To the Education Service Center and District Staff Members Addressed:

This communication is to inform you of the following upcoming activities for the Texas Assessment Program.

DECEMBER STAAR ADMINISTRATION

An enhancement has been implemented in the Test Information Distribution Engine (TIDE) to make the additional order process more efficient for district testing personnel. When placing an additional order, enter the TSDS IDs of students who qualify for a special paper administration in the new comment box. Do not enter any personally identifiable information or medical information in this section.

Additional orders of paper test materials for the December State of Texas Assessments of Academic Readiness (STAAR®) administration must be submitted between **November 27 and December 11, 2023**. Materials will be shipped overnight beginning on the first day of the administration window.

2024 TELPAS REGISTRATION

All students who need to take the Texas English Language Proficiency Assessment System (TELPAS) must have the *Emergent Bilingual Indicator Code* set to "1" in the *Student Information* page in TIDE by **November 30, 2023**. Calculations for initial orders of test administrator manuals will be based on the number of students registered by this deadline.

The deadline for district testing personnel to indicate a special paper or holistic administration of TELPAS is **November 30**. For students who need a paper or holistic administration and meet the eligibility requirements, district personnel must indicate the following in TIDE:

- *Emergent Bilingual Indicator Code* set to "1"
- *Special Ed Indicator Code* or *Section 504 Indicator Code* set to "Yes"
- *Test Mode* set to "Holistic" for TELPAS listening and speaking
- *Test Mode* set to "Paper & Holistic" for TELPAS reading and writing
- *Paper Test Format* set to the appropriate material for TELPAS reading

Initial order material quantities will be available for verification by districts using the *TELPAS and TELPAS Alt Paper Materials Management* administration task. These quantities are calculated based on students marked appropriately in TIDE. Districts must review the initial order materials to confirm that sufficient quantities are ordered. Additional orders must be placed for students whose paper indicators are added after the due date.

2024 TELPAS ALTERNATE REGISTRATION

For any student who meets the participation requirements for TELPAS Alternate, district testing personnel must indicate the following in TIDE:

- *Emergent Bilingual Indicator Code* set to "1"
- *Special Ed Indicator Code* set to "Yes"
- *Alternate Student Flag: TELPAS Alternate* set to "Yes"

All indicator codes must be marked prior to **November 30, 2023,** for the district to receive a sufficient quantity of Observable Behaviors Inventories.

2024 STAAR ALTERNATE 2 REGISTRATION

As a reminder, district testing personnel must submit student registrations for the 2024 STAAR Alternate 2 administration in TIDE no later than **December 14, 2023**. In May, the Texas Education Agency (TEA) updated the STAAR Alternate 2 participation requirements beginning with the 2023–2024 school year. Numerous resources are available on the [STAAR Alternate 2 Resources](#) webpage to assist district personnel with the updated participation requirements.

LMS UPDATES

- Maintenance Downtime
  The Learning Management System (LMS) will be down for system maintenance beginning **Friday, November 17, 2023,** at 8:00 p.m. (CT) until **Saturday, November 18, 2023,** at 8:00 a.m. (CT). Trainings will not be accessible during this time.

- Training Opportunities
  The following trainings are now available in [LMS](#):
  - The STAAR Interim Assessment Overview covers the benefits and uses of the STAAR Interim Assessments, available tests by grade and subject, designated supports, testing windows offered, and how to use online systems to upload student information, create test sessions, and access results.
  - Texas Through-year Assessment Pilot (TTAP) Centralized Reporting System (CRS) training reviews how designated testing personnel can learn to navigate CRS, access and generate Individual Student Reports (ISRs), and export data files for analysis.

For questions or assistance regarding the information in this communication, contact Texas Testing Support at 833-601-8821, TexasTestingSupport@cambiumassessment.com, or [TexasAssessment.gov via live chat](#).