

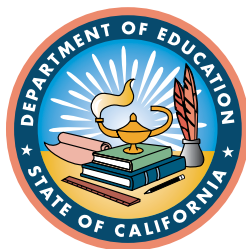


# 2018-19 New CAASPP Coordinator Training

## Post-Training Report



**November  
2018**



# Introduction

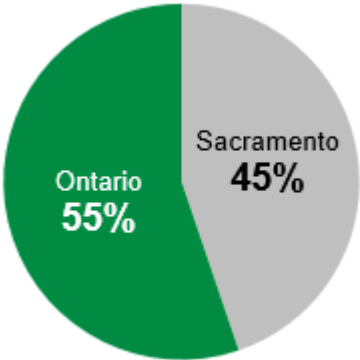
The 2018–19 New CAASPP Coordinator two-day trainings were designed to familiarize new LEA CAASPP coordinators with the roles and responsibilities of the coordinator and prepare them for successful administration of CAASPP assessments. This report provides information about the New CAASPP Coordinator training sessions held in Sacramento and Ontario during September 2018. The trainings were held in conjunction with the new ELPAC Coordinator Trainings, and the Assessment and Accountability meeting.

# Summary of Participants

## 288 total registered attendees

The New CAASPP Coordinator Trainings were advertised to coordinators who indicated they were new to their role on their Superintendent Designation of LEA CAASPP Coordinator form. 129 registrants attended in the north, and 159 attended in the south.

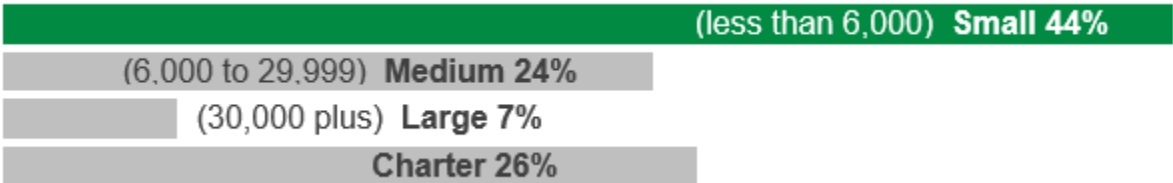
### Attendees by Location



22% response rate

Upon completing the training, participants received an e-mail with the link to the feedback survey. While 288 registered in total, only 62 survey responses were received (44% responded from Sacramento, and 56% responded from Ontario).

Many participants that responded to the survey came from smaller districts that had less than 6,000 students.



# Findings

## Overall Training Experience

- **98%** of participants said they would recommend this training to their colleagues.
- **94%** of participants **agreed or strongly agreed** that they valued the time dedicated to connecting with colleagues.
- **92%** of participants **agreed or strongly agreed** that the training was a valuable professional development opportunity.

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Being VERY new, the training was thorough and thoughtful.  
– New CAASPP Coordinator Training Participant

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## Trainers Were Knowledgeable and Responsive

- **97%** of participants **agreed or strongly agreed** that the trainers were knowledgeable.
- **87%** of the participants **agreed or strongly agreed** the training team allowed sufficient time to respond to questions.

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The session was very efficient and well-paced. Thank You!  
– New CAASPP Coordinator Training Participant

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## Training Materials Supported Learning

- **87%** of participants **agreed or strongly agreed** that the training materials supported their learning.

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The binder was well organized and had some great resources.  
– New CAASPP Coordinator Training Participant

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## Content of Training and Understanding of Coordinator Role

- **97%** of participants **agreed or strongly agreed** that they understand which assessments are included in the CAASPP System.
- **94%** of participants **agreed or strongly agreed** that they understand their role in planning and preparing for testing, as a result of the training.
- **94%** of participants **agreed or strongly agreed** that they understand their role during testing, as a result of the training.
- **92%** of participants **agreed or strongly agreed** that they understand their role after testing, as a result of the training.

*Detailed response information for each question is illustrated in Appendix A, Figure 1.*

## Additional Comments

In addition to answering a number of questions, participants made comments and suggestions in open-ended form. Those suggestions are categorized in the Appendix B by:

- Training Content/General Training Comments
- Training Materials

## Summary and Recommendations

In summary, the feedback received from the New CAASPP Coordinator trainings was extremely positive.

- More than 90% of survey participants found value in the materials and training content
- Close to 90% of participants found value in the amount of time spent answering questions
- As a result of the training, almost all participants had a better understanding of the role of the CAASPP coordinator
- Nearly 100% of training participants would recommend these trainings be offered in the future

The New CAASPP Coordinator trainings offered in the future can be enhanced by incorporating the following suggestions listed below.

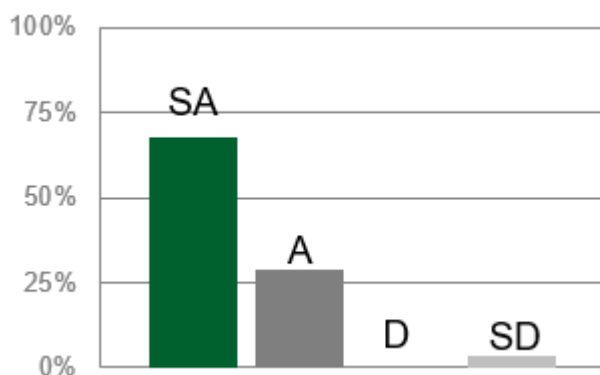
- Training participants would like more hands-on practice and demonstration in TOMS and other CAASPP related systems
- CAASPP Coordinator training participants would like to see more refined alignment of the binder to the presentation
- During trainings participants would like to have more opportunities to connect and collaborate with peers on CAASPP related issues
- Participants would like to receive pre-learning materials, training videos or frequently asked questions to better prepare them for training
- CAASPP coordinators would like training opportunities to be offered earlier in the school year and more frequently throughout the year

*A complete list of all participant comments and suggestions is available in Appendix B.*

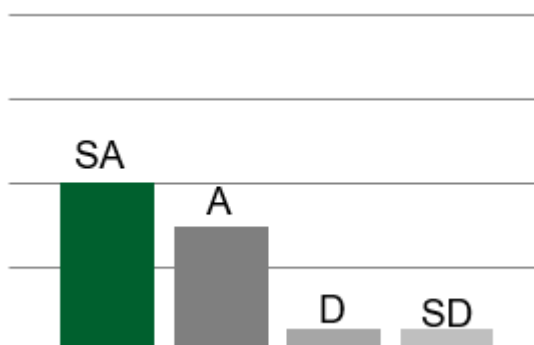
## Appendix A

Figure 1. Percent of participants that Strongly Agreed (SA), Agreed (A), Disagreed (D), or Strongly Disagreed (SD) with the following statements

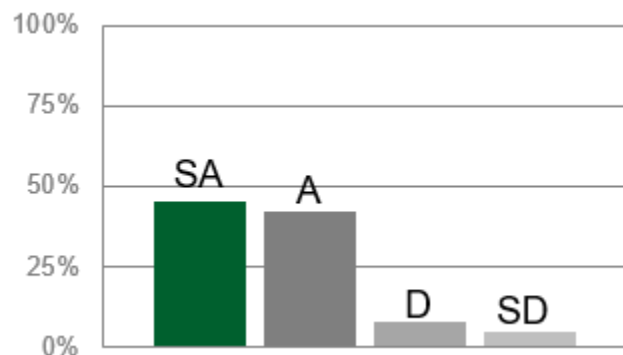
The training team was knowledgeable.



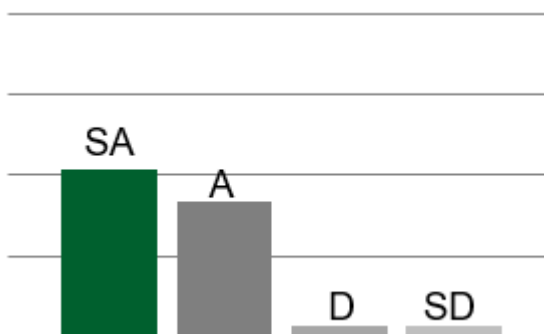
Sufficient time was set aside to respond to my questions.



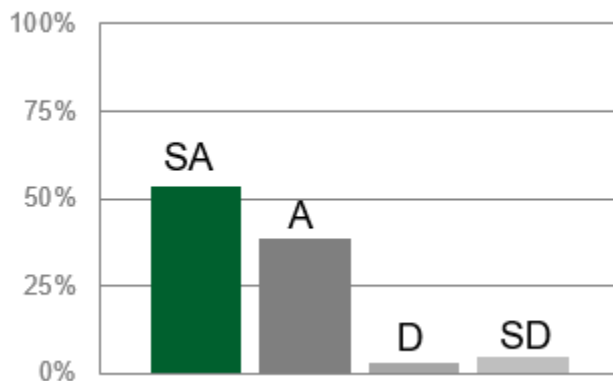
The training materials supported my learning.



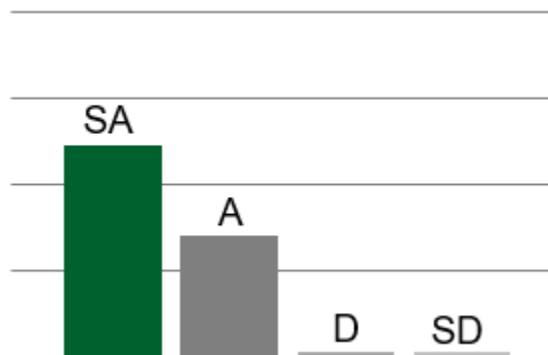
I appreciated the time dedicated to connecting with colleagues who are also new LEA CAASPP Coordinators.



The New CAASPP Coordinator Training was a valuable professional development opportunity.

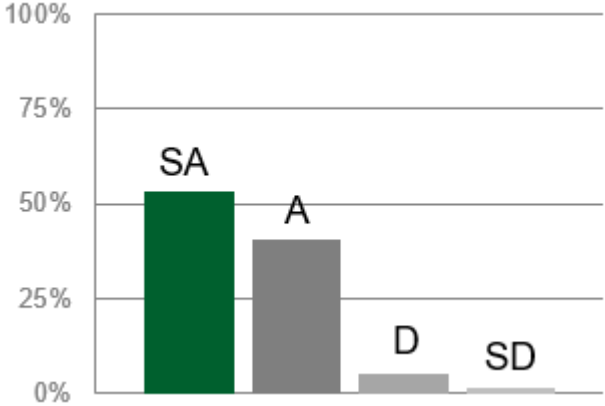


I understand which assessments are included in the CAASPP System.

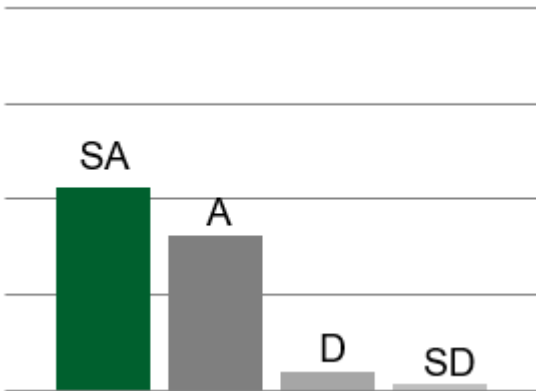


**Figure 1 (cont'd). Percent of participants that Strongly Agreed (SA), Agreed (A), Disagreed (D), or Strongly Disagreed (SD) with the following statements**

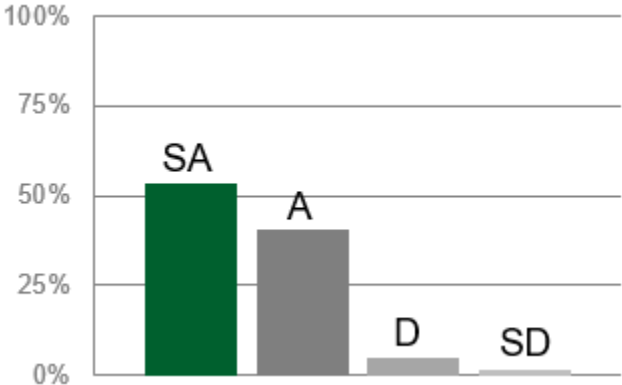
I understand my role as LEA CAASPP Coordinator **in planning and preparing** for CAASPP testing.



I understand my role as LEA CAASPP Coordinator **during** CAASPP testing.



I understand my role as LEA CAASPP Coordinator **after** CAASPP testing.



## Appendix B

The comments listed below are verbatim feedback provided by the survey respondents. They have not been changed or edited in any way in order to maintain the integrity of the feedback.

### Additional Comments to Knowledge of Trainings, Responsiveness, Training Content, Understanding of Role and Overall Experience

#### Training Content/General Training Comments

- Great information - thank you.
- Being VERY new, the training was thorough and thoughtful.
- This is my second year at a Lea CAASPP Coordinator, so the training was able connect some dots from my first year. I think the training was overwhelming for those at my table who had not been a Coordinator before. Some of the exercises were skipped due to time which was unfortunate.
- I was familiar previously about my role but this training did fill in any holes or gaps.
- Everything was well understood.
- It was a great experience.
- Not enough time was given to navigating the online platforms. This has to be a part of the training because there are multiple platforms and they are confusing.
- Awesome training!
- There was not enough time to respond to all of the questions and there was no opportunity to connect with new LEA CAASPP coordinators, or coordinators who work with a program similar to mine. The CAASPP assessments are very involved and additional trainings throughout the year would be helpful.
- Need more time to do activities and for answers to be given to the scenarios they gave us.
- A shorter version should be available to returning coordinators too. The collaboration time is crucial to continuous improvement.
- I am not a new coordinator but found the content valuable as a refresher.
- This training was informative. It should be offered much earlier, so new Coordinators have a solid foundation to start the off with some knowledge.
- I would recommend more time be provided (or a specific training) to SHOW us examples online of how to create groups, how to upload groups for the Interim Assessments. We have often received info. that this is possible, but never actually shown "how to". Much of the info with Interims seemed to be skimmed over rather quickly. Even time in the system. It took us a long time to get logged in, then when we did, the speaker moved on to something else. Maybe remind attendees to bring their passwords for the systems being reviewed.
- The session was very efficient and well-paced. Thank you!

#### Training Materials

- The binder was well organized and had some great resources. It would have been nice to have the power point prior. The interactive note taking guide was a great idea; however, it did not follow the presentation. A lot of great information was shared verbally, but there is nowhere to reference it. It is not in the power point or note taking guide. The important information needed for reference should be available in the binder and PowerPoint.



- The PPT was pretty, but it doesn't contain much actual information that I can refer to when I get back to my office. The handouts we received seem like they will be helpful, but I feel like I need so much more. The first day's pace was way too quick. We didn't really get a chance to actually figure anything out. None of the table talk time was sufficient to explore what needed to be done. Although I'm sure the first speaker was very knowledgeable, it was very hard to understand her. I did learn a little, but I had hoped to learn a whole lot more. I do appreciate all of the work that went into this training. It just didn't feel like it was really meant for NEW CAASPP Coordinators.
- The handout is a great tool. The only suggestion I would make would be to have the notes located at each section's area vs all in the front and having to search for the proper note page.

### **Additional Comments to Those Who Said “No”, They Would Not Recommend This Training to Colleagues**

- I think it would be helpful to break up the sessions over a period of time rather than have a day and a half to cover all of the content. I am very new to CAASPP and rely on others to help me understand my role and the requirements. Also learning TOMS and the digital library are another piece that take more time to understand.
- It is necessary, but it was really a CAASPP 101, and most people in the room had knowledge of CAASPP and it's components before the training. Our table was disappointed as we had hoped for more hands on, and pointing such as, "here is how you set your calendar in TOMS." We walked away feeling like we could have just spent the time on the websites and watching the webinars.
- I think it is somewhat helpful, but it could be a whole lot more helpful with the actual notes of what was addressed.
- Needed information was verbally shared but is not available for reference. Someone new will need access to information and resources after the conference.
- A lot of us are new and have no idea what we are doing. Would have been very helpful to have the information beforehand so we could follow along.
- This also should have been a two day workshop. It felt like a lecture with not a lot of collaborating or hands on activities on the first day.