

K-6 Default Assessment Collection Instructions

All public school districts, charter schools, and participating nonpublic schools serving K-6 students will be required to submit K-6 default assessment selections for literacy and math for the upcoming school year in the Consolidated Accountability and Support Application (CASA). K-6 literacy is required for Early Literacy Implementation (ELI). K-6 math is required for HF 784 (Math Counts Act).

1. This is a two-part submission, with the primary collection of literacy and math default assessments and assessment contacts in spring. Public, charter, and participating nonpublic school selections must be submitted between May 11 and June 5 and confirmed by district leadership no later than **June 12** for the primary collection.
2. The collection reopens on August 1 to allow for any late changes and/or confirmation of the literacy and math default assessments. **The due date for building level selections is August 21. The due date for superintendent certification of default selections is August 28. There will be no further default assessment changes made after this deadline.**

Building Responsibility

- **Please coordinate the default assessment selections with your district and building teams to ensure a cohesive assessment plan.**
- To complete this reporting, enter CASA from the principal role (use the location selector in the upper right in the EdPortal application).
- The principal on file with the Department in the School Information Update (SIU) or the superintendent may submit a brief collection in CASA defining the default assessments used for each grade level served in their building. See below for details.
- The **K-6 Default Screening Assessments** collection is found in the “Other” folder in CASA.
- The fall collection, which is the final collection for the current school year, must be submitted and confirmed at the building level no later than August 21, and the superintendent certification no later than August 28.

Description of Building Level Collection

- Use the dropdown menu to identify the default measures for the current school year. Here is more information on [approved literacy assessments](#). Here is more information on [approved mathematics assessments](#). See example for literacy shown below.

Name	KG	1 st	2 nd	3 rd	4 th	5 th	6 th
Building 1	Fast CBM-R	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served

- Pay attention to the grades that are in the building. Select “Not Served” for grades not housed in the building. If a building is missing, use the CASA support link in the upper right to request assistance.
- Please note that the default assessment selections provided should be discussed with other building and district staff as appropriate and should be considered final when submitted. Should edits be absolutely necessary, a “Reopen for Edits” button will be available at the bottom of the submission.

District Responsibility

- The district collection requires the district to provide contact information for various testing programs and to confirm the default assessment selections provided by their buildings. See below for details.
- The district must work with their buildings to ensure that the building-level submissions for spring are completed early enough to allow for district confirmation no later than June 12. The superintendent on file with the Department in the School Information Update (SIU) or a person with District Submit access may submit/complete this collection. The collection will reopen from August 1 to August 21 to allow for any late changes in contacts or literacy and math default assessment selections.

Description of District-Level Collection

- The district must provide the name, position, email address and phone number for:
 - District Assessment Coordinator
 - District Technology Coordinator
 - Iowa Statewide Assessment of Student Progress (ISASP) Primary Contact
 - Iowa Statewide Assessment of Student Progress (ISASP) Lead Technology Support
 - Alternate Assessment Coordinator
 - Alternate Assessment Data Manager
 - Alternate Assessment Lead Technology Personnel
 - ELPA21 Primary Contact
 - Student Information System (SIS) Data Manager (**New for 2026-27**)
 - ACHIEVE LEA USER Manager
 - IDEA-DA LEA Contacts. For questions about:
 - Alternate Assessment/Dynamic Learning Maps (DLM) - Jennifer Denne at jennifer.denne@iowa.gov or (515) 326-5332.
 - ELPA21 - Terri Schuster at terri.schuster@iowa.gov or (515) 681-2492.
 - Iowa Statewide Assessment of Student Progress (ISASP) - Heather Briggs at heather.briggs@iowa.gov or (515) 238-4715.
- **The purpose of this step is for the district to ensure the selected assessments represent a coherent plan. Please do not simply approve without reviewing and request changes only if necessary before the deadline.** The default assessment for K-6 tables is a read-only summary of the building-level collections. Once the building-level collection is submitted, the default assessment selections will update and the status will change to “complete.” See example for literacy shown below.

Name	Status	KG	1 st	2 nd	3 rd	4 th	5 th	6 th
Building 1	Incomplete	Fast CBM-R	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served
Building 2	Incomplete	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served	Not Served
Building 3	Complete	Fast CBM-R	Fast CBM-R	Fast CBM-R	Not Served	Not Served	Not Served	Not Served