

September 25, 2009

TO THE ADMINISTRATOR ADDRESSED

Subject: Kindergarten Data Submission

Senate Bill 1871 requires the superintendent, or a designee, of each school district to electronically report each kindergarten student's raw score on kindergarten reading instruments each year. This year the system will allow data from ISIP, Dibels, IDEL, along with TPRI and Tejas LEE.

The kindergarten data collected under this provision are used to evaluate the effectiveness of prekindergarten programs and certain federal or government-subsidized child care and education programs under the School Readiness Certification System (SRCS). The scores are submitted to the State Center for Early Childhood Development (SCECD) on behalf of TEA, and TEA assists the SCECD in receiving these raw scores and in requiring confidentiality and other security measures for student data submitted to the SCECD as TEA's agent, consistent with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. Section 1232g). To further protect the identity of students and to match student records, TEA and SCECD require only the last four digits of the student's social security number. Complete social security numbers will not be collected.

Like last year, school districts and open-enrollment charter schools will use the FERPA-compliant web-based reporting system. Districts administering the TPRI, Tejas LEE, ISIP, Dibels, or IDEL are required to provide this data. The system will be available for data entry beginning **September 30, 2009 and continuing through December 18, 2009**. After that time TEA or its representatives will be in contact with districts to finalize data if necessary.

- Districts may enter data into the system at any time during that period at the following link: www.TxKindergarten.com.
- **Customer support is provided from 7:00 AM to 7:00 PM CST at 866-336-3025, option 2.**
- E-mail and user manual support will be available from the website.
- Live WebEx (webinar) training sessions will be available to support users every Monday and Thursday starting September 24, 2009. See attached schedule for times and topics.

Data Entry Procedure

- The superintendent should designate faculty, staff, or another party to be responsible for data entry.
- Based on the type of access needed, there are four different levels of data entry:
 1. **Classroom/Teacher level:** Can enter information for one classroom. This role permits viewing and editing reports, imports, and student list.
 2. **Campus Leader:** Can import data or view reports for more than one classroom. This role cannot access a student list or individual student record.
 3. **District Leader:** Can import data or view reports for more than one campus. This role cannot access a student list or individual student record.
 4. **Regional Leader:** Can import data or view reports for more than one district. This role cannot access a student list or individual student record.

- All **new** and **returning users** will have to register for the 2009-2010 school year during their first login.
- Beginning of Year (BOY) TPRI, Tejas LEE, ISIP, Dibels, or IDEL information for each kindergarten student is entered through import of existing stored data or individually through the classroom level entry. Both processes require new registration and login.
- The system allows for more than one assessment to be entered for each child provided the assessment was administered at approximately the same time.
- A scientifically research-based social screener is included as an added resource for use in determining the school readiness of children. Districts are strongly encouraged to enter social screener information into the web-based system to increase the effectiveness of the SRCS.

Districts not using one of the above mentioned assessments as the kindergarten student diagnostic should continue administering their diagnostic assessments and retain the data for collection by TEA at a later date. If you have additional questions about the requirements of SB 1871, please contact Gina Salazar at 512-463-9068 or Gina.Salazar@tea.state.tx.us, Shelley Huff at 214-631-6161 X 749 or shuff@oz-systems.com, or Jane Thacker at 713-500-3761 or Jane.E.Thacker@uth.tmc.edu.

All trainings will be conducted through WebEx using a computer and telephone.

To obtain the URL and phone information for a specific date and topic, contact Customer Support at 1-866-336-3025 Option 2.

(all trainings are approximately 1 hour)

*indicates recorded session available in addition to live sessions

| Training Date | New Features for Returning Users* | New User Comprehensive* | Conducting Imports* | Interpreting Reports |
|---|--|--------------------------------|----------------------------|-----------------------------|
| Pre-Launch Trainings | | | | |
| Thursday 3:30 pm Sept. 24 | X | | | |
| Monday 9:00 am Sept. 28 | X | | | |
| eSchool Plus Kindergarten Available for Use Beginning Sept. 30, 2009 | | | | |
| Thursday 3:30 pm Oct. 1 | | X | | |
| Monday 9:00 am Oct. 5 | | X | | |
| Thursday 3:30 pm Oct. 8 | | X | | |
| Monday 9:00 am Oct. 12 | | X | | |
| Thursday 3:30 pm Oct. 15 | | X | | |
| Monday 9:00 am Oct. 19 | | X | | |
| Thursday 3:30 pm Oct. 22 | | | X | |
| Monday 9:00 am Oct. 26 | | X | | |
| Thursday 3:30 pm Oct. 29 | | | X | |
| Monday 9:00 am Nov. 2 | | X | | |
| Thursday 3:30 pm Nov. 5 | | | X | |
| Monday 9:00 am Nov. 9 | | X | | |
| Thursday 3:30 pm Nov. 12 | | | X | |
| Monday 9:00 am Nov. 16 | | | | X |
| Thursday 3:30 pm Nov. 19 | | | | X |

How to join a live web conference!

1. Navigate to <https://ozsystems.webex.com/mw03051/mywebex/default.do?siteurl=ozsystems&service=6>
2. Review the list of all available live sessions.
3. Select a session. (If registration is required, you may register at any time before an event begins by clicking the icon.)
4. At the scheduled time, click on the session link.
5. Password for all events: Literacy1

Additional trainings available upon request.