

Spotlight



on Student Assessment and Accountability

What's New

May 7, 2015

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Key:  information Tech Coordinators also need to know

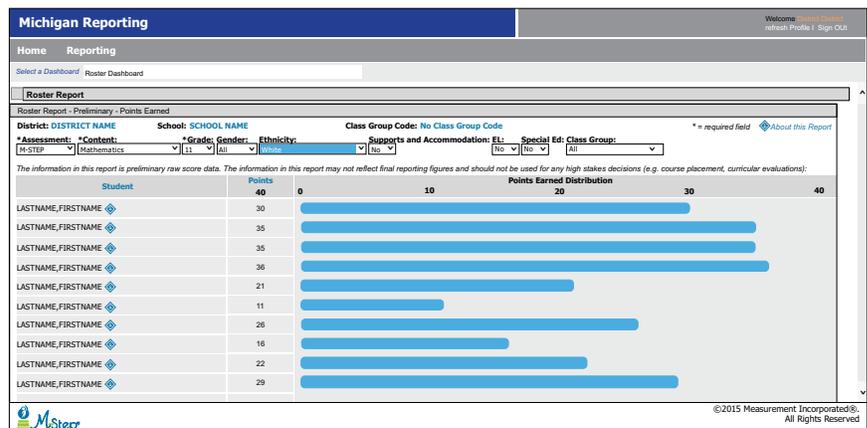
 supports and accommodations information

Spring 2015 Assessment Results

The Division of Accountability Services at the Michigan Department of Education (MDE) is committed to providing schools and districts preliminary assessment data within approximately 2 weeks of the close of each testing window. This transitional year data can be used by teachers, administrators, and school support staff to assist with curriculum planning and classroom level improvement. As this is the first year of the M-STEP, reports will be basic and MDE will look to students, parents, teachers, and school support staff to assist with continuous improvement of the timeline and the look and feel of the reports.

We appreciate your understanding as we navigate a new statewide assessment together, and ask for your continued involvement and feedback in the coming months. As the State Superintendent has decided during this transition to delay high stakes accountability through our federal Flex waiver, the preliminary assessment data will be provided to districts as information-only for use in their school improvement planning and other non-high stakes purposes as they see fit.

Below is an example of what preliminary reports will look like later this spring. A larger sample is available on the M-STEP web page www.michigan.gov/mstep under *What's New* or just click on this link: http://www.michigan.gov/documents/mde/Student_Level_Preliminary_Report_Sample_488867_7.pdf?20150507162806.



Additional information about these reports and how to use them will be published in future Spotlights.

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

MDE expects *final* assessment results to be available in the fall. Please see *Recommended Uses for 2015 Assessment Data* located on the M-STEP web page under the *What's New* section or click on this link http://www.michigan.gov/documents/mde/Recommended_Use_of_2015_Data_488728_7.pdf?20150506135646 for guidance on how to consider this year's final assessment results.

Grades 3 and 6 Testing Window Opens Monday, May 11, 2015

Grades 3 and 6 testing window opens Monday, May 11, 2015. Schools with students testing **online** have the flexibility to administer the tests on any instructional day May 11 – June 5, 2015.

Schools with students testing **paper/pencil** have no change to the ELA test administration dates: Day 1 – Tuesday, May 19th and Day 2 Wednesday, May 20th.

For the mathematics **paper/pencil** test, schools have the option to administer Day 1 – Day 2 test sessions on Wednesday May 27th and Thursday, May 28th **OR** on Wednesday May 13th and Thursday, May 14th. *Schools must choose one schedule option to follow.*

For more information see the document *MDE Provides Additional Flexibility to Schools for M-STEP Test Administration in Grades 3 and 6* on the M-STEP web page at www.michigan.gov/mstep under *What's New*, or you can open the document by clicking the following link: http://www.michigan.gov/documents/mde/MDE_Provides_Additional_Flexibility_to_Schools_for_M-STEP_Test_Administration_in_Grades_3_and_6_488288_7.pdf?20150507091836.

Return of Materials

Schools that placed orders for paper/pencil tests during the Initial Material Order window automatically received a Material Return Kit with their order. Additional Material Orders do not automatically contain a return kit and it is necessary to order the

specific documents required for the return of paper/pencil test materials. *Please note that online schools will also need these materials if they have paper/pencil test materials to return.* Directions for the return of materials begin on p. 20 of the most current TAM (revised 5/6/2015) and continue through p. 25.

Additional important information regarding the return of materials for the staggered windows, including return shipment dates for paper/pencil materials, can be found in the *Spring 2015 Testing Schedule* document located on the M-STEP web page at www.michigan.gov/mstep.

Updated M-STEP Test Administration Manual Now Available

An updated *2015 M-STEP Test Administration Manual* (TAM) is now available on the M-STEP website at www.michigan.gov/mstep under *Current Assessment Information*, and on eDIRECT at <https://mi.drccedirect.com/> under *Documents*. The primary changes to the TAM include an updated *Incident Report /Student Emergency Test Scenarios* table and updates to the grades 3 and 6 test schedule. The *Test Administration Manual Updates* table is located on the inside front cover of the TAM and contains a complete list of the changes.

M-STEP and MI-Access Pre-Identification

Due to the staggered testing window by grade levels and the upcoming Accountable Students and Test Verification for M-STEP and MI-Access, the MSDS Copy and the Pre-ID File Upload process for pre-identification of students on the Secure Site will be **disabled** starting May 11, 2015 at 8:00 AM. These are only two of the ways to pre-identify students for M-STEP and MI-Access testing—the additional way is one student at a time. After 8:00 AM on May 11th, all new M-STEP and MI-Access students in grades 3, 4, 6, and 7 still need to be pre-identified and tested, but

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you will only be able to Pre-ID them one at a time on the Secure Site using the Student Search function. You can find the Pre-ID instructions for one student at a time by clicking on the **Pre-Identification** link under the *Quick Reference* section at www.michigan.gov/securesitetraining.

1% MI-Access Proficiency Cap Applications Available!

We are now accepting 1% MI-Access Proficiency Cap Exception applications through 5:00 PM, June 30, 2015. Applications are completely electronic and are available through the Secure Site. Districts that already have an approved 1% exception application from the 2012–13 or 2013–14 school years need not reapply, as approved applications are active for three Preliminary Scorecard Appeal cycles. It is the intent of the MDE that there be no consequences based on assessment data for 2014–15 with the exception of those schools that choose not to participate in all required assessments. Scorecards will still be calculated and reported to schools and districts only as a diagnostic tool.

A helpful resource has been created to provide you

- detailed information on the 1% cap;
- how the 1% cap is calculated;
- how to access the MI-Access Proficiency Cap Exception Application; and
- sample responses to the questions on the 1% exception application.

This resource can be found at the following link: http://www.michigan.gov/documents/mde/MI-Access_Cap_Exception_Information_459065_7.ppt.

The 1% MI-Access Proficiency Cap Exception application can be found on the Secure Site at <https://baa.state.mi.us/BAASecure/Login.aspx>. Once you

have logged in to the Secure Site, go to the *Scorecard* menu and choose *1% Cap Waiver* to submit/review 1% cap exception waiver applications.

1% MI-Access Proficiency Cap Exception applications are due by 5:00 PM on June 30, 2015.

Kindergarten Entry Assessment (KEA) Reminders

Last week district Superintendents, Elementary Principals, and educators identified in the Educational Entity Master (EEM) as KEA Coordinators received information regarding registering for the Fall 2015 KEA. Interested educators should check with individuals in these roles within their district for more information about registration.

Once districts have registered, the teachers identified for participation in the Fall 2015 KEA will receive registration information related to the summer professional development offerings.

Districts should register for the Fall 2015 KEA by the following dates in order for teachers to participate in the summer workshops (dates and locations tentative):

- **May 29, 2015** – for teachers to participate in June trainings (June 16/17: Grand Rapids, June 17/18: Novi)
- **June 30, 2015** – for teachers to participate in July trainings (July 20/21: Sault Ste. Marie, July 22/23: Traverse City)
- **July 31, 2015** – for teachers to participate in August trainings (August 10/11: Grand Rapids, August 12/13: TBD)

Registered districts are also strongly encouraged to identify a KEA Coordinator whose contact information can be included in the EEM. For more information about how to update contacts in the EEM, please contact CEPI at 517-335-0505, Option 3.

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Educators wanting more information about the KEA are encouraged to attend one of the informational webinars available on May 11th and 19th, 9:00 – 10:00 AM. Please register at: <https://www.surveymonkey.com/s/JNBB68P>.

WIDA ACCESS Placement Test (W-APT) Survey

As the WIDA Consortium transitions to the ACCESS 2.0, there is strong interest in gathering feedback from Michigan districts regarding how the WIDA ACCESS Placement Test (W-APT) is used and administered.

The W-APT is Michigan's approved assessment by which to identify whether or not students should be entered into English Learner (EL)/Title III services.

If your district chooses to participate in the survey located at: https://uwmadison.qualtrics.com/SE/?SID=SV_bKQMMGSpEVjfpAx, it should be completed by an educator who has administered the W-APT. Completion of the survey should take approximately 10–15 minutes and must be completed by May 25, 2015.

SAT Corner

Announcing the SAT Corner of the MDE Spotlight

NEW! The Michigan Department of Education's Spotlight is including a regular feature – called the *SAT Corner*. This feature will provide important information and resources from the College Board and MDE to support the transition to the SAT as the College Entrance test portion of the Michigan Merit Examination.

Heading into the summer, how can teachers and administrators best focus their attention on the redesigned SAT? Here are three items to consider:

- Build awareness with the official PSAT practice test (<https://collegereadiness.collegeboard.org/sat-suite-assessments/practice/practice-tests>).
- Determine your professional development needs. The College Board will be collaborating with ISD/RESAs, College

Access Network organizations, and professional groups like MASA, MASSP, and the Middle Cities Educational Organization to deliver professional development modules on test content, scoring and reports, the new Khan Academy SAT practice tools (<https://www.khanacademy.org/sat>), and SAT administration training. Both face-to-face and virtual trainings will be offered. Please check with your ISD/RESA for details.

- Ensure that all administrators and testing personnel have a College Board Professional Account. Signing up is easy, using this link: <https://account.collegeboard.org/professional/viewCreateAccountAction>.

Check *SAT Corner* in the MDE Spotlight in the coming weeks for more news about the launch of the free Khan Academy SAT practice tools.

Important Dates and Reminders

Upcoming important dates, recent topics, etc.



May 2015

M-STEP

- **NOW – June 5, 2015:** M-STEP testing window for grade 11
- **NOW – May 11, 2015—Grades 4 and 7:** Additional paper/pencil materials can be ordered on the Secure Site. **Please check your initial material order received BEFORE placing an additional material order.** *Note: For schools testing online, there is no need to place an order unless a student needs paper/pencil materials because of a designated support or an accommodation that cannot be supported online.*
- **Now – May 15, 2015:** M-STEP testing window for grades 4 and 7
- **May 5 – June 1, 2015—Grades 3 and 6:** Additional paper/pencil materials can be ordered on the Secure Site. **Please check your initial material order received BEFORE placing an additional material order.** *Note: For schools testing online, there is no need to place an order unless a student needs paper/pencil materials because of a designated support or an accommodation that cannot be supported online.*
- **NEW DATE! May 11 – June 5, 2015:** M-STEP testing window for grades 3 and 6. For more information see the document *MDE Provides Additional Flexibility to Schools for M-STEP Test Administration in Grades 3 and 6* on the M-STEP web page at www.michigan.gov/mstep under *What's New*.
- **Wednesday, May 20, 2015:** The last day to ship grades 4 and 7 paper/pencil test materials to the scoring vendor, Measurement, Inc., *without*

penalty. See the paper/pencil materials shipping dates table in the *Spring 2015 Testing Schedule* located at www.michigan.gov/baa.

MI-Access

- **NOW – May 22, 2015:** Paper/pencil materials not ordered previously can now be ordered on the Additional Materials Order screen on the Secure Site. **Please check your initial material order received BEFORE placing an additional material order.**

Note: For ALL MI-Access FI students being assessed in ELA: Expressing Ideas, this test is available **only** in a paper/pencil format. Materials must be ordered through the Secure Site. *Reminder: Expressing Ideas is now assessed in all grades.*

- **NOW – May 29, 2015:** MI-Access testing window for all grades
- **NOW – June 30, 2015:** now accepting 1% MI-Access Proficiency Cap Exception applications. Applications are completely electronic and are available through the Secure Site. Districts that already have an approved 1% exception application from the 2012–13 or 2013–14 school years need not reapply.

M-STEP and MI-Access

- **NOW:** eDIRECT is available for District and Building Coordinators to manage test sessions, set individual student supports and accommodations, and print test tickets. Supports and accommodations must be selected in eDIRECT before printing test tickets for the applicable students. **Printed test tickets are SECURE materials.**

Important Dates and Reminders

Upcoming important dates, recent topics, etc.



June 2015

M-STEP

- **Wednesday, June 10, 2015:** The last day to ship grades 3 and 6 paper/pencil test materials to the scoring vendor, Measurement, Inc., *without penalty*. See the paper/pencil materials shipping dates table in the *Spring 2015 Testing Schedule* located at www.michigan.gov/baa.

► To access previous Spotlight editions, go to http://www.michigan.gov/mde/0,4615,7-140-22709_31168-280911--,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.