



Spotlight



on Student Assessment and Accountability

January 21, 2016

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Access to SAT and PSAT Test Cycles on the Secure Site

The Division of Accountability Services (DAS) has been receiving many calls and emails from users of the Secure Site in regards to not having access to the SAT, PSAT 9 and PSAT 10 test cycles in the Secure Site. The SAT, PSAT 9 and PSAT 10 are new assessments for Spring 2016 and **only district administrator level users** of the Secure Site have access to SAT, PSAT 9, and PSAT 10 on the Secure Site. The district administrator level users of the Secure Site will need to give access to SAT, PSAT 9 and PSAT 10 to appropriate users in their districts. If you should have access to SAT, PSAT 9, and PSAT 10 and do not, you should contact your district administrator level user of the Secure Site, who is usually, but not always, the district assessment coordinator for assistance. An article on accessing SAT, PSAT 9, and PSAT 10 can be found in the [December 17, 2015 Spotlight](#) (http://www.michigan.gov/documents/mde/Spotlight_12-17-15_508744_7.pdf) article **Updating PSAT 9, PSAT 10, and SAT Access on the Secure Site**.

MSDS Data Pull for Limited English Proficient (LEP) Students in Grades K–12 for WIDA

The Division of Accountability Services (DAS) will do a final pull of student enrollment and demographics for WIDA assessment and accountability reporting from the Michigan Student Data System (MSDS) using the data submitted and certified by 5:00 PM on May 2, 2016. We will pull the Fall MSDS General Collection (fall count day), Spring MSDS

Key:  supports and accommodations information

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► [Sign up for Spotlight](https://public.govdelivery.com/accounts/MIMDE/subscriber/new) (<https://public.govdelivery.com/accounts/MIMDE/subscriber/new>) today! Enter your email address and select Spotlight under Student Assessment.

General collection (spring count day), and student record maintenance (SRM) files submitted through May 2, 2016 at 5:00 PM, with an “as of date” on or before March 25, 2016. Student exit and enrollment information along with student demographics will be pulled from MSDS. It is especially important to make sure students who take the WIDA are identified as LEP in MSDS by May 2, 2016 with an **“as of date” on or before March 25, 2016** or the WIDA test will be invalidated and the student will not receive WIDA scores.

The Secure Site is currently updating student demographics (not enrollment or exits) from MSDS daily. If you pre-identify a student to the WIDA, and LEP is not updated and marked on the Secure Site by the following day, check with your district MSDS person to make sure the student will be included in the Spring MSDS General Collection as LEP.

Recorded 2016 Supports and Accommodations Refresher Webinar is Posted!

A recording of the January 6, 2016 Supports and Accommodations webinar is now available and is located in the **What’s New** and **Supports and Accommodations** sections of the following web pages:

[M-STEP](http://www.michigan.gov/mstep) (www.michigan.gov/mstep)

[MI-Access](http://www.michigan.gov/mi-access) (www.michigan.gov/mi-access)

[MME](http://www.michigan.gov/mme) (www.michigan.gov/mme)

[WIDA](http://www.michigan.gov/wida) (www.michigan.gov/wida)

The accompanying PowerPoint from the webinar can be accessed as well at the same locations.

Revised Draft ELA Essential Elements Documents for MI-Access Now Available for ALL Grade Levels

The draft **Essential Elements with Michigan Range of Complexity** for MI-Access English language arts (ELA) and mathematics for grades K–12 are now up-to-date and available on the [MI-Access Web page](http://www.michigan.gov/mi-access) (www.michigan.gov/mi-access). Under the **What’s New** section, click on [Essential Elements with _____ Michigan Range of Complexity](http://www.michigan.gov/mde/0,4615,7-140-22709_28463-18034--,00.html) (http://www.michigan.gov/mde/0,4615,7-140-22709_28463-18034--,00.html). The new draft documents are listed on the site by grade level and content area. The most recent revisions are for Grades 6-12 mathematics, bringing all grade levels for both ELA and mathematics up-to-date.

M-STEP Parent Report Video

Last fall, the Michigan Department of Education provided schools and districts with an M-STEP Communication Toolkit in preparation for the release of state, district, and building Spring 2015 results. To continue the Department’s commitment to support teachers, parents, and students throughout this transition to higher expectations for all students, a newly developed video is now available which summarizes the M-STEP and walks viewers through how to read and interpret student scores within the M-STEP Parent Report.



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This high-quality video could be shown at various school and district meetings and events and/or shared with parents and staff via email or placement on your website.

The video is available with or without Closed Caption. The [M-STEP Parent Report Communication videos](#)

(<https://www.youtube.com/watch?v=AM55xZ-ZuNU>) are available on the [M-STEP web page](http://www.michigan.gov/mstep) (www.michigan.gov/mstep).

The **MDE Communications Toolkit** continues to be available on the [MDE Secure Site](https://baa.state.mi.us/BAASecure/) (<https://baa.state.mi.us/BAASecure/>) at the bottom of the home page once you log in.

SAT Corner

Information on SAT™, PSAT 8/9™, and PSAT10™ provided by the College Board

Pre-ID Window Now Open in the Secure Site

Pre-ID is a process by which schools identify 9th, 10th, and 11th grade students who are participating in statewide assessments in the Secure Site. This step is necessary in order for College Board to ship the necessary test materials and labels to schools for test day. The Pre-ID process must be completed by **February 16, 2016** in order to receive barcode labels and materials; after that date students must still be pre-identified in the Secure Site, but schools will be responsible to print barcode labels from the Secure Site. Access the [Secure Site](https://baa.state.mi.us/BAASecure) (<https://baa.state.mi.us/BAASecure>) to confirm your school information and pre-identified students. For directions, please go to the [Secure Site Training web page](http://www.michigan.gov/securitesitetraining) (www.michigan.gov/securitesitetraining). Additional information regarding Pre-Identification and Initial Material Ordering is available in the [January 7, 2016 edition of the Spotlight](http://www.michigan.gov/documents/mde/Spotlight_1-7-16_510216_7.pdf) (http://www.michigan.gov/documents/mde/Spotlight_1-7-16_510216_7.pdf).

PSAT 8/9, PSAT 10, and SAT Accommodations Requests – Submit by February 16, 2016

All schools should have begun the process of requesting accommodations for these tests. Remember, if a student has been approved for a College Board Accommodation previously—for example if they tested PSAT/NMSQT in Fall 2015 or AP testing in a prior year—the accommodations request does not need to be resubmitted unless there has been a change.

Requests should be submitted for all students requiring accommodations for PSAT 8/9 (9th grade), PSAT 10 (10th grade), and SAT with Essay (11th grade). The state-sponsored administration requires ALL accommodations requests to be submitted through [SSD Online](https://www.collegeboard.org/students-with-disabilities/ssd-online) (<https://www.collegeboard.org/students-with-disabilities/ssd-online>); this may be different than what you did in Fall 2015.

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Key Dates

February 16, 2016:

- Accommodations request deadline
- Deadline to pre-ID students in the Secure Site to receive pre-printed barcode labels with your materials shipment

February 18 – March 30, 2016: SAT Supervisor Test Day Training available online

Late March: PSAT 8/9 and PSAT 10 Test Day Training Webinar

March 23, 2016: Test Material arrivals

April 12, 2016: SAT Test Administration

April 12-15, 2016: SAT School-based Accommodated Testing Window

April 12-13, 2016: PSAT 8/9 and PSAT 10 Test Administration

April 12-27, 2016: PSAT 8/9 and PSAT 10 Accommodated Testing Window

April 26, 2016: SAT Makeup Test Administration

April 26-27, 2016: PSAT 8/9 and PSAT 10 Makeup Test Administration

Along with news in the Spotlight, the College Board will continue to update information about the spring implementation on our [Michigan website](http://www.collegeboard.org/michigan) (www.collegeboard.org/michigan).

Important Dates


Approaching Deadlines!


ACT WorkKeys

- **January 26, 2016, 10:00 AM:** Webinar in which ACT will be providing Q & A sessions to help with test administration. You need to register by two days (48 hours) before the session date: <https://act.ilinc.com/register/bwhszxm>.

Coming soon . . .

Supports and Accommodations

-  **January 25, 2016 – 9:00–10:00 AM:** Webinar **FOR NEW TEST COORDINATORS** on universal tools, designated supports, and accommodations for the 2016 M-STEP, MI-Access, SAT, PSAT, WorkKeys, and WIDA assessments. To access the webinar click [here](https://stateofmichiganmdeweb.centurylinkccc.com/CenturylinkWeb/SOMOldBAA) (<https://stateofmichiganmdeweb.centurylinkccc.com/CenturylinkWeb/SOMOldBAA>).

-  **January 28, 2016 – 8:00–9:00 AM:** Refresher webinar on universal tools, designated supports, and accommodations for the 2016 M-STEP, MI-Access, SAT, PSAT, WorkKeys, and WIDA assessments. To access the webinar click [here](https://stateofmichiganmdeweb.centurylinkccc.com/CenturylinkWeb/SOMOldBAA) (<https://stateofmichiganmdeweb.centurylinkccc.com/CenturylinkWeb/SOMOldBAA>).

WIDA

- **Week of January 25, 2016:** WIDA ACCESS for ELLs 2.0 and Alternate ACCESS for ELLs materials will be delivered on or before this date. For questions regarding delivery, please call DRC Customer Service at 1-855-787-9615 or email DRC Customer Service at WIDA@datarecognitioncorp.com.

January 2016


- **January 27 – March 18, 2016:** WIDA Additional Material Orders window is open in the WIDA Assessment Management System.

February 2016


WIDA

- **February 8, 2016 – March 25, 2016:** Summative assessment testing window for WIDA ACCESS for ELLs 2.0 and Alternate ACCESS for ELLs.

SAT, PSAT10, PSAT 8/9

-  **February 16, 2016:** Deadline to submit State-Allowed Accommodations (SAA) requests to ensure that the appropriate materials will be provided on test day.

ACT WorkKeys

-  **February 16, 2016 at 5:00 PM:** Deadline to order accommodated materials through the MDE Secure Site on the Initial Material Orders page.

SAT, PSAT10, PSAT 8/9, and WorkKeys

- **February 16, 2016 at 5:00 PM:** Deadline to Pre-ID students on the MDE Secure Site for vendor printed barcode labels and initial standard materials.

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Important Dates

MSTC Conference

- **February 16–18, 2016:** The 2016 Michigan School Testing Conference (MSTC) at the Kensington Court Hotel in Ann Arbor, MI. Pre-conference workshops will be offered on **Tuesday, February 16, 2016**. The regular conference will be on **February 17–18, 2016**. For conference program information and registration, go to the [MSTC online registration site](http://www.gomiem.org/) (<http://www.gomiem.org/>).

M-STEP/MI-Access Online

- **February 26, 2016:** Deadline for putting students into online sessions for M-STEP and MI-Access FI. After February 26, 2016, students need to be put into online sessions in eDIRECT.


M-STEP, MI-Access FI Paper/Pencil

- **February 26, 2016 at 5:00 PM:** Deadline for students to be pre-identified and identified as paper/pencil on the Secure Site for barcode labels, initial materials, and accommodated materials.

K-2 Early Literacy and Numeracy

- **February 26, 2016 at 5:00 PM:** Students to be pre-identified on the Secure Site by this date will be available in eDIRECT **starting March 4, 2016**. Students can continue to be pre-identified on the Secure Site and they will be loaded daily into eDIRECT.

MI-Access P and SI

-  **February 26, 2016 at 5:00 PM:** Deadline to enter the number of administrators administering the assessment through the Secure Site on the Initial Material Orders page.

► Access previous [Spotlight editions](http://www.michigan.gov/mde/0,4615,7-140-22709_70117-280911--,00.html) (http://www.michigan.gov/mde/0,4615,7-140-22709_70117-280911--,00.html)

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.