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2025-2026 CCR Assessment Manual Training and Updates

Presented by Jenifer Bean

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This presentation will be recorded and shared for on-demand viewing.

Objectives

- To review the fundamentals of effective assessment and OCTAE compliance
- To provide an overview of the CCR Assessment Manual as a whole
- To discuss significant changes to the Assessment Manual from previous editions
- To preview CCR Assessment Office support activities for the 2025-26 program year

- Link to 2025-26 Assessment Manual is [here](#).
- Please refer to it if you have it available!



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The Fundamentals

Using the Mentimeter screen, write a quick phrase to answer this question:

“Why do we assess our students?”

Purposes for Assessment

- To decide on placement
- To communicate progress
- To determine next steps

Assessments provide data for these decisions!

We also assess students to remain in compliance with OCTAE.

...what is OCTAE?

- The Office of Career, Technical, and Addult Education
- Housed within the U.S. Department of Education
- Responsible for administering the AEFLA (Adult Education and Family Literacy Act) grant that funds adult education activity across the country

OCTAE Compliance

- In order to receive AEFLA funds, adult education providers must maintain compliance with OCTAE's policies.
- This includes having an OCTAE-approved state assessment policy each program year.
- State assessment policy must align with federal policies outlined in the NRS Technical Assistance Guide, published memos, and other documents produced by OCTAE.

The CCR Assessment Manual articulates North Carolina's state assessment policy.



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The Manual

The CCR Assessment Manual: An Overview

- Has been approved by OCTAE for use in the 2025-26 program year
- Ensures that the entire state of NC has a uniform policy for assessing adult learners in Title II programs
- Is divided into six sections

What questions can each section answer?

Section 1: Overview of the North Carolina Assessment Policy

- What is the purpose of this document?
- What federal legislation is involved with this publication?
- Which assessments are currently approved by OCTAE for use in North Carolina?

Section 2: Setting the State Context

- Why and how are adult learners assessed in North Carolina?
- What are the policies for administering pre- and post-tests?
- How are the data from assessments collected and reported?
- What are POPs and MSGs?
- What is North Carolina's lookback policy for continuing students' pre-tests?
- How do students earn MSGs?
- What is an Alternate Placement?

Section 3: General Assessment Requirements

- Who can take and give assessments in North Carolina?
- How is an Appraisal or Locator used?
- How much instructional time should students have between a pre-test and a post-test?
- What training is required in order to administer an assessment?
- How are accommodations provided for students with disabilities?

Section 4: Guidelines for Each Assessment

- What are the recommendations provided by each test publisher for...
 - Student population?
 - Training requirements?
 - Minimum and recommended post-testing hours?
 - Purchasing new testing materials?
- What are some best practices for administering a standardized assessment?

Section 5: NRS Levels and Score Ranges for Assessments Used in North Carolina

- What are the NRS Levels for ABE/ASE and for ESL?
- How can I translate the scale score from an assessment to the appropriate NRS level?
- What are the ESL Exit criteria for each ESL assessment?

Section 6: Assessment of Distance Learners

- What constitutes *distance learning*?
- What procedures must be followed when assessing adult learners who engage in distance learning?
- What are some best practices for administering test sessions with virtual proctoring?



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The Changes

What Changes Can We Expect?

- Performance Policy Updates
- Principles of Testing Integrity
- New assessment approvals and expirations

Alternate Placement Policy

- Pages 8-11 outline the Alternate Placement policy for the state of North Carolina.
- Alternate Placements were permitted by OCTAE starting last year as a way to provide an initial placement to students who are not well served by pre- and post-testing.
- Alternate Placements can be used only with the student populations specified in the manual.
- Please see the 9/26/24 webinar on Alternate Placements for more details (link [here](#)).

MSGs 1c and 1d

- Page 13 outlines the two new Measurable Skill Gain (MSG) types that were permitted by OCTAE at the end of the 2023-24 program year.
 - MSG 1c: Post-secondary enrollments that occur while a participant is still engaged with adult education
 - MSG 1d: HSE subtest gains
- They were included in an update to the 2024-25 manual; this is the first full program year where they are included in the manual.
- Please see the 7/8/24 webinar on MSG 1c and 1d for more details (link [here](#)).

Principles of Testing Integrity

- Page 18 includes a set of testing integrity principles to be observed anytime an assessment is administered.
- The principles are meant to ensure that testing environments remain secure and honest.
- The principles replace the policy stating that instructors may not test their own students; please use your best judgment when determining who will administer an assessment to a student.

NRS Approvals for Assessments

- Pages 43-44 outline the assessments that are approved for pre- and post-testing as of July 1, 2025.
- New approvals since the last training:
 - CASAS Reading GOALS 2 (needs to be programmed into ADVANSYS before use)
 - TABE 13/14
 - TABE CLAS-E Forms C/D
- The sunset periods for CASAS Reading GOALS and TABE 11/12 have been extended to June 30, 2026.



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CCR Assessment Office Support Opportunities

Assessment Crosswalks

- The CCR Assessment Office has developed crosswalk documents to align approved assessments to the NC Adult Education Content Standards or the English Language Proficiency Standards.
- Currently available:
 - CASAS Math GOALS 2
 - CASAS Reading STEPS
 - TABE 11/12
 - TABE CLAS-E C/D Reading and Writing
- Accessible from the NC Title II website (link [here](#))

Assessment Update Sessions

- An opportunity to share effective practices and receive support for the assessment series transitions and other needs
- Operating on a monthly schedule during the fall and spring
- Sessions alternate between publishers (CASAS and TABE)
- Working to restructure the sessions for 2025-26
- Listen out for the schedule later this summer!

Technical Assistance Calls

- Always available for technical assistance with assessments!
- Please e-mail beanj@ncccommunitycolleges.edu with TA requests.
- Let me know what general area of assistance you are requesting (assessment transition strategies, CCR Assessment fundamentals, etc.). Be specific about which publisher and series you wish to discuss!

Student Data Privacy Reminder

- First name/initial + last name + date of birth = PII
- Please use a student's ADVANSYS ID number to communicate with the Assessment Office
- Protocol is meant to protect student privacy and adhere more strongly to FERPA



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Q&A

No pre-submitted questions...any questions you would like to ask?

Exit Ticket

Respond to the following prompt in Mentimeter:

“How equipped do you feel to use the new Assessment Manual?”



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**Thank you for
attending!**