

# 2022-23 PASA DLM Instruction and Assessment Calendar

This calendar identifies the PASA DLM **required** trainings and activities for the 2022-2023 school year. Requirements are unique to the specific roles in Kite Educator Portal. The following roles and abbreviations are included on this calendar:

- PASA Assessment Coordinator/District Test Coordinator – AC/DTC
- PASA Assessors – Teachers

The different DLM trainings and steps in the enrollment process have unique end dates for existing AC/DTCs and Teachers. *New AC/DTCs, Teachers or Students* can continue to be entered and can complete the trainings/activities throughout the year. The testing window cannot be extended under any circumstances.

Start Date	End Date	DLM Role	PASA DLM Training/Activity	Location/Website
August 3	January 15	Teachers	<b>Required Test Administrator (RTAT) and Lessons Learned training</b> <ul style="list-style-type: none"> <li>• <i>Lessons Learned is incorporated as an additional module within RTAT</i></li> <li>• <i>AC/DTCs are encouraged, but not required to participate.</i></li> </ul> <p><b>**New teachers can not complete until entered as users in the Kite Educator portal.</b></p>	<a href="#">Dynamic Learning Maps: Log in to the site</a>
August 15	Varies (See each enrollment step)	AC/DTC	<b>Data Management Modules (4 modules)</b> <ul style="list-style-type: none"> <li>• Data Management Module 1: Updating Users</li> <li>• Data Management Module 2: Enrolling Students</li> <li>• Data Management Module 3: Rostering Students</li> <li>• Data Management Module 4: Verifying Student Progress/Completion</li> </ul> <p><i>All data management modules are available beginning August 15; however not all associated tasks will be able to be completed in the KITE system at that time. Please see dates below for when to begin, and complete, required tasks associated with each module.</i></p>	<a href="#">Pennsylvania   Dynamic Learning Maps</a>
August 15	September 30	AC/DTC	<b>Update Users – Add/Remove/Correct Users</b> <ul style="list-style-type: none"> <li>• <i>Begin after Data Management Module 1: Updating Users is completed.</i></li> </ul>	<a href="#">Kite - Educator Portal (kiteaai.org)</a>
September 9	November 1	AC/DTC	<b>PASA Getting Ready Annual Training</b>	<a href="#">BSE Assessment</a>
November 1	December 31	AC/DTC	<b>Enroll Students using PIMS PASA DLM Enrollment Report:</b> <ul style="list-style-type: none"> <li>• <i>Must use PIMS PASA DLM Report prior to enrolling students (Report is available beginning Oct 15).</i></li> </ul>	<a href="#">Kite - Educator Portal (kiteaai.org)</a>



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			<ul style="list-style-type: none"> <li>Begin after Data management Module 2: Enrolling Students is completed.</li> </ul>	
November 1	January 31	AC/DTC	<b>Roster Students in ELA, Math and Science (grades 4, 8 or 11)</b> <ul style="list-style-type: none"> <li>Begin after Data Management Module 3: Rostering Students is completed.</li> </ul>	<a href="https://kiteaaai.org">Kite - Educator Portal (kiteaaai.org)</a>
November 1	February 27	Teachers	<b>Submit: Personal Needs and Preferences Profile (PNP) and First Contact Survey (FCS)</b> <ul style="list-style-type: none"> <li>Begin after students are enrolled and rostered and teacher has completed RTAT and Lessons Learned.</li> </ul>	<a href="https://kiteaaai.org">Kite - Educator Portal (kiteaaai.org)</a>
January 1	March 10	AC/DTC	<b>Verify completion of RTAT, Lessons Learned, PNP and FCS</b> <ul style="list-style-type: none"> <li>Begin after Data Management Module 4: Verifying Student Progress/Completion is completed.</li> </ul>	<a href="https://kiteaaai.org">Kite - Educator Portal (kiteaaai.org)</a>
March 13	May 5	AC/DTC Teachers	<b>PASA DLM Testing Window</b> <ul style="list-style-type: none"> <li>When developing testing schedule, consider that ELA, Math and Science have multiple testlets designed to be administered over several days.</li> <li>No testing extensions can be granted.</li> </ul>	<u>Test Tickets and Tips:</u> <a href="https://kiteaaai.org">Kite - Educator Portal (kiteaaai.org)</a>  <u>Testlet Administration:</u> Kite Student Portal downloaded to student device
March 13	May 5	AC/DTC	<b>Verify progress/completion status for testlets</b> <ul style="list-style-type: none"> <li>Begin after Data Management Module 4: Verifying Student Progress/Completion is completed.</li> </ul>	<a href="https://kiteaaai.org">Kite - Educator Portal (kiteaaai.org)</a>
April 15	May 5	AC/DTC	<b>Enter Special Circumstances Codes (SCCs)</b> <ul style="list-style-type: none"> <li>Only enter codes after student's testing status is confirmed.</li> <li>SCCs must be entered by end of testing window – May 5<sup>th</sup>.</li> </ul>	<a href="https://kiteaaai.org">Kite - Educator Portal (kiteaaai.org)</a>

