  
**(School Letterhead)**  
**(Insert Date Here)**

Dear Parent or Guardian:

**(School name)** will participate in the National Assessment of Educational Progress (NAEP) on **(date)**. NAEP is the largest nationally representative and continuing assessment of what students know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from our state assessment because it provides a common measure of student achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child **(will/might)** take the technology and engineering literacy assessment, which will be administered on laptops provided by NAEP. The assessment will measure students' capacity to use, understand, and evaluate technology as well as to understand technological principles and strategies needed to develop solutions and achieve goals. Students will complete problem-solving tasks based on scenarios reflecting realistic situations, as well as multiple-choice and short-answer questions. In addition to subject area questions, NAEP survey questionnaires are voluntarily completed by students. The questionnaires provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Does NAEP Ask?"

The assessment takes about 120 minutes for most students. The results are completely confidential (in accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347).

**The information collected is used for statistical purposes only.**

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- While the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by **(date)**.

There is no need to study in preparation for NAEP, but please encourage your child to do their best. A brochure that explains what participation in NAEP means for you and your child is available at <http://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact **(name)** at **(telephone number)** or at **(email address)** if you have any questions.

We are excited that our school is participating in NAEP. We know that **(school name)**'s students will show what our nation's students know and can do.

Sincerely,

School Principal

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information your child provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, your child's responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about your child. Electronic submission of your child's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*



**NAEP 2018 PARENT/GUARDIAN NOTIFICATION LETTER**  
**Civics, geography, and U.S. history assessments**  
**(School Letterhead)**  
**(Insert Date Here)**

Dear Parent or Guardian:

**(School name)** will participate in the National Assessment of Educational Progress (NAEP) on **(date)**. NAEP is the largest nationally representative and continuing assessment of what students know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from our state assessment because it provides a common measure of student achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child **(will/might)** take an assessment in one of the following subjects: civics, geography, or U.S. history. In addition to subject area questions, NAEP survey questionnaires are voluntarily completed by students. The questionnaires provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Does NAEP Ask?"

The assessment takes about 90 to 120 minutes for most students. The results are completely confidential (in accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347).

**The information collected is used for statistical purposes only.**

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- While the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by **(date)**.

There is no need to study in preparation for NAEP, but please encourage your child to do their best. A brochure that explains what participation in NAEP means for you and your child is available at <http://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact **(name)** at **(telephone number)** or at **(email address)** if you have any questions.

We are excited that our school is participating in NAEP. We know that **(school name)**'s students will show what our nation's students know and can do.

Sincerely,

School Principal

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information your*

*child provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, your child's responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about your child. Electronic submission of your child's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**NAEP 2018 PARENT/GUARDIAN NOTIFICATION LETTER**  
**Mathematics, reading, and science assessments**  
**(School Letterhead)**  
**(Insert Date Here)**

Dear Parent or Guardian:

**(School name)** will participate in the National Assessment of Educational Progress (NAEP) on **(date)**. NAEP is the largest nationally representative and continuing assessment of what students know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from our state assessment because it provides a common measure of student achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child **(will/might)** take an assessment in one of the following subjects: mathematics, reading, or science. In addition to subject area questions, NAEP survey questionnaires are voluntarily completed by students. The questionnaires provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Does NAEP Ask?"

The assessment takes about 120 minutes for most students. The results are completely confidential (in accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347).

**The information collected is used for statistical purposes only.**

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- While the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by **(date)**.

There is no need to study in preparation for NAEP, but please encourage your child to do their best. A brochure that explains what participation in NAEP means for you and your child is available at <http://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact **(name)** at **(telephone number)** or at **(email address)** if you have any questions.

We are excited that our school is participating in NAEP. We know that **(school name)**'s students will show what our nation's students know and can do.

Sincerely,

School Principal

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information your child provides will be used for statistical purposes only. In accordance with the Confidential Information*

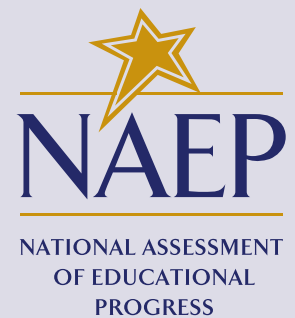
*Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, your child's responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about your child. Electronic submission of your child's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

## **Appendix J-15: NAEP Facts for Teacher Brochure**

Draft version, to be finalized and submitted as a non-substantive change request by October 2017

# NAEP 2017

## Facts for Teachers



### NAEP is an integral part of education in the United States.

- Elected officials, policymakers, and educators all use NAEP results to develop ways to improve education.
- NAEP is a congressionally mandated project administered by the National Center for Education Statistics, within the U.S. Department of Education and the Institute of Education Sciences.
- NAEP serves a different role than state assessments. While states have their own unique assessments with different content standards, the same NAEP assessment is administered in every state, providing a common measure of student achievement.
- Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment (TUDA).
- To provide a better understanding of educational experiences and factors that may be related to students' learning, students, teachers, and principals who participate in NAEP are asked to complete contextual questionnaires.

*"As an educator, I find the contextual information that NAEP provides to be particularly valuable. It helps me take a closer look at the factors related to student achievement across the country."*

Ann M. Finch, Dover Middle School, Dover, AR

**The National Assessment of Educational Progress (NAEP)** is the largest continuing and nationally representative assessment of what our nation's students know and can do in subjects such as civics, geography, mathematics, reading, U.S. history, and writing. The results of NAEP are released as The Nation's Report Card.

**As teachers, you are essential partners in NAEP.** You make an important contribution by encouraging your students to participate and do their best. When students take part in NAEP and give their best effort, we get the most accurate measure possible of student achievement across the country.

**Teachers can use NAEP questions as an educational resource in the classroom.** With the NAEP Questions Tool, you can view released NAEP items, create customized assessments for your classroom, and compare your students' performance with national results. Most released items include a scoring guide, sample student responses, and performance data. Visit <http://nces.ed.gov/nationsreportcard/nqt> to learn more.

### NAEP Digitally Based Assessments

The NAEP program has evolved to address the changing educational landscape through its transition to digitally based assessments. An increasing number of schools are making digital tools an integral part of the learning environment. These changes reflect that the knowledge and skills needed for future postsecondary success involve the use of new technologies. In 2017, NAEP will be administered on touch-screen tablets at grades 4 and 8. Students will participate in writing assessments as well as assessments in mathematics and reading. Students in grade 8 will also participate in pilot assessments in U.S. history, geography, and civics. These new, digitally based assessments allow NAEP to collect new types of data that provide depth in our understanding of what students know and can do in various subjects.

NAEP's digitally based assessments will use new testing methods and item types that reflect the growing use of technology in education. Some questions may include multimedia, such as audio and video. Other questions may allow the use of embedded technological features (such as an onscreen calculator) to form a response or may engage students in solving problems within realistic scenarios.



For more information about NAEP, visit:  
<http://nces.ed.gov/nationsreportcard>

Find us on:   

## NAEP DBA Tutorials Available Online

In support of the transition from paper-and-pencil assessments to digitally based assessments (DBA) administered to students on touch-screen tablets, NAEP has created tutorials for students, parents, and teachers to review before the scheduled DBA assessment. The subject-specific tutorials are designed to teach students about the system, tools, and features they will use to take the tablet-based assessment. To view tutorials for the 2015 and 2016 assessments, visit: <http://nces.ed.gov/nationsreportcard/dba/default.aspx>. Check back later this fall to view updates for the 2017 assessments.

## The New NAEP Technology and Engineering Literacy Assessment

Because of the growing importance of technology and engineering in the educational landscape, NAEP has created the first-ever technology and engineering literacy (TEL) assessment. This interactive, digitally based assessment measures what students know about technology and engineering in the same way that NAEP already assesses their knowledge and capabilities in reading, mathematics, science, and other subjects.

In 2014, the TEL assessment was administered to a national sample of eighth-grade students in public and private schools. In addition to responding to short-answer and multiple-choice questions, students were asked to perform a variety of computer-based tasks to solve problems within scenarios that reflect realistic situations. These scenario-based tasks are an innovative component of NAEP. The TEL assessment was accompanied by a questionnaire that focuses on students' opportunities to learn about technology and engineering both inside and outside the classroom. The TEL assessment results were released in May 2016. To explore the results and view sample scenario-based tasks, visit [www.nationsreportcard.gov/tel](http://www.nationsreportcard.gov/tel).



## The NAEP Program

The following assessments will be administered in 2017:

- Civics, geography, and U.S. history—Grade 8
- Mathematics—Grades 4 and 8
- Reading—Grades 4 and 8
- Writing—Grades 4 and 8

All of the above assessments will be administered in a digitally based format. Most fourth- and eighth-grade students will take the mathematics and reading assessments on tablets with keyboards. A subset of students will take paper-and-pencil versions of these two assessments. Some students will also take pilot digitally based assessments in mathematics and reading. Civics, geography, and U.S. history will be administered as pilot digitally based assessments. Results from the pilots will not be released but will be used to prepare for the full transition to digitally based assessments by the end of the decade.

Each student will be assessed in only one subject and format. NAEP representatives will bring all necessary materials and equipment to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location; schools will not need to provide internet access.

To learn more about digitally based assessments, visit <http://nces.ed.gov/nationsreportcard/dba>.

## Recent NAEP Findings

### 2014 TEL Assessment Results—Grade 8

**43%** of eighth-grade students performed at or above *Proficient* in TEL.

Female students outperformed male students overall. They scored an average of 151 versus an average score of 149 for their male peers.

Students in city schools scored lower overall compared to their peers in suburban, town, and rural schools.

### 2014 TEL Survey Questionnaire Results—Grade 8

**76%** of students reported studying technology or engineering topics in their mathematics, science, social studies, or history class.

**74%** of students reported that they learned about or discussed choices people make that affect the environment as part of their school work at least sometimes.

**77%** of students reported building or testing a model in school to see if it solves a problem.

Visit [http://www.nationsreportcard.gov/tel\\_2014](http://www.nationsreportcard.gov/tel_2014) for complete results from the TEL assessment and to view TEL sample tasks that were used in the assessment.



### NAEP Survey Questionnaires

Each year, students who take the NAEP assessments also complete NAEP survey questionnaires. These survey questionnaires are used to collect contextual information about students' opportunities to learn in and outside of the classroom as well as their educational experiences. NAEP survey questionnaires can provide a rich database for educators, policymakers, and researchers to conduct in-depth analyses and put student achievement results into context. It also allows for meaningful comparison between student groups and offers a better understanding of the context in which students learn.

NAEP survey questionnaires are voluntary. While respondents are encouraged to answer as many questions as they feel comfortable with, they can skip any part of the survey questionnaire by leaving the response to a question blank.

### Here are two questions from the NAEP teacher survey questionnaire for the 2015 mathematics assessment:

1. How many hours of mathematics instruction do your students receive in a typical week?
  - A. Less than 3 hours
  - B. At least 3 hours, but less than 5 hours
  - C. At least 5 hours, but less than 7 hours
  - D. 7 or more hours
2. Are computers available for use by you or your students?
  - A. Yes, computers are available to my students and to me.
  - B. Yes, I have access to computers, but my students do not.
  - C. No, neither my students nor I have access to computers at school.

To learn more about NAEP survey questionnaires, visit <https://nces.ed.gov/nationsreportcard/bgquest.aspx>.

## It's important to know that...

NAEP was first administered in 1969 to measure student achievement nationally. In 1990, NAEP was administered at the state level for the first time. Students in grades 4 and 8 are currently assessed at the national and state levels in mathematics and reading every 2 years and in other subjects in alternating years. In 2002, NAEP began the TUDA program, which measures what students know and can do in some of the nation's large urban districts. NAEP is not designed to collect or report results for individual students, classrooms, or schools.

### Special studies are also conducted periodically.

They are administered as part of NAEP and require no additional effort from schools and students. These studies often involve special data collection procedures in the field, secondary analyses of NAEP results, and evaluations of various technical procedures.

### NAEP is considered the gold standard of assessments because of its high technical quality.

From the development of frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation. NAEP is administered by highly trained representatives, most of whom are former teachers or principals. NAEP is a trusted resource that measures student progress and helps inform policy decisions that improve education in the United States.

**NAEP is designed to cause minimal disruption of classroom instruction.** It takes up to 120 minutes for students to complete NAEP assessment activities, including transition time, directions, and completion of a student questionnaire. You do not need to prepare your students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support by working with your school's designated coordinator to organize assessment activities.

**NAEP reports on results for different demographic groups rather than for individual students or schools.** NAEP uses a carefully designed sampling process to ensure that the schools and students selected are representative of schools and students across the United States. To ensure that the sample represents all students in the nation's schools, NAEP allows a broad range of accommodations for students with disabilities and English language learners.



## NAEP Results

Since 1969, NAEP has produced many reports chronicling the performance of fourth-, eighth-, and twelfth-grade students. Information is reported by race/ethnicity, gender, type of school, and by both achievement level and scale scores. You can access data from previous assessments at <http://nces.ed.gov/nationsreportcard/naepdata> and explore the most recent results at <http://nationsreportcard.gov>.

NAEP also disseminates information from data collected on student, teacher, and school survey questionnaires. This information can be used to inform parents, the public, and education policymakers about our nation's educational environment. Learn more about these results at <http://nces.ed.gov/nationsreportcard/bgquest.aspx>.

Visit the NAEP website at <http://nces.ed.gov/nationsreportcard> to access this information and more.



*“The NAEP team that arrived at our school made the assessment process painless. Everyone on the team previously worked as an educator and interacted well with all of our students. The technology-based assessment our students took kept them actively engaged throughout the session.”*

— Kimberly Wilborn, Assessment Coach, Sandburg Middle School, Alexandria, VA

## More About NAEP

To hear teachers share their thoughts about why NAEP results are important, view the video *Introducing NAEP to Teachers* at <http://nces.ed.gov/nationsreportcard/videos/teachervideo>.

To learn what NAEP means for schools selected to participate, visit <http://nces.ed.gov/nationsreportcard/about/schools.asp>.

To learn about upcoming NAEP assessments, download NAEP reports, and access sample questions, visit <http://nces.ed.gov/nationsreportcard>.

Call the NAEP help desk at 800-283-6237.

Contact your NAEP school coordinator by visiting <http://nces.ed.gov/nationsreportcard/states>.

The work reported herein was supported under the National Assessment of Educational Progress (ED-07-CO-0078, ED-07-CO-0107) as administered by the National Center for Education Statistics, U.S. Department of Education.

Photo Credits: ©

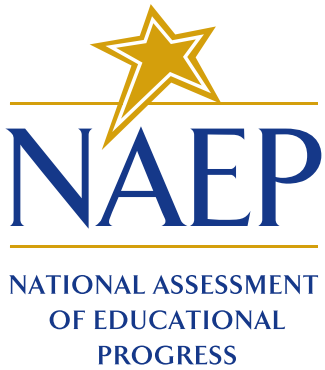


Get NAEP on the go with the *NAEP Results* mobile app!

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

**Appendix J-16: Best Practices: Guide, Initial Mailing and Emails for Supporting  
Twelfth-Grade NAEP Participation**

(New versions of Initial Letter and Email Templates pages 182-187 submitted for approval)



# Best Practices

Guide for Supporting  
Twelfth-Grade NAEP Participation

2015

“

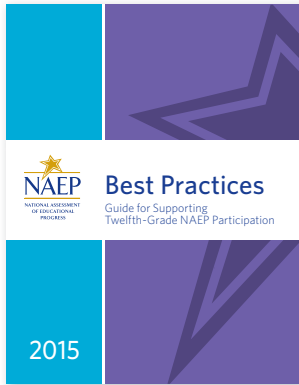
The NAEP *Best Practices Guide* provided high-quality, user-friendly information. The guide is intuitively assembled, informative, and most helpful. Thanks to the *Best Practices Guide*, Oakwood High School's NAEP testing process went very smoothly.

— Joseph R. Boyle, Jr., Principal, Oakland High School, Dayton OH

”

# NAEP 2015 Best Practices Guide

## Introduction



Since 2006, the *Best Practices Guide for Supporting Twelfth-Grade NAEP Participation* has been shared with educators across the country. The guide is updated each year to reflect lessons learned to promote the importance of NAEP with teachers, students, and parents and increase student participation. Principals and teachers have found these strategies to be effective tools for encouraging student motivation and participation.

The *Best Practices Guide* provides resources and strategies to increase twelfth-grade student motivation and participation. There are icons throughout the guide to represent the type of document or media that are available. The following is a list of icons you'll see:



Microsoft Word



PDF



Video



Microsoft PowerPoint

This guide includes sections on the *Twelfth-Grade Challenge* and details on how to *Effectively Prepare and Schedule for NAEP*, *Encourage Teachers to Support NAEP*, and *Motivate Students to Participate and Do Their Best on NAEP*. Additionally, this guide contains information on NAEP in your state and how to inform parents.

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# Your School Is Very Important

to The Nation's Report Card!



The National Assessment of Educational Progress (NAEP) is the largest continuing and nationally representative measure of student achievement.

In 2015, NAEP will begin to transition the mathematics, reading, and science assessments from paper and pencil to technology-based assessments. Your school has been selected to participate in a pilot technology based assessment on tablets. Results from the pilot will not be released but will be used to prepare for the full transition to technology-based assessments by the end of the decade.

NAEP results provide valuable feedback to educators, elected officials, and policymakers who work to maintain and improve the quality of our educational system. Since NAEP is designed to assess a representative sample of our nation's students, the accuracy of NAEP relies on the full participation of you, your students, and teachers.

Over the past several years, as principals across the country have implemented these and other strategies, the high school student participation rate on NAEP has increased dramatically.



The *Best Practices Guide* was very useful for getting our school's students prepared to take NAEP. It contained all the information that I needed to know so that I could disseminate it to students and staff. The videos and PowerPoints were...well produced, and they made my presentation to the students easy to do, saving me valuable time and energy.

— Donald A. Sylvan, President, Jewish Education Service of North America





# The Twelfth-Grade Challenge

## History of Grade 12 Participation

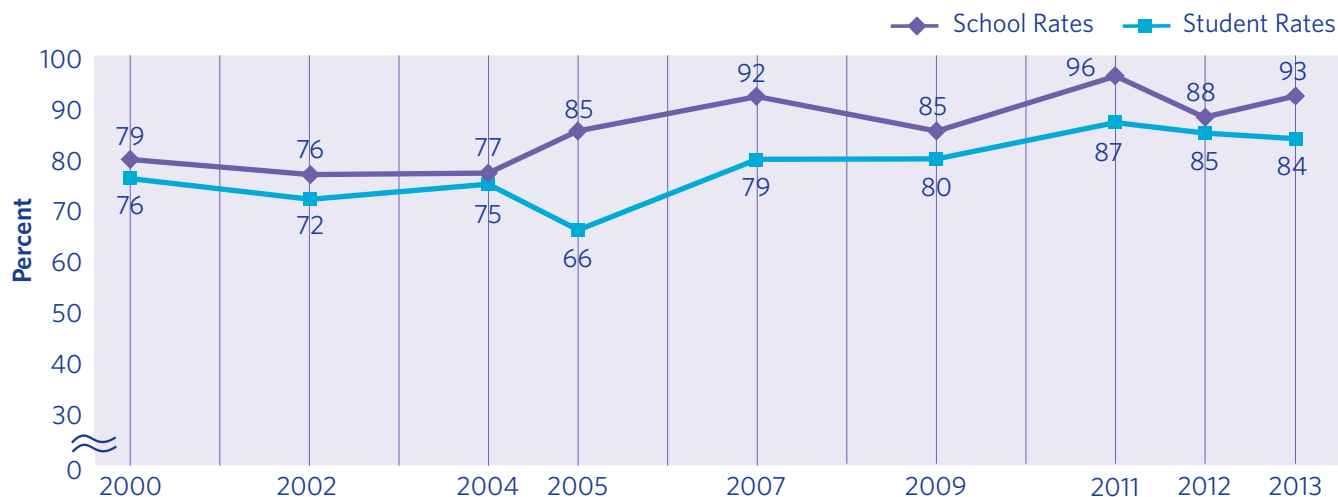
Historically, twelfth-grade student participation in NAEP has been a challenge. However, twelfth-grade participation in NAEP has increased dramatically in recent years due to schools implementing proven strategies to support student participation and engagement. These strategies are described in the *Best Practices Guide*, provided to high schools participating in NAEP each year. Student participation increased 18 percentage points from a low of 66 percent in 2005 to 84 percent in 2013. The graph below shows the NAEP twelfth-grade school and student participation rates from 2000 to 2013.

When NAEP results are released, there is considerable discussion about the results in the media and among policymakers. Both low participation and low motivation can undermine the validity and credibility of NAEP results for high school students. The National Center for Education Statistics (NCES), which administers NAEP, and the National Assessment Governing Board, which sets policy for NAEP, have been concerned about participation and motivation of high school seniors to do their best on NAEP.

To address participation rates, NCES convened a Secondary School Principals Working Group in 2005. After discussing participation rates, student motivation, and high school student results, the Principals Working Group concluded that the results did not reflect the true level of achievement of their students. The Principals Working Group also concluded that high school principals and other school leaders could help improve participation rates by obtaining teacher buy-in and motivating students to show up and do their best, and that best practices for achieving high participation should be shared with principals. Their recommendations set the stage for the initial *Best Practices Guide* prepared for the 2007 assessment.

In this section you will find information about the strategies that work to increase student participation rates. Additional information, including NAEP in the news, highlighting the importance of NAEP, and recommendations from the Principals Working Group, is in the section “More on the Twelfth-Grade Challenge.”

NAEP School and Student Participation Rates for Public Schools: Grade 12



# The Twelfth-Grade Challenge

Strategies That Work

Even though student participation has increased greatly in recent years, efforts to support student participation and engagement need to be renewed each year. Based on recommendations from the Secondary School Principals Working Group, NCES implemented a broad set of strategies aimed at increasing student participation and engagement for the NAEP assessments.

## Strategy highlights

**Notify** schools early that they have been selected to participate in NAEP to allow administrators to include the assessment on school calendars for the following year.

**Provide** flexible scheduling on assessment day to ensure that seniors are in school and available at the time of the assessment. This includes conducting multiple assessment sessions throughout the day.

**Develop** a *Best Practices Guide* with tips for administrators and teachers to improve student participation.

**Implement** communication and outreach efforts by NAEP State Coordinators and NAEP representatives to share best practices ideas and tools and to discuss and confirm strategies that the school selected to use.

## How did these strategies support grade 12 public school student participation rates in recent years?



The results indicate a broad improvement in student participation.



The overall student participation rate improved to 84 percent in 2013, an increase of 18 percentage points from the low of 66 percent in 2005.



Participation rates improved in all geographic regions.



Improvements were seen across all racial/ethnic groups, for both genders, and among students eligible for free/reduced-price lunch as well as students who were not eligible for free/reduced-price lunch.



Increases in student participation were observed in small, medium, and large schools<sup>1</sup> and in schools located in rural, suburban, and urban locations.<sup>2</sup>

<sup>1</sup>Small schools have fewer than 300 seniors. Medium schools have between 300 and 600 seniors. Large schools have more than 600 seniors.

<sup>2</sup>Location codes were developed to describe a school's location ranging from large city to rural. The codes are based on a geographic database maintained by the U.S. Census Bureau.

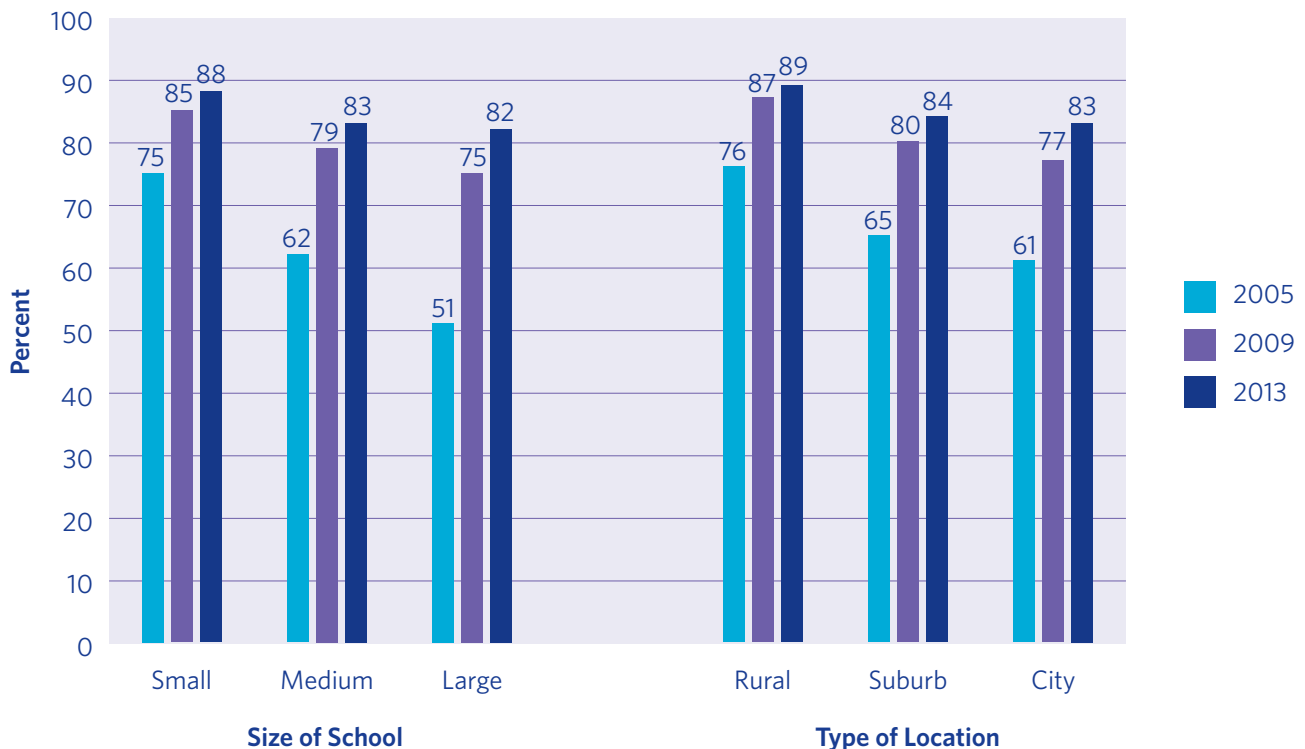
## What is the impact of grade 12 strategies on student participation?

The most recent administration of grade 12 mathematics and reading was 2013. Data were collected on which strategies were implemented in each school. While NAEP did not conduct an experiment to investigate causality, a comparison of average student participation rates for schools that used each strategy versus those that did not gives an indication of impact. This section describes strategies schools used based on data from NAEP assessments in 2005, 2009, and 2013. While some strategies were implemented in almost all schools, others were selected by smaller numbers of high school principals and other school leaders.

Six strategies emerged that were associated with a statistically significant difference in average student participation rates between schools that used the strategy and those that did not:

- 1 announce NAEP prior to assessment day to parents, students, and faculty;
- 2 recognize students that participated at a school awards assembly or other announcement;
- 3 hold a meeting with seniors to explain the importance of NAEP using the resources in the *Best Practices Guide*;
- 4 explain the importance of NAEP to teachers using the PowerPoint presentation and video in the *Best Practices Guide*;
- 5 invite teachers to attend assessment sessions; and
- 6 give students an item, such as tickets to a school event, yearbook, etc., for participating in NAEP.

Grade 12 Student Participation Rates for Public Schools by Size of School and Type of Location



## Number of Strategies Used by Schools and Their Student Participation Rates

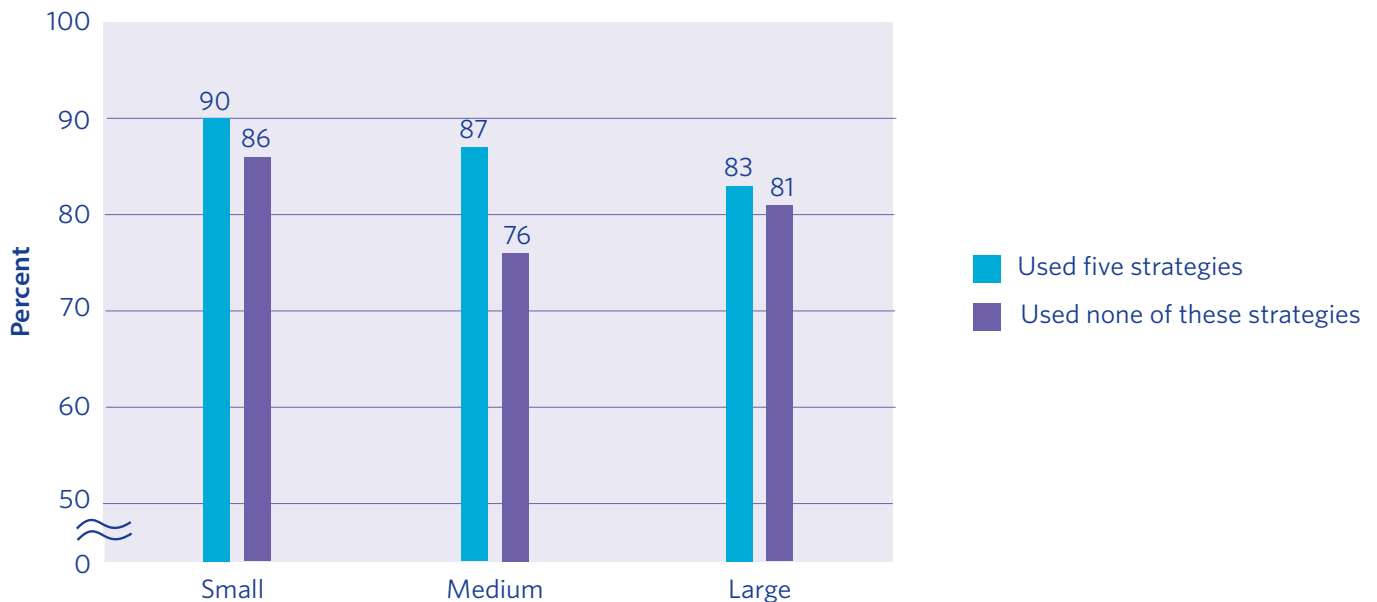
Number of Strategies	Student Participation Rate
None of these strategies	82%
One strategy	85%
Two strategies	85%
Three strategies	87%
Four strategies	89%
Five strategies	90%
Six strategies	94%

Average student participation rates tended to increase with the number of strategies used, especially among medium-sized schools.

In general, the relationship between use of these strategies and average student participation rates held for small, medium, and large schools.

The majority of schools used more than one strategy, and average participation rates tended to increase with the number of strategies that were used, especially among medium schools. For example, the student participation rate for medium schools was 87 percent when those schools implemented five of the six strategies. This is 11 percentage points higher than the rate for medium schools that used none of these six strategies.

## NAEP 2013 Student Participation Rates: Five Strategies vs. None, by Size of School



## What did we learn?

### Students take their cues from YOU.

School leadership has the most influence on students and their participation, and perhaps even their motivation to try their best. In schools where leadership implemented strategies that demonstrated their commitment to NAEP, student participation was higher.

NAEP State Coordinators reported that schools recognized that NCES was serious about the problem of student participation and that they put extraordinary effort into improving the situation, including early sample notifications, a professional *Best Practices Guide*, customized materials for schools, and personal communications with schools. It appears that leadership at all levels had an impact on participation, from NAEP to states, states to districts and schools, and school leadership to teachers and students.

#### In summary

- **Use of universal strategies** that are provided to all schools, such as early sample notification and the *Best Practices Guide*, are important to increasing buy-in.
- **Increase communications with faculty and students** about the importance of NAEP.
- **Combine multiple strategies** for an approach that works best.



# High School Senior Motivation Focus Group

## Research Summary

### Background

During February and March 2008, focus groups were held around the country with high school seniors to explore what motivates and influences them, especially as it relates to participation and engagement in NAEP.

Respondents were recruited to ensure a mix of various criteria, including gender, ethnicity, plans after high school, and academic ranking. Students were recruited from schools in urban, suburban, and rural areas.

### Findings

- Students generally responded positively to the idea of NAEP and understood the need for strong participation and engagement.
- Students are aware that states are compared to each other and that the United States is compared to other countries on educational progress.
- Students thought that a better understanding of the test and knowledge about it before assessment day would improve participation and engagement. This information should include the subject areas to be assessed and the types of questions to be asked.
- Most students indicated that if they chose to participate, they would do their best.
- Students indicated that flexibility in scheduling the time of the assessment would be beneficial. Many students were concerned about making up missed work from classes.
- Recognition of students who participated is a motivator for some students. Examples include a statement at graduation, a certificate, or community service hours.
- Students in all groups indicated that providing food at the test site would encourage them to show up.
- Students indicated that their motivation, in general, comes from within. Teachers and parents can provide positive feedback and recognition of a job well done.

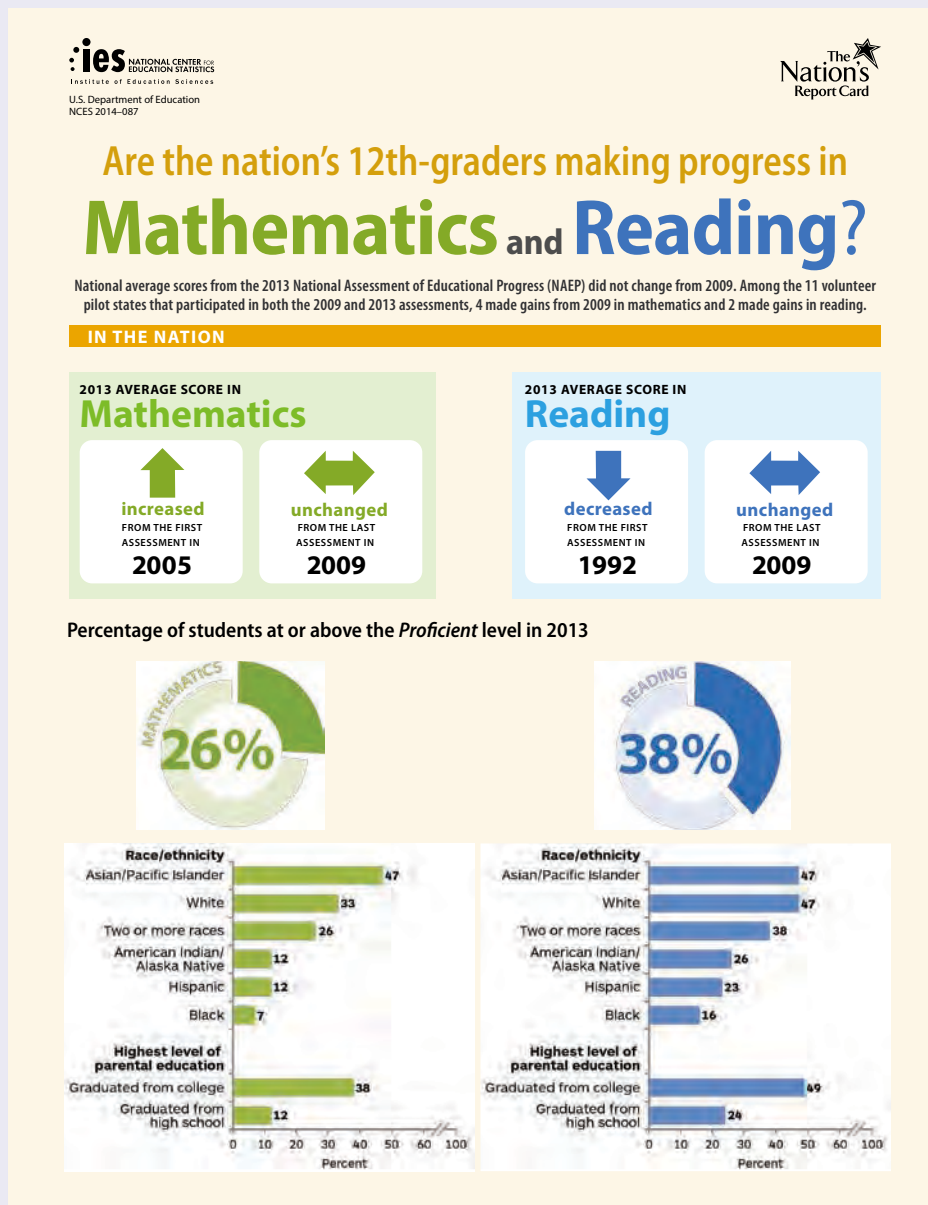
Source: National Assessment of Educational Progress High School Senior Motivation Focus Group Research. Topline Report. Maria Ivancin, lead researcher.

# NAEP 2013 Grade 12

## Mathematics and Reading Results



The National Assessment of Educational Progress results are released as the Nation's Report Card. The NAEP 2013 Grade 12 Mathematics and Reading Results were released last spring. Find out if the nation's 12th-graders are making progress in mathematics and reading. To dig deeper into the results visit [www.nationsreportcard.gov](http://www.nationsreportcard.gov).



# Effectively Prepare for and Schedule NAEP

Planning for NAEP activities in advance can help ensure a successful administration. The actual day of the assessment runs most smoothly when your school staff is prepared to accommodate the assessment. Your NAEP State Coordinator is available to answer any questions you have as you prepare for and schedule the assessment.

The following suggestions are small but helpful steps you can take to best prepare for the administration of NAEP in your school.

**Include** NAEP on the annual school calendar. This allows for

- NAEP to be recognized as a part of your school's schedule of activities; and
- teachers to save the date to avoid scheduling conflicts.

**Empower** your NAEP school coordinator to effectively prepare for the assessment by

- giving the school coordinator authority to work with school staff;
- notifying school staff of the school coordinator's roles and responsibilities; and
- providing the school coordinator with adequate time to complete NAEP activities.

By empowering your NAEP school coordinator to plan for the assessment, you will help ensure a smooth administration.

**Encourage** your NAEP school coordinator to

- work with NAEP staff to provide a flexible schedule of sessions so as many students as possible can be assessed;
- provide and share a plan with sampled students and their teachers so students know in advance what to do and where to go;
- use the MyNAEP website at [www.mynaep.com](http://www.mynaep.com) to track assessment activities, prepare for the assessment, and communicate with your NAEP State Coordinator and NAEP representative; and
- access the electronic resources in the *Best Practices Guide* from the flash drive or the MyNAEP website to download and customize.

**Announce** NAEP prior to the assessment day to parents, students, and faculty. Use the sample social media posts to announce that NAEP is coming to your school in 2015. Also post a message on your school's website about NAEP.

**Notify** students of their selection to participate in the assessment using the sample student notification letter.

**Make** an announcement on the day of the assessment using the sample announcement.

- Remind teachers and students of the assessment in the morning announcement.
- Remind teachers to release sampled students prior to the assessment.



# Social Media

## Sample Announcements



If your school uses Twitter and/or Facebook to communicate with parents, students, and teachers, you can use this useful channel to communicate the importance of the assessment to teachers and to encourage student participation. The following tweets and Facebook posts are available for you to customize before posting to your school's social media channels. When customizing, Facebook posts containing 200 characters of text or less and tweets containing less than 110 characters of text work best.



FACEBOOK



TWITTER

### Schedule Information

<p>Our school will have the chance to make a difference in education on [DATE]! Learn why our participation in NAEP is important at <a href="http://1.usa.gov/1kVxTKI">http://1.usa.gov/1kVxTKI</a>.</p>	<p>We're excited to announce our school will participate in <b>#NAEP</b> on [DATE]! Learn about this national assessment at <a href="http://1.usa.gov/1kVxTKI">http://1.usa.gov/1kVxTKI</a>.</p>
<p>A group of our twelfth-graders will represent thousands of others across the country on [DATE]! Known as The Nation's Report Card, NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do. Learn more at <a href="http://1.usa.gov/1jVs1Wt">http://1.usa.gov/1jVs1Wt</a>.</p>	<p><b>#NAEP</b> will be administered to select seniors at our school on [DATE]. To learn more about the program, visit <a href="http://1.usa.gov/Ugb2Ct">http://1.usa.gov/Ugb2Ct</a>.</p> <p>Something big is happening on [DATE]. A group of our seniors will participate in <b>#NAEP</b> that day! Learn more at <a href="http://1.usa.gov/1jFG4zn">http://1.usa.gov/1jFG4zn</a>.</p>

### Information for Teachers

<p>Teachers, how much do you know about NAEP? What does NAEP mean for you and your students? Hear what other teachers are saying at <a href="http://youtu.be/zR1_pUdSIFg">http://youtu.be/zR1_pUdSIFg</a>.</p>	<p><b>#Teachers</b>, do you know why our <b>#student</b> participation in <b>#NAEP</b> is important? Find out: <a href="http://1.usa.gov/WiTIxT">http://1.usa.gov/WiTIxT</a>.</p>
<p>NAEP results help us better understand how our students are performing academically across the United States. Learn more about why participation is important at <a href="http://1.usa.gov/WiTIxT">http://1.usa.gov/WiTIxT</a>.</p>	<p>Some of our seniors have been selected to participate in <b>#NAEP</b>! Discover what other <b>#teachers</b> are saying at <a href="http://youtu.be/zR1_pUdSIFg">http://youtu.be/zR1_pUdSIFg</a>.</p> <p><b>#Teachers</b>, find out the types of questions your <b>#students</b> will see on <b>#NAEP</b> with the NAEP Questions Tool: <a href="http://1.usa.gov/1rx7VSt">http://1.usa.gov/1rx7VSt</a>.</p>



FACEBOOK



TWITTER

### Information for Students

<p>Seniors, don't forget! If you have been selected to take NAEP, your participation is essential for understanding what students across the country have learned in school. Warm up your mental gears by checking out the NAEP Test Yourself tool at <a href="http://1.usa.gov/1mXg5mT">http://1.usa.gov/1mXg5mT</a>.</p>	<p>The "AEP" in <b>#NAEP</b> does not stand for "Atomic Endangered Penguins!" Hear what other students have to say at <a href="http://youtu.be/8drjkhe0iQU">http://youtu.be/8drjkhe0iQU</a>.</p>
<p>What is NAEP? Learn the answer to this question and more at <a href="http://youtu.be/8drjkhe0iQU">http://youtu.be/8drjkhe0iQU</a>.</p>	<p>You don't have to study for <b>#NAEP</b>, but your participation is still important. Find out why: <a href="http://1.usa.gov/1z36Ncl">http://1.usa.gov/1z36Ncl</a>.</p>
	<p>Curious about the types of questions you can expect to see on <b>#NAEP</b>? Check out the NAEP Test Yourself tool at <a href="http://1.usa.gov/1mXg5mT">http://1.usa.gov/1mXg5mT</a>.</p>

### Information for Parents

<p>Parents, if your twelfth-grader has been selected to take NAEP, he or she will represent thousands of other students across the United States. Discover other reasons why participation is so important at <a href="http://1.usa.gov/WiTlxT">http://1.usa.gov/WiTlxT</a>.</p>	<p>Mark your calendars, parents! Our school will participate in <b>#NAEP</b> on [DATE]. Learn more about the assessment at <a href="http://1.usa.gov/1zRr5HH">http://1.usa.gov/1zRr5HH</a>.</p>
<p>Do you have any burning questions about NAEP and your child's involvement? The wait is over! Learn the answers to your questions and more by visiting <a href="http://1.usa.gov/1rnbygh">http://1.usa.gov/1rnbygh</a>.</p>	<p>If your child has been selected to participate in <b>#NAEP</b>, find more information about the assessment at <a href="http://1.usa.gov/1rnbygh">http://1.usa.gov/1rnbygh</a>.</p>
	<p>Why is your child's participation in <b>#NAEP</b> important? Find out by visiting <a href="http://1.usa.gov/WiTlxT">http://1.usa.gov/WiTlxT</a>.</p>

# Student Notification Letter

Sample



It's important for students to know the importance of NAEP and that they have been selected to represent their peers across the country. Customize and use this student letter to inform students about the NAEP 2015 assessment.

Dear Student:

You have been selected to participate in the 2015 National Assessment of Educational Progress, also known as NAEP. It is the largest continuing and nationally representative assessment of what students across the country know and can do in a variety of subject areas. It is different from our state assessments, the SAT, and ACT because it represents high school students across the country, not just those here in [state] or those who plan to go on to college. The results of NAEP are released as The Nation's Report Card.

Not every student is selected to take it, but you have been chosen to represent thousands of high school students across our nation. Your participation will provide a snapshot of what students across the country have learned in school. This snapshot will help inform major decisions about how to improve the education system in the United States, so it's important that you take part and give your best effort.

You will take NAEP [time, date, location] with other selected students. NAEP takes 120 minutes, and you don't need to study for it. You will take a pilot technology-based assessment in mathematics, reading, or science on a tablet. Upon completion of the pilot assessment, you will receive a Certificate of Community Service. Your scores will be anonymous and will not affect your grades or academic record in any way. Instead, they will be used to prepare for future technology-based assessments.

If you have any questions or would like to review sample questions, please ask [insert name of school contact person]. He/she will be happy to help. You can also visit <http://nces.ed.gov/nationsreportcard/students> for more information.

We are fortunate that our school has been selected to participate in NAEP. We know that you will do your best and help us accurately represent the achievement of our students.

Sincerely,

(School Principal)

# Morning Announcement

Sample



Make sure everyone at your school knows NAEP is important and seniors are participating in the assessment. Use this announcement the morning of the NAEP assessment.


Good morning, students and teachers. I would like to remind everyone that, today, some of our students will be participating in the National Assessment of Educational Progress. Teachers, please be sure to release those students 5 minutes before the assessment is scheduled to begin. For those students who are participating, please report to your designated locations on time. Every student selected to participate plays an important role in measuring what students across the entire country have learned in school. You have a chance to have an impact on future education policy to improve education across the nation. It is important to participate and do your best. Thank you.



# Facts for Principals



Learn what NAEP 2015 means for principals by reading Facts for Principals.



## 2015

### Pilot Technology-Based Assessments

# Facts for Principals

**NAEP is an integral part of education in the United States.**

- ▶ Elected officials, policymakers, and educators all use NAEP results to develop ways to improve education.
- ▶ NAEP is a congressionally mandated project administered by the National Center for Education Statistics, within the U.S. Department of Education and the Institute of Education Sciences.
- ▶ NAEP serves a different role than state assessments. States have their own unique assessments with different content standards. The same NAEP assessment is administered in every state, providing a common measure of student achievement.
- ▶ Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment (TUDA).
- ▶ Students, teachers, and principals who participate in NAEP are asked to complete contextual questionnaires that provide a better understanding of educational experiences and factors that may be related to students' learning.

**“The NAEP representatives do everything they can to ensure the assessment isn’t burdensome to our school, and they provide helpful resources for principals, teachers, and students. By participating, we contribute valuable information about what our country’s students know and can do.”**

– Matthew G. Gonzales, Assistant Principal, Smoky Hill High School, Cherry Creek Schools

**The National Assessment of Educational Progress (NAEP) is the largest nationally representative assessment of what our nation’s students know and can do in subjects such as mathematics, reading, science, and writing. The results of NAEP are released as The Nation’s Report Card.**




As principals, you are essential partners in NAEP. You make an important contribution by selecting and empowering a NAEP school coordinator, meeting with teachers and students who will participate in the assessment, and encouraging your students to participate and do their best. When students take part in NAEP and give their best effort, we get the most accurate measure possible of student achievement across the country.

**In 2015, NAEP will begin to transition the mathematics, reading, and science assessments from paper and pencil to technology-based assessments.** This year, your school has been selected to participate in a pilot technology-based assessment on tablets. Students will be assessed in only one subject. Results from the pilot will not be released but will be used to prepare for the full transition to technology-based assessments by the end of the decade. NAEP representatives will bring all necessary materials and equipment to schools. Schools will only need to provide space for the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location; schools will not need to provide internet access.

**The NAEP 2015 Program**

- ▶ **Subjects:** mathematics, reading, and science
- ▶ **Grades:** 4, 8, and 12

For more information about NAEP, visit: <http://nces.ed.gov/nationsreportcard>

Find us on:   

## It's important to know that...

NAEP was first administered in 1969 to measure student achievement nationally. In 1990, NAEP was administered at the state level for the first time. Students in grades 4 and 8 are currently assessed at the national and state levels in mathematics and reading every 2 years and in other subjects in alternating years. Grade 12 students are assessed in a variety of subjects, and results are typically released at the national level. In 2002, NAEP began the TUDA program, which measures what students know and can do in some of the nation's large urban districts. In 2015, 21 districts will participate and receive district-level NAEP results in mathematics, reading, and science at grades 4 and 8. NAEP does not report results for individual students, classrooms, or schools.

**NAEP is considered the gold standard of assessments because of its high technical quality.** From the development of frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation. NAEP is a trusted resource that measures student progress and helps inform policy decisions that improve education in the United States.

**NAEP is designed to cause minimal disruption of classroom instruction.** It takes approximately 90 to 120 minutes for students to complete NAEP assessment activities, including transition time and directions. They are also asked to complete the student questionnaire, which provides contextual information such as the amount of reading students do and what types of classes they take. A small number of students who take NAEP may also be selected to answer additional contextual questions for special studies. Teachers do not need to prepare their students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support to your district's schools by working with the designated coordinator in each school to organize assessment activities.

**NAEP reports on results for different demographic groups rather than for individual students or schools.** NAEP uses a carefully designed sampling process to ensure that the schools and students selected are representative of schools and students

across the United States. To ensure that the sample represents all students in the nation's schools, NAEP allows a broad range of accommodations for students with disabilities and English language learners.

**Released NAEP items can be used as a helpful educational resource in the classroom.** Teachers can use the NAEP Questions Tool at <http://nces.ed.gov/nationsreportcard/itmlsx/landing.aspx> to see how students' performance compares nationally on specific items. Released NAEP items generally come with a scoring guide, sample student responses, and performance data.

School staff can also:

- ▶ view results for the nation over time,
- ▶ compare results for various demographic groups, and
- ▶ access information designed for teachers, students, and parents.

Visit the NAEP website at <http://nces.ed.gov/nationsreportcard> to access this information and more.



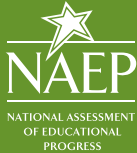
Get NAEP on the go with the *NAEP Results* mobile app!

This publication was prepared for the National Assessment of Educational Progress by Hager Sharp under contract ED-HES-13-C-0025 to the National Center for Education Statistics, U.S. Department of Education.

# Facts for Districts



Learn what NAEP 2015 means for district by reading Facts for Districts.



## 2015

# Facts for Districts

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- ▶ NAEP serves a different role than state assessments. States have their own unique assessments with different content standards. The same NAEP assessment is administered in every state, providing a common measure of student achievement.
- ▶ Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment (TUDA).
- ▶ Students, teachers, and principals who participate in NAEP are asked to complete contextual questionnaires that provide a better understanding of educational experiences and factors that may be related to students' learning.

**“The NAEP representatives were informative and provided specific instructions when administering the assessment. Their professionalism and knowledge before the assessment ensured that the students had a positive experience with NAEP.”**

– Amneris Montalvo, Teacher, Citrus Grove Middle School, Miami, FL

**The National Assessment of Educational Progress (NAEP)** is the largest nationally representative assessment of what our nation's students know and can do in subjects such as mathematics, reading, science, and writing. The results of NAEP are released as The Nation's Report Card.

District staff play an essential role in NAEP. Superintendents and district staff can work closely with principals to explain the importance of the assessment to teachers and students selected for participation. When students take part in NAEP and give their best effort, we get the most accurate measure possible of student achievement across the country.

**In 2015, NAEP will begin to transition the mathematics, reading, and science assessments from paper and pencil to technology-based assessments.** Some schools will take the traditional paper and pencil assessment, while other schools will be asked to take a pilot technology-based assessment on tablets. Results will only be released from paper and pencil assessments. Each student will take NAEP in one format and one subject only, and NAEP representatives will bring all necessary materials and equipment to schools. Schools will only need to provide space for the assessment, desks or tables, and an adequate number of electrical outlets in the location (if necessary); schools will not need to provide Internet access.

**The NAEP 2015 Program**




**Paper and Pencil Assessments**

- ▶ **Subjects:** mathematics, reading, and science
- ▶ **Grades:** 4, 8, and 12
- ▶ **Results:** national, state, and TUDA results for grades 4 and 8; only national results for grade 12

**Pilot Technology-Based Assessments**

- ▶ **Subjects:** mathematics, reading, and science
- ▶ **Grades:** 4, 8, 12
- ▶ **Results:** information collected from the pilots will not be released but will be used to prepare for future assessments

For more information about NAEP, visit: <http://nces.ed.gov/nationsreportcard>

Find us on:   

## It's important to know that...

NAEP was first administered in 1969 to measure student achievement nationally. In 1990, NAEP was administered at the state level for the first time. Students in grades 4 and 8 are currently assessed at the national and state levels in mathematics and reading every 2 years and in other subjects in alternating years. Grade 12 students are assessed in a variety of subjects, and results are typically released at the national level. In 2002, NAEP began the TUDA program, which measures what students know and can do in some of the nation's large urban districts. In 2015, 21 districts will participate and receive district-level NAEP results in mathematics, reading, and science at grades 4 and 8. NAEP does not report results for individual students, classrooms, or schools.

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**NAEP is designed to cause minimal disruption of classroom instruction.** It takes approximately 90 to 120 minutes for students to complete NAEP assessment activities, including transition time and directions. Students are assessed in only one subject area. They are also asked to complete the student questionnaire, which provides contextual information such as the amount of reading students do and what types of classes they take. Teachers do not need to prepare their students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support to your district's schools by working with the designated coordinator in each school to organize assessment activities.

**Special studies are also conducted periodically.** In 2015, American Indian and Alaska Native students participating in the NAEP mathematics and reading assessments at grades 4 and 8 will also be included in the National Indian Education Study (NIES). NIES describes the condition of education for American Indian and Alaska Native students in the United

States and its connection with native culture. Students will participate in NIES by completing the NAEP mathematics or reading assessment and a short questionnaire. Teachers and school administrators will also be asked to complete a questionnaire.

A small number of students who take NAEP may also be selected to answer additional contextual questions for other special studies.

**NAEP reports on results for different demographic groups, rather than for individual students or schools.** NAEP uses a carefully designed sampling process to ensure that the schools and students selected are representative of schools and students across the United States. To ensure that the sample represents all students in the nation's schools, NAEP allows a broad range of accommodations for students with disabilities and English language learners.

**Released NAEP items can be used as a helpful educational resource in the classroom.** Teachers and district staff can use the NAEP Questions Tool at <http://nces.ed.gov/nationsreportcard/itmrlsx/landing.aspx> to see how students' performance compares nationally on specific items. Released NAEP items generally come with a scoring guide, sample student responses, and performance data.

District and school staff can also:

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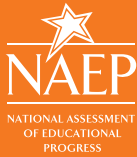
This publication was prepared for the National Assessment of Educational Progress by Hager Sharp under contract ED-IES-C-0025 to the National Center for Education Statistics, U.S. Department of Education.



# NAEP in Your School



Learn more about the 2015 assessments in NAEP in Your School.



## 2015

### GRADES 4, 8, AND 12 PILOT TECHNOLOGY-BASED ASSESSMENTS

# NAEP in Your School

#### WHAT IS NAEP?

**The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.**

- ▶ First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in core subjects such as mathematics, reading, science, and writing.
- ▶ The schools and students participating in NAEP represent other schools and students across the country.
- ▶ NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- ▶ NAEP monitors academic progress over time and reports on student achievement nationally. In some subjects and grades, results are also available for states and TUDA districts.

NAEP mathematics, reading, and science pilot technology-based assessments will be administered on tablets to a sample of fourth-, eighth-, or twelfth-grade students in your school between January 26 and March 6, 2015.

Results from the pilot will not be released but will be used to prepare for the full transition to technology-based assessments by the end of the decade.

#### What is involved?


Through technology-based assessments, NAEP will aim to collect new types of data that provide an in-depth understanding of what students know and can do, including how they engage with technology to approach problem solving. Each student will participate in one subject and will take only a portion of the entire assessment. Students will spend about 120 minutes completing the assessment, including transition time and directions. They will also be asked to complete a questionnaire that aims to get a better understanding of their educational experiences, such as the amount of reading they do and the types of classes they take.




The school principal and grades 4 and 8 teachers of the subjects being assessed will also complete a questionnaire. These questionnaires are designed to help provide contextual information for the results, as well as information about factors that may be related to students' learning. Additional information will be collected about how selected students with disabilities and English language learners would participate in the assessment.

#### How many students will be assessed?

Nationally, approximately 41,000 students will be assessed in fourth grade, 46,000 in eighth grade, and 45,000 in twelfth grade.

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 For more information about NAEP, visit: <http://nces.ed.gov/nationsreportcard>

Find us on:   

### Who will be responsible for coordinating and administering NAEP?

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment.

A staff person in your school will need to be assigned to serve as the school coordinator and be the primary contact for the assessment. This person should be familiar with how students participate in statewide assessments and also be comfortable collecting and entering student information online using a computer.

### The NAEP State Coordinator works at your state Department of Education and will be responsible for:

- ▶ Working with schools to confirm the assessment date;
- ▶ Communicating with principals about the importance of NAEP and student participation;
- ▶ Providing schools with instructions for preparing a list of fourth-, eighth-, or twelfth-grade students and information about notifying parents of participating students;
- ▶ Providing guidance for including students with disabilities and English language learners; and
- ▶ Responding to questions from the school community throughout the assessment period.

### NAEP representatives are employed by a U.S. Department of Education contractor to work directly with schools and will be responsible for:

- ▶ Selecting a random sample of students from the school list of fourth-, eighth-, or twelfth-graders;
- ▶ Verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- ▶ Working with the school coordinator to finalize assessment logistics;
- ▶ Bringing all assessment materials to the school on the scheduled day, including tablets and a laptop server; and
- ▶ Conducting the assessment.

### Each principal will be responsible for:

- ▶ Assigning a school staff member to serve as school coordinator;
- ▶ Including the NAEP assessment date on the school calendar;
- ▶ Empowering the designated school coordinator to work with the NAEP representative and the NAEP State Coordinator to prepare for the assessment; and
- ▶ Informing school staff and students about NAEP and why student participation is critically important.

### The school coordinator will be responsible for:

- ▶ Confirming the scheduled assessment date with the NAEP State Coordinator;
- ▶ Registering for the MyNAEP website and providing information about the school;
- ▶ Submitting an electronic list of fourth-, eighth-, or twelfth-grade students;
- ▶ Using the MyNAEP website to prepare for the assessment;
- ▶ Informing parents of the assessment (the NAEP State Coordinator will provide additional information about how this should be accomplished);
- ▶ Communicating with the NAEP representative to finalize assessment preparations;
- ▶ Providing school space for the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide Internet access); and
- ▶ Working with school staff to ensure a high rate of student participation in the assessment.

### Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.



Get NAEP on the go with the *NAEP Results* mobile app!

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# Encourage Teachers

to Support NAEP

Teachers are essential to motivating students to do their best on NAEP. It is important that teachers understand that NAEP is a valuable tool to show the nation what high school students know and can do. Teachers may be reluctant to lose instructional time to an assessment, but without having students participate in and do their best on NAEP, the general public and policymakers will not have an accurate picture of the achievement of our nation's high school students.

Here are some suggestions on how to gain teacher support:

**Show** the 5-minute NAEP video, *Introducing NAEP to Teachers*, and the *Introducing NAEP to Teachers* PowerPoint presentation at a faculty meeting. The PowerPoint presentation is customized specifically for your school and shares essential information about NAEP and emphasizes the importance of student participation. Invite teachers to discuss how to encourage students to do their best on NAEP.

**Provide** the electronic version of the *Measure Up* newsletter available on the MyNAEP website. Issues include information about

- upcoming NAEP activities,
- results from recently released NAEP assessments and how they are being used, and
- how NAEP's online tools can be used as a resource for the classroom.

**Use** the Talking Points to answer teachers' questions about NAEP.

**Encourage** teachers to find us on:



**Download** the *NAEP Results* mobile app.



Get NAEP on the go with the *NAEP Results* mobile app!

Schools that explained the importance of NAEP to teachers using the resources in the *Best Practices Guide*, such as the video and PowerPoint presentation, had higher student participation than schools that did not.

# Introducing NAEP to Teachers

PowerPoint Presentation



It is important for teachers to understand the importance of NAEP and encourage student participation. Share this PowerPoint presentation, customized specifically for your school, with your teachers.

Schools that shared this presentation to teachers in 2013 had a positive impact on student participation.

NAEP 2015  
Coming soon to Acme High School!

NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS

A slide with a purple and blue background. On the left is the NAEP logo (a gold star above the text 'NAEP NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS'). To the right of the logo, the text 'NAEP 2015' is in large blue letters, and 'Coming soon to Acme High School!' is in smaller blue letters below it. At the bottom, the full name 'NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS' is written in small white letters.

## What is NAEP?

- NAEP stands for the National Assessment of Educational Progress.
- It is also known as The Nation's Report Card.
- Assesses student achievement in major subject areas across the nation at grades 4, 8, and 12.
- Our school has been selected to represent schools across the country.

2

A slide with a purple and blue background. On the left is the NAEP logo. The main content is a list of four bullet points under the heading 'What is NAEP?'. To the right of the list is a photograph of several students sitting at a long table in a classroom, looking at papers. At the bottom right corner of the slide is the number '2'.

## What is on the test?

- Seniors will take a mathematics, reading, or science assessment on a tablet.
- The tablets include a keyboard, stylus, and earbuds. Students may bring their own earbuds if they prefer.



3

## What is on the test?

- Questions are multiple-choice, short answer, or essay.
- Some questions will be interactive. For examples, visit this website:  
[http://nationsreportcard.gov/science\\_2009/](http://nationsreportcard.gov/science_2009/)
- Questions about how teachers teach, students' educational experiences, and other information.

4

## Sample Mathematics Question

If  $f(x) = \frac{x-1}{x}$ , what is  $f(5)$ ?

- A 0
- B  $\frac{4}{5}$
- C 1
- D  $\frac{6}{5}$
- E  $\frac{24}{5}$

84% of students answered correctly during the 2013 assessment.

5

## Sample Reading Excerpt

"I don't mean to put a damper on things. I just mean we ought to treat fun reverently. **It is a mystery. It cannot be caught like a virus. It cannot be trapped like an animal.** The god of mirth is paying us back for all those years of thinking fun was everywhere by refusing to come to our party. I don't want to blaspheme fun anymore. **When fun comes in on little dancing feet, you probably won't be expecting it.** In fact, I bet it comes when you're doing your duty, your job, or your work. It may even come on a Tuesday."

**FUN** by Suzanne Britt Jordan  
From *The New York Times*, used with permission.

6

## Sample Reading Question

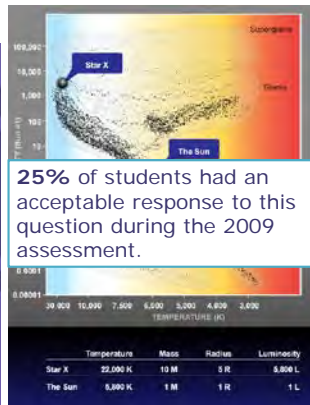
Explain what the author means when she says, "Fun is a rare jewel."

*She means that fun is not something that exists everywhere in everything. Rare jewels are precious and cherished, not something found in common, everyday life. She is saying that fun is just like that, that it should be precious and savoured when it becomes available.*

78% of students wrote an acceptable response to this question during the 2013 assessment.

7

## Sample Science Question



Use the information on the left and your knowledge of processes that occur in stars to predict what stages you expect each star to go through as it ages.

What future stages will the Sun likely go through? **Select all that apply.**

- A Giant
- B Supergiant
- C White dwarf
- D Planetary nebula
- E Supernova

8



## How do I prepare my students for NAEP?

- There's no need for students to study or prepare.
- Students should be encouraged to try their best to answer each question. NAEP just wants to know how much seniors know about the subject area.
- Scores will be anonymous, and will not affect grades or academic records in any way.
- Scores will be combined with other students' scores to show what seniors know about the subject area across the nation.

9



## What should students expect?

- Testing takes place on **January 26, 2015**, and will take about 120 minutes.
- We will call students out of class that day.
- Students will receive a hall pass telling them where to report.



10





## Student participation is important

- Selected students represent other seniors across the nation.
- Important decisions about education are made using the results of these tests.
- NAEP results are used by the media and policymakers to judge the quality of our nation's high schools.
- Students can contribute to improving the quality of education for every student in the United States.



11



## Principals play an important role too

- Principals will be given a survey to complete about our school's...
  - Demographic characteristics
  - Course requirements
  - Teachers
  - Teacher training on new content and teaching approaches
- This information, along with the student assessment, gives a broad picture of how students are taught across the nation.

12



## NAEP is important

- Thanks to you, our students received a great education here at Acme High School.
- Encourage our students to do their best because they represent seniors all across the United States.
- It's a great way to do something good and contribute to the future of education.



13

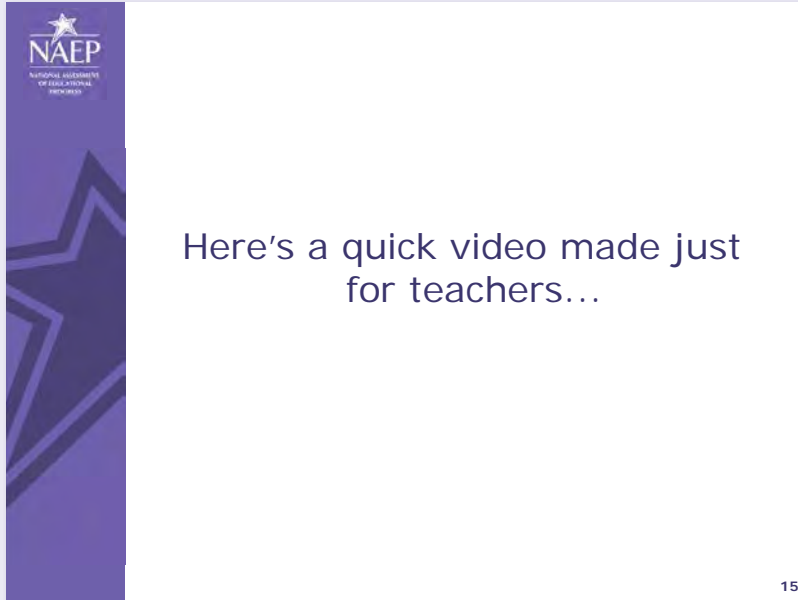


## Find out more

- Visit NAEP:  
<http://nces.ed.gov/nationsreportcard/students>
- Follow NAEP:



14



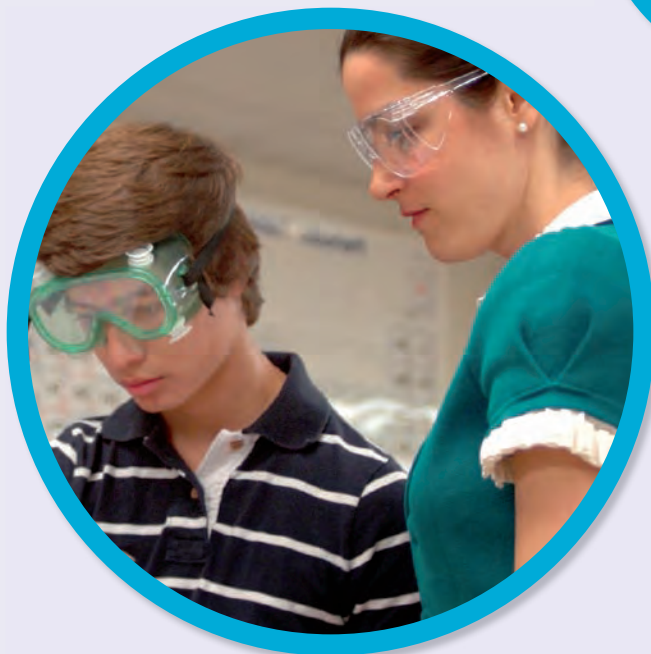
# Introducing NAEP to Teachers

Video



Teachers play an integral role in the lives of students, and their encouragement makes a big difference. Share this short video with faculty and staff to hear what real educators are saying about the National Assessment of Educational Progress. Learn more about the impact of NAEP, the online resources that are available for teachers, and the strategies teachers can use to motivate students to try their best on the assessment.

Schools that showed this video to teachers in 2013 had a positive impact on student participation.



# Principals to Teachers

## Talking Points

In 2013, the talking points for teachers had a positive impact on student participation.

### What is NAEP?

The National Assessment of Educational Progress (NAEP) is the largest continuing and nationally representative assessment that shows what students across the country know and can do in various subjects. It is different from our state assessments and even the SAT and ACT because it represents high school students across the country, not just those here in our state or those who plan to go on to college.

### Why should I encourage my students to participate?

NAEP is an important and integral part of education in the United States. The results of NAEP are released as The Nation's Report Card. Encouraging your students to participate and do their best gives them the opportunity to show how well our nation's students perform.

- Elected officials, policymakers, and educators all use NAEP results to develop ways to improve education.
- NAEP provides a common measure of student achievement across the country.

- NAEP data can be used to compare and understand the performance of demographic groups within your state, the nation, and select urban districts.
- Teachers can use sample NAEP questions and scoring guides as a resource for understanding student performance.

### What do I have to do?

Your students will need to be out of class for about 120 minutes for the assessment. You do not have to do anything to prepare for the assessment; you just need to release students from class and encourage them to do their best. Each student represents thousands of other high school students across the nation.

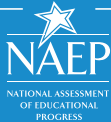
# Measure Up



Stay up-to-speed with NAEP news by reading Measure Up: NAEP News for the School Community. In this issue, read about the NAEP 2013 Grade 12 Mathematics and Reading release.

## Measure Up


NAEP NEWS FOR THE SCHOOL COMMUNITY



### INSIDE THIS EDITION

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2015 NATIONAL INDIAN EDUCATION STUDY  
TRANSITION TO TECHNOLOGY-BASED ASSESSMENTS  
THE ENHANCED NAEP QUESTIONS TOOL  
NAEP 2013 GRADE 12 MATHEMATICS AND READING RELEASE  
NATIONAL AND INTERNATIONAL ASSESSMENT ADMINISTRATIONS  
NAEP SCORING  
NAEP BEHIND THE SCENES

### SPRING/SUMMER 2014



**THANK YOU!**

Thanks to all schools that participated in the NAEP 2014 assessments and helped to make it a success! The NAEP 2014 assessments were administered between January and March and assessed students in civics, geography, technology and engineering literacy, U.S. history, and science pilots.

### WHAT'S HAPPENING IN THE WORLD OF NAEP?

**MAY 2014**

- NAEP 2013 Mathematics and Reading assessment results released for grade 12.




**SPRING/SUMMER 2014**

- NAEP 2014 assessments will be scored.
- Schools selected to participate in NAEP 2015 will be notified.

**WINTER 2015**

- The NAEP 2015 Program
  - Subjects: mathematics, reading, and science
  - Grades: 4, 8, and 12
  - Some schools will take paper and pencil assessments, and others will take the pilot technology-based assessment. Results will only be released for the paper-and-pencil assessments.

For more information about NAEP, visit: <http://nces.ed.gov/nationsreportcard>

Find us on:   

### THE NAEP 2015 TRIAL URBAN DISTRICT ASSESSMENT PROGRAM

The NAEP 2015 Trial Urban District Assessment (TUDA) will be conducted in reading and mathematics at grades 4 and 8 for 21 urban districts. TUDA is intended to focus attention on urban education and measure educational progress within participating large urban districts. TUDA results are based on the same mathematics and reading assessments used to report national and state results, thus allowing students' performance in the 21 participating districts to be compared to the performance of their peers in the nation's large cities as well as their home state.

#### TRIAL URBAN DISTRICT ASSESSMENT (TUDA) PARTICIPANTS: 2002 – 2015

INITIAL YEAR PARTICIPATING	DISTRICTS IN TUDA
2002	Atlanta, Chicago, District of Columbia, Houston, Los Angeles, New York City
2003	Boston, Charlotte, Cleveland, San Diego
2005	Austin Independent School District
2009	Baltimore, Detroit, Fresno, Jefferson County (Louisville, KY), Miami-Dade, Milwaukee*, Philadelphia
2011	Albuquerque, Dallas, Hillsborough (Hillsborough, FL)
2015	Duval County (Jacksonville, FL)

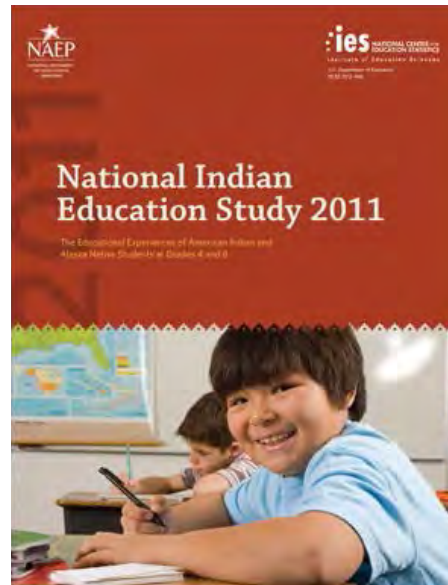
NOTE: Listed districts continue to participate in successive assessment years unless noted.

\* Not participating in the Trial Urban District Assessments scheduled for 2015.

### 2015 NATIONAL INDIAN EDUCATION STUDY

In 2015, American Indian and Alaska Native students participating in the NAEP mathematics and reading assessments at grades 4 and 8 will also be included in the National Indian Education Study (NIES). NIES is administered as part of the NAEP to allow more in-depth reporting on the achievement and experiences of American Indian/Alaska Native students in grades 4 and 8. Students will participate in NIES by completing the NAEP mathematics or reading assessment and a short questionnaire. Teachers and school administrators will also be asked to complete a questionnaire.

[Learn more and see results](#) from previous NIES studies.



## TRANSITION TO TECHNOLOGY-BASED ASSESSMENTS

In the past decade, NAEP has progressed from administering assessments via paper-and-pencil to include technology-based assessments in [writing](#), [technology and engineering literacy \(TEL\)](#), and [science interactive computer tasks](#).

In 2015, NAEP will begin to transition the mathematics, reading, and science assessments from paper and pencil to technology-based assessments. Some schools will take the traditional paper and pencil assessment, while other schools will be asked to take a pilot technology-based assessment on tablets. Each student will take NAEP in only one format and one subject. Results will be released from the paper and pencil assessments only. Information collected from the pilots will not be released, but will be used to prepare for future assessments.

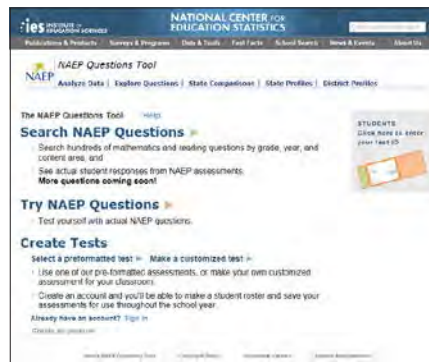
## EXPLORE THE ENHANCED NAEP QUESTIONS TOOL

The NAEP Questions Tool (NQT) is a database of more than 3,000 questions, in nine subject areas, from past assessments that have been released to the public and will not be used again on NAEP assessments. NCES has developed an enhanced version of the NQT that expands on its current features to make the tool more useful. You can now use the enhanced NQT to:

- sort and select NAEP questions more easily with a new “drag and drop” viewing option,
- “Test yourself” on any NAEP subject with a more customizable quiz function,
- create online, self-scoring quizzes that students can login to take any time, and
- compare results to how students performed across the nation.

The enhanced NQT contains math and reading items back to 2005. By June 2014, all questions for all subjects will be available.

The NQT can be used to supplement classroom instruction, provide additional insight into the content of the assessment, and show what students, in your district, state and nationally, know and can do.





### NAEP 2013 GRADE 12 MATHEMATICS AND READING RELEASE

More than 92,000 twelfth-graders were assessed in either reading or mathematics in 2013. The national sample of schools and students was drawn from across the country. The results from the assessed students were combined to provide accurate estimates of the overall performance of students in the nation and in the 13 states that participated in the twelfth-grade state pilot program: Arkansas, Connecticut, Florida, Idaho, Illinois, Iowa, Massachusetts, Michigan, New Hampshire, New Jersey, South Dakota, Tennessee, and West Virginia.

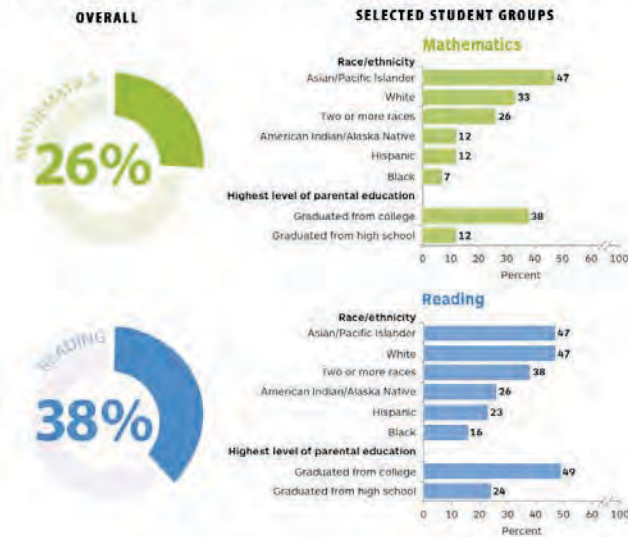
Standards established by the National Assessment Governing Board required that school participation rates for the original state samples were at least 85 percent for results to be reported. All 13 states met this requirement with participation rates of 90 to 100 percent.

### NATIONAL ACHIEVEMENT LEVELS IN 2013

Students performing at or above *Proficient* level on NAEP assessments demonstrate solid academic performance and competency over challenging subject matter. Twenty-six and 38 percent of twelfth-graders performed at or above the *Proficient* level in mathematics and reading, respectively, in 2013.

The percentages of racial/ethnic groups performing at or above *Proficient* in 2013 ranged from 7 to 47 percent in mathematics, and 16 to 47 percent in reading. Higher percentages of Asian/Pacific Islander and White students performed at or above the *Proficient* level in both mathematics and reading. A higher percentage of students whose parents graduated from college performed at or above *Proficient* level in both mathematics and reading in 2013 compared to students whose parents graduated from high school.

Percentage of students at or above the *Proficient* level in 2013



SOURCE: U.S. Department of Education, Institute of Education Sciences, National Center for Education Statistics, National Assessment of Educational Progress (NAEP), various years, 1992-2013 Mathematics and Reading Assessments.

### SCORE GAINS FROM 2009 TO 2013

Four of the 11 grade 12 states that participated in both 2009 and 2013 scored gains in mathematics and/or reading. Score gains in mathematics for Idaho and West Virginia increased by 3 points while Arkansas and Connecticut saw a 4 point increase. Arkansas and Connecticut saw a 5 and 6 point score increase in reading, respectively, and were the only states to see score gains in 2013 in both subjects. None of the participating states scored significantly lower in 2013 than in 2009.

### STATE ACHIEVEMENT GAPS

Racial/ethnic score gaps narrowed from 2009 to 2013 in two of the pilot states and widened in one state. The White – Black score gap in mathematics narrowed from 2009 to 2013 in Arkansas and widened in Iowa. The White – Black score gap in reading narrowed from 2009 to 2013 in Connecticut. There were no significant changes in the White – Hispanic score gaps in any of the pilot states.

See a [map of changes in score gaps for racial/ethnic groups in the pilot states for the in 2009 and 2013](#).

See how average scores and score [gaps for racial/ethnic groups in the pilot states compare to the results for public school students in the nation](#).

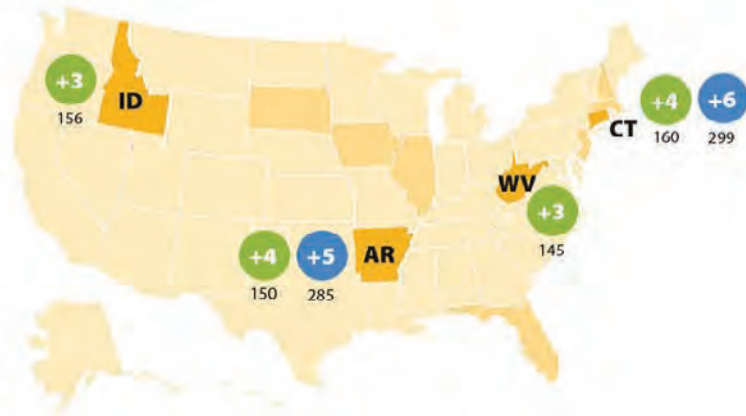
#### Score gains from 2009 to 2013

##### MATHEMATICS

4 of 11 pilot states scored higher in 2013 than in 2009

##### READING

2 of 11 pilot states scored higher in 2013 than in 2009



SOURCE: U.S. Department of Education, Institute of Education Sciences, National Center for Education Statistics, National Assessment of Educational Progress (NAEP), 2009 and 2013 Mathematics and Reading Assessments.

### NATIONAL AND INTERNATIONAL ASSESSMENT ADMINISTRATIONS

The NAEP assessments for mathematics, reading, and science are coordinated with [three National Center for Education Studies \(NCES\)](#), [international assessments](#); Progress in International Reading Literacy Study (PIRLS), Program for International Student Assessment (PISA), and Trends in International Mathematics and Science Study (TIMSS).

The coordination of the assessments will allow for comparisons between [international assessments and NAEP](#).

The table below illustrates the national, international assessments, and longitudinal studies NCES will recruit for, administer and release results for during the 2014-2015 school year: [Early Childhood Longitudinal Program \(ECLS\)](#), [High School Longitudinal Study \(HLSL\)](#), and [Middle Grades Longitudinal Study of 2016-2017 \(MGLS\)](#).

**2014-2015 National and International Assessment Activities**

During the 2014–2015 school year, NCES will recruit for, administer, and release the results of national and international assessments, as well as other longitudinal studies, at grades K through 12.

Summer 2014	Fall 2014	Winter 2014/2015	Spring 2015
<b>RECRUIT</b>	<b>ADMINISTER</b>	<b>ADMINISTER</b>	<b>RELEASE</b>
<b>MGLS:2017</b> Math and Reading Field Test: Grades 4, 7, and 12	<b>SOLE-4-2011</b> Grade 4		<b>SOLE-4-2011</b> Grade 4
<b>NAEP 2015</b> Math, Reading, and Science: Grades 4, 8, and 12 Math, Reading, and Science Pilot Technology-Based Assessments: Grades 4, 8, and 12	<b>PIISA 2015</b> Math, Reading, Science, Collaboration, Problem Solving, and Financial Literacy: Age 15		<b>MGLS:2017</b> Math and Reading Field Test: Grades 4, 7, and 12
<b>TIMSS 2015</b> Math and Science: Grades 4 and 8 Advanced Math and Physics: Grade 12			<b>PIRLS 2015</b> Reading Literacy Test: Grade 4
<b>NAEP 2011</b> Basic Writing Achievement: Grades 4, 8, and 12 General Basic Computation: Grade 8	<b>ECLS-K:2011</b> Early Head Start Study: Grade 2	<b>NAEP 2011</b> Math, Reading, and Science: Grades 4, 8, and 12	<b>TIMSS 2015</b> Math and Science: Grades 4 and 8 Advanced Math and Physics: Grade 12
<b>PISA 2012</b> Finance Literacy: Age 15	<b>NAEP</b> Basic Math (Student Math and Reading: Grade 8)	<b>HLSL:09</b> 2013 Special Collector	<b>ECLS-K:2011</b> Educational Data: Grade 2
			<b>NAEP 2014</b> Critical Vocabulary and U.S. History: Grade 8

SOLE-4-2011 — Early Childhood Longitudinal Study, Kindergarten Class of 2010-11  
HLSL:09 — High School Longitudinal Study of 2009  
MGLS:2017 — Middle Grades Longitudinal Study of 2016-2017  
NAEP — National Assessment of Educational Progress

### NAEP SCORING

The NAEP uses a combination of multiple-choice and constructed-response items (questions) in its assessment instruments. For multiple-choice items, students are required to select an answer from a list of options; responses are electronically scanned and scored. For constructed-response items, students are required to provide their own answers; responses are scanned and then scored by qualified and trained scorers using a scoring guide and an electronic image-processing and scoring system.

Scoring all NAEP items in an objective, consistent, and valid fashion is a key program goal. There are a number of steps in the NAEP scoring process that occur during three general phases: scoring guide development and pilot, first operational scoring, and subsequent operational scoring. In all phases of scoring, quality control and validity checks are implemented in the scanning, processing, and scoring of multiple-choice items. To learn more about NAEP scoring, visit [http://nces.ed.gov/nationsreportcard/contracts/item\\_score.asp](http://nces.ed.gov/nationsreportcard/contracts/item_score.asp).

## NAEP Behind The Scenes

Learn more about the people who work behind the scenes to make NAEP the gold standard among assessments.

### INTERVIEW WITH SCOTT BECKER ON SCORING FOR NAEP



*Scott Becker is the Senior Project Manager for NAEP Scoring for Pearson. His primary responsibility is to provide support for the scoring of NAEP constructed-response items. Pearson prints and distributes NAEP assessment materials; and scans and scores assessment responses.*

#### **How long have you worked on the NAEP program?**

"I've worked on NAEP in various roles since 2003. I started as a scorer on NAEP reading in March of 2003 at Pearson's Virginia Beach scoring site. I served as a NAEP trainer for both reading and writing from 2005-2007. In August of 2007, I moved to Iowa City to begin my role as project manager for Pearson's federal programs team. As the senior project manager for NAEP scoring, I provide support for the scoring of constructed-response items across all NAEP subject areas."

#### **What in your past training and experience best prepared you for your current job?**

My experiences as both a NAEP scorer and trainer have given me an excellent understanding of the NAEP scoring process from the ground up, which allows me to effectively serve the needs of both the NAEP program and the Pearson staff responsible for actually scoring NAEP student responses.

#### **What is the most satisfying part of your job? What is the most challenging?**

The most satisfying part of my job is finding satisfying solutions to the complex needs of the many different stakeholders involved in NAEP constructed-response scoring. The NAEP scoring process involves many different players with many different schedules and needs. Meshing all these moving pieces together in a coherent fashion that produces the best quality NAEP scoring in an appropriate timeframe is very rewarding.

The most challenging part of my job is adjusting quickly to the many changes and adjustments that always seem to crop up. NAEP scoring is never dull!

#### **Who scores NAEP items? How are scorers trained? Where are NAEP items scored?**

NAEP constructed-response scorers all have 4-year college degrees. Beyond this single similarity they represent a broad spectrum of the American workforce. Some are recent college graduates while others are already retired from successful careers and everything in between.

NAEP scoring teams typically include 10-12 scorers and one supervisor. The team is led by a trainer who has spent several weeks mastering the content of the specific items the team will be scoring. Trainers lead their teams through paper training sets that present scorers with the item itself, the scoring guide explaining the various score categories for the item, and numerous examples of scored student responses demonstrating how the scoring guide should be applied.

NAEP items are scored at various Pearson scoring sites around the country. In any given year, NAEP may be scored at any or all of the following locations: Mesa, Arizona; Virginia Beach, Virginia; Columbus, Ohio; and Lansing, Michigan.

## ONLINE RESOURCES

### THANK YOU!

**National Assessment of Education Progress (NAEP)** <http://nces.ed.gov/nationsreportcard>

### 2015 NATIONAL INDIAN EDUCATION STUDY (NIES)

**National Indian Education Study** <http://nces.ed.gov/nationsreportcard/nies>

### TRANSITION TO TECHNOLOGY-BASED ASSESSMENTS

**NAEP Writing Computer-Based Assessments** <http://nces.ed.gov/nationsreportcard/writing/cba.aspx>

**Technology & Engineering Literacy Assessment** <http://nces.ed.gov/nationsreportcard/tel>

**Interactive Computer and Hands-On Tasks** [http://nationsreportcard.gov/science\\_2009/ict\\_summary.aspx](http://nationsreportcard.gov/science_2009/ict_summary.aspx)

### THE ENHANCED NAEP QUESTIONS TOOL

**The NAEP Questions Tool** <http://nces.ed.gov/nationsreportcard/nqt>

### NAEP 2013 GRADE 12 MATHEMATICS AND READING RELEASE

**The interactive Nation's Report Card** [http://www.nationsreportcard.gov/reading\\_math\\_g12\\_2013/#/](http://www.nationsreportcard.gov/reading_math_g12_2013/#/)

**State achievement levels** [http://www.nationsreportcard.gov/reading\\_math\\_g12\\_2013/#/state-performance](http://www.nationsreportcard.gov/reading_math_g12_2013/#/state-performance)

**State score changes** [http://www.nationsreportcard.gov/reading\\_math\\_g12\\_2013/#/state-gains](http://www.nationsreportcard.gov/reading_math_g12_2013/#/state-gains)

**State achievement gaps** [http://www.nationsreportcard.gov/reading\\_math\\_g12\\_2013/#/state-gaps](http://www.nationsreportcard.gov/reading_math_g12_2013/#/state-gaps)

### NATIONAL AND INTERNATIONAL ASSESSMENT ADMINISTRATIONS

**International Activities Program** <http://nces.ed.gov/surveys/international>

**Early Childhood Longitudinal Program (ECLS)** <http://nces.ed.gov/ecls/kindergarten2011.asp>

**High School Longitudinal Study of 2009 (HSL:09)** <http://nces.ed.gov/surveys/hsls09>

**The Middle Grades Longitudinal Study of 2016-17 (MGLS:2017)** <http://nces.ed.gov/surveys/mgls>

### NAEP SCORING

**NAEP Item Scoring** [http://nces.ed.gov/nationsreportcard/contracts/item\\_score.asp](http://nces.ed.gov/nationsreportcard/contracts/item_score.asp)

This publication was prepared for the National Assessment of Educational Progress by Westat under contract (ED-IES-13-C-0020) to the National Center for Educational Statistics, U.S. Department of Education.



Get NAEP on the go with the NAEP Results mobile app!

# Motivate Students

to Participate in and Do Their Best on NAEP

Students selected for NAEP represent hundreds of other students like themselves. National results can be compromised if students at your school do not fully participate in the testing process. Your encouragement will convey the importance of the assessment and produce results that accurately measure what twelfth-graders know and can do.

Discussions with principals and an analysis of student participation data from past assessments reveal that schools that use multiple strategies have higher participation rates than schools that do not. Focus groups of seniors confirm the importance of these strategies. Principals in past assessments have found the following to be effective in engaging students to take the assessment.

**Share** information about NAEP with your twelfth-graders.

- Hold a short meeting with students to explain NAEP and how important it is for all selected students to participate.
- Show the 5-minute NAEP video, *Introducing NAEP to Students*, and the *Introducing NAEP to Students* PowerPoint presentation, that is customized specifically for your school, to your sampled high school students at an assembly or student meeting. Post the video and PowerPoint on your school website. The video could also be shown on school television.
- Mention NAEP as an important upcoming activity during a school assembly or on the school website.
- Include information about NAEP in student newsletters or newspapers.
- Use the Talking Points to answer students' common questions about NAEP.

**Consider** ways to thank students for their participation.

- Recognize students who participated in NAEP. Examples include:
  - providing NAEP honor tags to wear during graduation;
  - providing free tickets to school events.

**Give** a pep talk to participating students at the beginning of each assessment session. At that time, you can

- personally introduce the NAEP representatives, since students demonstrate greater focus when they are familiar with the test administrators;
- show the NAEP video, *Introducing NAEP to Students*;
- encourage students to do their best; and
- remind students that, by participating, they represent thousands of other high school students across the nation.

**Invite** teachers to attend assessment sessions. Their presence helps validate the assessment and further motivates the students.

**Inform** students that they can find additional resources and past results by visiting the NAEP website, <http://nces.ed.gov/nationsreportcard/students>.

**Encourage** students to find us on:



**Download** the *NAEP Results* mobile app.



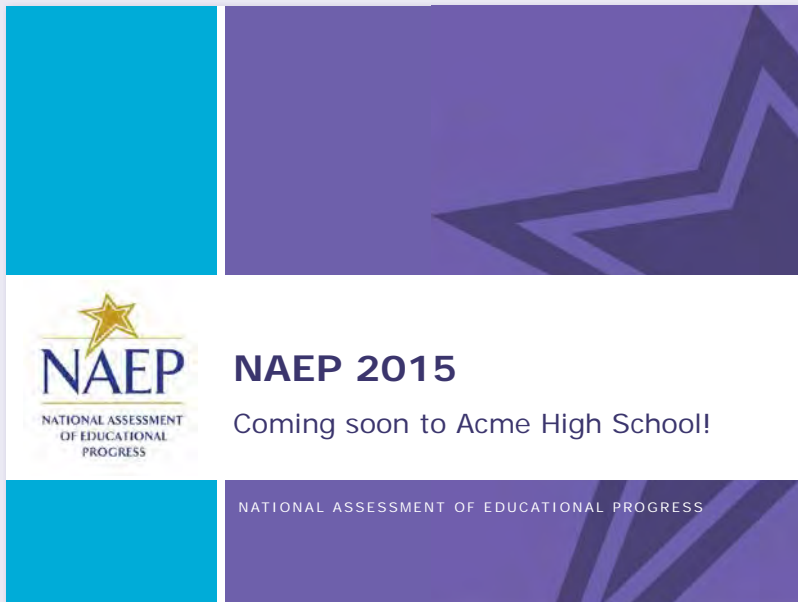
Get NAEP on the go with the *NAEP Results* mobile app!

# Introducing NAEP to Students

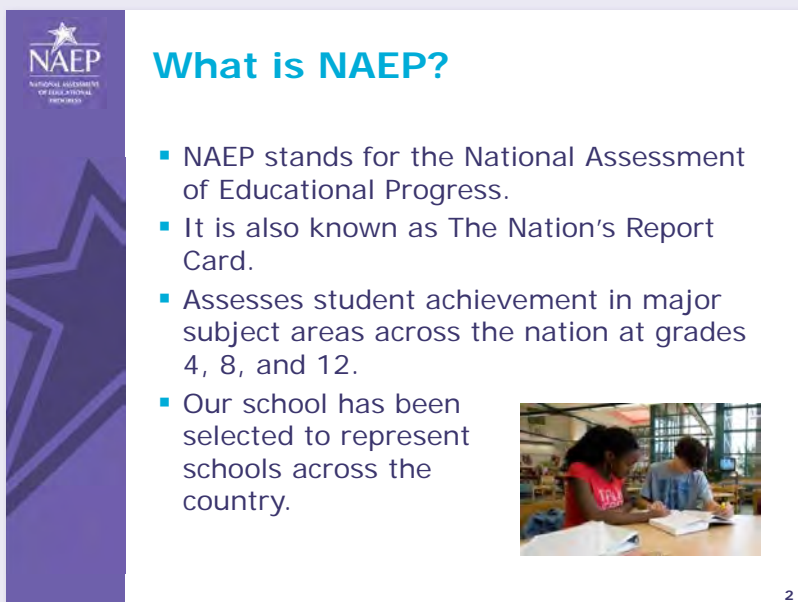
PowerPoint Presentation



It is important for students to understand the importance of NAEP and know what to expect for the assessment. Share this PowerPoint presentation, customized specifically for your school, with your students.



Meeting with students to explain the importance of NAEP had a positive impact on student participation in 2013. Use this PowerPoint presentation as a resource for a student meeting.



## What is on the test?

- Seniors will take a mathematics, reading, or science assessment on a tablet.
- The tablets include a keyboard, stylus, and earbuds. You can bring your own earbuds if you prefer.



3

## What is on the test?

- Questions are multiple-choice, short answer, or essay.
- Some questions will be interactive. For examples, visit this website:  
[http://nationsreportcard.gov/science\\_2009/](http://nationsreportcard.gov/science_2009/)
- Questions about how your teachers teach, your educational experiences, and other information.

4



## Sample Mathematics Question

If  $f(x) = \frac{x-1}{x}$ , what is  $f(5)$ ?

- A 0
- B  $\frac{4}{5}$
- C 1
- D  $\frac{6}{5}$
- E  $\frac{24}{5}$

84% of students answered correctly during the 2013 assessment.

5

## Sample Reading Excerpt

"I don't mean to put a damper on things. I just mean we ought to treat fun reverently. **It is a mystery. It cannot be caught like a virus. It cannot be trapped like an animal.** The god of mirth is paying us back for all those years of thinking fun was everywhere by refusing to come to our party. I don't want to blaspheme fun anymore. **When fun comes in on little dancing feet, you probably won't be expecting it.** In fact, I bet it comes when you're doing your duty, your job, or your work. It may even come on a Tuesday."

**FUN** by Suzanne Britt Jordan  
From *The New York Times*, used with permission.

6

## Sample Reading Question

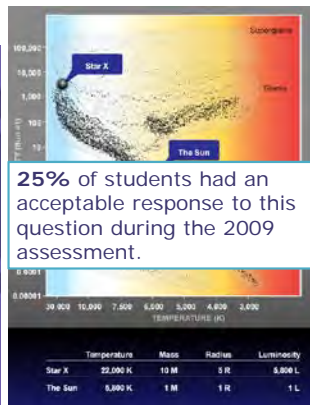
Explain what the author means when she says, "Fun is a rare jewel."

*She means that fun is not something that exists everywhere in everything. Rare jewels are precious and cherished, not something found in common, everyday life. She is saying that fun is just like that, that it should be precious and savoured when it becomes available.*

78% of students wrote an acceptable response to this question during the 2013 assessment.

7

## Sample Science Question



25% of students had an acceptable response to this question during the 2009 assessment.

Use the information on the left and your knowledge of processes that occur in stars to predict what stages you expect each star to go through as it ages.

What future stages will the Sun likely go through? **Select all that apply.**

- A Giant
- B Supergiant
- C White dwarf
- D Planetary nebula
- E Supernova

8



## How should I prepare for NAEP?

- Good news! **You don't have to study.**
- Just try your best to answer each question.
- Your scores will be anonymous, and will not affect your grades or academic record in any way.
- Your scores will be combined with other students' scores to show what seniors know about the subject areas across the nation.



9



## What should I expect?

- Testing takes place on **January 26, 2015**, and will take about 120 minutes.
- We will call you out of class that day.
- You will be given a hall pass telling you where to report.



10



## Your participation is important

- You represent seniors across the country.
- Important decisions about education are made using the results of these tests.
- You can contribute to improving the quality of education for all students in the United States.



11




## NAEP is important




- You have received a great education here at Acme High School.
- We want you to do your best because you represent seniors all across the United States.
- It's a great way to do something good and contribute to the future of education.




12



## Find out more

- Visit NAEP:  
<http://nces.ed.gov/nationsreportcard/students>
- Follow NAEP:  
  

13



Here's a quick video made just for students...

14

# Introducing NAEP to Students

Video



What is the National Assessment of Educational Progress, and why should students care? See what real students have to say about NAEP and why their participation is important. Show this video to students in your school who have been selected to take NAEP so that they can learn more about the assessment, how the results are used, and how they can make a difference.

Meeting with students to explain the importance of NAEP had a positive impact on student participation in 2013. Use this video as a resource for a student meeting.



# Assembly Announcement

Sample



It is important for students to participate in NAEP and do their best. Use this assembly announcement to explain the importance of student participation in NAEP.

I am pleased to announce that our school has been selected to participate in the National Assessment of Educational Progress, also known as NAEP. You may have heard of NAEP. The results are called The Nation's Report Card because it measures student achievement across the country. It is important because the results help the President, Congress, and all of our educators make decisions about how to improve our education system. Not every student will be asked to take part in the assessment, so for those of you who are chosen to participate, we encourage you to take it seriously and do your best. You will represent other students like yourselves, and you have a chance to have an impact on the future education policy decisions in the United States. Every student that is selected to participate makes a difference. We will be providing more information for students and teachers in the upcoming weeks. Thank you.



# School Newsletter – NAEP 2014 is Coming!

Sample



It is important for students to participate in NAEP and do their best. Use this newsletter to share the importance of NAEP and details about the upcoming assessment.

The image shows a sample newsletter layout for NAEP 2015. It features a purple header with the year '2015' and a blue graphic with white arrows. The NAEP logo is on the left, and the word 'Newsletter' is in large blue text. The main content is organized into two columns. The left column contains a section titled 'What is NAEP?' with a paragraph of text. The right column contains four sections: 'Why is NAEP important?', 'What subjects will NAEP assess?', 'Who will take NAEP?', and 'When will NAEP be administered?'. Below these is a section titled 'Where can you find additional information?' with two lines of text and two URLs. At the bottom of the right column, there is a line of text 'Find NAEP on:' followed by icons for Facebook, Twitter, and YouTube.

**2015**

 **Newsletter**

**What is NAEP?**  
The National Assessment of Educational Progress, also known as NAEP, is the largest nationally representative assessment of what students across the country know and can do in a variety of subjects. It has been around since 1969, and allows us to compare student progress over time.

**Why is NAEP important?**  
The results of NAEP are released as The Nation's Report Card and they help the President, Congress, and all of our educators make decisions about how to improve our education system.

**What subjects will NAEP assess?**  
Students will be assessed in mathematics, reading, or science. The assessment will be administered on tablets with a keyboard and stylus. It will take approximately 120 minutes of student time.

**Who will take NAEP?**  
NAEP 2015 will be administered to a nation-wide sample of students, including [number] students here at [school name].

**When will NAEP be administered?**  
NAEP 2015 will be administered here on [date].

**Where can you find additional information?**  
Watch the NAEP student video: <http://nces.ed.gov/nationsreportcard/videos/naepstudent.asp>  
Visit the NAEP website: <http://nces.ed.gov/nationsreportcard/students>

Find NAEP on:   



# School Newspaper Article

Sample



It is important for students to participate in NAEP and do their best. Use this newspaper article to share information about NAEP, its importance, and details about the upcoming assessment.

## The Nation's Report Card and You

Soon you may notice some of your classmates receiving hall passes to excuse them from class on [assessment date]. You will probably wonder: What are they for, and? Where are these students going?

These students have been chosen to participate in the National Assessment of Educational Progress, also known as NAEP. You may be thinking that NAEP is just another test, but it's not. NAEP is different from our state assessments, the SAT, and ACT because it represents all high school students across the country, not just those who plan to go on to college.

Ever heard of The Nation's Report Card? That's NAEP: the assessment results are released as The Nation's Report Card, and they help the President, Congress, and all of our educators make decisions about how to improve our education system. NAEP is what the general public will hear about on the news when reporters discuss what high school students are learning.

The actual assessment takes about 120 minutes. During that time, students

will take a pilot technology-based assessment in mathematics, reading, and science on tablets. All students will be asked questions about their educational experiences that may be related to performance, such as homework and reading habits. Student scores are anonymous and will not affect student grades or academic records in any way. Instead, they will be used to prepare for future technology-based assessments.

Students who are selected to participate in NAEP have an important job to do. NAEP will provide a national snapshot of what students have learned in school, and it is essential that students take it seriously, try their best, and answer all the questions they can.

If you would like to see questions or results from past NAEP assessments and learn more about NAEP and why it is important for students, check out NAEP on Twitter and Facebook, or visit <http://nces.ed.gov/nationsreportcard/students>.

# Certificate

## of Community Service

Does your school require students to collect community service hours? NAEP provides a Certificate of Community Service for students participating in NAEP.



# Principals and Teachers to Students

## Talking Points

In 2013, the talking points for students had a positive impact on student participation.

### What is NAEP?

NAEP stands for the National Assessment of Educational Progress. You may know it as The Nation's Report Card. It's the largest continuing and nationally representative assessment of what students across the country know and can do in various subjects. It is different from our state assessments and even the SAT and ACT because it represents all high school students across the country, not just those here in our state or those who plan to go on to college.

### Why should I participate?

NAEP is important. The results of NAEP are released as The Nation's Report Card and they help the President, Congress, and all of our educators make decisions about how to improve our educational system. By participating, you have the ability to influence those decisions and contribute to the quality of education for future students. Not all students take the assessment. You have been chosen to represent other high school students in our school, in our state, and across the country. It is important that you take part and put forth your best effort.

### What do I have to do?

You will take the test with other selected students. The test takes only about 120 minutes. Students will take a pilot technology-based assessment in mathematics, reading, and science on tablets. Each student will be assessed in only one subject.

Your scores will be anonymous and will not affect your grades or academic record in any way. Instead, they will be used to prepare for future technology-based assessments. You should do your best because you were selected to represent students just like you across the country. When NAEP results are reported in the news, they influence the public's opinion of what high school students across the United States know and can do.

# More on the Twelfth-Grade Challenge

Low participation and low motivation can undermine the validity and credibility of the results from the National Assessment of Educational Progress (NAEP) for high school seniors. This section includes participation rate data from strategies used in NAEP 2013, the last time NAEP assessed mathematics and reading at twelfth grade. In addition, this section includes examples of NAEP in the news to illustrate the importance of NAEP and how the media reports on The Nation's Report Card.

The National Center for Education Statistics (NCES), which administers NAEP, and the National Assessment Governing Board, which sets policy for NAEP, have been concerned about the participation of high school seniors in NAEP and their motivation to do their best. In response to this issue, NCES convened a Secondary School Principals Working Group in 2005. This section also includes the working group's recommendations.

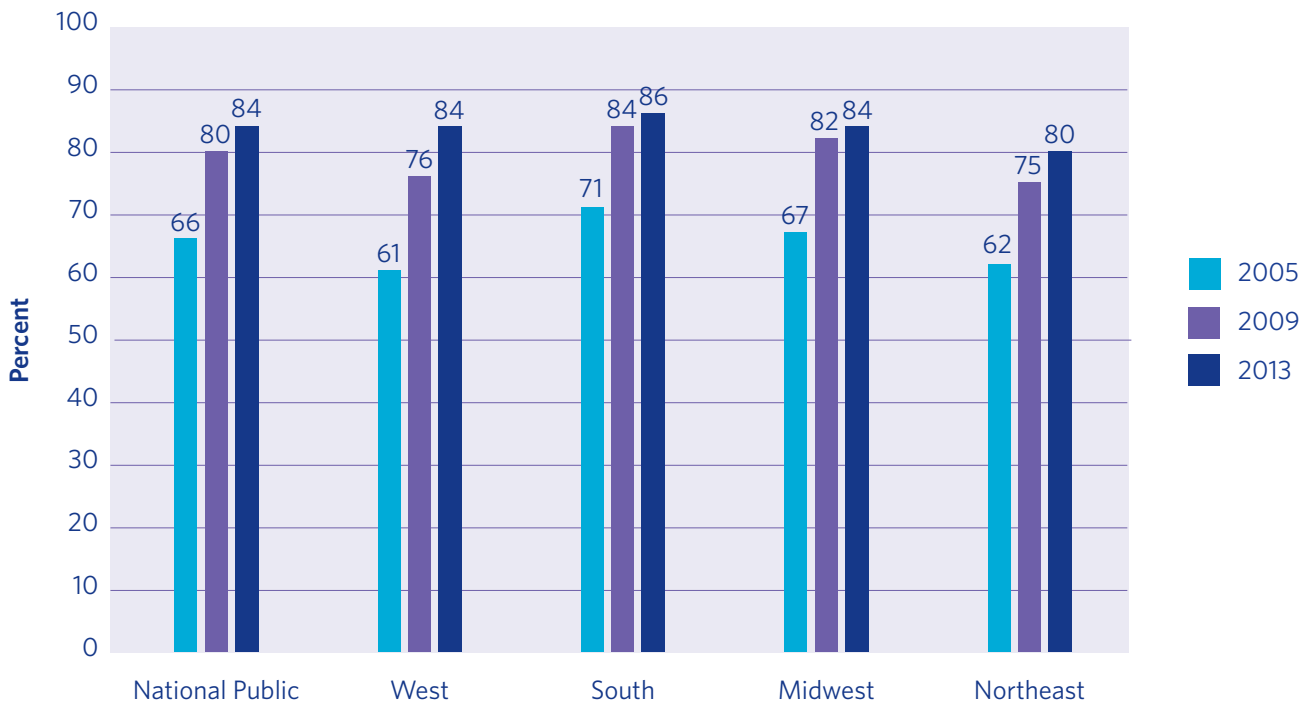


# Grade 12 Student Participation

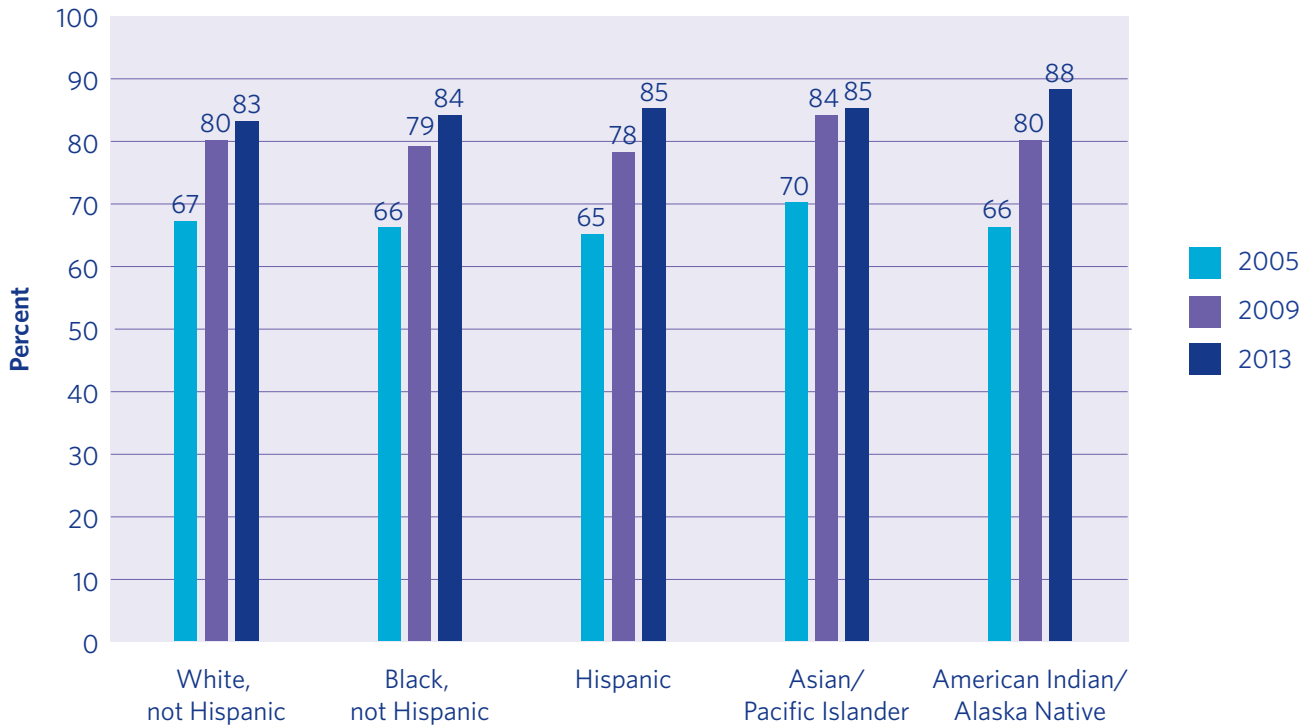
Increased Across the Board from 2005

Student participation increased from 2005 to 2013. This section illustrates the relationship between the strategies used from the *Best Practices Guide* and participation of students.

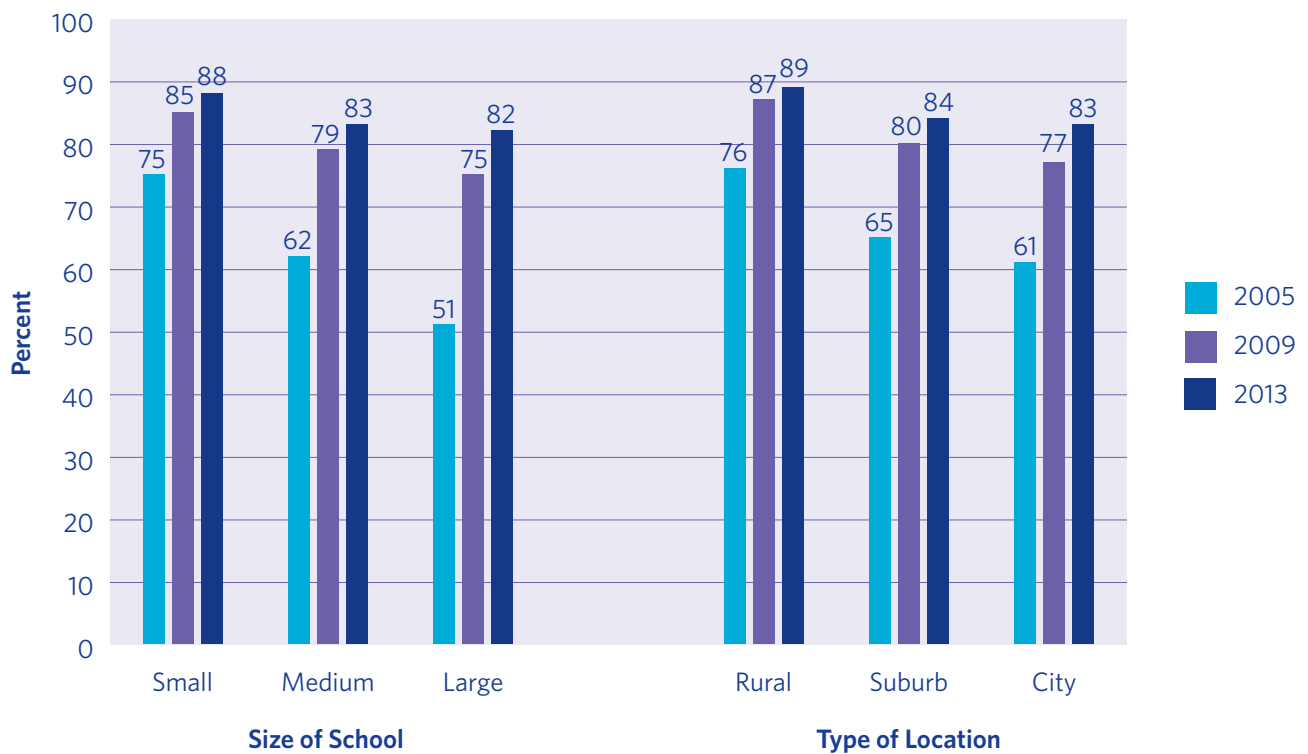
## Grade 12 Student Participation for Public Schools by Geographic Region



## Grade 12 Student Participation for Public Schools by Race/Ethnicity



## Grade 12 Student Participation for Public Schools by Size of School and Type of Location



# Types of Strategies

Used by High Schools

Public high schools used a variety of strategies to improve the participation and engagement of their seniors. Six strategies emerged that were associated with a statistically significant difference in average student participation rates between schools that used the strategies and those that did not. They include the following:

**Announce** NAEP prior to assessment day to parents, students, and faculty;

**Recognize** students who participated at a school awards assembly or other announcement;

**Hold** a meeting with seniors to explain the importance of NAEP using the resources in the *Best Practices Guide*;

**Explain** the importance of NAEP to teachers using the PowerPoint presentation and video in the *Best Practices Guide*;

**Invite** teachers to attend the assessment session; and

**Give** students an item, such as a ticket to a school event, yearbook, etc. for participating in NAEP.

In general, the relationship between use of these strategies and average student participation rates held for small, medium, and large schools. Small schools have fewer than 300 seniors. Medium schools have between 300 and 599 seniors. Large schools have more than 600 seniors.

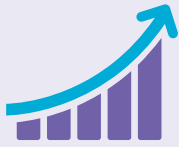
The majority of public high schools used more than one of these six strategies. Average participation rates tended to increase with the number of strategies that were used, especially among large high schools.

## Number of Strategies Used by Schools and Their Student Participation Rates

Number of Strategies	Student participation rate
None of these strategies	82%
One strategy	85%
Two strategies	85%
Three strategies	87%
Four strategies	89%
Five strategies	90%
Six strategies	94%

# Use of Strategies by High Schools

More is More!



Strategies from the *Best Practices Guide* have improved the overall student participation rate to 84 percent in 2013, an increase of 18 percentage points from the low of 66 percent in 2005.

## NAEP 2013

### Average Student Participation Rates

Using six strategies

94%

vs.

Using no strategies

82%



Average student participation rates increased with the number of strategies used

### Student Participation Rates Using vs. Not Using Strategies

Medium-sized Schools

#### Announce

NAEP prior to assessment day

83%  
Using



79%  
Not using

#### Recognize

students who participate

86%  
Using



83%  
Not using

#### Meet

with students

84%  
Using



81%  
Not using

#### Explain

importance of NAEP to teachers

87%  
Using



82%  
Not using

#### Invite

teachers to attend assessment

84%  
Using



83%  
Not using

#### Give

students an item

86%  
Using



82%  
Not using



# NAEP in the News

Video



What does the media have to say about NAEP and the academic progress of high school students? This is a short video that shows how the media reported on the last grade 12 release.

## NAEP in the News

# Goals to Improve Participation and Engagement in 12th-Grade NAEP



NCES convened a Secondary School Principals Working Group in 2005 to address participation rates. Read this summary to see their recommendations to improve student participation and engagement.



## Goals to Improve Participation and Engagement in 12th Grade NAEP

THE SECONDARY SCHOOL PRINCIPALS WORKING GROUP

### Statement of the Problem

- There has been a decline in 12th grade school and student participation in some NAEP assessments.
- Many students who do participate fail to try as hard as they can.
- The current participation rate of high school seniors in the NAEP assessment threatens the validity of NAEP data and may present a distorted picture of the condition of the nation's high schools.
- NAEP is in danger of underreporting the academic performance of America's high school students.

In 2005, The National Center for Education Statistics (NCES) convened a working group of public secondary school principals from across the country to tap into their knowledge of what works in their high schools and what may work in other schools. The principals were selected to represent a variety of school settings and sizes. The Working Group was charged with reviewing the issues detailed above, accumulating information about the problem, and making specific recommendations to NCES for improving school and student participation in NAEP assessments. Below are the members of the Working Group. On the reverse side are the Group's recommendations. NCES is in the process of implementing some recommendations and exploring the feasibility of others.

### Principals Working Group Members

**Tim Davis**, Central High School, Rutherfordton, NC  
**Donald Wood Foucar**, Helena High School, Helena, MT  
**Todd Harvey**, Glasgow High School, Newark, DE  
**Charles Heinlein**, St Mary's High School, St. Mary's, WV  
**Jean Massey**, Northwest Rankin High School, Brandon, MS

**Keith Maxey**, Blue Springs South High School, Blue Springs, MO  
**John Modest**, West Charlotte High School, Charlotte, NC  
**Linda S. Perie**, retired principal, Snoqualmie, WA  
**Oscar A. Troncoso**, Socorro High School, El Paso, TX

**1. NAEP participation and results must be relevant and meaningful to primary stakeholders: students, schools, parents, and local districts.**

RECOMMENDATIONS

- Provide direct and specific performance feedback to participating schools and students soon after the assessment.
- Focus communications to educate primary stakeholders about the importance of NAEP.
- Offer incentives and recognition that have value to stakeholders.

**2. Expand the involvement and sense of ownership by the school and provide increased logistical support for administering NAEP.**

RECOMMENDATIONS

- Incorporate NAEP into school calendars by notifying schools no later than May 1 in the year prior to the assessment.
- Provide early and frequent direct communication with the school.
- Provide a “best practices” toolkit and reimburse the school for incidental costs associated with administering NAEP.
- Test the entire class or grade to accommodate the diverse schedules of high school students with at least one alternative testing session.
- Principals or their designees should be a visible presence.

**3. NAEP must become an integral part of the assessment environment in schools today.**

RECOMMENDATIONS

- NAEP 12th grade assessments should have the same requirements as 4th and 8th grades under the No Child Left Behind Act.
- Redesign NAEP
  - Examine testing window (spring of junior year or fall of senior year).
  - Design the test—increasing the length if necessary—to make it possible to provide specific feedback to primary stakeholders.
  - Incorporate computer-based assessment.
  - Embed NAEP in other required tests.
- Undertake a national campaign targeted to higher education, the military, the business community, and policymakers.



This publication was prepared for the National Assessment of Educational Progress by Hager Sharp under contract ED-02-PO-2738 to the National Center for Education Statistics, U.S. Department of Education.

# NAEP in Your State



How is NAEP data used in your state? Use these resource to find out more about the NAEP data available in your state.

**Arkansas**  
**Grade 12**  
**Public Schools**

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### Overall Results

- In 2013, the average score of twelfth-grade students in Arkansas was 150. This was lower than the average score of 152 for public school students in the nation.
- The average score for students in Arkansas in 2013 (150) was higher than their average score in 2009 (146).
- The score gap between higher performing students in Arkansas (those at the 75th percentile) and lower performing students (those at the 25th percentile) was 38 points in 2013. This performance gap was not significantly different from that in 2009 (41 points).
- The percentage of students in Arkansas who performed at or above the NAEP *Proficient* level was 18 percent in 2013. This percentage was not significantly different from that in 2009 (16 percent).
- The percentage of students in Arkansas who performed at or above the NAEP *Basic* level was 64 percent in 2013. This percentage was greater than that in 2009 (59 percent).

### Achievement-Level Percentages and Average Score Results

Year	Below Basic	Basic	Proficient	Advanced	Average Score
Arkansas 2009	41%	43%	15%	#	146*
Arkansas 2013	36%	46%	17%	#	150
Nation (public) 2013	38%	39%	22%	#	152

\* Significantly different ( $p < .05$ ) from state's results in 2013. Significance tests were performed using unrounded numbers.  
 # Rounds to zero.  
 NOTE: Detail may not sum to totals because of rounding.

---

### Compare the Average Score in 2013 to Other States/Jurisdictions

  District of Columbia  
  DoDEA†

† Department of Defense Education Activity (overseas and domestic schools).

In 2013, the average score in **Arkansas** (150) was

- lower than those in 9 states/jurisdictions
- higher than those in 2 states/jurisdictions
- not significantly different from that in 1 state/jurisdiction

### Average Scores for State/Jurisdiction and Nation (public)

\* Significantly different ( $p < .05$ ) from 2013. Significance tests were performed using unrounded numbers.

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### Results for Student Groups in 2013

Reporting Groups	Percent of students	Avg. score	Percentages at or above		Percent at Advanced
			Basic	Proficient	
<b>Race/Ethnicity</b>					
White	66	156	74	23	1
Black	21	130	36	3	#
Hispanic	9	143	55	10	#
Asian	2	†	†	†	†
American Indian/Alaska Native	1	†	†	†	†
Native Hawaiian/Pacific Islander	#	†	†	†	†
Two or more races	1	†	†	†	†
<b>Gender</b>					
Male	50	151	66	21	1
Female	50	148	62	15	#

# Rounds to zero. † Reporting standards not met.  
 NOTE: Detail may not sum to totals because of rounding. Black includes African American and Hispanic includes Latino. Race categories exclude Hispanic origin.

### Score Gaps for Student Groups

- In 2013, Black students had an average score that was 26 points lower than White students. This performance gap was narrower than that in 2009 (33 points).
- In 2013, Hispanic students had an average score that was 13 points lower than White students. This performance gap was not significantly different from that in 2009 (18 points).
- In 2013, male students in Arkansas had an average score that was higher than female students by 3 points.

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NOTE: Statistical comparisons are calculated on the basis of unrounded scale scores or percentages.  
 SOURCE: U.S. Department of Education, Institute of Education Sciences, National Center for Education Statistics, National Assessment of Educational Progress (NAEP), 2009 and 2013 Mathematics Assessments.

# NAEP in Your State



**The Nations Reading Report Card**

**2013 State Snapshot Report**

**Arkansas**  
**Grade 12**  
**Public Schools**

---

### Overall Results

- In 2013, the average score of twelfth-grade students in Arkansas was 285. This was lower than the average score of 287 for public school students in the nation.
- The average score for students in Arkansas in 2013 (285) was higher than their average score in 2009 (280).
- The score gap between higher performing students in Arkansas (those at the 75th percentile) and lower performing students (those at the 25th percentile) was 48 points in 2013. This performance gap was not significantly different from that in 2009 (50 points).
- The percentage of students in Arkansas who performed at or above the NAEP *Proficient* level was 33 percent in 2013. This percentage was greater than that in 2009 (29 percent).
- The percentage of students in Arkansas who performed at or above the NAEP *Basic* level was 72 percent in 2013. This percentage was greater than that in 2009 (68 percent).

### Achievement-Level Percentages and Average Score Results

Year	Below Basic	Basic	Proficient	Advanced	Average Score
Arkansas 2009	28	39	27	4	280*
Arkansas 2013	26	39	29	4	285
Nation (public) 2013	27	37	31	5	287

\* Significantly different ( $p < .05$ ) from state's results in 2013. Significance tests were performed using unrounded numbers.

NOTE: Detail may not sum to totals because of rounding.

---

### Compare the Average Score in 2013 to Other States/Jurisdictions

■ District of Columbia  
■ DoDEA\*

\* Department of Defense Education Activity (overseas and domestic schools).

In 2013, the average score in **Arkansas** (285) was

- lower than those in 8 states/jurisdictions
- higher than that in 1 state/jurisdiction
- not significantly different from those in 3 states/jurisdictions

### Average Scores for State/Jurisdiction and Nation (public)

\* Significantly different ( $p < .05$ ) from 2013. Significance tests were performed using unrounded numbers.

---

### Results for Student Groups in 2013

Reporting Groups	Percent of students	Avg. score	Percentages at or above		Percent at Advanced
			Basic	Proficient	
<b>Race/Ethnicity</b>					
White	66	292	80	40	4
Black	21	263	49	12	1
Hispanic	9	278	66	22	2
Asian	2	†	†	†	†
American Indian/Alaska Native	1	†	†	†	†
Native Hawaiian/Pacific Islander	#	†	†	†	†
Two or more races	1	†	†	†	†
<b>Gender</b>					
Male	50	278	65	27	2
Female	50	291	79	39	5

# Rounds to zero. † Reporting standards not met.

NOTE: Detail may not sum to totals because of rounding. Black includes African American and Hispanic includes Latino. Race categories exclude Hispanic origin.

### Score Gaps for Student Groups

- In 2013, Black students had an average score that was 29 points lower than White students. This performance gap was not significantly different from that in 2009 (28 points).
- In 2013, Hispanic students had an average score that was 14 points lower than White students. This performance gap was not significantly different from that in 2009 (18 points).
- In 2013, female students in Arkansas had an average score that was higher than male students by 14 points.

---

**ies** NATIONAL CENTER OF EDUCATION POLICY

NOTE: Statistical comparisons are calculated on the basis of unrounded scale scores or percentages.

SOURCE: U.S. Department of Education, Institute of Education Sciences, National Center for Education Statistics, National Assessment of Educational Progress (NAEP), 2009 and 2013 Reading Assessments.

# Principals and Teachers to Parents

## Talking Points

### What is NAEP?

The National Assessment of Educational Progress, or NAEP, is often called the gold standard of assessments and has been around since 1969. It's called The Nation's Report Card because it tells us how students across the country are doing. It is different than any of the other tests your child takes in school – including state assessments and even the SAT and ACT – because it represents all high school students in the United States, not just those here in [state] or those who plan to go on to college. As the largest national test, the results are found in the headlines of national and local news stories all over the country.

### Why should I encourage my child to participate?

NAEP is a window into the state of our educational system and what students are learning. It opens the door for parents to understand how well children like theirs are doing compared to other students in participating large urban districts, other states, the nation, and the rest of the world. Your child has been selected to represent other students like him/her across the country. Not every student or every school takes the test, and your child can help to show the country just how much all our high school students know and can do. The results of NAEP help the President, Congress, and educators make informed decisions about how to improve our educational system. When your child participates, he/she is making a difference.

### What does my child have to do?

If your child is selected to participate in the assessment, he or she will need to be out of class for about 120 minutes. The results are anonymous and your child's grades won't be affected. We encourage students to get a good amount of sleep the night before and to eat breakfast that morning. Please encourage your child to do his/her best.

### Where can I find more information on NAEP?

Visit The Nation's Report Card online at [www.nces.ed.gov/nationsreportcard](http://www.nces.ed.gov/nationsreportcard) and dig deeper into topics such as:

- How your child was selected
- NAEP accommodations
- NAEP scoring

Access the NAEP parent brochure at <http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2012469>.

Stay involved! Connect with NAEP online to be the first to know about upcoming assessments and reports.



Download the *NAEP Results* mobile app.

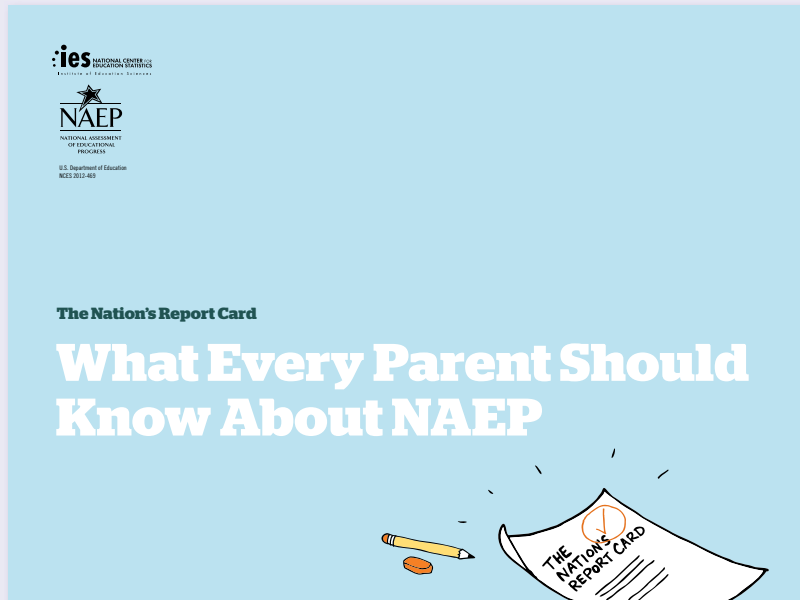


Get NAEP on the go with the *NAEP Results* mobile app!

# Parent Brochure



Share this brochure with parents so they can discover more about the NAEP program and what the assessment will mean for their child.

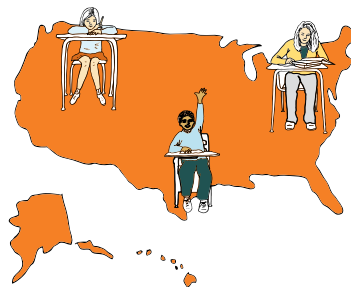


**You've probably heard of The Nation's Report Card.**

**It's a resource. It's a national wakeup call. It's a window into the state of our educational system and what students are learning.**

**It's more than just a test.**

Today's students take tests for everything. **The National Assessment of Educational Progress (NAEP)**, though, is different. It's called The Nation's Report Card because it tells us how students across the country, not just in one particular school or state, are doing.



**"The definitive source... for state-to-state comparisons in educational achievement..."**

EDUCATION WEEK  
*Influence: A Study of the Factors of Educational Achievement*

"Only 12% of U.S. high school seniors are proficient in the legacy of America's past."



"...higher math scores are 'undoubtedly' a sign of the success of math instruction in classrooms..."

THE WALL STREET JOURNAL

"...urban school districts have steadily increased their scores since 2003..."

The Miami Herald



Everyone's talking about NAEP. As the largest national test, its results are found in the headlines of national and local news stories all over the country.

**"NAEP is the gold standard of student assessments."**

The Washington Post  
*The Washington Post editorial board*

"Students taking the math exam who reported taking algebra I in eighth grade tended to outscore their peers who had not taken algebra I."

MILWAUKEE WISCONSIN JOURNAL SENTINEL

**"The nation's report card on math and reading shows fourth- and eighth-graders scoring their best ever in math..."**

ASHLEY & PARK PRESS

**"Very few students have the advanced skills that could lead to careers in science and technology, according to the results of a national exam..."**

"Today's NAEP results confirm that we have a crisis on our hands when it comes to civics education."

The New York Times

LANCASTER JOURNAL-WORLD

# NAEP: The Big Picture

The Nation's Report Card opens the door for parents to understand how well children like theirs are doing compared to other students in:

- Participating large urban districts
- Other states
- The nation
- The rest of the world!

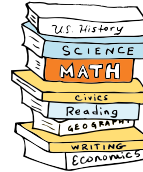




### NAEP in a Nutshell

- It is often called the gold standard of tests and has been around since 1969.
- The subjects most frequently tested are math, reading, science, and writing.
- Not every student or every school takes the test.
- The results are anonymous and if your child is asked to take it, his or her grades won't be affected.
- Accommodations are provided so that as many students as possible can participate.

## How would my child stack up?



### Use real NAEP questions to find out.

After each test, dozens of NAEP sample questions are released with The Nation's Report Card to show how real students performed in that subject.

**U.S. History**

As part of the U.S. history assessment, students were asked the purpose of the Declaration of Independence.

**34 percent of fourth-grade students answered correctly.**

**Mathematics**

$$\begin{array}{r} 612 \\ - 972 \\ \hline 46 \\ \hline 926 \end{array}$$

As part of the math test, students were asked to subtract 46 from 972 and fill in their answer.

**76 percent of fourth-grade students answered correctly.**

*I tried my best. Mom said it was important!*

### Give it a try. Test yourself!

**Science**

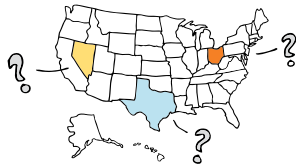
Lightning and thunder happen at the same time, but you see the lightning before you hear the thunder. Explain why this is so.

**Do you know the answer? Find out online!**

# What do all of these NAEP results tell us about education?

## See how your state measures up.

You can use NAEP results to compare your state to the nation, other states, and some large urban districts.



## Go beyond the scores.

NAEP reports provide more than just results in school subjects and grades.

**See** See how students have performed over time, including by racial/ethnic groups and gender.

NAEP also looks at differences between the performances of groups of students, illuminating achievement gaps that exist among the nation's students.

**Learn** Learn which states are closing achievement gaps, and see whether your state is making progress.

NAEP examines the path to high school graduation by studying course-taking and grades of America's most recent high school graduates.

**Find Out** Find out if your child is prepared for the future.

## Look at the full picture.

NAEP also looks at the factors that may be related to learning—both inside and outside the classroom.

- ★ Fourth-graders who reported **reading for fun almost every day** scored higher on NAEP.
- ★ The percentage of twelfth-grade students who reported **studying the U.S. Constitution** in 2010 was lower than in 2006.
- ★ Eighth-graders who reported **taking algebra I** scored higher on average than students taking lower-level courses.
- ★ Since 1990, more high school graduates from each racial/ethnic group **completed a rigorous curriculum**.
- ★ 90 percent of fourth-graders who took the NAEP reading assessment in 2011 reported that they **had a home computer**.
- ★ More than any other single subject, **science was the key to reaching a higher curriculum level**.



## NAEP Sparks Change Across the Country

### Detroit, Michigan



In 2009, the NAEP assessment revealed that Detroit schoolchildren ranked the lowest in the nation in both grades 4 and 8. In response to the alarming results, *The Detroit Free Press* partnered with Detroit Public Schools (DPS) to create and implement a new reading initiative, *The Call to Action for a new Reading Corps*, which encouraged citizens to volunteer 100,000 hours collectively to tutor reading in DPS schools.

### North Carolina



In 2005, results from the NAEP reading assessment revealed that eighth grade students in North Carolina scored below the national average. In response, the state deployed more than 200 literacy coaches to middle schools around the state to help teachers reach students with reading difficulties before they made the transition to high school.

**Visit The Nation's Report Card online.  
[www.nces.ed.gov/nationsreportcard](http://www.nces.ed.gov/nationsreportcard)**

Dig deeper into topics such as:

- How your child was selected
- NAEP accommodations
- NAEP scoring

Stay involved! Connect with NAEP online to be the first to know about upcoming assessments and reports.



This document was prepared for the National Center for Education Statistics under Contract No. ED-07-DD-0338 with Hager Sharp.

[www.ed.gov](http://www.ed.gov)



[ies.ed.gov](http://ies.ed.gov)

# Parent Brochure

Video



Give parents a “virtual video tour” that brings the NAEP parent brochure to life!

## The Big Picture

**You've probably heard of The Nation's Report Card.**

**It's a resource. It's a national wakeup call. It's a window into the state of our educational system and what students are learning.**

*It's more than just a test.*

*Today's students take tests for everything. The National Assessment of Educational Progress (NAEP). Enough is different. It's called The Nation's Report Card because it looks at how students across the country are doing in some particular education areas are doing.*

**Your State!**

MD

the world

**The Nation's Report Card**

**...diverse source... for state-to-state comparisons in educational achievement...**

**Only 12% of U.S. high school seniors are proficient in the legacy of America's past.**

**...higher math scores are 'undoubtedly' a sign of the success of math instruction in classrooms...**

**...urban school districts have steadily increased their scores since 2003...**

**Everyone's talking about NAEP. As the largest national test, its results are found in the headlines of national and local news all over the country.**

**Today's NAEP results confirm that we have a crisis on our hands when it comes to civics education.**

**“The nation's report and reading show eighth-graders best ever in math.”**

**“NAEP gold standard of student assessment.”**

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Dear **School Principal**,

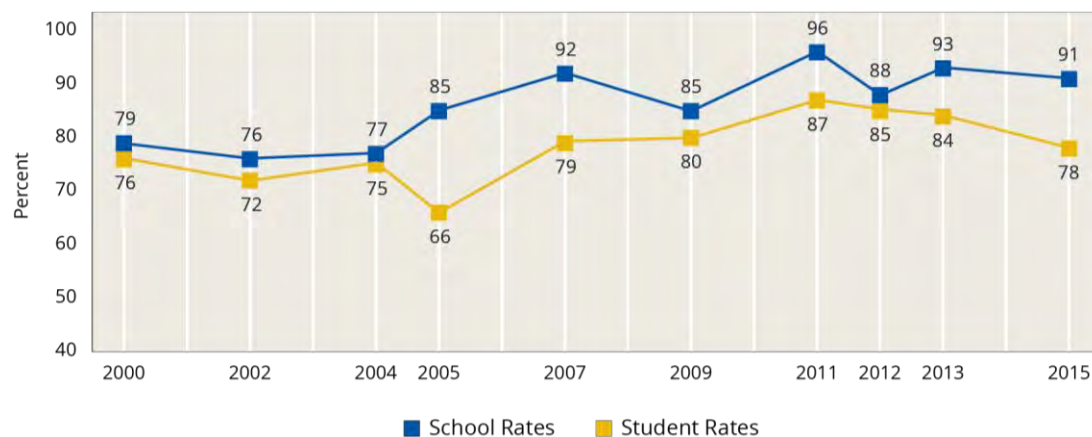
The National Assessment of Educational Progress (NAEP) is the largest continuing and nationally representative measure of student achievement. Your school has been selected to participate in digitally based mathematics, reading, and science pilot assessments and special studies. Results will not be released but will be used to inform future NAEP assessments.

NAEP results provide valuable feedback to educators, elected officials, and policymakers who work to maintain and improve the quality of our education system. Since NAEP is designed to assess a representative sample of our nation’s students, the accuracy of NAEP relies on the full participation of you, your students, and teachers.

## Twelfth-grade participation

Historically, twelfth-grade student participation in NAEP has been a challenge. Student participation reached an all-time low in 2005—only 66 percent of sampled seniors participated. Both low participation and low motivation can undermine the validity and credibility of NAEP results for high school students. As the graph below demonstrates, NAEP participation has increased significantly with the implementation of *The Best Practices Guide* in 2007. However, there was a decrease in student participation in 2015.

NAEP School and Student Participation Rates for Public Schools: Grade 12



## Recommendations from the Secondary School Principals’ Working Group

*The Best Practices Guide* was created after NCES convened a Secondary School Principals’ Working Group in 2005 to address twelfth-grade participation rates. After discussing participation rates, student motivation, and high school student results, the Principals’ Working Group concluded that the results did not reflect the true level of achievement of their students. The Principals’ Working Group also concluded that high school principals and other school leaders could help improve participation rates by obtaining teacher buy-in and motivating students to show up and do their best, and that best practices for achieving high participation should be shared with principals. Their recommendations set the stage for the initial *Best Practices Guide* prepared for the 2007 assessment.

## Preparing for NAEP 2018

Each year, NAEP provides resources and strategies to promote the importance of the assessment with teachers, students, and parents. These are updated with each grade 12 administration to reflect lessons learned from administrators like you.

This year, Best Practices: Strategies for Supporting Twelfth-Grade NAEP Participation is all digital—organized around the theme of “NAEP and Your School: A Winning Combination!” You can download more than 15 customizable resources and templates directly from [www.mynaep.com](http://www.mynaep.com).

Prepare & Schedule	Work with Teachers	Motivate Students	Inform Parents
Student Notification Letter	Introducing NAEP to Teachers video	Introducing NAEP to Students video	Parent/Guardian Notification Letter
Morning Announcement Template	Talking Points for Principals to Teachers	Talking Points for Teachers to Students	Talking Points for Principals and Teachers to Parents
Social Media Posts	<i>Measure Up</i> newsletter	Certificate of Community Service	Nation’s Report Card website
<i>NAEP in Your School</i>	Introducing NAEP to Teachers PowerPoint	Introducing NAEP to Students PowerPoint	Introducing NAEP to Parents PowerPoint
<i>Facts for Principals</i> Announcement PowerPoint Slide	NAEP Questions Tool	Twelfth-Grade Incentive Ideas	<i>What Every Parent Should Know about NAEP</i> brochure

In addition, you will receive four emails in the months leading up to the assessment. Each email will highlight effective strategies for encouraging participation and will link to the above resources.

### What’s in your box?

Your Best Practices box contains a lanyard and flash drive for downloading Best Practices resources and customizable templates from [www.mynaep.com](http://www.mynaep.com).

If you have any questions about Best Practices or the upcoming NAEP assessment, please contact me at [NSC email](#) or [NSC phone number](#). The NAEP 2018 assessment is another opportunity to show the public and everyone around the world, what our seniors know and can do in core subjects.

Sincerely,

NSC Name

**Subject:** Prepare & Schedule  
**Timeframe:** Week of 10/16/17  
**To:** School Principal  
**CC:** School Coordinator



## Best Practices

Strategies for Supporting  
Twelfth-Grade NAEP Participation

NAEP and Your School: A Winning Combination!

### ANNOUNCE | NOTIFY | EMPOWER

Planning for NAEP activities in advance can help ensure a successful administration. The actual day of the assessment runs most smoothly when your school staff is prepared to accommodate the assessment. I am available to answer any questions you have as you prepare for and schedule the assessment.

#### Strategy 1: ANNOUNCE



Use the [sample social media posts](#) to announce that NAEP is coming to your school in 2018. Also post a message on your school's website about NAEP.

Remind teachers and students of the assessment in the morning announcements using the [sample morning announcement templates](#). Teachers should dismiss selected students prior to the assessment using the student appointment cards on [www.mynaep.com](http://www.mynaep.com) in the Support Assessment Activities section.

#### Strategy 2: NOTIFY



Use the sample [student notification letter](#) to notify selected students of their participation in the NAEP assessment and to give more details about the importance of NAEP.

Schedule NAEP on the annual school calendar. This allows NAEP to be recognized as a part of your school's schedule of activities and helps avoid scheduling conflicts.

Notify students and staff by including the [announcement PowerPoint slide](#) in classroom monitors/screens.

#### Strategy 3: EMPOWER



Learn more about NAEP 2018 by accessing [Facts for Principals](#).

Empower your NAEP school coordinator to effectively prepare for the assessment by providing the [NAEP in Your School](#) fact sheet.

### INCREASING STUDENT PARTICIPATION

Six strategies are associated with a statistically significant improvement in average student participation rates. In the months leading up to the assessment, you will receive information on how to implement the strategies below.



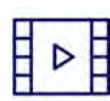
**ANNOUNCE NAEP** prior to assessment day to parents, students, and faculty.



**RECOGNIZE STUDENTS** that participated at a school awards assembly or other announcement.



**HOLD A MEETING** with seniors to explain the importance of NAEP using the resources shared in the Best Practices emails.



**EXPLAIN THE IMPORTANCE** of NAEP to teachers using the PowerPoint presentation and video.



**INVITE TEACHERS** to attend assessment sessions.



**GIVE STUDENTS** an item, such as tickets to a school event, yearbook, etc. for participating in NAEP.



[Discover More Strategies and Resources](#)



**Subject:** Work with Teachers  
**Timeframe:** Week of 11/6/17  
**To:** School Principal  
**CC:** School Coordinator



## Best Practices

Strategies for Supporting  
Twelfth-Grade NAEP Participation

NAEP and Your School: A Winning Combination!

### SHARE | PROVIDE | USE

Teachers are essential in motivating students to do their best on NAEP. It is important that teachers understand that NAEP is a valuable tool to show the nation what high school students know and can do in core subjects. Teachers may be reluctant to lose instructional time to an assessment, but it is important to have students participate and do their best on NAEP to ensure an accurate picture of high school student achievement.

#### Strategy 1: SHARE



Hear what real educators are saying about NAEP by watching the [Introducing NAEP to Teachers](#) video. In this 5-minute video teachers will learn more about the impact of NAEP, online resources, and strategies they can use to motivate students to do their best on the assessment.

Present the [Introducing NAEP to Teachers](#) PowerPoint presentation at a faculty meeting.

#### Strategy 2: PROVIDE



Give teachers the [Measure Up](#) newsletter. It includes information about upcoming NAEP activities, results from recently released NAEP assessments and how they are being used, and how NAEP's online tools can be used as a classroom resource.

#### Strategy 3: USE



Refer to the [Talking Points from Principals to Teachers](#) to answer teachers' questions about NAEP. Principals can use these talking points to reiterate why teachers should encourage their students to participate.

Use the [NAEP Questions Tool](#) to supplement classroom instruction, provide additional insight into the content of the assessment, design classroom assessments, and show what students nationally or in your state or district know and can do in core subjects.



[Discover More Strategies and Resources](#)

**Subject:** Motivate Students  
**Timeframe:** Week of 12/4/17  
**To:** School Principal  
**CC:** School Coordinator



## Best Practices

Strategies for Supporting  
Twelfth-Grade NAEP Participation

NAEP and Your School: A Winning Combination!

### GIVE | REMIND | THANK

Students selected for NAEP represent thousands of other students like themselves. National results can be compromised if students at your school do not fully participate in the testing process. Your encouragement will convey the importance of the assessment and produce results that accurately measure what twelfth-graders know and can do in core subjects.

#### Strategy 1: GIVE



Invite selected students to participate in NAEP using the specially designed invitations that were sent to your school earlier in the fall.

Give students who have been selected to take NAEP an opportunity to ask questions after showing the 5-minute video [Introducing NAEP to Students](#).

#### Strategy 2: REMIND



Use the [Talking Points from Teachers to Students](#) to remind students of their important role in the NAEP assessment.

Remind students of what to expect when they take NAEP by sharing the [Introducing NAEP to Students](#) PowerPoint presentation at an assembly or student meeting.

#### Strategy 3: THANK



Thank students who participated in NAEP at a school awards assembly and give them a [Certificate of Community Service](#).

Choose from the [twelfth-grade incentive ideas](#) to thank students for their participation in NAEP.



[Discover More Strategies and Resources](#)

**Subject:** Inform Parents  
**Timeframe:** Week of 1/8/17  
**To:** School Principal  
**CC:** School Coordinator



## Best Practices

Strategies for Supporting  
Twelfth-Grade NAEP Participation

NAEP and Your School: A Winning Combination!

### INFORM | ENCOURAGE | INVITE

NAEP is the largest continuing and nationally representative measure of student achievement. NAEP results provide valuable feedback to educators, elected officials, and policymakers who work to maintain and improve the quality of our educational system. Since NAEP is designed to assess a representative sample of our nation's students, the accuracy of NAEP relies on the support of parents and the full participation of their twelfth-graders and the school.

#### Strategy 1: INFORM



Inform parents of their student's selection to participate in NAEP 2018 and provide them with a copy of the [Parent/Guardian Notification Letter](#).

Use the [Talking Points From Principals and Teachers to Parents](#) to answer questions from parents.

#### Strategy 2: ENCOURAGE



Direct parents to the [Nation's Report Card](#) website for more information.

Encourage parents to call or email their student's principal or the NAEP school coordinator to ask questions or to receive additional information.

#### Strategy 3: INVITE



Invite parents to learn more about the NAEP assessment by showing the [Introducing NAEP to Parents](#) PowerPoint presentation at a parent-teacher organization meeting.

Provide parents with the [What Every Parent Should Know About NAEP](#) brochure to read and learn more about NAEP.



[Discover More Strategies and Resources](#)

**Appendix J-17: Initial Contact Letter to Private Schools**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

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## NAEP 2018 Initial Contact Letter from NAEP Representative to Private School

Red text should be customized

[Date]  
[Administrator Name]  
[School Name]  
[Address]  
[City], [State] [Zip]

Dear [Head Administrator]:

[School name] has been selected to represent private schools across our nation by participating in the 2018 National Assessment of Educational Progress (NAEP). This year, your grade 8 students will have the opportunity to participate in **(digitally based assessments administered on tablets in civics, geography, and U.S. history. A small number of students may take paper and pencil assessments in civics, geography, or U.S. history. NAEP is administering these assessments via both tablets and paper booklets to evaluate any differences in student performance between the two types of administration. Each student will be assessed in only one subject and in one type of administration.) OR (an innovative technology and engineering literacy (TEL) assessment administered on laptops).** The 2018 NAEP assessment window is **January 29** through **March 9, 2018**. We will work with you to arrange a date within the assessment window that is convenient for your schedule. NAEP representatives will provide significant support to schools, bring all necessary materials and equipment **(including tablets OR laptops)** and administer the assessment. The school's internet, networks, or computers will not be needed.

Your school's participation is vitally important to ensure that the performance of private school students is accurately reported. Historically, NAEP data have shown, across subjects and over time, that the performance of private school students compares favorably with that of public school students. You can demonstrate leadership in civic responsibility by participating and encouraging your teachers and students to support NAEP. By participating in NAEP your students will set a positive example for their peers by practicing good citizenship and contributing to data that serve to improve and strengthen the educational options for our nation's youth.

### **OPTIONAL: INSERT SCHOOL PERSONALIZATION PARAGRAPH AS APPROPRIATE**

NAEP is regarded as the gold standard of assessments because of its high technical quality. NAEP representatives, who submit fingerprints for an FBI clearance and sign an oath of confidentiality, bring all materials and equipment for the assessment and conduct the sessions. Principals appoint a school staff member as school coordinator who works with the NAEP representative to complete the logistical and clerical tasks associated with participation.

### **OPTIONAL: INSERT ENDORSEMENT PERSONALIZATION PARAGRAPH/SENTENCE AS APPROPRIATE**

I thank you for considering participation and look forward to working with you and your staff. I will contact you soon to review the enclosed materials and answer any questions that you may have. In the interim, you may wish to select a school staff member to serve as the school coordinator to assist with coordinating assessment details. Additional information about NAEP is available at <http://nces.ed.gov/nationsreportcard>, including sample questions, previous results, and other publications. For specific information for private schools, including a short 4-minute video in which heads of schools and teachers discuss their experiences with NAEP, see <http://nces.ed.gov/nationsreportcard/about/nonpublicschools.asp>.

If you have questions, please contact me at [XXX-XXX-XXXX] or [\_\_\_\_@naepmail.westat.com].

Sincerely,

NAEP Representative

**Telephone number**

**Email address**

cc: Principal **[IF THE ORIGINAL IS ADDRESSED TO A HEADMASTER]**

*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students.. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**Enclosures:**    *NAEP in Your Private School*  
                      *Measure Up for Private Schools*  
                      *An Introduction to NAEP for Private Schools [optional]*  
                      *NAEP 2014 Results brochures (TEL or social studies) [optional]*

**Appendix J-18: 2018 Sample Letter NCEA to Diocese Superintendent**  
Approved for NAEP 2018 (OMB# 1850-0928 v.4)

Spring 2017

Dear Superintendent:

I am pleased to inform you that (**number**) schools in your diocese have been selected for the 2018 National Assessment of Educational Progress (NAEP). First administered in 1969, NAEP is the largest nationally representative assessment of what students in public and private schools across the country know and can do in core subjects. Teachers, principals, parents, policymakers, and researchers all use NAEP results to assess student progress and develop ways to improve education in the United States. Once more, NAEP results consistently show that the performance of students both in private schools overall and in Catholic schools compares positively to students in public schools.

Private schools account for approximately 26 percent of all schools in the nation and educate approximately 9 percent of all students. About 40 percent of all private school students are educated in Catholic schools. Therefore, it is important that all selected schools participate to provide an accurate and fair representation of the performance of private school students. Catholic schools have achieved excellent participation in NAEP for many years.

From January 29 through March 9, 2018, NAEP representatives will administer digitally based assessments on tablets to grade 8 students in civics, geography, and U.S. history. Some students will take paper and pencil versions of the civics, geography and U.S. history assessments to evaluate any differences in student performance between the two types of administration. In addition, grade 8 schools and students may also be selected to participate in the innovative technology and engineering literacy (TEL) assessment administered on laptops. Individual students will be assessed in only one subject and via one type of administration. All materials and equipment, including tablets and laptops, will be provided by NAEP representatives. National results, will be released as The Nation's Report Card. Assuming reporting standards are met, results will also be reported for Catholic and other private schools.

As in the past, NAEP is identifying schools in the sample in May so that principals can place the NAEP assessment on their 2017-2018 school calendars. The list of sampled schools in your diocese is attached. A NAEP representative will be contacting you soon to answer any questions you may have and discuss contacting individual schools. You may choose to designate a diocese-level NAEP coordinator for these schools. If you do so, NAEP representatives will ask you for the name and contact information of your coordinator and will discuss with that coordinator the protocol for contacting selected schools.

Please visit the NAEP website at <http://nces.ed.gov/nationsreportcard> for complete information about NAEP, including sample questions and previous results. For information specifically for private schools, visit <http://nces.ed.gov/nationsreportcard/about/nonpublicschools.asp>.

I strongly urge you to contact and encourage the selected schools in your diocese to participate in the NAEP 2018 assessment. Your leadership will most certainly have a positive impact on school participation. Our goal is 100 percent participation, and I am counting on you to help us reach that goal!

I have designated Sr. Dale McDonald, NCEA's Director of Public Policy and Educational Research, as our NAEP representative. If you have questions or concerns about participating in NAEP, please contact her at 571-257-0010 or [mcdonald@ncea.org](mailto:mcdonald@ncea.org).

Sincerely,

Thomas Burnford, D.Min., NCEA President

Attachment: List of Sampled Schools



*National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students.. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

**Appendix J-19: An Overview of NAEP**  
Approved for NAEP 2018 (OMB# 1850-0928 v.5)

National Assessment of Educational Progress  
**An Overview of NAEP**



## What is NAEP?

The National Assessment of Educational Progress (NAEP) is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. Since 1969, NAEP has provided a common measure of student achievement across the country. The results are released as The Nation's Report Card and are available for the nation, states, and in some cases, urban districts. NAEP is a congressionally mandated project administered by the National Center for Education Statistics (NCES), located within the U.S. Department of Education's Institute of Education Sciences.

### How is NAEP different from state assessments?

NAEP serves a different role than state assessments. States have their own unique assessments which are designed to provide individual student data about achievement on different content standards. NCES administers the same NAEP assessment in every state. This provides a common measure of achievement that allows for comparisons of achievement to the nation and among states and participating urban districts. NAEP does not report results for individual students.

Unlike state assessments, students, teachers, and principals who participate in NAEP are also asked to complete contextual questionnaires. This information provides a better understanding of students' educational experiences and factors that may be related to their learning. To learn more about these questionnaires, visit <http://nces.ed.gov/nationsreportcard/bgquest.aspx>.



- ▶ The NCES NAEP website provides more extensive information about the assessment: <http://nces.ed.gov/nationsreportcard>
- ▶ NAEP Tools on the Web provide quick and easy access to NAEP assessment data, previously administered NAEP questions, performance comparisons, and more: <http://nces.ed.gov/nationsreportcard/about/naeptools.asp>
- ▶ Full copies of all reports are available on The Nation's Report Card website: <http://nationsreportcard.gov>

## What subjects does NAEP assess?

Main NAEP assessments are conducted in a range of subjects with fourth-, eighth-, and twelfth-grade students across the country. Mathematics and reading are assessed every two years, and science and writing are assessed every four years. Other subjects are assessed periodically, including the arts, civics, economics, geography, technology and engineering literacy, and U.S. history.

Long-term trend NAEP measures student performance in mathematics and reading, and is designed to ensure comparability across the years. The long-term trend assessment makes it possible to chart educational progress since the early 1970s. The assessment is given to 9-, 13-, and 17-year-olds every four years.

NAEP special studies, such as the High School Transcript Study, are conducted periodically in addition to main and long-term trend assessments. The National Assessment Governing Board, which sets NAEP policy, determines the assessment schedule and what content should be measured. To download a detailed PDF version of the assessment schedule, please visit <http://www.nagb.org/newsroom/assessment-schedule.htm>.

## What can schools and students expect when participating in NAEP?

- ▶ NAEP is administered to students during regular school hours. Students spend between 90 and 120 minutes taking the assessment.
- ▶ Each student is assessed in one subject area and is asked to provide contextual information, such as the amount of reading they do, the types of classes they take, and their experiences with technology.
- ▶ Accommodations are provided for students with disabilities and/or English language learners.
- ▶ Student results are confidential.\* All materials are brought to and taken from the school by NAEP representatives on assessment day.



## Why is student participation important?

The participation of all selected students enables NAEP to obtain an accurate picture of how students are performing in the United States. Since NAEP is not designed to report results for individual schools or students, it is not necessary for every student in every school to take the assessment. Instead, NCES uses a sampling procedure to ensure that NAEP participants are representative of the geographical, racial/ethnic, and socioeconomic diversity of schools and students across the country. Each participating student represents hundreds of other students. Their participation is vital for valid information on student achievement to be collected and shared. Teachers, principals, parents, policymakers, and researchers all use NAEP results to assess student progress and develop ways to improve education across the country.

## How is NAEP using technology to measure and report the skills of a new generation of students?

As computers and digital tools play an increasingly important role in today's classroom, NAEP is advancing with technology-based assessments. The goal is to be paperless by the end of the decade. Through the following innovative assessments, NAEP is collecting new types of data that provide depth in our understanding of what students know and can do, including how they engage with technology to approach problem solving.

- ▶ **TECHNOLOGY AND ENGINEERING LITERACY (TEL) ASSESSMENT:** TEL is a new frontier for NAEP and large-scale assessment. It is a computer-based, cross-curricular assessment that challenges students to perform interactive tasks and engage in solving problems within realistic scenarios. TEL gauges how well students understand and apply technology and engineering principles to real-life situations. To learn more about TEL, visit <http://nces.ed.gov/nationsreportcard/tel>.
- ▶ **WRITING ASSESSMENT:** The writing assessment is administered on a computer and asks students to respond to writing prompts delivered in multimedia formats, including short videos and audio. In addition to writing scores, assessment results provide information about the extent to which students engaged in certain actions on the computer as they responded to these tasks, such as thesaurus tool usage. Results and contextual information are available at <http://nces.ed.gov/nationsreportcard/writing>.
- ▶ **SCIENCE INTERACTIVE COMPUTER TASKS (ICTs):** The NAEP science assessment includes ICTs that challenge students to solve scientific problems and perform experiments, often by simulation. ICTs provide students more opportunities than a paper-and-pencil assessment to demonstrate skills involved in doing science, without many of the logistical constraints associated with a natural or laboratory setting. The full library of released ICTs from the 2009 assessment is available at [http://nationsreportcard.gov/science\\_2009/ict\\_tasks.asp](http://nationsreportcard.gov/science_2009/ict_tasks.asp).

**After each assessment, some NAEP questions are released to the general public along with data on how students performed on each question. The following are examples of NAEP questions and actual correct responses from students.**

\*The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

#### 4th Grade Reading

For the following question, students read a passage from the story "Tough as Daisy," which is about a young girl who has moved to a new school and must prove she is a good enough wrestler to be on the team.

At the beginning of the story, when some of the boys point and laugh at Daisy, she thinks, "We'll see about that." What does this tell you about Daisy?

*What this tells me about Daisy is she is confident and strong. She never gives up. She never thinks she is bad at anything.*

#### 8th Grade Science

This multiple-choice question measures students' performance in the Earth and space sciences content area.

These funnels were filled with equal volumes of pebbles, fine sand, and coarse sand, as shown in the diagram below. The same amount of water was poured into each funnel.



Which correctly lists the order in which the water passed through the funnels, from fastest to slowest?

- A Pebbles, fine sand, coarse sand
- B Pebbles, coarse sand, fine sand
- C Fine sand, coarse sand, pebbles
- D Coarse sand, pebbles, fine sand

#### 12th Grade Mathematics

The following is a short constructed-response question from the algebra content area.

If  $f(x) = x^2 + x$  and  $g(x) = 2x + 7$ , what is an expression for  $f(g(x))$ ?

$$f(2x+7) = (2x+7)^2 + (2x+7)$$



Find us on:



Get NAEP on the go with the *NAEP Results* mobile app!

[www.ed.gov](http://www.ed.gov)



[ies.ed.gov](http://ies.ed.gov)

**Appendix J-20: An Overview of NAEP for Private Schools**  
(New version submitted for approval)

# An Overview of NAEP for Private Schools



## What is NAEP?

The National Assessment of Educational Progress (NAEP) is the largest nationally representative and continuing assessment of what students in public and private schools in the United States know and can do in various subjects. Since 1969, NAEP has provided a common measure of student achievement across the country. The results are released as The Nation's Report Card. Results are generally reported for private schools overall and for two groups of private schools, Catholic and Other Private schools, provided minimum participation benchmarks are met. NAEP is a congressionally mandated project administered by the National Center for Education Statistics (NCES), located within the U.S. Department of Education's Institute of Education Sciences.

### Why assess private schools?

Private schools have participated in NAEP for decades and are an integral part of providing a complete picture of education in the United States. Private school data make an important contribution to our understanding of the condition of education in the United States and to future policy decisions. Without the participation of private schools, there would be no Nation's Report Card. NAEP has consistently demonstrated that the performance of private school students compares favorably to that of public school students.

### What subjects does NAEP assess?

NAEP assessments are conducted in a range of subjects at grades 4, 8, and 12 across the country. Assessments are given most frequently in mathematics, reading, science, and writing. Other subjects, including civics, economics, geography, music and visual arts, technology and engineering literacy, and U.S. history, are assessed periodically.

NAEP special studies are conducted periodically in addition to main assessments. They are administered as part of NAEP and often involve special data collection procedures in the field, in-depth analyses of NAEP results, and evaluations of various technical procedures. For more information about NAEP special studies, visit <http://nces.ed.gov/nationsreportcard/studies>.

The National Assessment Governing Board, which sets NAEP policy, determines the assessment schedule and what content should be measured. To download a detailed PDF version of the assessment schedule, please visit <http://www.nagb.org/newsroom/assessment-schedule.htm>.

### What are NAEP digitally based assessments?

An increasing number of schools are making digital tools an integral component of the learning environment, reflecting that the knowledge and skills needed for future postsecondary success involve the use of new technologies. NAEP is evolving to address this changing educational landscape through its transition to digitally based assessments; pencil-and-paper assessments are being replaced by devices such as touchscreen tablets.

Digitally based assessments allow NAEP to collect new types of data that provide depth in our understanding of what students know and can do in various subjects. New technologies and universal design features are improving NAEP's ability to offer accommodations to increase student participation. In a digital environment, features like adjusting font size and using a highlighter tool are available to all students during the test administration. To learn more about digitally based assessments, visit <http://nces.ed.gov/nationsreportcard/dba>.

- The NCES NAEP website provides more extensive information about the assessment: <http://nces.ed.gov/nationsreportcard>
- For specific information about private school participation in NAEP, visit: <http://nces.ed.gov/nationsreportcard/about/nonpublicschools.asp>
- The NAEP website features a number of tools and applications designed to provide quick and easy access to NAEP assessment data, previously

- administered NAEP questions, performance comparisons, and more: <http://nces.ed.gov/nationsreportcard/about/naeptools.asp>
- To quickly access private school results, visit the private school quick data tool at [https://nces.ed.gov/nationsreportcard/about/private\\_school\\_quick\\_data.aspx](https://nces.ed.gov/nationsreportcard/about/private_school_quick_data.aspx)
- NAEP results are also available on The Nation's Report Card website: <http://nationsreportcard.gov>



The following are examples of the types of NAEP questions and features students may encounter when participating in digitally based assessments.\*

What is the length of the pen?

A  72 millimeters

B  78 millimeters

C  82 millimeters

D  88 millimeters

E  92 millimeters

#### 4th Grade Mathematics

Students use the online ruler to measure objects and then answer multiple-choice questions in a grade 4 mathematics digitally based assessment administered on a tablet.

THE RECYCLING PROCESS

Raw Material

Manufacturer

Product

Consumer

Used Product

Used Product

Landfill

Recycling Center

Recycled Product

KEY

Rectangles = Processor

Triangles = Inputs and/or Outputs

According to the diagram shown, which of the following is a major effect of the recycling process?

Select 1 of the 4 choices below.

A  Recycling causes people to consume more raw materials.

B  Recycling directly stimulates consumer demand for recycled products.

C  Recycling provides an incentive to discover new sources of raw materials.

D  Recycling allows products to be made from fewer raw materials.

#### 8th Grade Technology and Engineering Literacy

In 2014, NAEP administered the first-ever technology and engineering literacy assessment on laptops. This question assessed grade 8 students' understanding of the recycling process and its impact on society.

Use the slider to view the nuclear reaction that occurs when a high-energy particle collides with a large nucleus.

State 1

State 2

State 3

What type of nuclear reaction occurs, and why?

A  Fusion, because more high-energy particles are produced.

B  Fusion, because a high-energy particle combines with a large nucleus.

C  Fission, because two smaller nuclei are produced.

D  Fission, because mass is neither created nor destroyed during the process.

#### 12th Grade Science

Students can use an online slider to observe changes in a nuclear reaction and then answer this multiple-choice question in a grade 12 science digitally based assessment administered on a tablet.

\*The 4th grade and 12th grade questions are not released assessment questions, but represent what students might be asked during a NAEP digitally based assessment. The 8th grade sample question was released from the 2014 NAEP technology and engineering literacy assessment.

# Frequently Asked Questions

## What can private schools and students expect when participating in NAEP?

- NAEP is administered to students during regular school hours. Each student is assessed in one subject area. Students spend about 120 minutes taking the assessment, including time to complete a survey questionnaire.
- NAEP representatives will bring all necessary materials, including tablets or other devices for digitally based assessments, to the schools on assessment day.
- Allowable accommodations are provided as necessary for students with disabilities and/or English language learners.
- Student responses on NAEP are confidential, and the privacy of each participating school and student is essential.\*

## Why is private school student participation important?

The participation of all selected students enables NAEP to provide the most accurate and representative picture of student performance. NAEP uses a carefully designed sampling procedure for the assessment to be representative of public and private schools and students throughout the United States. Each participating student represents hundreds of other students. These students represent the geographic, racial, ethnic, and socioeconomic diversity that is our nation's student body. Districts, states, policymakers, and researchers all use NAEP results to assess student progress and develop ways to improve education across the country.

## What are NAEP survey questionnaires?

NAEP survey questionnaires are voluntarily completed by students, teachers, and principals who participate in a NAEP assessment. Students may answer as many questions as they like and may skip any question by leaving a response blank. NAEP survey questionnaires provide valuable information about participating students' educational experiences and opportunities to learn both in and

out of the classroom. Student survey questionnaires take no more than 15 minutes to complete and are administered at the end of the NAEP assessment. To learn more about these questionnaires, visit <http://nces.ed.gov/nationsreportcard/bgquest.aspx>.



\*The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Find us on:



**Appendix J-21: NAEP-NTPS Participation Letter to States**  
Approved for NAEP 2018 (OMB# 1850-0928 v.5)



UNITED STATES DEPARTMENT OF EDUCATION  
INSTITUTE OF EDUCATION SCIENCES

NATIONAL CENTER FOR EDUCATION STATISTICS

May 1, 2017

NAME  
TITLE  
ADDRESS 1  
ADDRESS 2  
CITY, STATE, ZIP

Dear NAME:

On behalf of the National Center for Education Statistics (NCES) I am writing to invite your state to participate in a new initiative that will explore the feasibility of administering both the National Assessment of Educational Progress (NAEP) teacher and school questionnaires and the National Teacher and Principal Survey (NTPS) to a common set of teachers and schools. The goal of this initiative is to improve information about the link between student achievement and teacher and school characteristics. NCES is reaching out to states to garner their support and participation in this initiative.

The first step in this initiative is to conduct a study examining the operational feasibility of a dual administration of both the NAEP and NTPS teacher and school survey questionnaires in 2018. The NAEP-NTPS study will be conducted in approximately 900 schools nationwide. Teachers and school administrators will be selected from a small portion of schools in your state already participating in the 2018 NAEP pilot studies. Teachers and schools will respond to both NAEP and NTPS questionnaires as part of the NAEP data collection. In addition, the NTPS questionnaire will also be administered to a small sample of non-NAEP teachers in schools participating in the study.

In order to meet deadlines for NAEP sampling designs and to provide timely notification to participants, it is necessary to confirm your participation now. **If interested please confirm your states participation in the NAEP-NTPS pilot survey by completing and submitting the enclosed participation agreement by close of business on *Friday May 19, 2018*.**

Thank you for considering participation in this important activity. Further details of the study will be presented to your NAEP State Coordinator in the upcoming weeks. If you have any questions, please contact Holly Spurlock at [holly.spurlock@ed.gov](mailto:holly.spurlock@ed.gov) or 202-245-7132 or Gina Broxterman at [gina.broxterman@ed.gov](mailto:gina.broxterman@ed.gov) or 202-245-7791.

Sincerely,

Peggy Carr, Ph.D.  
Acting Commissioner  
National Center for Education Statistics

**Appendix J-22: NAEP-NTPS Fact Sheet**  
Approved for NAEP 2018 (OMB# 1850-0928 v.5)

## **NAEP-NTPS Linking Study for States Fact Sheet**

### **Page 1, Sidebar Text:**

- The National Assessment of Educational Progress (NAEP) is the largest continuing and nationally representative assessment of what our nation’s students know and can do in a variety of academic subjects. NAEP is a congressionally mandated project administered by the National Center for Education Statistics (NCES) within the U.S. Department of Education.
- In addition to the assessments, NAEP coordinates a number of related special studies. Such studies often involve special data collection procedures in the field, in-depth analyses of NAEP results, and evaluations of various technical procedures.
- The National Teacher and Principal Survey (NTPS) is a nationwide sample survey of teaching and working conditions in schools, as well as characteristics of teachers and principals.

### **Page 1, Body Text:**

#### **What is the NAEP-NTPS Linking Study?**

In 2018, a pilot linking study will be introduced to explore the feasibility of administering both the National Assessment of Educational Progress (NAEP) and the National Teacher and Principal Survey (NTPS) to a common set of teachers and schools as part of the NAEP administration. The study will be conducted by the National Center for Education Statistics (NCES) within the U.S. Department of Education.

Both NAEP and NTPS questionnaires gather specific data that contribute to a better understanding of educational progress as well as teacher and school staff experiences across the nation. NAEP questionnaires gather information from schools and teachers on topics like school policies, teacher training, and instructional practice. NTPS questionnaires gather descriptive data from teachers and principals on subjects like class preparation, types of classes taught, school characteristics, and school staff demographics.

Prior to administration, a comparison of NAEP and NTPS questionnaires will be conducted to reduce any overlap of questions asked of participants taking the linking study. Schools and teachers will respond to the NAEP questionnaire followed by the NTPS questionnaire, per standard NAEP practices. A separate set of teachers in the same school will participate in the NTPS questionnaire only.

#### **Who is participating in the NAEP-NTPS Linking Study?**

States will participate in the linking study on a voluntary basis. The linking study will include selected schools, teachers, and principals that participate in NAEP pilot administrations at grades 4, 8, and 12, in addition to the separate set of teachers selected to participate in NTPS only.

### **Why is participation important?**

The goal of the NAEP-NTPS Linking Study is to reduce burden to schools by combining the questionnaires, increase participation rates, and therefore enhance the usefulness of both NAEP and NTPS data. Data gathered from the study will help researchers and policymakers learn about our nation's schools, teachers, and principals so they can improve education for all students.

Since only a small number of schools will participate in this study, your state's participation is critical to gathering meaningful information. You will ensure that collected data reflect schools similar to the schools in your state.

Footer text: *For more information about NAEP, visit <https://nces.ed.gov/nationsreportcard>  
For more information about NTPS, visit <http://nces.ed.gov/surveys/ntps>*

### **Page 2, Body Text:**

#### **More Information About NTPS...**

Through a system of related questionnaires, NTPS gathers data on the context of elementary and secondary education and provides a variety of statistics on the condition of education in the United States. NTPS is the only nationwide survey that provides this kind of information and it does not involve students, parents, or any use of classroom time.

#### **NTPS is a redesign of the Schools and Staffing Survey, a study conducted by NCES dating back to 1987.**

NTPS allows for comparison among data and is designed to promote flexibility, timeliness, and integration with other U.S. Department of Education data collections.

#### **The data gathered by NTPS will help inform and shape future education policies.**

Congress, the U.S. Department of Education, state education agencies, public school districts, education associations, and the education research community use data from NTPS to do the following:

- Evaluate the effects of school workplace conditions, salaries, and training opportunities on the educational work force;
- Assess school staffing practices and personnel policies; and
- Help the U.S. Department of Education's program planning for teacher shortage incentives, teaching policies, and teacher education.

In the past, some of the most frequently published topics have included class size, number and characteristics of new teachers, teaching certification, teacher professional development, teacher attrition/retention, and teacher qualifications.

**NTPS has been designed with input from state and local education agencies, educators, school administrators, education policymakers, and researchers.**

To allow for a variety of statistics, NTPS regularly gathers data every two years on core topics like teacher and principal preparation, classes taught, school characteristics, and demographics of the teacher and principal labor force. In addition, each administration of NTPS contains rotating modules on important education topics like professional development, working conditions, and evaluation.

**Page 2, Footer Text:**

*Participation is voluntary and answers may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about respondents. Electronic submission of information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*



## **NAEP-NTPS Linking Study for Schools Fact Sheet**

### **Page 1, Sidebar Text:**

- The National Assessment of Educational Progress (NAEP) is the largest continuing and nationally representative assessment of what our nation's students know and can do in a variety of academic subjects. NAEP is a congressionally mandated project administered by the National Center for Education Statistics (NCES) within the U.S. Department of Education.
- In addition to the assessments, NAEP coordinates a number of related special studies. Such studies often involve special data collection procedures in the field, in-depth analyses of NAEP results, and evaluations of various technical procedures.
- The National Teacher and Principal Survey (NTPS) is a nationwide sample survey of teaching and working conditions in schools, as well as characteristics of teachers and principals.

### **Page 1, Body Text:**

#### **What is the NAEP-NTPS Linking Study?**

In 2018, a pilot linking study will be introduced to explore the feasibility of administering both the National Assessment of Educational Progress (NAEP) and the National Teacher and Principal Survey (NTPS) to a common set of teachers and schools as part of the NAEP administration. The study will be conducted by the National Center for Education Statistics (NCES) within the U.S. Department of Education.

Both NAEP and NTPS questionnaires gather specific data that contribute to a better understanding of educational progress as well as teacher and school staff experiences across the nation. NAEP questionnaires gather information from schools and teachers on topics like school policies, teacher training, and instructional practice. NTPS questionnaires gather descriptive data from teachers and principals on subjects like class preparation, types of classes taught, school characteristics, and school staff demographics.

Prior to administration, a comparison of NAEP and NTPS questionnaires will be conducted to reduce any overlap of questions asked of participants taking the linking study. Schools and teachers will respond to the NAEP questionnaire followed by the NTPS questionnaire, per standard NAEP practices. A separate set of teachers in the same school will participate in the NTPS questionnaire only.

#### **Who is participating in the NAEP-NTPS Linking Study?**

Your state has volunteered to participate in this linking study, and your school's participation helps ensure your state is represented. The linking study will include selected schools, teachers, and principals that participate in NAEP pilot administrations at grades 4, 8, and 12, in addition to the separate set of teachers selected to participate in NTPS only.

### **Why is participation important?**

The goal of the NAEP-NTPS Linking Study is reduce burden to schools by combining the questionnaires, increase participation rates, and therefore enhance the usefulness of both NAEP and NTPS data. Data gathered from the study will help researchers and policymakers learn about our nation's schools, teachers, and principals so they can improve education for all students.

Only a small number of schools will participate in this study. By participating, your school will ensure that collected data reflect schools like yours.

Footer text: *For more information about NAEP, visit <https://nces.ed.gov/nationsreportcard>  
For more information about NTPS, visit <http://nces.ed.gov/surveys/ntps>*

### **Page 2, Body Text:**

#### **More Information About NTPS...**

Through a system of related questionnaires, NTPS gathers data on the context of elementary and secondary education and provides a variety of statistics on the condition of education in the United States. NTPS is the only nationwide survey that provides this kind of information, and it does not involve students, parents, or any use of classroom time.

#### **NTPS is the redesign of a study conducted by NCES dating back to 1987.**

NTPS allows for comparison among data from teachers, principals, and schools and is designed to promote flexibility, timeliness, and integration with other U.S. Department of Education data collections.

#### **The data gathered by NTPS will help inform and shape future education policies.**

Congress, the U.S. Department of Education, state education agencies, public school districts, education associations, and the education research community use data from NTPS to do the following:

- Evaluate the effects of school workplace conditions, salaries, and training opportunities on the educational work force;
- Assess school staffing practices and personnel policies; and
- Help the U.S. Department of Education's program planning for teacher shortage incentives, teaching policies, and teacher education.

In the past, some of the most frequently published topics have included class size, number and characteristics of new teachers, teaching certification, teacher professional development, teacher attrition/retention, and teacher qualifications.

**NTPS has been designed with input from state and local education agencies, educators, school administrators, education policymakers, and researchers.**

To allow for a variety of statistics, NTPS regularly gathers data every two years on core topics like teacher and principal preparation, classes taught, school characteristics, and demographics of the teacher and principal labor force. In addition, each administration of NTPS contains rotating modules on important education topics like professional development, working conditions, and evaluation.

**Page 2, Footer Text:**

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**Appendix J-23: Oral Reading Fluency Fact Sheet**  
Approved for NAEP 2018 (OMB# 1850-0928 v.5)

## NAEP 2018 Oral Reading Fluency Fact Sheet

Side bar language:

What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in core subjects such as civics, geography, mathematics, reading, U.S. history, and writing.

NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.

Since 1969, NAEP has provided a common measure of student achievement across the country. Policymakers, educators, the media, and the assessment community all use NAEP results to develop ways to improve and report on education.

Page 1:

*The Oral Reading Fluency (ORF) study was first administered by the National Assessment of Educational Progress (NAEP) in 1992 and again in 2002 as a measure of students' basic reading skills—i.e., decoding, word recognition, and fluency. The Oral Reading Fluency study for 2018 is another step in the move to digitally based assessments for NAEP. Results will be reported at the national level. Tablets will be used to administer the study and collect information on students' oral reading fluency.*

### **What is the goal of the ORF study?**

The goal of the ORF study is to develop common profiles of struggling, low fluency readers. The study will differentiate among readers who persist, pause, skip, or quit when faced with challenging words. Such information may help teachers create better instructional practices.

### **What does it measure?**

#### **The 2018 ORF study will collect the following information:**

- Words read correctly per minute
- Expression of structure (patterns of stress and intonation in a language that reflect comprehension of phrase and sentence structure)
- Expression of meaning (stress patterns that reflect comprehension of discourse or passage via focus, apposition, contrast, and resolution)
- Difficulty clusters (e.g., irregular, infrequent, multisyllabic words; long sentences)
- Specific location of non-fluent reading

Page 2:

### **How does ORF collect data?**

During a 10 to 15 minute module, each grade 4 student will be given a set of materials to read aloud in English after completing the NAEP reading assessment. Each student will receive the same set of materials. The study is administered on tablets and students use headsets with microphones.

The ORF module records students while they read aloud, and automated scoring counts the number of words read correctly per minute using speech recognition software. Student identifiable information is confidential\* and student names are not included with audio recordings.

Extensive research and development has ensured that words read correctly per minute can be measured reliably and that speakers of non-standard varieties of English as well as English Language Learners are scored fairly.

### **What do students read for ORF?**

*Word lists* – English words arranged in increasing order of difficulty these lists provide a measure of students’ ability to recognize familiar words (often referred to as “sight words”) as well as to decode.

*Pseudo-word lists* – Possible, but non-occurring English forms (e.g., “wike”) these lists provide a direct measure of students’ ability to decode written word forms with which they are not familiar, also used when learning new vocabulary and proper nouns (e.g., Bhutan).

*Text passages of 140-170 words* – These passages measure students’ ability to read words within meaningful phrase, clause, sentence, and discourses.

### **When will it take place and who will participate?**

The study will be conducted from January 29 to March 9, 2018. Up to twelve grade 4 students from each participating school will be randomly selected to participate in the study. The reading assessment and ORF study will take a total of approximately 120 minutes of students’ time. NAEP representatives will administer the study and bring all materials and equipment, including the tablets.

\* The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.