



Florida's Assessment of Student Thinking (FAST) using Star Early Literacy FAQs for Early Learning Coalitions

General Questions

- 1. What is the Coordinated Screening and Progress Monitoring Program and its purpose?**
Coordinated Screening and Progress Monitoring Program is the statewide, standardized program known as Florida's Assessment of Student Thinking (FAST) using Star Early Literacy implemented in all VPK programs as required by s. 1002.68, F.S., FAST using Star Literacy will be used to assess student achievement of the performance standards established in s. 1002.67(1)(a), F.S., in early literacy and mathematics.
- 2. What do coalitions do to ensure VPK Programs are ready to be rostered with Renaissance?**
Coalitions will have to approve VPK contracts and enrollments that are rostered, and ensure contact information for the listed Director and Admin contacts are updated in the Provider Portal. Data from the Provider Portal is sent nightly to Renaissance to keep VPK programs information up to date. Coalitions should also ensure VPK Providers understand what their (EFS Mod) Provider ID is and where to locate this information in the Provider Portal.
- 3. What do coalitions do if VPK Programs make enrollment changes?**
The coalition will approve the changes for students that are missing, need to be added, removed or changed to another classroom through the Coalitions Services Portal. Data files are shared daily from the Division of Early Learning to Renaissance. The changes can take up to 48 hours to reflect in the Renaissance system.
- 4. Who will have access to the VPK Programs Star Early Literacy Assessment data collected?**
The State of Florida Department of Education and the Division of Early Learning will have access to all VPK Programs data. Early Learning Coalitions will have access to the data in only the counties they serve. School Districts will have access to VPK Program data within their school district. VPK Programs will have access to data within their program.
- 5. Will there be trainings of how to Administer of Star Early Literacy Assessment for Coalitions?**
Anyone needing to complete the training requirements can do so through the Renaissance-U Training Courses for either Administrators or Teachers, using the: [FAST Star Early Literacy Renaissance-U Enrollment Guidance](#).
- 6. Are the training sessions recorded and available to VPK Programs?**
Yes, a Review training course is available in Renaissance-U for anyone who needs to review the training information. To access this Review Course use the: [FAST Star Early Literacy Renaissance-U Enrollment Guidance](#). This training course is for review purposes only and does not meet the training requirement.

7. Where can coalitions go for most recent updates on the Coordinated Screening and Progress Monitoring Program requirements?

Updates can be found on Florida's Assessment of Student Thinking (FAST) using Star Early Literacy website: <https://www.floridaearlylearning.com/vpk/fast>.

8. When are the Star Early Literacy Assessment scores to be shared with families?

VPK Programs are required to provide a student's performance results from the assessment to the student's parents within seven calendar days after the administration of the assessment. VPK Programs must provide the Star Parent Report. The Star Parent Report provides a printable informational letter for parents or guardians and is available in **English** and **Spanish**. The link to running instructions can be found here: <https://help2.renaissance.com/reports/25027>.

9. How can families become familiar with the Star Early Literacy Assessment if they do not have access to a computer at home?

VPK Programs may share the [Family Letter: What Parents Need to Know](#) and families may use computers at local coalitions, libraries or other agencies and learn about Star Early Literacy Assessment on the Renaissance website.

10. What technology assistance is available for VPK Programs?

The Division of Early Learning has provided funding for technology to each coalition. Coalitions should communicate this with VPK Programs to ensure they have the needed technology for implementation.

11. Where can I find the Demo Video for Computers and Tablets, and can it be played in Spanish?

You can view the [English Computer Demo Video](#) or [English Tablet Demo Video](#) or the [Spanish Computer Demo Video](#) or [Spanish Tablet Demo Video](#).

12. What technical support is available?

The Star Early Literacy Technical Manual is available at <https://help2.renaissance.com/US/PDF/SEL/SELRPTechnicalManual.pdf>

Renaissance System: Users that need Renaissance System support should contact the Renaissance Place Help Desk and Technical Assistance Team at 1-800-338-4204 or by email at FAST_Star@renaissance.com.

Policy: Users that have questions related to FAST using Star Early Literacy implementation requirements may email the Division of Early Learning at VPKFAST@oel.myflorida.com.

Implementation Requirements

13. Who is required to administer the assessment to students?

The coalition will approve VPK Program personnel as test administrators by verifying the completion of training requirements established by the Division of Early Learning's program requirements.

14. Who will the assessment be administered to?

The Star Early Literacy Assessment will be administered to all VPK Program students enrolled with valid certificates of eligibility.

15. Where is the Star Early Literacy Assessment completed?

The Star Early Literacy Assessment is a computer-adaptive assessment administered through a secure login on the Renaissance Welcome Portal.

16. Is there an Administration Manual for VPK Programs to use?

Yes, the Star Early Literacy Administration Manual is available at

https://help2.renaissance.com/US/PDF/SEL/SEL_TAM.pdf

All test administrators are encouraged to familiarize themselves with the Test Administration Manual.

This provides instructions on accessing the assessment for students. You may follow these steps as well:

1. Open your web browser and go to your VPK Site URL.
2. On the Login page, select I'm a Student.
3. The student enters their username and password and then selects Log In. **The test administrator must verify the correct student has logged in.**
4. Select the Star Early Literacy tile on the Home page. Students should not click on the Star Early Literacy tile until the test instructions have been read aloud to the students and they are ready to begin the test.
5. Are you inside your school? VPK Students are required to take the assessment at school. Select, Yes.
6. Test Administrators must enter the Monitor Password, (*default is admin*).
7. Select Start and begin the assessment.
8. The student will see a demonstration video that shows the student how to choose and enter an answer and how to use a Listen option to hear a question repeated.
9. The hands-on exercise will follow which teaches students to properly choose and enter an answer using the mouse, keyboard, or by tapping. Then the test will begin.
10. If administration of the assessment needs to be paused, select Resume Later to save the student's progress on the assessment. The student must complete the assessment within eight (8) calendar days. In order to resume later, test administrator will be prompted to enter the monitor password (*default is admin*).

17. What happens if a user is prompted to enter the Monitor Password when administering the Star Early Literacy Assessment?

The Monitor Password is **admin** (all lowercase). *If an administrator wishes to disable the initial monitor password prompt that students see when they log in to test, they can do so by following these directions. Editing the Password Requirement Preference:* From your Home page, select your name in the upper-right corner > Edit Preferences > Password Requirement. By default, all of your classes are listed. For each class, un-check the 'Before a Star test' box, then click Save Changes.

18. How often is the Star Early Literacy Assessment administered?

VPK Programs are required to administer three times a program year, Progress Monitoring 1, 2 and 3. Coalitions will monitor that VPK Programs follow the [Administration Schedule](#) for 2022-2023 on Florida’s Assessment of Student Thinking (FAST) using Star Early Literacy [website](#) which details when the Star Early Literacy Assessment is administered:

PM1: Is the **first thirty (30) instructional days** of the VPK class schedule beginning with the first VPK instructional day.

PM2: Is the period of time in a VPK class schedule where **at least 40% of the instructional hours have been completed and no more than 60% of the instructional hours** have been completed.

PM3: Is the **last thirty (30) instructional days** of the VPK class schedule ending on the last VPK instructional day.

Throughout the year, the assessment will also be available for ongoing progress monitoring, as needed for students. *The State will collect the student’s first assessment score in the Progress Monitoring period for students who complete the assessment more than once.*

19. What is best practice for administering PM1 to students?

The Division of Early Learning discourages VPK Programs from testing students within the first instructional week.

20. What is the group size requirement for administration in VPK Programs?

The assessment shall be administered individually or in a small group with no more than five students

21. Where can coalitions find information and resources available?

Information and resources are available on Florida’s Assessment of Student Thinking (FAST) using Star Early Literacy website, <https://www.floridaearlylearning.com/vpk/fast>.

Accommodations

22. What language will be available for Star Early Literacy Assessment administration?

The Star Early Literacy is required to be administered in English.

23. What test accommodations for students with an Individual Educational Plan (IEP) or 504 Plan?

The only accommodation in the software is extended time. See Timing Accommodations below.

24. Are there general accommodations that are available to students who may need additional assistance in accessing Star Early Literacy?

Yes, Star Early Literacy can be administered with a number of accommodations that typically do not impact the validity of the students' scores. Available accommodations include the following:

General Accommodations

- Administer the test in a location with minimal distractions.
- Administer the test in a separate location.
- Administer the test in a small group.
- Administer the test individually.
- Administer the test in a room with special acoustics.
- Administer the test in a room with special lighting.
- Administer the test in a room with special furniture.

Presentation Accommodations

- Magnify the size of the font type.
- Read the testing directions (but not the test itself) orally to students.
- Sign the testing directions (but not the test itself) to hearing-impaired students.
- Read the testing directions (but not the test itself) in the students' native language.
- Click the Listen button for the student, so that the platform repeats the question.

Response Accommodations

- Alter the method of input from mouse to keyboard (or vice versa), or to an assistive device. Assessments also can be administered on an iPad to utilize touchscreen functionality.
- Have the student respond orally, have the teacher enter the student's response in the system.

Timing Accommodations

- While nearly all students are able to answer Star Early Literacy assessment items within the standard time limits (90 seconds), teachers may extend time limits (270 seconds) for individual students who need more time to demonstrate their proficiency. Extended time limits have no effect on the test's validity, as a student's performance on a test question remains solely a function of the test's calibrated difficulty and what that student knows and can do, not how quickly the student can do it.
- Star Early Literacy reports indicate (via a footnote) whether a student was given an extended time limit to complete a test. A further note indicates that norms, as well as other technical data such as reliability and validity, are based on test administration using standard time limits.

Non-Participation Status

25. What happens if a student is unable to complete the Star Early Literacy Assessment during the specific Progress Monitoring periods?

VPK Program Administrators will use Non-Participation Status for students unable to pass the

practice test items or for another reason why the student did not test. *If a student has a Non-Participation Status and a score the Division of Early Learning will not take the score.* The Non-Participation Status options are described below:

Assessment Inappropriate- For students that are Blind/Visually Impaired, Deaf/Hard of Hearing, Medical Exemption Accommodation that can't be met with computer-based test (IEP/504 requiring Paper Based Test). The Star Early Literacy Assessment may not be appropriate for all VPK students. If you have a student with an Individual Educational Plan (IEP) or 504 Plan and the VPK Program Administrator determines this assessment will not meet the student's needs, the student should receive a Non-Participation Status of "**Assessment Inappropriate.**"

Failed Practice- For students who failed the practice items after three attempts. The Star Early Literacy Assessment Practice Items should be administered to all VPK students unless the student has been given a Non-Participation Status of the Assessment Inappropriate and students should be given at least three attempts to pass the items. If a student continues to fail the items, the student should receive a Non-Participation Status of "**Failed Practice.**"

Not Present During Testing Window- For students absent during the **entire** Progress Monitoring period. The Star Early Literacy Assessment dates should be provided to VPK student families, to ensure their child's attendance on testing days.

Non-English Speaker- For students with a first language other than English who are unable to pass the practice items after three attempts. The Star Early Literacy Assessment is only administered in English. All students with a first language other than English should be given the opportunity to complete the practice items, if they pass, they continue and complete the assessment. They should be given two additional attempts to pass the practice items. If the student fails the practice items, then the student should receive a Non-Participation Status of "**Non-English Speaker.**"

VPK Administrators are required to mark Non-Participation Status for students:

1. Login to Renaissance with your school administrator account.
2. On the **Home page**, select your name in the upper-right corner.
3. In the drop-down list, select **Manage Apps & Users**.
4. On the Manage Apps & Users page, select **Users**.
5. **Type the name of the child** that did not test and select **search**.
6. Select the student that did not test.
7. Select the **Non-Participation Status tab on the View Student page**.
8. For the Assessment Type, select Star Early Literacy.
9. Then, in the drop-down list, select the Non-Participation Status.
10. To save your changes, select **Save**.

Intellectual Property

26. Are VPK teachers or other staff allowed to photograph, film, or record the assessment as it happens on the student's screen?

No, Renaissance Learning owns the intellectual property, including copyrights and trademarks, related to the Star Early Literacy Assessment. Capturing the screen or copying it by taking a photograph or filming it would infringe upon Renaissance's intellectual property rights. Those rights are protected by federal and Florida laws.

27. What are the consequences of infringing intellectual property rights?

The consequences for violating those rights can be very severe and include penalties for statutory damages ranging up to \$150,000 per violation.

28. What should I do if I see a colleague or visitor filming or otherwise copying the assessment?

As soon as possible, let a proctor or assessment coordinator know so that they can address the situation. In most cases, especially those when the person capturing the assessment is unaware of intellectual property laws, this will likely mean educating that person and having her or him delete the infringing photos or video.