April 30, 2013

Dr. Grenita Lathan
Superintendent
Peoria Public Schools
3202 N. Wisconsin Ave.
Peoria, IL 61603

Dear Superintendent Lathan:

This letter is regarding the testing irregularity that occurred at Franklin School in the administration of the 2013 ISAT (grade 5). ISBE has determined that the ISAT results will be reported for your students, the school, and the district.

The students affected will not receive ISAT results on the Individual Student reports (ISRs) for mathematics. Rather, the students will receive an NA (not available) on the ISR in place of ISAT mathematics scores. No ISAT mathematics results will appear for the students on the ISAT School Rosters or the Student Data Disk. All other students will receive ISAT results as usual.

For the school and district the following will occur, the reading, mathematics, and science results on the ISAT reports will be based on the remaining ISAT scores. The reading, mathematics, and science results on the School Report Card will be based on the remaining ISAT scores. The AYP calculations for the school and district will be based on the remaining reading and mathematics scores.

If you have any questions, please contact me at 217.782.4823.

Sincerely,

[Redacted]
Principal Consultant
Student Assessment Division
To: Tim Delinski  
From: Crystal Riddick  
Date: March 20, 2013  
Re: Testing irregularities for IEP students

On Monday evening March 18, 2013, I received a call from Mrs. Cushing advising me that one of the 5th grade readers script booklets assigned to Franklin Primary School has been misplaced. I advised her that I would come over to the school and assist her in locating the booklet. When I arrived, Mrs. Cushing was in a meeting and instruction was taking place in the area I needed to look so I advised Mrs. Cushing I would continue my search tomorrow when I returned back to work. Mrs. Cushing continued to inform me that she had initially spoken to the teacher and proctor concerning the booklet and they both admitted that they never used it.

On Tuesday morning March 19, 2013, during an administrative brief meeting, I was informed that the booklet was signed out to a teacher in the building but the teacher stated she has never had the booklet in her possession. This imposed a problem because the teacher administered several test to special education students with read aloud indicated on their At a Glance sheet which the teacher had in her possession.

Around 10:00 a.m. on the same day, I meet with the teacher to discuss her testing procedures. The teacher admitted to receiving a copy of the At a Glance sheets which identifies the student’s accommodations. In fact, the teacher stated that she sent the proctor to the office to inquire about read allowed for these students during the reading portion of the ISAT and she was told that the students could not receive read aloud by Mrs. Kleist. However, she never asked any administrator supervising the testing sessions about the accommodations for math.

I also presented the teacher with the signed testing document which states that she has read the direction and the manual. The teacher admitted that she did not read the manual from cover to cover but she did read the instructions and she scanned through the booklet.

I advised the teacher that I would report the information to the proper individuals and we will meet again to follow up on this meeting.

Thank You  
Crystal Riddick
March 25, 2013

Illinois State Board of Education
Attn: Jim Palmer, Principal Consultant
Division of Student Assessment
100 N. First Street
Springfield, IL 62777

Mr. Palmer:

Tim Delinski, Instructional Improvement Officer, notified my office of a possible ISAT testing irregularity. Please review the attached written narrative of the event and notify the District of the outcome at your convenience.

Sincerely,

Grenita F. Lathan
Superintendent

Attachment
MEMORANDUM

To: Dr. Grenita Lathan, Superintendent

From: Tim Delinski

Date: March 20, 2013

RE: Franklin - ISAT Misadministration

On Tuesday, March 19, 2013 Jane Cushing, Principal of Franklin Elementary, reported to me via a phone call that there was a possible misadministration of the ISAT test at Franklin school. Concerns over the manner in which Charity Turnbull, a fifth grade, regular division teacher, had conducted the misadministration of accommodations were discovered by the administration. This was discovered while the Administration was looking for a missing Reader's Script and Miss Turnbull stated she never had one. At that time, Miss Turnbull was then asked how she provided the accommodations written on the “At Glance Sheet” to the students she tested. According to Crystal Riddick, the Assistant Principal, Miss Turnbull stated, “they (she and the proctor) never used it.”

In the statement made by Crystal Riddick, “...she met with the teacher to discuss her testing procedures. The teacher admitted to receiving a copy of the At a Glance sheets which identifies the student’s accommodations.” The report goes on stating, “In fact, the teacher stated that she sent the proctor to the office to inquire about accommodations for these students during the reading portion of the ISAT and she was told that students could not receive accommodations by Mrs. Kleist, the interventionist. However, she never asked any administrator, supervising the testing session, about the accommodations for Math.”

There is documentation that Charity Turnbull attended an ISAT Test Administration Professional Development on Wednesday, February 20th. She had also signed the Test Security Agreement required of all test administrators in Peoria Public Schools. However, in the same interview with Crystal Riddick, the teacher stated, “she did not read the manual from cover to cover but she did read the testing sections about the accommodations for Math.”

Although the staff of Franklin Elementary attended the Test Administration Professional Development and the Professional Testing Practices for Educators (ISBE-2013) was covered, it is obvious that this teacher did not understand the accommodations section of the ISAT administration. It is contingent on the administration to ensure that test protocols are implemented properly.

The action taken by Charity Turnbull is clearly a violation of Professional Testing Practices for Educators. Under the Standard Operating Procedures for Investigation of Alleged Test Irregularities on the Illinois Standards Achievement Test (ISAT) and the Illinois Alternative Assessment (IAA), under the Violations of Test Security or Test Procedures (Rev. 2/10), Section B, 5.10, “teachers, test administrators, or others mishandling accommodations by failing to provide students needed accommodations specified in the IEP’s, or Section 504...
Plans, or failing to provide acceptable accommodations to eligible students who are limited English proficient (LEP); “

It is my opinion that Charity Turnbull, the teacher, did not follow the “At a Glance” sheet she received from her administration. Her failure to follow the administration’s directions resulted in a violation of the District and State protocols for standardized administration. In summary, I feel the administration did provide the necessary training but failed to monitor the testing environment rigorously. Based on the admissions of both parties, I would recommend that the Principal, Assistant Principal and the teacher be given a letter of reprimand for violating testing procedures.
These are students tested by Miss. Turnbull. These students identified