

Text-to-Speech (TTS) Guidance FAQ

Topic	Question	Answer
Notice	Who does the notice need to be sent to?	The notice must be distributed to a parent of a student who is enrolled in grades 3-5 and has an accommodation that is provided as part of the student's Individualized Education Program (IEP), Service Plan, Choice Special Education Plan (CSEP), or Section 504 Plan, and the student is not allowed to use the accommodation on all or part of the statewide assessment. This notice needs to be provided when students are in grades 3-5 and have as a classroom accommodation the use of a calculator that is not provided on the assessment. This also needs to be provided when students are in grades 3-5 and have as a classroom accommodation that allows directions and content to be read aloud and do not have as an assessment accommodation that allows all items to be read aloud (via computer or human reader), including items testing reading comprehension.
	Who does the notice need to be sent by?	IC 20-32-5.1-18.8 requires each school to provide the notice. School is defined in this section to mean a school maintained by a school corporation, a charter school, or an accredited nonpublic school.
	When does the notice need to be sent by?	The notice must be provided no later than February 1, 2021, and no later than February 1, 2022. IC 20-32-5.1-18.8 requires this notice to be provided at the annual review of

		the student’s IEP, Service Plan, CSEP, or 504 team meeting. If a parent does not attend the annual review, the school shall provide a copy of the notice to the parent by certified mail or personal delivery. The school must give the notice to parents each school year by February 1.
	Is there a specific way the notice must be sent?	IC 20-32-5.1-18.8 requires the notice to be provided during the student’s annual review of the IEP, Service Plan, CSEP, or Section 504 Plan. If a parent is unable to attend the annual review, then certified mail or personal delivery may be used.
Case Conference Committees	Do case conference committees (CCCs) need to reconvene to determine if a student should receive TTS/human reader on all items, including items testing reading comprehension?	If a student needs all items read aloud, including items testing reading comprehension, based on responses to the guidance questions by the student and student’s teacher and a review of other diagnostic data, the IEP, Service Plan, CSEP, or 504 Plan will need to be revised to specify this accommodation. After the annual CCC meeting, changes to the IEP may be made: by the CCC at a CCC meeting or without a CCC meeting if the parent and public agency agree not to convene and to collaboratively develop a written document to amend or modify the student’s current IEP.
	When must the CCC meet to determine the appropriateness of this accommodation occur by?	IC 20-32-5.1-18.8 requires the notice to be provided by February 1, 2021. Prior to providing the notice, the determination as to whether the use of read aloud on all items, including items testing reading comprehension, must be made.
Guidance Questions	Do the guiding questions have to be used to determine if a student qualifies for TTS or human reader on all	The guidance has been approved by the Indiana State Board of Education with the expectation that the questions are used to determine if a

	items, including items testing reading comprehension?	student qualifies for TTS/human reader for all items, including items testing reading comprehension.
	Should the guiding question be used for only students in grades 3-5 or for students in grades 3-12?	The guidance is for students in grades 3-12. The notice to parents is only for students in grades 3-5.
Participation and Qualification	Which formal accommodation plans allow for the use of TTS or a human reader on all items, including items testing reading comprehension?	IEPs, CSEPs, Service Plans, and Section 504 Plans. Students with an Individual Learning Plan (ILP) alone will not have the option of the use of TTS/human reader on all items, including items testing reading comprehension.
	In order to qualify for TTS/human reader on all items, including items testing reading comprehension, do students need to use this accommodation regularly during classroom instruction?	The guidance document specifies that the questions completed by the student and student's teacher, as well as other diagnostic data, should be considered in making this determination. Test accommodations should also be consistent with accommodations used during instruction. This accommodation is appropriate for a relatively small number of students to meet their particular needs as indicated by the directions in the guidance document.
	Will use of TTS/human reader for all items, including items testing reading comprehension, be capped similar to I AM participation?	There is no cap on the use of this specific accommodation. The guidance document does note that this accommodation is appropriate for a relatively small number of students to meet their particular needs.
	If a student already has TTS/human reader as an accommodation, does anything else need to be done to ensure the student receives TTS for all items, including items testing	The student's IEP, Service Plan, CSEP, or 504 Plan would need to be revised to reflect this as an accommodation on the statewide assessment. If the student needs text read aloud

	reading comprehension?	(except items testing reading comprehension) and this selection has been made by the CCC, the IEP, Service Plan, CSEP, or Section 504 plan does not need to be revised prior to the assessment administration.
	Will TTS/human reader without reading comprehension still be available?	Yes. An additional accommodation is available for students taking ILEARN in grades 3-5 on the English/Language Arts (ELA) portion. The previous read aloud accommodations available remain in place. To review the accommodations available in Indiana IEP (IIEP) for students with IEPs or Service Plans, please visit the Accommodations and Modifications page and review the Accommodations Crosswalk.
Test Administration	What type of assessment will students with the updated TTS/human reader accommodations receive?	<p>If the student is taking an online assessment and has TTS selected on all items, the assessment will be a fixed-form assessment. This differs from when the student is taking an online assessment and has TTS (except for items testing reading comprehension). For ILEARN assessments, the assessment format would be a computer-adaptive test (CAT). For ISTEP+, the assessment format is a fixed-form regardless of the TTS accommodation selected.</p> <p>If the student is taking a paper assessment and has a human reader on all items including items testing reading comprehension, the assessment will be a paper form with a human reader script. This script will differ from the human reader script used for students that have as an accommodation text read aloud to the student by a human reader (except items testing reading comprehension).</p>

		To ensure the appropriate script is provided, please make sure the selection of the appropriate accommodation is made three weeks prior to the assessment window opening.
	Is there an opt-out option available for parents to select?	Indiana does not have an opt-out provision and the 95 percent participation rate is still a requirement.
Systems	Do all accommodations need to be updated in IIEP prior to February 1?	The February 1 date comes from the notice requirement. Accommodations can be added in Indiana IEP as needed prior to the student completing the relevant assessment. Please keep in mind that the test format and materials may be impacted by the selection of certain accommodations. Therefore, it is the recommendation of the Office of Student Assessment (OSA) and Office of Special Education (OSE) to ensure that selections are made three weeks prior to the relevant assessment window opening in order to ensure the appropriate materials can be received by the school for each student.
	What steps need to be taken within IIEP to ensure students receive TTS on all items, including items testing reading comprehension?	The accommodation must be selected in the assessment accommodations section of the IEP. Please be sure to “Review Assessment Accommodations” for students taking ILEARN ELA in grades 3-5 as the read aloud on all items including items testing reading comprehension was made available starting December 17, 2020.
	Do the guiding questions need to be uploaded to IIEP?	These can be uploaded as an external document in IIEP or kept in the student’s paper file.