



**South Carolina  
Alternate Assessment  
(SC-Alt)**

## **SC-Alt Second Rater Procedures**

The second rater procedure is used to obtain data on the accuracy of scoring and the fidelity of the SC-Alt administrations. A selected sample of test administrators will be required to have another trained SC-Alt test administrator observe the Science/Biology administration of one student and independently score the student's responses on a Second Rater Answer Folder. The Second Rater Answer Folder will be submitted for scoring and compared with the scored responses on the Student Answer Folder to obtain a measure of scoring consistency. The test administrator's scored Student Answer Folder will be the official scoring record for reporting student scores.

An advance roster of students and teachers who were selected for SC-Alt second rater administrations for spring 2016 was provided to the DTC-Alt on February 2, 2016. Please use this roster to assign a second rater for each student selected for a second rater administration. The teacher listed on the second rater roster is the teacher name found in the Test Administration field of the January precode file for that student. Review the second rater roster to ensure that all teachers and students selected for a second rater administration are able to participate in the second rater administration and that the information for the teachers and students is accurate.

Contact the American Institutes for Research (AIR) SC-Alt Helpdesk at [schelpdesk@air.org](mailto:schelpdesk@air.org) or 877-231-7789 (toll-free voice) by March 4, 2016 if any adjustments to the roster of students and teachers selected for a second rater administration are necessary. Adjustments to the second rater roster may be necessary if, for example, the student no longer attends the school, the student is not participating in the SC-Alt, or the student is homebound. If the student's current teacher is different from the one listed on the second rater roster, the student's current teacher should participate in the second rater administration.

### **Second Rater Sampling**

A sample of students was identified for the second rater procedure such that all districts administering the SC-Alt are required to have one or more second rater administrations. Approximately one-third of all teachers and 10% of SC-Alt students were identified for second rater administrations.

## **Second Rater Procedures**

Each teacher for a student selected for a second rater administration will receive an envelope containing second rater materials in School Box 1 of the regular materials shipment. Each second rater envelope will include:

- Student Roster
- Security Checklist
- Second Rater Observer Instructions (2 copies)
- Precoded Barcode Label
- Second Rater Answer Folder for Science/Biology
- Science/Biology Test Booklet

After reviewing the second rater materials to ensure that all materials are included in the second rater envelope, the test administrator should keep one copy of the Second Rater Observer Instructions and give the second rater envelope to the second rater observer prior to the second rater administration.

Upon completion of the second rater administration, the second rater observer must place all materials (the completed Second Rater Answer Folder, Science/Biology Test Booklet, Student Roster, and Security Checklist) back in the envelope and seal it. The test administrator will keep the sealed envelope and place it in the top of Box 1 of the regular school materials that will be returned at the completion of the assessment window.

The DTC-Alt will receive informational photocopies of all student rosters and security checklists for all second rater test administrators in the district-level materials box.

Districts are expected to conduct second rater Science/Biology administrations for each student listed on the roster, unless they have received specific approval from AIR.

### **Changes to the Roster**

If an adjustment to the second rater roster is necessary, a precoded barcode label will not be provided for the new student. The DTC-Alt should instruct the second rater observer to destroy the precoded barcode label for the original student and to complete and bubble the student's name, PowerSchool ID Number, State ID Number, and School Identification Number on the Second Rater Answer Folder. If the new student assigned a second rater is in a different grade band, new second rater materials will be sent to the DTC-Alt separately from the test materials that arrive to the district on February 26, 2016.