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## SUPERINTENDENT OF PUBLIC INSTRUCTION

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February 10, 2019

- (X) Action Required  
Due Date: February 22, 2019  
Due Date: June 30, 2019  
( ) Informational

### BULLETIN NO. 007-19 LEARNING AND TEACHING/ASSESSMENT AND STUDENT INFORMATION/INFORMATION TECHNOLOGY SERVICES

TO: Educational Service District Superintendents  
School District Superintendents  
Educational Service District Assistant Superintendents  
School Building Principals  
School District Curriculum, Instruction, and Assessment Administrators  
School District Technology Coordinators

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: 2018–19 Instruction and Assessment Reporting Requirements for Social Studies, the Arts, Health, Physical Education, and Educational Technology

Contact: Marissa Rathbone, Director of Operations, Learning and Teaching  
360-725-4968, [marissa.rathbone@k12.wa.us](mailto:marissa.rathbone@k12.wa.us)

Since the 2008–09 school year, school districts have reported their implementation of assessments in Social Studies, the Arts, Health, and Physical Education. In addition, beginning with the 2011–12 school year, districts that choose to implement Educational Technology assessments must report this information in addition to the annual reporting for the other subject areas.

Starting in the 2017–18 school year, school districts reported the required instruction and assessment information to the Office of Superintendent of Public Instruction (OSPI) in all areas through a reporting system using SurveyGizmo. This system is now available online for districts to begin entering information for this school year.

#### **First Step – Identify and Submit Content Area Leads**

Districts should first designate **one** lead per content area to collect information/responses from district representatives (e.g., curriculum directors, subject specialists, data leads). This will help avoid the error of submitting multiple responses to the same survey from some districts during

2017–18, and will streamline communications from OSPI. After designating one lead per content area, submit each of their names, titles, email addresses, and phone numbers at one time in the [Assessment Lead Contact Information Survey](#) by February 22.

### **Assessments in Social Studies, the Arts, Health, and Physical Education**

Districts are required to have in place assessments or other strategies at the elementary, middle, and high school levels that assure students have an opportunity to learn the state learning standards in Social Studies (including civics), the Arts, Health, and Physical Education ([RCW 28A.230.095](#)). Districts must require students to complete at least one assessment in civics in the 4th or 5th grade, 7th or 8th grade, and 11th or 12th grade. For the 2018–19 school year, school districts are required to report assessment information using the specified SurveyGizmo links for each content area by June 30.

### **Assessments in Educational Technology**

If a school district uses the OSPI-developed Educational Technology assessments to assess the Educational Technology K–12 Learning Standards, then the school district must notify OSPI of the use ([RCW 28A.655.075](#)). For the 2018–19 school year, districts must report assessment information using the specified SurveyGizmo link by June 30.

### **Next Steps – Collect and Report Data**

1. Visit the [OSPI-Developed Assessments website](#) to access frequently-asked questions, and to download and print the 2018–19 reporting requirements for each content area.
2. Encourage educators to make use of the optional reporting templates also available at the [OSPI-Developed Assessments website](#).
3. Collect responses for each question before starting the survey online.
4. Once all information is collected, content leads or district representatives will complete the content-area survey(s) online, using the reporting links on the next page (each content-area report should be completed at one time to ensure proper submission).
5. Submitters will receive confirmation of submission via SurveyGizmo.
6. **All instruction and assessment reporting for the 2018–19 school year must be submitted and finalized via SurveyGizmo by June 30.**

### **Reporting Links**

The reporting links are provided below by content area.

<b>Content Area</b>	<b>Reporting Link</b>
Educational Technology	<a href="https://www.surveygizmo.com/s3/4745620/EdTech">https://www.surveygizmo.com/s3/4745620/EdTech</a>
Health and Physical Education	<a href="https://www.surveygizmo.com/s3/4745639/PE-Health">https://www.surveygizmo.com/s3/4745639/PE-Health</a>
Social Studies	<a href="https://www.surveygizmo.com/s3/4745648/SS">https://www.surveygizmo.com/s3/4745648/SS</a>
The Arts	<a href="https://www.surveygizmo.com/s3/4745651/Arts">https://www.surveygizmo.com/s3/4745651/Arts</a>

### **Additional Reporting Elements**

In addition to the requirements outlined above, OSPI is requesting high-level information related to student instruction in these content areas. In an effort to obtain a more comprehensive picture of state implementation, OSPI has added additional questions in line with the requirements of the law ([RCW 28A.230.095](#) and [RCW 28A.655.075](#)). All of the reporting questions are required and include, but are not limited to, the following:

1. Whether your district provided regular class time for student instruction in each content area at each grade level;
2. The percent of students receiving instruction in that content area; and
3. Adherence to laws and policies specifically related to Physical Education, per new [RCW 28A.230.055](#).

### **Recommendations and Resources**

OSPI recommends districts use the OSPI-developed assessments in Social Studies, the Arts, Health, Physical Education, and Educational Technology to meet the requirements of [RCW 28A.230.095](#) and [RCW 28A.655.075](#). If local assessments or other strategies are used to meet the requirements, it is strongly recommended they are reviewed for quality and alignment to state standards, based on research, and able to measure individual student achievement. In addition, school districts are encouraged to develop policies and procedures that support the implementation of assessments in these areas, as well as the collection, use, and retention of assessment data.

All current OSPI-developed assessments in Social Studies, the Arts, Health, Physical Education, and Educational Technology have scoring guides and teacher reporting templates available for download. These materials and resources can be accessed from the OSPI website at [www.k12.wa.us/assessment/OSPI-DevelopedAssessments.aspx](http://www.k12.wa.us/assessment/OSPI-DevelopedAssessments.aspx).

If you have general questions, please contact Marissa Rathbone, Learning and Teaching Director of Operations, at 360-725-4968 or [marissa.rathbone@k12.wa.us](mailto:marissa.rathbone@k12.wa.us). For content-specific questions, contact:

- Anne Banks, Program Supervisor, The Arts  
360-725-4966, [anne.banks@k12.wa.us](mailto:anne.banks@k12.wa.us)
- Jerry Price, Program Supervisor, Social Studies  
360-725-6351, [jerry.price@k12.wa.us](mailto:jerry.price@k12.wa.us)
- Ken Turner, Program Supervisor, Health and Physical Education  
360-725-4977, [ken.turner@k12.wa.us](mailto:ken.turner@k12.wa.us)
- Dennis Small, Director, Educational Technology  
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This bulletin is available at <http://www.k12.wa.us/BulletinsMemos/bulletins2019.aspx>. The agency TTY number is 360-664-3631.

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CR:mr

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