

2016-17 New York State Alternate Assessment for Science and Social Studies

► Administration Training Materials

iEnrollment

Dear New York State Alternate Assessment (NYSAA) Training Specialist,

As a reminder, the New York State Education Department (the Department) and Measured Progress seek the assistance of the Alternate Assessment Training Network (AATN) Specialists to identify the school districts, providers, and school shipping sites that will require a set of **2016-17 NYSAA for Science and Social Studies Administration Training Materials**. *If you have already completed the iEnrollment process, you do not need to take any further action and may disregard this reminder.*

Please select and verify only those schools/sites that will be administering the NYSAA for Science and Social Studies and will need materials for 2016-17.

Each AATN Specialist is being asked to:

- Log on to the Web site below between **Monday, May 23 and Friday, July 1, 2016** to verify **each site** (both public and non-public) within your district/BOCES that will be conducting the NYSAA for Science and Social Studies for at least one student during the 2016-2017 school year. Please verify only those sites that will need materials.
 - You are not being asked to “register” students for the NYSAA for Science and Social Studies, only to **indicate to the best of your knowledge what sites will be administering the NYSAA for Science and Social Studies and will need a copy of the training materials**. Step-by-step directions for the verification process are included as an attachment to this e-mail.
- AATN Specialists who are responsible for more than one school district will need to log in under each district individually and verify the sites needing materials.
- As an AATN Specialist, you are responsible for ensuring that the verification process occurs for sites in your region. You may delegate the verification process to the district(s) upon approval of your BOCES or Big Five City School District. Please forward the attached instructions to your delegate, if applicable. However, you are required to follow up on the process if you delegate this task. **It is important that your delegate selects only those schools that actually need NYSAA for Science and Social Studies materials.**
- Quantities of materials are limited and each site receives just one “master set” of materials. Teachers and administrators can reproduce their materials from the master set or download them from the Department’s Web site. Duplicate orders will not be processed.

Sites that are not verified will not be included in the initial shipment.

Timeline	
Verification Period I	May 23 to July 1, 2016
Initial Shipment	Arrives shortly after Labor Day 2016
Verification Period II	September 6 to September 23, 2016
Final Shipment	Ships October 4, 2016 <i>No training materials will be shipped after this date.</i>

Click here to begin: [NYSAA 2016–17 Information Verification \(Districts and Schools\)](#)

Please contact Michelle Couture with any questions by phone (1-877-604-9417) or by email (couture.michelle@measuredprogress.org).

Thank you for your assistance with the NYSAA for Science and Social Studies!



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