

CPAA Tips for Winter

Children's Progress Academic Assessment (CPAA)



Remember: you can find all **Quick Start Guides**, **User Guides** and **Seasonal Tips** in the **Help** section of your reports. Log in at reports.childrensprogress.com.

1. [What is the difference between the fall, winter and spring assessments?](#)
2. [How can I view a fall report after the winter assessment has been administered?](#)
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5. [When assessing, how can I quickly check if a student has already taken this assessment?](#)
6. [Can my student take an assessment from another grade or season?](#)

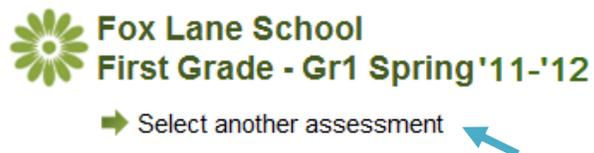
1. What is the difference between the fall, winter, and spring assessments?

Children's Progress Academic Assessment (CPAA) contains three different content banks (fall, winter, and spring). Difficulty increases as the year progresses, but the formative way in which the assessments should be used remains the same. Each of these assessments can be used for screening at the beginning of the season and for follow-up assessment later in the same season.

- The **fall** CPAA assesses students against end-of-year expectations with the understanding that they have had very little time in their current grade, and therefore will not have complete mastery.
- The **winter** CPAA takes into account the fact that students have had several months of instruction under their belts, so expectations are slightly higher.
- The **spring** CPAA assesses students on the full expectations for their grade. Given at the beginning of the spring term, it can inform instruction for the final weeks of school.

2. How can I view a fall report after the winter assessment has been administered?

1. Go to reports.childrensprogress.com.
2. Enter your user name and password and click **Go**.
3. Toward the top of the page, you'll see the name of the assessment for which you're viewing a report.
4. To see reports for a different season (e.g. fall), click **Select another assessment** right under the assessment name.



3. How can I use the progress charts in my reports?

HOW TO ACCESS THE PROGRESS CHARTS

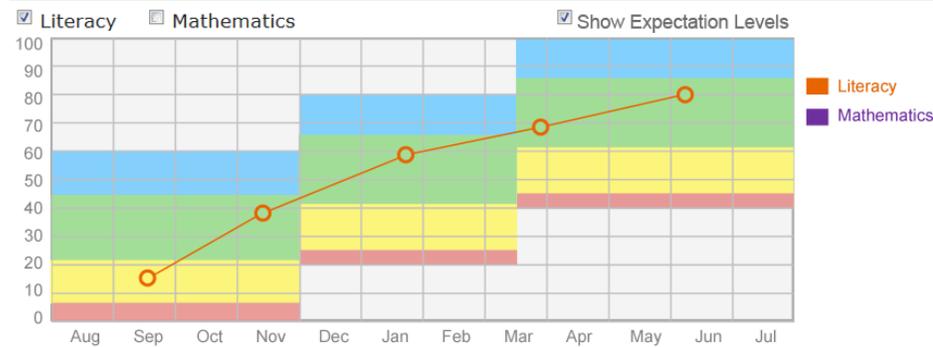
- You can view progress at the student, class, school or district level. Simply navigate to the student, class, etc. and click on the **Progress** tab under **Report Areas**.
- To view an individual student’s progress report, click on his or her name in the class list, then click on the **Progress** tab.
- Both progress graphs show composite literacy and math scores. Make sure to check off the subject you want to view.

Yearlong Scale

Each data point in the “selected Year” graph represents the score on one seasonal assessment. By hovering over the points you can get information about the assessment start date and the percentile rank.



Subject scores for the selected year



Note: If your district did not opt-in to the yearlong scale, you would instead see a 1–4 scale.

HOW TO INTERPRET THIS INFORMATION

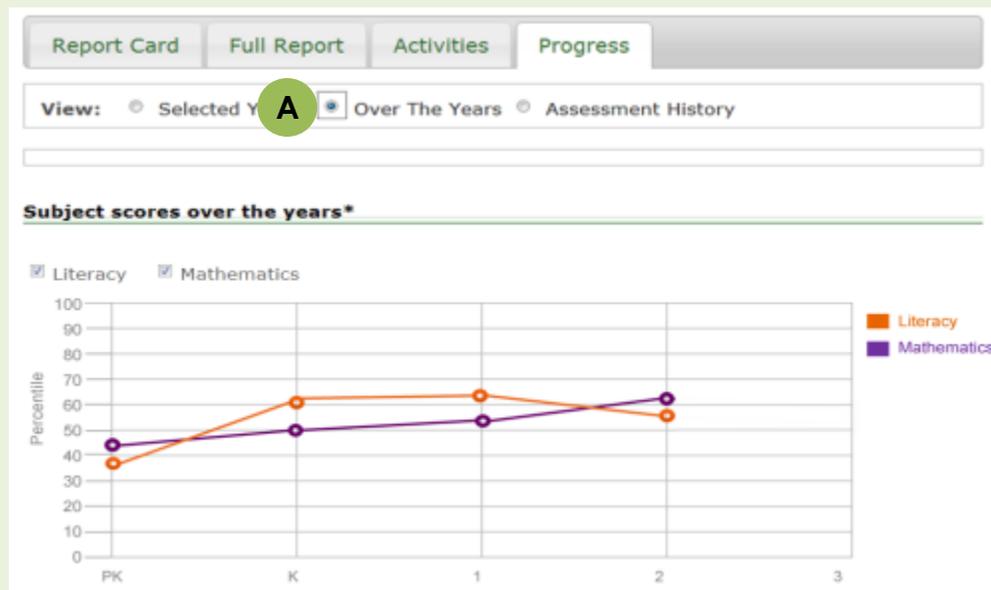
Keep in mind that the seasonal versions of CPAA (fall, winter, spring) become progressively more difficult and *expectations rise*. The seasonal forms have been equated with one another so that scores can be reported on a single yearlong scale. In addition to the scale score, performance is categorized according to seasonal expectations, which rise across the year. Therefore, the threshold score a student must have to be “at expectation” rises from fall to winter to spring. CPAA performance categories are similar to letter grades issued in comparison to expectations that evolve throughout the year. A consistent CPAA performance category across two or more seasons is analogous to a consistent grade on an initial and a final report card. To evaluate progress in more fine-grained terms, look to the scale score, which should rise

each time a student takes CPAA, assuming adequate instructional time has passed and the student is making academic progress.

If your district did not opt-in to the yearlong scale, you will see only performance categories. Because expectations rise from fall to winter, students typically remain in the same performance category, even as they are making academic progress.

Over the Years Percentile Ranks

If a student has used CPAA in prior grades you can click **Over the Years (A)** to see historical performance. Over the years graphs display percentile ranks and are an average of assessments taken over the prior years.



HOW TO INTERPRET THIS INFORMATION

Over the years progress graphs display performance as percentile ranks. This allows you to track whether a student is maintaining a consistent relative ranking, improving, or falling behind relative to other students who take CPAA. These percentiles are based on the entire population of students using CPAA, not your individual school or district.

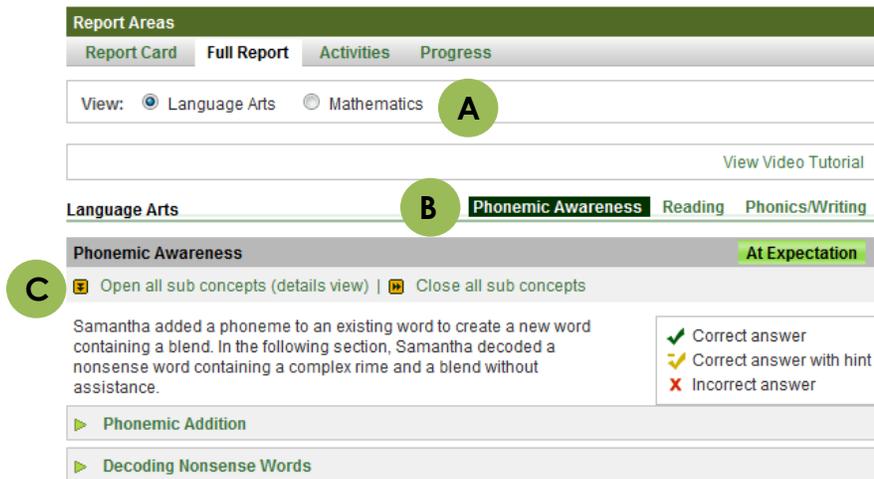
4. How can I use CPAA for screening and tracking progress?

Each season's CPAA can be used for screening/benchmarking at the beginning of the season and for follow-up assessment a few weeks later. Here are our suggested steps:

1. Administer the season's assessment as a screener/benchmark to all students.
2. Review your reports. Look for red flags by identifying students who scored below expectation or approaching expectation in specific concepts. A quick way to identify

problem areas at the group level is by clicking on the **Report Card** and the **Class Roll** under **Report Areas** in the middle of your screen.

3. For additional detail, click on any student, then click on **Full Report**. You can view details for any subject **(A)** and concept **(B)**. Click “Open all sub concepts” **(C)** to see exactly which standards were assessed, how the student performed and what activity you can use to address that concept. To see the print version of the full report, click on the printer icon in the top right corner of any report.  [Print version](#)

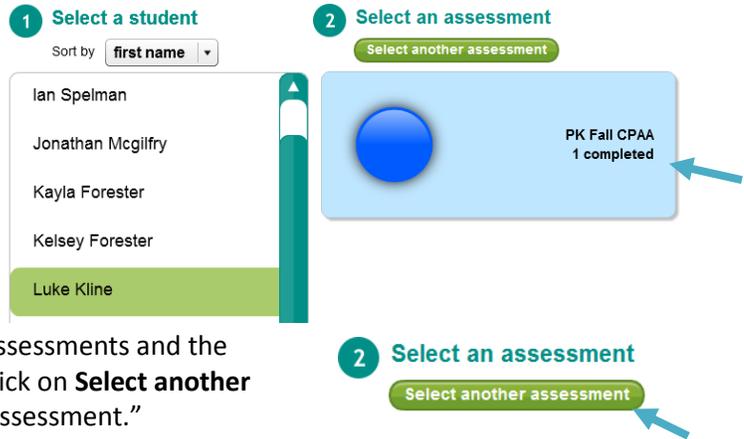


The screenshot displays the 'Report Areas' interface. At the top, there are tabs for 'Report Card', 'Full Report', 'Activities', and 'Progress'. Below this, a 'View:' section allows selection between 'Language Arts' (selected) and 'Mathematics'. A green circle labeled 'A' highlights the 'Language Arts' selection. Below this is a 'View Video Tutorial' link. The main content area is titled 'Language Arts' and has sub-tabs for 'Phonemic Awareness', 'Reading', and 'Phonics/Writing'. A green circle labeled 'B' highlights the 'Phonemic Awareness' sub-tab. Under 'Phonemic Awareness', the status is 'At Expectation'. A green circle labeled 'C' highlights the 'Open all sub concepts (details view)' button. Below this, a text box describes a student's activity: 'Samantha added a phoneme to an existing word to create a new word containing a blend. In the following section, Samantha decoded a nonsense word containing a complex rime and a blend without assistance.' To the right of this text is a legend: a green checkmark for 'Correct answer', a yellow checkmark with a hint for 'Correct answer with hint', and a red X for 'Incorrect answer'. At the bottom, there are expandable sections for 'Phonemic Addition' and 'Decoding Nonsense Words'.

4. Based on your review of the data from the screening, identify students who may need follow-up interventions and closer monitoring.
5. Implement goal-based instruction and determine a timeline for follow-up assessments (we suggest waiting 4-6 weeks between CPAA administrations). We recommend using students' **Full Reports** to identify specific areas in need of intervention and choosing suggested activities from the **Activities** tab to work on those areas.
6. Re-assess selected students with the same season's CPAA. You can use either the full CPAA, or a single subject version (literacy or math).
7. Review the student's individual **Progress** report to track performance from one administration to the next. Even after strategic interventions, some students may not be responsive. For these individuals, next steps might include guided diagnostics, formal evaluation, and/or creation of an IEP.

5. When assessing, how can I quickly check if a student has already taken this assessment?

1. Log into the assessment software by clicking on the Children’s Progress tree icon on your desktop.
2. Click on a student’s name. Recommended assessments will appear on the right. If the student has already taken or started a particular assessment, that will be indicated under the assessment name.
3. For a more detailed list of all assessments and the student’s completion status, click on **Select another assessment** under “Select an assessment.”
4. A popup will appear. Click on the **Current Year Status** tab to see a detailed breakdown of assessments this child took, whether they were completed and when.



Select Assessment **Current Year Status** ←

Season	Grade	Assessment	Status	Date Taken
Fall	Pre-K	CPAA	Complete	10/08/2011 16:38
Fall	Pre-K	CPAA	Failed Mousing	10/08/2011 16:35

6. Can my student take an assessment from another grade or season?

Yes, this is possible! Please check with your school or district to make sure this is in line with your local assessment protocols. The default recommended assessment is based on the time of year and the student’s designated grade level, unless your school or district has established custom assessment windows. Although **the recommended assessment will switch from fall to winter on Dec 1**, it is possible to use any season and grade level at any time. Here’s how:

1. Click on the student’s name.
2. Click on **Select another assessment** under “Select an assessment.”
3. Use the dropdowns to choose 1) the assessment you want to administer (full assessment or just the math or literacy portion), 2) the grade level, and 3) the season.
4. Once you’ve made your selection, click **Start**.

