How do I create instructional plans?

DLM webinar #2 September 4, 2025

KANSAS
STATE DEPARTMENT OF
EDUCATION

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Objectives

- To understand the requirements of the fall test window.
- To provide guidance on using the Kansas Blueprint/Record Sheet and Essential Elements by Linkage Level Data together to plan and guide instruction.
- To explain how to use the instruction and assessment planner to create plans and monitor blueprint completion.

Fall Test Window

September 8 – December 19, 2025

What grades test?

- DLM ELA and math – grades 3-8 and 10
- DLM science – grades 5, 8, and 11
- History, Government, Social Studies- grades 4, 7, and HS.
  - History, Government and Social Studies Field Test Alternate Rubric and Information (PDF)

Fall Window – Sept. 8 - Dec. 19, 2025

Essential Elements for ELA and Mathematics

- are selected in the Instruction and Assessment Planner
- are required to be assessed
- have blueprint requirements
- contribute to a student's final, end-of-year Individual Student Score Report

Essential Elements for Science

- are selected in the Instruction and Assessment Planner
- are not *required* to be assessed
- do not have blueprint requirements
- do not contribute to the student's final, end-of-year Individual Student Score Report

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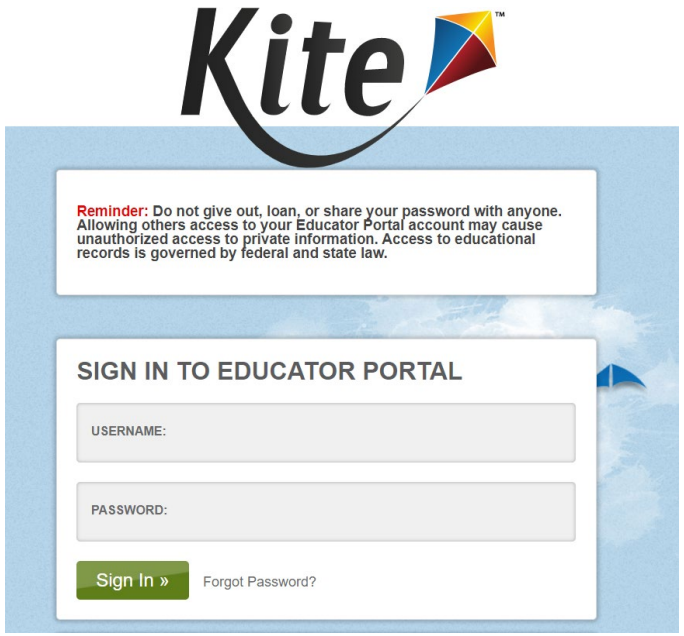
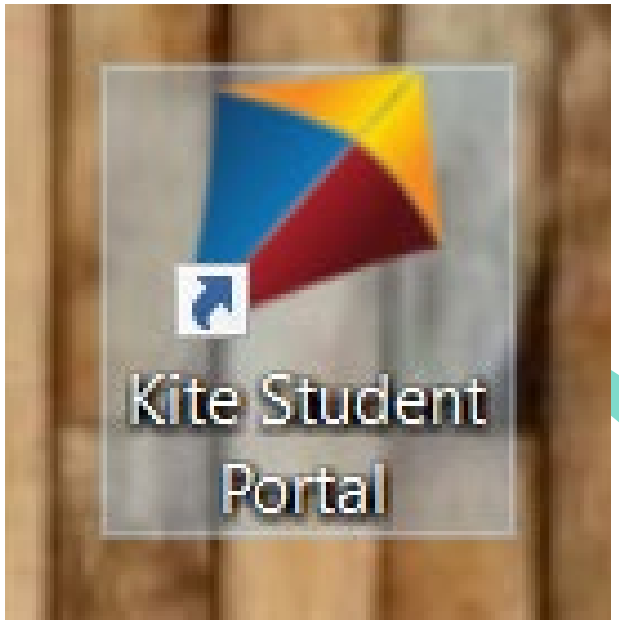
Kite Suite

Educator Portal- teachers



Student Portal- students



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Where do I begin?

DLM Test Administrator Checklist

August-September 8, 2025

	Task	Resource
	Verify DLM participation guidelines for each student	Participation Guidelines (PDF)
	Sign up for DLM test updates	Subscribe to DLM Test Updates
	Sign up for KAA listserv	To sign up, send this information: Subject line: KAA Listserv Body of message: Email address, First Name, Last Name, USD Number, USD Name, Send to this address: cary.rogers@ksde.gov
	Notify district test coordinator of student, primary exceptionality, grade, and subjects for DLM	
	Login to Educator Portal (role- teacher; assessment program- DLM)	Educator Portal Contact district test coordinator if you do not have access
	Sign security agreement in Educator portal	Educator Portal
	Complete required Test Administrator Training (2 1/2 hours - new teachers; 1 1/4 hour - returning teachers) Must pass with 80% and print certificate	Educator Portal Test Administration Manual (pdf) Guide to DLM Required Test Administrator Training for Instructionally Embedded Model States Educators with the Teacher role should access Dynamic Learning Maps® (DLM®) Required Test Administrator Training in the training section of Kite® Educator Portal
	View and check student data and rosters	Educator Portal
	Complete/Update PNP Profile for each student	Educator Portal Accessibility Manual, Educator Portal User Guide
	Complete/update first contact for each student (make sure the primary exceptionality matches the IEP)	Educator Portal Educator Portal User Guide
	Have Kite Student Portal loaded on all testing devices	The new client will be required for this testing year,

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Tasks to Complete

1. Review DLM eligibility for your students.
2. Complete the Required Test Administrator Training – access through Educator Portal.
3. View and check student data and rosters.
4. Complete PNP and First Contact Survey.

**Student Roster and First Contact Survey Status – data extract (provides student name, grade, rosters, and first contact survey status/date of completion) – test coordinators.

Planning

Using the Kansas Blueprint/Record Sheet and Essential Elements by Linkage Level Data to plan and guide instruction

DLM Test Administrator Checklist

September 8-December 19, 2025

	Task	Resource
	Print Kansas Essential Elements Blueprint/Record for each student according to grade level	Kansas Essential Elements Blueprint/Selection Record Math and English Language Arts by Grade (PDF)
	Choose EE's by linkage level to meet the blueprint requirements for that grade and subject.	Educator Portal Educator Portal User Guide
	Teachers may use the EE by linkage level data for planning and monitoring instruction	Kansas Essential Elements by Linkage Level Data: Grade 3-Grade 11 (PDF)
	Begin instruction on individual EE's	Refer to DLM Professional Development Modules
	Access practice activities and release testlets to familiarize the students with the format	Guide to Practice Activities and Released Testlets
	Assign testlet when student is ready Read or print teacher information page	Educator Portal Educator Portal User Guide
	Administer the required number of testlets per grade and subject to meet the blueprint requirements	Kansas Essential Elements Blueprint/Selection Record Math and English Language Arts by Grade (PDF) Kite Student Portal
	Check to ensure blueprint requirements are met on the student activity table on Educator Portal. (essential element status report)	Educator Portal Educator Portal User Guide

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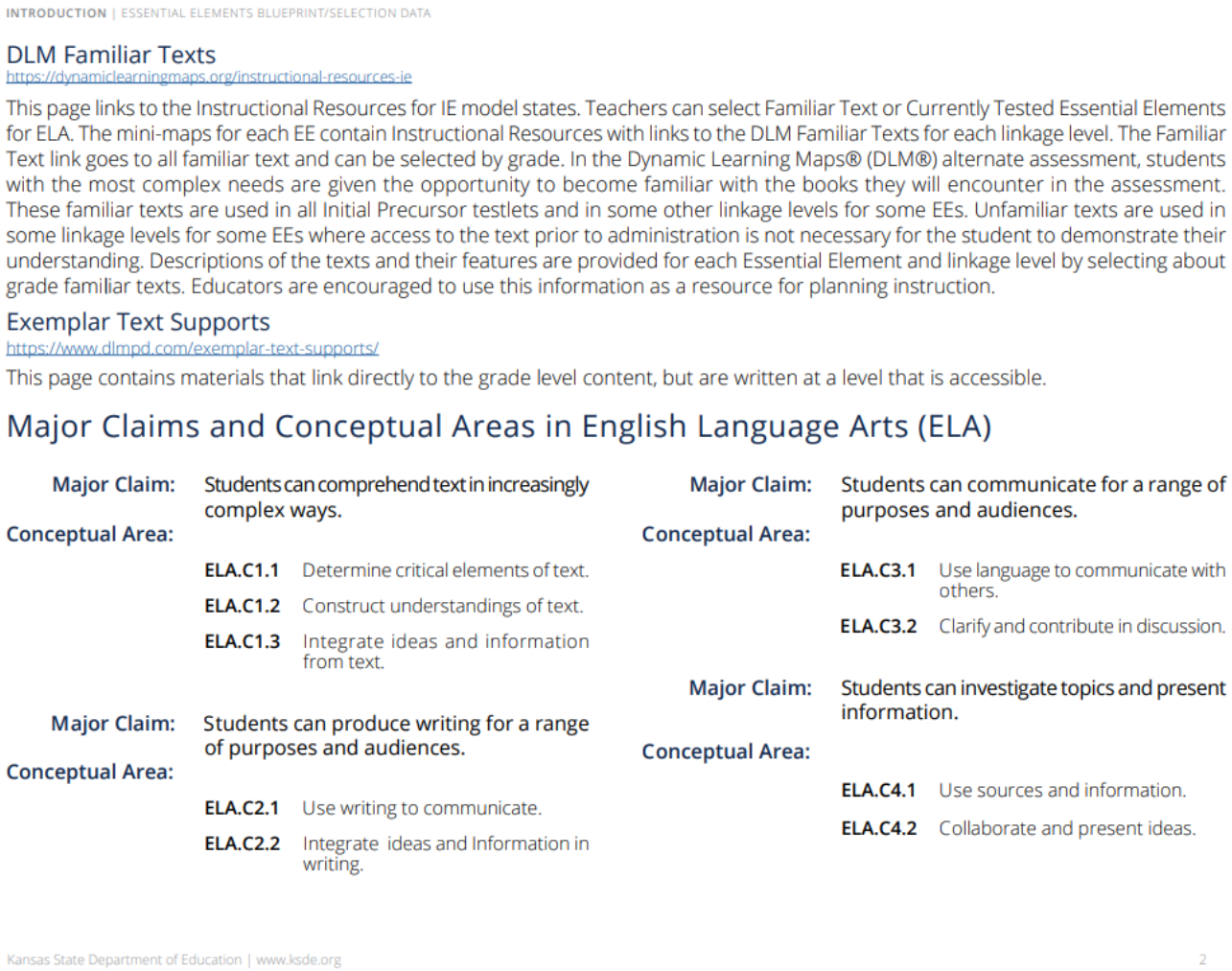
Kansas Blueprint/Record Sheet



DLM Familiar Texts

https://dynamiclearningmaps.org/instructional-resources-ie

This page links to the Instructional Resources for IE model states. Teachers can select Familiar Text or Currently Tested Essential Elements for ELA. The mini-maps for each EE contain Instructional Resources with links to the DLM Familiar Texts for each linkage level. The Familiar Text link goes to all familiar text and can be selected by grade. In the Dynamic Learning Maps® (DLM®) alternate assessment, students with the most complex needs are given the opportunity to become familiar with the books they will encounter in the assessment. These familiar texts are used in all Initial Precursor testlets and in some other linkage levels for some EEs. Unfamiliar texts are used in some linkage levels for some EEs where access to the text prior to administration is not necessary for the student to demonstrate their understanding. Descriptions of the texts and their features are provided for each Essential Element and linkage level by selecting about grade familiar texts. Educators are encouraged to use this information as a resource for planning instruction.

Exemplar Text Supports

https://www.dlmpd.com/exemplar-text-supports/

This page contains materials that link directly to the grade level content, but are written at a level that is accessible.

Major Claims and Conceptual Areas in English Language Arts (ELA)

Major Claim: Students can comprehend text in increasingly complex ways.

Conceptual Area:

- **ELA.C1.1** Determine critical elements of text.
- **ELA.C1.2** Construct understandings of text.
- **ELA.C1.3** Integrate ideas and information from text.

Major Claim: Students can produce writing for a range of purposes and audiences.

Conceptual Area:

- **ELA.C2.1** Use writing to communicate.
- **ELA.C2.2** Integrate ideas and Information in writing.

Major Claim: Students can communicate for a range of purposes and audiences.

Conceptual Area:

- **ELA.C3.1** Use language to communicate with others.
- **ELA.C3.2** Clarify and contribute in discussion.

Major Claim: Students can investigate topics and present information.

Conceptual Area:

- **ELA.C4.1** Use sources and information.
- **ELA.C4.2** Collaborate and present ideas.

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Kansas Blueprint/Record Sheet (cont.)

ESSENTIAL ELEMENTS BLUEPRINT/SELECTION DATA

GRADE 3

Student name: _____ Year: _____

Math

Available Essential Elements and minimum expectation for each student's assessment.

1. Students demonstrate increasingly complex understanding of number sense.

CONCEPTUAL AREA	ESSENTIAL ELEMENT	CHOOSE 1: DESCRIPTION	FALL WINDOW			SPRING WINDOW		
			DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED	DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED
M.C1.1	3.NBT.2	Demonstrate understanding of place value to tens.						
	3.NBT.3	Count by tens using models such as objects, base ten blocks, or money.						
	3.NF.1-3	Differentiate a fractional part from a whole.						

CONCEPTUAL AREA	ESSENTIAL ELEMENT	MUST TEST: DESCRIPTION	FALL WINDOW			SPRING WINDOW		
			DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED	DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED
M.C1.3	3.OA.4	Solve addition and subtraction problems when result is unknown, limited to operands and results within 20.						

2. Students demonstrate increasingly complex spatial reasoning and understanding of geometric principles.

CONCEPTUAL AREA	ESSENTIAL ELEMENT	MUST TEST: DESCRIPTION	FALL WINDOW			SPRING WINDOW		
			DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED	DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED
M.C2.2	3.G.2	Recognize that shapes can be partitioned into equal areas.						

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DLM Blueprint vs Kansas Blueprint

Choose two EEs from Claim 3 in different conceptual areas.

Not Complete

Claim: M.C3 Measurement Data and Analysis: Students demonstrate increasingly complex understanding of measurement, data, and analytic procedures.

Conceptual Area: M.C3.1 Understand and Use Measurement Principles and Units of Measure

Essential Element	Initial Precursor	Distal Precursor	Proximal Precursor	Target	Successor
M.EE.5.MD.1.a Tell time using an analog or digital clock to the half or quarter hour.	Attend to a person or object; recognize different	Recognize measurable attributes	Recognize hour and minute on a digital clock and both hands on an analog clock	Tell time to the nearest half hour and quarter hour	Know time on analog and digital clocks
M.EE.5.MD.1.b Use standard units to measure weight and length of objects.	Recognize attribute values	Recognize measurable attributes	Compare and order the lengths and weights of two or more objects	Measure length (inches/feet) and mass (ounces/pounds) using formal units	Estimate length (inches/feet) and mass (ounces/pounds) using formal units
M.EE.5.MD.1.c Indicate relative value of collections of coins.	Recognize objects with specific attribute value	Recognize coins or dollar bills	Recognize the name and value of basic coins	State the value of a coin in relation to another coin	Add different coins together

Conceptual Area: M.C3.2 Represent and Interpret Data Displays

Essential Element	Initial Precursor	Distal Precursor	Proximal Precursor	Target	Successor
M.EE.5.MD.2 Represent and interpret data on a picture graph, line plot, or bar graph.	Recognize attribute values; arrange objects in pairs	Order objects; classify objects	Use information from a graph to answer questions	Represent and interpret information on a graph	Use graphs to make predictions and inferences

3. Students demonstrate increasingly complex understanding of measurement, data, and analytic proce

CONCEPTUAL AREA	ESSENTIAL ELEMENT	**CHOOSE 1:** DESCRIPTION	FALL WINDOW		
			DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED
M.C3.1	5.MD.1.a	Tell time using an analog or digital clock to the half or quarter hour.			
	5.MD.1.b	Use standard units to measure weight and length of objects.			
	5.MD.1.c	Indicate relative value of collections of coins.			

CONCEPTUAL AREA	ESSENTIAL ELEMENT	**MUST TEST:** DESCRIPTION	FALL WINDOW		
			DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED
M.C3.2	5.MD.2	Represent and interpret data on a picture, line plot, or bar graph.			

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Essential Element by Linkage Level Data

ESSENTIAL ELEMENTS BY LINKAGE DATA

GRADE 7

Student name: _____ Year: _____

Initial Precursor Level Math Skills

1. Students demonstrate increasingly complex understanding of number sense.

ESSENTIAL ELEMENT	CHOOSE 2:	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE
EE.7.NS.2.C-D	Recognize separateness.										
	Recognize set.										
EE.7.RP.1-3	Recognize separateness.										
	Recognize set.										
	Recognize subset.										
EE.7.NS.3	Recognize separateness.										
	Recognize set.										
	Recognize subset.										

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Essential Elements by Linkage Level Data

1. Students demonstrate increasingly complex understanding of number sense, *continued.*

ESSENTIAL ELEMENT	CHOOSE 1:	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE
EE.7.NS.1	DP = Recognize parts of given whole.										
	PP = Explain concept + and - of fractions. • Decompose a fraction into a sum of unit fractions with same denominator.										
	T = Add fractions with common denominators.										
EE.7.NS.2.A	DP = solve repeated addition problems; represent repeated addition with an equation; explain repeated addition.										
	PP = demonstrate concept of multiplication.										
	T = multiply by 1, 2, 3, 4, 5, 6, 7, 8, 9, 10.										
EE.7.NS.2.B	DP = Solve repeated subtraction problems; Explain repeated subtraction; Represent repeated subtractions w an equation.										
	PP = demonstrate concept division.										
	T = divide by 1,2,3,4,5, and/or 10.										

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Blueprint vs EE by Linkage Level Data

ELA.C2.1 Use writing to communicate.
ELA.C2.2 Integrate ideas and information in writing.

ESSENTIAL ELEMENT	*CHOOSE EE.EW OR EE.CW ON THE INSTRUCTION AND ASSESSMENT PLANNER. DESCRIPTION	FALL WINDOW		
		DATE CHOSEN	LINKAGE LEVEL	DATE ASSESSED
EE.L.9-10.2.c	Spell most single-syllable words correctly and apply knowledge of word chunks in spelling longer words.			
EE.W.9-10.2.c	Use complete, simple sentences as appropriate.			
EE.W.9-10.2.d	Use domain specific vocabulary when writing claims related to a topic of study or text.			
EE.W.9-10.2.f	Provide a closing.			
EE.W.9-10.2.a	Introduce a topic clearly and use a clear organization to write about it including visual, tactual, or multimedia information as appropriate.			
EE.W.9-10.2.b	Develop the topic with facts or details.			

ELA C2.1 Use writing to communicate.

ESSENTIAL ELEMENT	**CHOOSE 1:** All writing will be selected after one is chosen.	DATE	DATE
EE.L.9-10.2.C	Can recognize the sound of the letter of their first name in words they hear and see and can correctly represent this letter when spelling words that start with the same letter.		
EE.W.9-10.2.C	Can produce utterances comprising of two words.		
EE.W.9-10.2.D	Can demonstrate an understanding that categories are broad and contain varying subgroups differing on their characteristics (furniture = chairs, tables, couches, etc.).		
EE.W.9-10.2.F	As a result of the experience with a routine, the student is able to identify the end or completion of a routine.		
EE.W.9-10.2.A	Can demonstrate an understanding that he or she can communicate their preference for an object (like, dislike) through either verbal or nonverbal means when asked yes/no questions about their preferences.		
EE.W.9-10.2.B	Can use functional words (describe a noun's function/use) to describe common persons, places, objects, or events.		

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Educator Portal

Educator Portal Tasks

Read and Sign the Test Security Agreement

Verify Rosters and Student Information

Complete and Submit the First Contact Survey

Select PNP Profile Settings

Select Essential Elements in the Planner

Access the Testlet Information Page

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Instruction and Assessment Planner Resources

Using the DLM Instruction and Assessment Planner (5 min helplet)

How to Create Instructional Plans for the DLM Alternate Assessment (PDF)

HS optional EEs

The Essential Elements below are available for instruction for your student. Although they do not count towards blueprint requirements, they may be beneficial for your student's educational goals.

Claim: M.C1 NUMBER SENSE: Students demonstrate increasingly complex understanding of number sense.

Conceptual Area: M.C1.3 Calculate accurately and efficiently using simple arithmetic operations

Essential Element	Initial Precursor	Distal Precursor	Proximal Precursor	Target	Successor
M.EE.HS.N.CN.2.a Use the commutative, associative, and distributive properties to add, subtract, and multiply whole numbers.	recognize set, subset, and separateness	combine; Use repeated addition and multiplication	multiply by 1-5 and 10; add within 20	apply properties of addition and ...more	explain properties of multiplication/addition

Essential Element	Initial Precursor	Distal Precursor	Proximal Precursor	Target	Successor
M.EE.HS.N.CN.2.b Solve real-world problems involving addition and subtraction of decimals, using models when needed.	recognize separateness and objects in a set	recognize unit; know place value, 1 ten = 10 ones	add/subtract decimals with digits in the ...more	solve word problems with rational numbers	solve multi-step word problems

Testlet Information Page

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DYNAMIC® LEARNING MAPS

FALL ELA RI.3.2 IP 10651

Testlet Information Page: ELA10651

Testlet Type: Teacher-administered

Number of Items: 3

Materials Needed: Engagement Activity: three familiar objects. Item 1: one familiar object. Item 2: one familiar object not used in the previous item. Item 3: one familiar object not used in the previous items.

Materials Use: The student will seek a familiar object, once the object has been removed from immediate touch or view.

Suggested Substitute Materials: None

DLM Text Title: Fun on the Bus

Type of Text: Reading Informational Text

Familiar or Unfamiliar? Familiar

DLM Source Book: Ramona Quimby, Age 8

Accessibility supports NOT allowed:

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DYNAMIC® LEARNING MAPS

FALL Math 3.G.2 PP 1638

Testlet Information Page: Math1638

Testlet Type: Computer-delivered

Number of Items: 3

Materials Needed: See attached pages for alternate text and materials for administration to students who are blind or who have visual impairments and have difficulty with on-screen content.

Materials Use: None

Suggested Substitute Materials: None

Calculator Use Allowed: Not Applicable

Math Vocabulary Used in the Testlet: rectangle, circle, row, column, equal

Accessibility supports NOT allowed:

Definitions (see "Other Comments")

Other Comments: Test administrator should not define the following word(s): divide.

Progress Reports vs. Score Reports

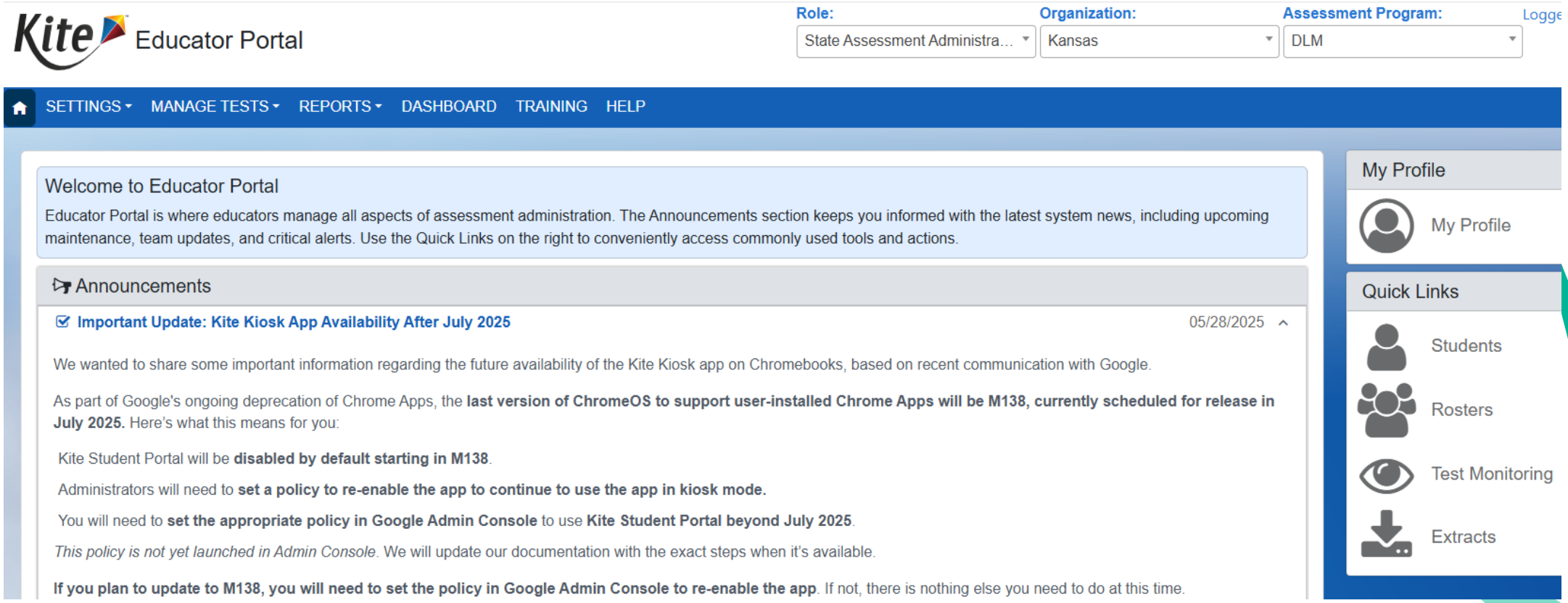
On-Demand Progress Reports

- are available in Educator Portal shortly after a student takes each testlet in Student Portal.
- involve the “Report” and “Evaluate” steps of the instruction/assessment cycle.

Individual Student Score Reports

- are used to communicate end-of-year results.
- include results from testlets taken during both assessment windows.

Educator Portal



- Educator Portal login

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Test Administration Considerations and Responsibilities

Responsibilities

- Ensure the blueprint requirements are met for each student's grade and subjects.
- Employ the Instruct, Assess, Report, and Evaluate cycle.
- Plan instruction and assessment based on assessment window dates and school calendars.
- Maintain test security and confidentiality.
- Use the DLM website resources, particularly those on the state's specific page.

Instructionally Embedded Assessments Infographic

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Backup Plans

- Plan for instruction and assessment throughout the window.
- Consider unforeseen circumstances :
  - Student absences.
  - Test administrator absences.
  - Longer than expected assessment sessions.
  - School cancellations.
  - Technology issues.

Test Administration

Allowed:

- Taking breaks.
- Logging into Student Portal for the student, navigating across screens, and entering the. student's chosen responses
- Using special equipment for positioning.
- Using an interactive whiteboard to project the student's testlets.
- Human read aloud.

Not Allowed:

- Influencing a student's responses.
- Hints or hand-over-hand guidance.
- Previewing a student's testlet ahead of time then teaching the student the answers.
- Removing/reducing the number of response options.
- Adding pictures or communication symbols to response options that are text only.

Sign up for DLM test updates
Subscribe to KAA listserv

- DLM test updates

  Enter first name, last name, and email into form, then submit.

- To sign up for KAA listserv, send this information:
  Subject line: KAA Listserv
  Body of message: Email address, First Name, Last Name, USD Number, USD Name
  Send to this address: cary.rogers@ksde.gov

DLM webinars for 2025-2026

Register for entire 2025-26 Webinar Series

Content is subject to change at any time due to current events
October 9 DLM resources – How do I prepare my students for the DLM? (TASN registration)
December 11 DLM fall test window wrap-up What needs to be finished by Dec 19th? (TASN registration)
February 5 DLM spring window (TASN registration)
April 9 DLM wrap-up What needs to be finished by April 24th? (TASN registration)

Join Zoom Meeting

Meeting ID: 897 7927 3623

Passcode: 947213

One tap mobile: +13462487799,,89779273623#,,,,,,0#,,947213# US (Houston)

WIDA Alternate ACCESS and Alt Screener

- ELs with a most significant cognitive disability
- Test window – Feb. 2nd – March 13
- Test Administrators must complete the WIDA Alternate ACCESS: Administration and Scoring training course and pass the certification quiz with an 80% or higher.
- NEW – Introducing WIDA Alternate Screener (now available)
  - staff must complete the *WIDA Alternate Screener: Administration and Scoring* course located on the WIDA secure Portal under the Assessment Training Tab

- The Kansas state page contains all the information for WIDA Alt ACCESS and Alt Screener

WIDA Contacts

- Cary Rogers - WIDA Alternate ACCESS eligibility
  - Cary.Rogers@ksde.gov 785-296-0916
- Emily Scott - EL support, KELPA, and WIDA Alternate ACCESS
  - Emily.Scott@ksde.gov 785-296-4941
- Chelsea Pelfrey - WIDA Secure Portal and WIDA AMS
  - Chelsea.Pelfrey@ksde.gov 785-296-0040

Contact Information

Cary Rogers
Education Program Consultant Special Education and Title Services Team
(785) 296-0916
Cary.Rogers@ksde.gov

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