

## Assessment Survey How-To Guide Illinois State Board of Education

1. Go to <https://www.isbe.net/Pages/Assessment-Inventory.aspx>
2. Begin typing the name of your district in the ***District Name field***, and select your district.

### ENTER YOUR DISTRICT.

Type either the District Name or the RCDTS Code to find your district. Select your district from the dropdown when it appears.

Click on the Show Schools button below to display the list of schools associated with your district.

Show Schools

3. Next, select your school or schools. *Please select multiple schools ONLY if the answers for each school are identical.*

Click on the Show Schools button below to display the list of schools associated with your district.

Show Schools

### SELECT YOUR SCHOOL(S).

Put a check next to all of the schools for which you are responsible.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Laketown Elem School (510841860252022) | <input type="checkbox"/> Lanphier High School (510841860250001)           |
| <input type="checkbox"/> Lawrence Education Center (510841860253022)       | <input type="checkbox"/> Lincoln Magnet School (510841860252024)          |
| <input type="checkbox"/> Lindsay School (510841860252049)                  | <input type="checkbox"/> Matheny-Withrow Elem Sch (510841860252027)       |
| <input type="checkbox"/> McClelland Elem School (510841860252028)          | <input type="checkbox"/> Owen Marsh Elem School (510841860252026)         |
| <input type="checkbox"/> Ridgely Elem School (510841860252032)             | <input type="checkbox"/> Sandburg Elem School (510841860252033)           |
| <input type="checkbox"/> Sangamon Co Detention Center (510841860253001)    | <input type="checkbox"/> Southern View Elem School (510841860252035)      |
| <input type="checkbox"/> Springfield Ball Charter School (51084186025201C) | <input type="checkbox"/> Springfield High School (510841860250002)        |
| <input type="checkbox"/> Springfield Learning Academy (510841860250004)    | <input type="checkbox"/> Springfield Southeast High Sch (510841860250003) |
| <input type="checkbox"/> U S Grant Middle School (510841860251007)         | <input type="checkbox"/> Washington Middle School (510841860251009)       |
| <input type="checkbox"/> Wilcox Elem School (510841860252040)              |   |

Click on the Assessment List button below to display the assessment information for the school(s) you have selected. The data will be populated based on last year's answers (if they were provided). Please verify each school is accurate and then click the appropriate "Submit School" button. If you select multiple schools, it will take longer to load all of your data.

Show Assessment List

4. Click on the ***Assessment List*** button below to display the assessment information for the school(s) you have selected. The data will be populated based on last year's answers (if they were provided.)

Click on the Assessment List button below to display the assessment information for the school(s) you have selected. The data will be populated based on last year's answers (if they were provided). Please verify each school is accurate and then click the appropriate "Submit School" button. If you select multiple schools, it will take longer to load all of your data.

Show Assessment List

Add Assessment to Multiple Schools

### EDIT INDIVIDUAL SCHOOLS.

Hazel Dell Elem School (510841860252020)

Submit School

5. Next, the assessments you added will be pulled up. Please select ***edit***, to make any edits to the assessment. ***Select remove***, if you wish to remove this assessment from the school.

1. ACCESS	Grades: K,1,2,3,4,5 Given: During a specific time period (01/16/2019 - 03/05/2019) Required By: State	Student Population: English Language learners only Average Time: Less than 1 hour Purpose(s): School performance ratings	Remove Edit
2. Basic Facts Math Screener	Grades: K,1,2,3,4,5 Given: Multiple times (2x, 3x, etc.) each year Required By: District	Student Population: All students in general Average Time: Less than 1 hour Purpose(s): Student instruction, School performance ratings	Remove Edit
3. Benchmark Screener - Kgn	Grades: K Given: Multiple times (2x, 3x, etc.) each year Required By: District	Student Population: All students in general Average Time: Less than 1 hour Purpose(s): Student instruction	Remove Edit
4. CogAT 7	Grades: K-5 Given: Multiple times (2x, 3x, etc.) each year Required By: State	Student Population: Students with an IEP only Average Time: 1-2 hours Purpose(s): Course/program placement	Remove Edit
5. DLM-AA	Grades: 3,4,5 Given: During a specific time period (03/13/2019 - 05/08/2019) Required By: State	Student Population: Students with an IEP only Average Time: Less than 1 hour Purpose(s): School performance ratings	Remove Edit

6. Please check the data carefully and make any changes necessary to accurately describe how the assessment is being administered in 2018-2019. Select **update** after you are finished making any changes. **Note:** If you wish to navigate away from this page before selecting **Submit School**, select **update** first, so these edits will be saved.

1. Which standardized assessment is given?

Please indicate all of the grades that take this assessment. (Check all that apply)

Pre-K  Kindergarten  First grade  Second grade  Third grade  
 Fourth grade  Fifth grade  Sixth grade  Seventh grade  Eighth grade  
 Ninth grade  Tenth grade  Eleventh grade  Twelfth grade

How often is the assessment given?

What is the Begin Date?  What is the End Date?

Who requires that you give this assessment?

Which student populations are required to take this test?

Estimate the total average time for students to complete all parts of this test:

Please indicate all of the purposes for which the results of the assessment are used. (Check all that apply)

Student instruction  Postsecondary credit or certification (e.g., AP test)  
 Student promotion  Course/program placement  Graduation  
 Teacher evaluation  School performance ratings  Other

Comments on this assessment:

2. Basic Facts Math Screener

Grades: K 1 2 3 4 5

Student Population: All students in general

7. After making all updates necessary, add any new assessments by clicking the **Add Assessment** button. Click **Save**.

Which standardized assessment is given?

Please indicate all of the grades that take this assessment. (Check all that apply)

Pre-K  Kindergarten  First grade  Second grade  Third grade  Fourth grade  
 Fifth grade  Sixth grade  Seventh grade  Eighth grade  Ninth grade  
 Tenth grade  Eleventh grade  Twelfth grade

How often is the assessment given?

Who requires that you give this assessment?

Which student populations are required to take this test?

Estimate the total average time for students to complete all parts of this test:

Please indicate all of the purposes for which the results of the assessment are used. (Check all that apply)


Student instruction  Postsecondary credit or certification (e.g., AP test)  
 Student promotion  Course/program placement  Graduation  Teacher evaluation  
 School performance ratings  Other

Comments on this assessment:


- Once you have made any edits and checked that your data is loaded correctly, select **submit school** back at the top of the page. Note: If you wish to navigate away from this page before submitting the school and want to save your edits, please select **save** or **update** first.

Click on the Assessment List button below to display the assessment information for the school(s) you have selected. The data will be populated based on last year's answers (if they were provided). Please verify each school is accurate and then click the appropriate "Submit School" button. If you select multiple schools, it will take longer to load all of your data.

 Show Assessment List

 Add Assessment to Multiple Schools

EDIT INDIVIDUAL SCHOOLS.

Hazel Dell Elem School (510841860252020) 

 Submit School

- If you experience any technical difficulties with this form, please contact Lori Bildilli at [lbildill@isbe.net](mailto:lbildill@isbe.net) or call Assessment and Accountability at 866-317-6034