

Assessment Coordinator 101

MME Overview

Assessment and Accountability
Conference 2008

Objective

- Michigan Merit Exam Overview
- Role of the District Assessment Coordinator

What is the MME?

- Michigan Merit Examination
- High School assessment
- Administered to all students in Spring of Grade 11
- State and Federal legislation

MIME State Legislation

- Consists of the following:
 - College entrance or placement test
 - Work Skills assessment in reading and mathematics
 - Social Studies component
 - Meet federal NCLB requirements

MIME Components

- ACT Plus Writing
- WorkKeys
 - Reading for Information
 - Applied Mathematics
 - Locating Information (new for Spring 2009)

MME Components (continued)

- Michigan Components
 - Mathematics
 - Science
 - Social Studies
- Align MME to the high school standards

When is the MME administered?

- Spring of Grade 11
- Administered over three days
 - Day 1 – ACT Plus Writing
 - Day 2 – WorkKeys tests
 - Day 3 – Michigan components

When is the MME administered?

- Scheduled Makeup test days
 - Day 1 – ACT Plus Writing
 - Day 2 – WorkKeys tests
 - Day 3 – Michigan components
- Two weeks after the initial test date

When is the MME administered?

- Accommodations testing window
 - Two week window
 - Begins on the initial test day
 - Ends on the makeup test day
 - Must be administered in sequence

Spring 2009 MIMIE

- March 10 – ACT Plus Writing
- March 11 – WorkKeys
- March 12 – Michigan components
- March 24 – ACT Plus Writing **makeup**
- March 25 – WorkKeys **makeup**
- March 26 – Michigan components **makeup**

Spring 2009 MIMIE

- Accommodations Testing – in sequence
 - Day 1 – ACT Plus Writing
 - March 10 – March 24
 - Day 2 – WorkKeys
 - March 11 – March 25
 - Day 3 – Michigan components
 - March 12 – March 26

School Requirements

- School Based – not district based
- School Establishment process
 - School profile
 - Three Key Staff at high school
 - Test Supervisor
 - Backup Supervisor
 - Test Accommodation Coordinator

School Requirements

- School Establishment Packet
 - Sent from ACT week of August 25
 - To High School Principal
 - Due back to ACT by September 19
 - School Profile
 - Assign Key Staff

School Requirements

- Approved by ACT to administer ACT as part of the MME
- Required Key staff training
- Required testing environment and procedures
- Apply to all components of the MME

School Requirements

- Separate building or wing
 - NO students who are not testing
 - NO bells or PA system
- Seating Requirements
- Staffing Requirements

School Requirements

- Security – two lock rule
- Pretest session – answer documents
- All tests are timed
- Documentation of test day procedures

Impact to Schools

- School Accountability
 - AYP
 - EdYes!
- Participation
- Performance

Benefit to Students

- Free college reportable ACT scores
- WorkKeys score report
 - Eligible for National Career Readiness Certificate
- Michigan Promise scholarship eligibility – up to \$4000

Michigan Promise scholarship

- Take complete MME
- Valid MME scores in all subjects
 - Reading
 - Writing
 - Mathematics
 - Science
 - Social Studies

Valid MME Score

■ Performance Level

1 – Advanced

2 – Proficient

3 – Partially Proficient

4 – Not Proficient

MIME Subject Scores

- Not one test booklet
- Contributing items from multiple components across multiple test days
- Students required to take all components to achieve valid scores in all subjects

MME Subject Scores

- MME Reading
 - ACT Reading – selected items
 - WorkKeys Reading for Information – selected items

MME Subject Scores

- MME Writing
 - ACT English
 - Multiple choice – selected items
 - ACT Writing prompt
 - One item worth 12 points

MME Subject Scores

- MME Mathematics
 - ACT Mathematics – selected items
 - WorkKeys Applied Mathematics – selected items
 - WorkKeys Locating Information – selected items
 - Michigan Mathematics

MME Subject Scores

- MME Science
 - ACT Science – selected items
 - Michigan Science

MME Subject Scores

- MME Social Studies
 - WorkKeys Locating Information – selected items
 - Michigan Social Studies
 - Multiple choice
 - NO constructed response – new Spring 2009

MIME Subject Scores

- 4 ways to receive an invalid score
 - Prohibited Behavior – Student
 - Misadministration – Room Supervisor
 - Did not meet attemptedness in ALL required components
 - Tested with non-standard accommodations

Materials

- Day 1 and Day 2
 - ACT and WorkKeys
 - ACT, Inc. – Iowa City, IA
- Day 3
 - Michigan Components
 - Measurement Inc. – Durham, NC

Materials

- One Order – OEAA Secure Site
 - Standard materials for all days
 - Accommodated materials for Days 2 and 3
 - Local decision based on IEP, 504 Plan, or ELL instruction

Materials

- Day 1 Accommodations
 - ACT-Approved
 - Results in college reportable ACT scores
 - Application submitted to ACT
 - State-Allowed
 - ACT scores are NOT college reportable
 - Does count toward MME scores
 - Request accommodated materials from ACT

Materials Return

- Prescheduled Pickup Dates
- High School
- Initial Day 1 and Day 2 – March 12
- Initial Day 3 – March 13
- Makeup Day 1 and Day 2 – March 26
- Makeup Day 3 – March 27

Materials Return

- NO Barcode?
 - \$50 per answer document
 - Combined answer documents required for scoring process for each MME subject

Materials Return

- Late Return?
- Cannot guarantee scoring for student or school

District Assessment Coordinator

- Receive copy of mailings and emails sent to schools
- Invited to attend MME Training

District Assessment Coordinator

- Verify schools submitted school establishment/renewal documents
- Verify that Key Staff are receiving MME communications and meeting deadlines
- Train Key MME Staff to use Secure Site

Secure Site Functions

- Pre-ID eligible Grade 12 students
- Add new students and assign to the test cycle
- Order materials/makeup materials
- Validate Tested Roster
- Access Reports / Student Data File

District Assessment Coordinator

- “Guide on the side”
- Test Supervisor directly responsible for MME Administration

Questions?