

Assessment & Accountability Announcements - Week of June 10, 2013

Please see **4 IMPORTANT ANNOUNCEMENTS** below regarding: 1) Spring 2013 MME PDF Reports Now Available, 2) NEW! BAA Secure Site, 3) Fall 2013 KEA Pilot, and 4) Fall 2013 MEAP Online Science and Social Studies Next Steps.

1) Spring 2013 MME PDF Reports Now Available

Student, school, and district PDF reports for the Spring 2013 Michigan Merit Examination (MME) are now available on the BAA Secure Site (www.michigan.gov/baa-secure) for downloading by schools and districts.

These reports are provided as a courtesy in advance of the release of statewide data to the public and news media to allow you time to examine your school and district results. A date for the public release of this information will be scheduled by the Michigan Department of Education (MDE) in the near future. You will be notified of the date and will be able to access state results prior to the release.

Until the public release, reports and data may be used for internal planning and professional development purposes. Also, individual student results are never embargoed – only school, district, and state aggregate results. **RELEASE OF RESULTS BY SCHOOLS AND/OR DISTRICTS IN ADVANCE OF THE PUBLIC RELEASE DATE MAY JEOPARDIZE THIS ADVANCE POSTING OF REPORTS IN THE FUTURE.**

If you have a User ID and Password for the BAA Secure Site, you may access your PDF reports by selecting "Student Test Scores" from the menu on the left and then selecting the appropriate test cycle. If you do not have Secure Site access, please contact your district assessment coordinator for assistance.

2) NEW! BAA Secure Site

Over the past several months, the Bureau of Assessment and Accountability (BAA) has been working on the development of a new BAA Secure Site that will offer expanded functionality and greater system stability for the future. A few of the features the new BAA Secure Site will offer are:

- Review of Preliminary Accountability Scorecards and Appeals
- Review of Title III Annual Measurable Achievement Objectives (AMAOs) and Appeals
- Reporting of Test Incident Reports and Emergency Material Orders
- Consolidation of Expected to Test, Tested Roster, and Students Not Tested Functions
- Announcements Page with Calendar Feature
- System-Generated Warning Messages

BAA Secure Site Transition Timeline

July 15, 2013 – New BAA Secure Site will open for Accountability Preliminary Scorecard review and, if needed, appeals.

July 26, 2013 – Old BAA Secure Site will close permanently at 11:59 p.m.

August 5, 2013 – New BAA Secure Site will open for Fall Assessment Pre-ID and Material Order Functions

TBA – Full implementation of all BAA Secure Site modules

Establishing an Authorized Accountability Scorecard User

Since the first functionality that will open in the new BAA Secure Site is the review of preliminary scorecards, the BAA will be migrating SOME Michigan School Report Card user accounts into the new BAA Secure Site. These migrated accounts will have access ONLY to the Accountability Scorecard functionality. If additional functionality is needed for these users, the District Authorized User will need to add those user rights to their existing account on or after July 15, 2013.

Individual accounts that will be migrated are: 1) those who are current authorized users of the Michigan School Report Card site, AND 2) who have logged in to the Michigan School Report Card site between **January 1, 2013 and July 1, 2013**. These account migrations will ensure that the individuals who need to review, and possibly appeal, the preliminary scorecards will be able to do when the scorecards are posted on July 15, 2013. **If you are currently an authorized user of Michigan School Report Card application and you have NOT logged into the system since January 1, 2013, you have until 5:00 p.m. on Monday, July 1st to do so. If you do not, your account will not be migrated and it will delay your access to the preliminary Accountability Scorecards.**

These Accountability Scorecard users are the ONLY users that will be migrated from the MEIS into the new BAA Secure Site. All other users will have to follow the process outlined below.

Establishing a BAA Secure Site District Administrator

Each district will need to establish one or more District Administrators for the new BAA Secure Site. The District Administrator will then be responsible for establishing all other needed users accounts/profiles for the district and for schools within the district. The process for establishing a new District Administrator is:

- 1) Establish a MEIS Account at <http://michigan.gov/meis>. If you had a MEIS account previously, please do not open a new account – use the self-help features available at <https://cepi.state.mi.us/MEIS/Login.aspx> or get helpdesk assistance to re-activate your existing account.
- 2) Complete the *District Administrator User ID* form at <https://baa.state.mi.us/meap/login.asp> (the form will be near the bottom of the Announcements page after secure login).
NOTE: This form is ONLY for District Authorized Users and must be signed by the District Superintendent. Do not complete this form unless you want the individual listed to have full access, including establishing/removing district and school users.
- 3) Log in to the new BAA Secure Site (URL will be provided in a later email) to verify your access on July 15th and begin establishing district and school users accounts needed for the 2013-14 school year.

New BAA Secure Site Training

To assist district-level users in learning the new system, including system navigation and new and enhanced functionality, the BAA is developing a new *BAA Secure Site User Manual* and will be hosting several in-person training events across the state during the month of August. The training events will be at no charge; however, space is limited so we must ask individuals planning to attend to register. Also, to the extent possible, we are asking that these events be used as a "train-the-trainer" event – meaning, our hope is that district-level users will be able to attend training and then host training opportunities for local school authorized users.

The registration survey can be accessed at <https://www.surveymonkey.com/s/baa-secure> and the survey contains all the details about the training locations, session times, and other important information about the event.

3) Fall 2013 Kindergarten Entry Assessment Pilot

The Office of Standards & Assessment (OSA) is pleased to offer the opportunity for schools to participate in the Kindergarten Entry Assessment (KEA) Pilot this fall. If your school is interested in participating in the Fall 2013 KEA Pilot, please watch for an interest survey to be posted on Monday, June 17, 2013 at 4:00 p.m. on the new KEA webpage at: http://www.michigan.gov/mde/0,4615,7-140-22709_65339---,00.html.

4) Fall 2013 MEAP Online Science and Social Studies Next Steps

The Office of Standards & Assessment (OSA) would like to thank those schools that completed the Fall 2013 MEAP Online Interest Survey. If your school completed an Interest Survey, please look for an email next week providing information on the technical readiness evaluation process and next steps.

Questions?

For assessment questions, please email baa@michigan.gov.

For accountability questions, please email MDE-Accountability@michigan.gov.

For phone assistance with assessment or accountability issues, call 877-560-8378 and select the appropriate menu option.