

Spotlight



on Student Assessment and Accountability

What's New January 29, 2015

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Important Dates and Reminders

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Classroom Activities & Performance Tasks are Optional for High School

Due to concerns around testing time, the Classroom Activity and Performance Task components of the 11th grade M-STEP are optional for high schools. While there are some benefits to administering these components, they will not be required. There will be no accountability penalty in terms of participation or scoring for high schools that choose to not administer the classroom activities and performance tasks. This does not apply to the classroom activities and performance tasks in grades 3 through 8 — those are required.

M-STEP Performance Task Administration Clarification

Performance Task for Online Testing:

- ELA: The Online Performance Task (PT) is presented in two parts, which may be administered on two separate days, or on the same day.
- Mathematics: The Online Mathematics PT is presented in one part and is administered on one day.

Performance Task for Paper/Pencil Testing:

- ELA: The ELA PT is presented in 2 parts, both to be administered on DAY 2 of the ELA Paper/Pencil test.
- Math: The Mathematics PT is presented in one part and will be administered on DAY 2 of the Mathematics Paper/Pencil test.

For more information regarding the testing sequence, refer to the [M-STEP Spring 2015 Michigan Assessment Transition document](#), page 5 for Online testing and pages 8-9 for Paper/Pencil testing.

► Sign up for Spotlight at: <https://public.govdelivery.com/accounts/MIMDE/subscriber/new>. Enter your email address and select Spotlight under Student Assessment.

Have Other 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.

New Date Added for Student Supports and Accommodations Webinars

One additional session has been added on February 12, 2015 from 11:00AM–12:00PM. See Important Dates on page 4 for more information.

New Student Supports and Accommodations Information

For the most up-to-date documentation concerning Student Supports and Accommodations for Spring 2015 M-STEP, MI-Access, and WIDA, the following documents are now available on the Division of Accountability Website.

- [Michigan Accommodations Manual for M-STEP, MI-Access, and WIDA](#)
- [Recommended Qualifications and Guidelines for Use of Translators and Language Interpreters for the M-STEP and MI-Access Assessments](#)
- [M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table](#) (January 29, 2015 update)

Transition Readiness Timeline Update - Action Steps to Prepare for Spring 2015 Assessments

The Spring 2015 Transition Readiness Timeline, which outlines action steps schools can take in two week increments, has recently been updated and is available at: <http://www.mi.gov/mstep>.

M-STEP Mathematics Response Grid for Paper/Pencil Assessments

One method that may be used to capture student responses in mathematics assessments, other than the more widely used multiple-choice format, is a response grid. Response grids, as well as constructed

response items, will be used in M-STEP mathematics paper/pencil assessments in spring of 2015 for grades 3-8 and High School. Some test questions will require students to record an answer on a response grid in their answer booklets

For a description of the response grids and a sample grid that may be duplicated for teacher-made tests, please go to the M-STEP page under Additional Information at: www.michigan.gov/mstep.

WIDA ACCESS for ELLs Material Update

Initial Materials

Initial materials for the Spring 2015 WIDA ACCESS for ELLs will arrive in districts the week of February 2nd. Materials will be coming directly from MetriTech (WIDA materials and scoring contractor). These materials were automatically ordered for districts based on Pre-ID information. Districts will receive a 10% overage of materials to accommodate any students who were added after the January 9th Pre-ID deadline.

Additional Materials

After taking inventory of initial materials during the week of February 2, 2015, districts may still need additional materials during the testing window. Additional materials may be ordered directly from MetriTech. Instructions on how to order additional materials will be included in the initial material shipment. The additional order process MUST only be used to order materials for any students who enrolled in the district after January 9, 2015. Please note: Additional orders should not be placed to change a student's tier unless the IEP team determines the student has, or functions as if he/she has, a cognitive disability and is eligible for special education services under IDEA. In this scenario, the district may order Alternate ACCESS for ELLs materials for the student.

Barcode Labels

All students pre-identified to take the Spring 2015 WIDA ACCESS for ELLs by January 9, 2015 will receive barcode labels with the initial materials.

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Students identified after January 9, 2015 will not receive barcode labels. For students who do not receive barcode labels, demographic information MUST be hand-bubbled on the student test booklets.

Instructions on how to hand-bubble demographic information on the student test booklets will be included in the initial material shipment.

Testing Window

The Spring 2015 WIDA ACCESS and Alternate ACCESS for ELLs testing window is February 9, 2015 to March 27, 2015.

ACT, WorkKeys, and WIDA Accountable Students & Test Verification

The Accountable Students and Test Verification process on the Secure Site for ACT plus Writing, WorkKeys, and WIDA is tentatively scheduled for April 20 – April 29, 2015.

This is a process that is available for schools to verify the student enrollment and student demographics that will be used for accountability purposes, verification that answer documents (online and paper) have been received by the contractor, and the ability to provide an explanation for enrolled students that did not test.

The student enrollment information and demographics will be pulled from MSDS using the Spring MSDS General Collection (spring student count day) and Student Record Maintenance (SRMs) submitted through 5:00PM, April 29, 2015 with an “as of date” on or before March 27, 2015.

Test coordinators will need to work with the district MSDS person or the pupil accounting person to ensure that student enrollment records, exit dates, and the following student demographics are correct and updated in MSDS by 5:00PM, April 29, 2015. . .but it is very important to remember we are only using data with an “as of date” on or before March 27, 2015.

Please make sure to share this information with your district MSDS person or student pupil accounting person to be certain they are aware of these important dates.

Demographics to be updated from MSDS:

- Student Number (this is district or school)
- Limited English Proficient (LEP)
- Special Education (SE)
- Home Schooled (HS)
- Migratory Status (MS)
- Economically disadvantaged (ED)
- Homeless (HL)

This information is pulled from MSDS using the student’s UIC number. Please take a look now at your Pre-ID Student Report on the Secure Site to verify that all UIC numbers are valid. If UIC resolution is needed, the student’s line of data on the report will be highlighted in red.

Nonpublic schools will be able to verify answer documents received from April 20 – April 29, 2015 but will NOT need to verify enrollment or submit a reason why a student did not test.

Detailed instructions and more information will be available early April.

BAA/DAS Phone Menu Options Change

IMPORTANT NOTICE: As of today, January 29, 2015, the Student Assessment and Accountability phone menu options have changed.

When calling 877-560-8378, please listen carefully to the menu options before making a selection.

Important Dates and Reminders

Upcoming important dates, recent topics, etc.

Approaching Deadlines!

- **January 30, 2015:** Deadline to request changes to the Preliminary **ACT** – Approved Accommodations Roster.

Important Dates

January 2015

-  **NOW – February 6, 2015:** Action steps to prepare for the Spring 2015 Transition Readiness are located in both word and PDF formats here:
[Spring 2015 M-STEP Transition Readiness Timeline](#) WORD
[Spring 2015 M-STEP Transition Readiness Timeline](#) PDF
- **NOW – February 11, 2015:** Window for **ACT** to receive ACT- Approved Accommodations Late Consideration Form. For questions, please contact ACT by phone at 800-553-6244 ext.1788 or via email at ACTStateAccoms@act.org.
- **NOW – February 18, 2015:** **M-STEP and MI-Access** Grades 3–8 and high school pre-identification.

February 2015

- **February 2 – 6, 2015:** **ACT** Test Coordinator receives *non-secure* shipment(s).
- **February 2 – 6, 2015:** WIDA materials arrive in districts.
- **February 2 – 11, 2015:** Window for **ACT** Test Coordinator to order ACT Plus-Writing State-allowed Accommodations materials.

- **February 2 - 18, 2015:** Material orders for both paper/pencil open for Spring 2015 **M-STEP** and **MI-Access** for students in grades 3–8 and HS.
- **February 2 – March 2, 2015:** Window for schools to:
 - Conduct supervised **ACT** pre-test sessions.
 - Conduct room supervisor and proctor training.
 - Arrange to meet testing requirements at school or off-site location.
- **February 9 – March 27, 2015:** **WIDA ACCESS** and Alternate ACCESS for ELLs testing window. Please refer to the Spring 2014-15 WIDA Schedule for more information about important WIDA ACCESS testing dates.
- **February 10 and 11:** **M-STEP** Spring 2015 Student Supports and Accommodations Webinars. *Note: Registration is now full for February 10 and 11 sessions.*

NEW: One additional session has been added on February 12th from 11:00AM.–12:00PM.

March 3rd and 4th morning sessions from 8:00–9:00AM. and afternoon sessions from 2:00–3:00PM continue to have availability.

To register please send an e-mail to baa@michigan.gov with the subject line Student Supports and Accommodations Webinar and include the date and time you wish to attend. Interested participants may also call 877-560-8378.

Registration confirmations will be sent prior to the session date.

- **February 23 – 27, 2015:** **ACT** Test Coordinator receives *secure* standard time and accommodations materials.

Important Dates and Reminders

Upcoming important dates, recent topics, etc.

Articles in Our Last Spotlight, January 22, 2015

To access the following *What's New* articles from the last Spotlight edition, go to: [January 22, 2015 Spotlight](#).

- M-STEP Spring 2015 Student Supports and Accommodations Webinars.
- M-STEP Mathematics Sample Classroom Activities and Performance Tasks.
- Material Orders for M-STEP and MI-Access for Paper/Pencil and Online Schools.
- Ordering Additional WIDA Assessment Materials.
- Reporting LEP Status in MSDS and Avoiding WIDA Test Score Invalidation.

► *Prior Recently Asked Questions can be found at* http://www.michigan.gov/documents/mde/Recently_Asked_Questions_470957_7.pdf.