

Guidelines for Recording Accommodations on the Answer Document for Students with Disabilities

For STAAR, STAAR Spanish, and STAAR Modified

Test administrators or other campus personnel must complete the information in the ACCOMMODATIONS field on the student's answer document. These guidelines are to be used in addition to information provided in the *2013 District and Campus Coordinator Manual*, and provide further instructions about marking Type 1, Type 2, and/or Type 3 accommodations for students with disabilities. Procedures for marking linguistic accommodations (LA) are available in the above-mentioned manual. An example of the ACCOMMODATIONS field from a student's answer document is shown below.

ACCOMMODATIONS								
Mathematics → M				R ← Reading				
Accommodation Type →	1	2	3	LA	1	2	3	LA
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> BD	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> XT
Braille →	<input type="radio"/> BR	<input type="radio"/> XD	<input type="radio"/> CE			<input type="radio"/> BR	<input type="radio"/> XD	← Extra Day
Large Print →	<input type="radio"/> LP		<input type="radio"/> RA			<input type="radio"/> LP		
Oral Administration →	<input type="radio"/> OA		<input type="radio"/> XT			<input type="radio"/> OA		
Extra Time (Same Day) →	<input type="radio"/> XT					<input type="radio"/> XT		

Mark the accommodation type for each accommodation that is documented and made available to a student, even if the student did not use the accommodation during testing. Follow these procedures when marking accommodations on the answer document:

Type 1 Accommodations

Mark the blank bubble in the column labeled "1" to indicate that a student received a Type 1 accommodation.

Type 2 Accommodations

- Mark a specific bubble in the column labeled "2" to indicate that a student received the accommodation of a Braille test (BR), a Large-Print test (LP), an Oral Administration (OA), or Extra Time (Same Day) (XT), if applicable. For example, if a student received an Oral Administration during the mathematics test, mark the OA bubble under M. If this is the only Type 2 accommodation the student received, do not mark the blank bubble.
- Mark the blank bubble in the column labeled "2" to indicate that a student received any other Type 2 accommodation, if applicable. For example, if a student received Supplemental Aids during the mathematics test, mark the blank bubble under M.
- When applicable, mark both a specific bubble and the blank bubble in the column labeled "2." For example, if a student received an Oral Administration and Supplemental Aids during the mathematics test, mark both the OA bubble and the blank bubble under M.

Type 3 Accommodations

- An Accommodation Request Form must be submitted and approved by TEA before a student can receive a Type 3 accommodation.
- Mark the specific bubble in the column labeled "3" to indicate that a student received the accommodation of an Extra Day (XD) to complete the test, if applicable. If this is the only Type 3 accommodation the student received, do not mark the blank bubble.
- Mark the blank bubble in the column labeled "3" to indicate that a student received any other Type 3 accommodation, if applicable. For example, if a student received the Photocopying Test Materials accommodation during the mathematics test, mark the blank bubble under M.
- When applicable, mark both the specific bubble and the blank bubble in the column labeled "3." For example, if a student received the Extra Day and Photocopying Test Materials accommodations during the mathematics test, mark both the XD bubble and the blank bubble under M.

Student Scenarios

- A. Kim received the accommodations of Braille, Basic Transcribing, and Extra Day during the mathematics and reading tests. How should these accommodations be marked on the answer document?

Under Type 2, the blank bubble indicates Basic Transcribing, and BR indicates Braille. Under Type 3, XD indicates Extra Day.

ACCOMMODATIONS							
M				R			
1	2	3	LA	1	2	3	LA
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> BD	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> D
	<input type="radio"/> BR	<input checked="" type="radio"/> XD	<input type="radio"/> CE		<input type="radio"/> BR	<input checked="" type="radio"/> XD	<input type="radio"/> XT
	<input type="radio"/> LP		<input type="radio"/> RA		<input type="radio"/> LP		
	<input type="radio"/> OA		<input type="radio"/> XT		<input type="radio"/> OA		
	<input type="radio"/> XT				<input type="radio"/> XT		

- B. Jorge received the accommodation of Supplemental Aids during the writing test. He also had an Individual Administration because he is unable to test in a standard classroom setting due to his disability. How should these accommodations be marked on the answer document?

The blank bubble under Type 1 is marked because Individual Administration is an accommodation for Jorge due to his disability. The blank bubble under Type 2 indicates Supplemental Aids.

ACCOMMODATIONS			
W			
1	2	3	LA
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> CP
	<input type="radio"/> BR	<input checked="" type="radio"/> XD	<input type="radio"/> XT
	<input type="radio"/> LP		
	<input type="radio"/> XT		

- C. Bella received the accommodation of Oral Administration during the science and social studies tests. Only Bella and one other student received this accommodation, so they completed the test as a small group in the library. How should this be marked on the answer document?

Under Type 2, OA is marked to indicate Oral Administration. The blank bubble under Type 1 is NOT marked because the small group was not an accommodation for Bella. It was the result of only two students receiving an Oral Administration.

ACCOMMODATIONS							
S				SS			
1	2	3	LA	1	2	3	LA
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	BD	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	BD
	BR	XD	CE		BR	XD	CE
	LP		RA		LP		RA
	OA		XT		OA		XT
	XT				XT		

- D. Zach received the accommodation of Mathematics Manipulatives during the Algebra I test. The test administrator reported that Zach did not use the manipulatives during testing. How should this be marked on the answer document?

Mark the accommodation type for each accommodation that is documented and made available to a student, even if the student did not use the accommodation during testing. The blank bubble under Type 2 indicates Mathematics Manipulatives.

If a test administrator notices that a student does not use an accommodation during the statewide assessment, the district should note this at the local level and educators and parents should discuss this when interpreting the assessment results. The information would also be useful to the student's ARD committee, Section 504 placement committee, or other campus team when making future instructional and accommodation decisions.

ACCOMMODATIONS				
A1				
1	2	3	LA	
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	BD	
	BR	XD	CE	
	LP		RA	
	OA		XT	
	XT			