



Assessment & Accountability Announcements - Week of December 16, 2013

Note: Due to the Holiday Break, our next publication will be for the week of January 6, 2014. Happy Holidays!

There are **7 IMPORTANT ANNOUNCEMENTS** below regarding: **1)** Accountability deadline approaching to submit reasons why students were not tested; **2)** WIDA Alternate ACCESS for ELLs Training Opportunity; **3)** WIDA ACCESS for ELLs Online Field Test Opportunity; **4)** Spring 2014 MME, WIDA and MI-Access Assessment Pre-Identification of Students and Initial Material Orders Window Closes January 10th; **5)** MME Test Administration Training and Q&A Session Reminder; **6)** Spring 2014 Interim Assessment Pilot Registration; and, **7)** November/December Smarter Balance Newsletter is now available.

1) REMINDER: The final deadline to submit reasons why students were not tested in one or more of the required content areas during the 2013 fall assessment administration window is 5:00 p.m., Monday, December 23, 2013. Please be sure to review the *Not Tested* screen under the *Verification of Not Tested* section from the *Accountable Students and Test Verification* menu option in the BAA Secure Site. To meet federal reporting requirements and calculate participation rates for accountability purposes, schools must provide a reason why a student was not assessed in Fall 2013 using the MEAP, MEAP-Access, or MI-Access in one or more content areas.

The *Not Tested* screen on the BAA Secure Site will display a list of students who have been identified as enrolled in the school on October 25, 2013 and did not take one or more of the required assessments. All *Not Tested* reasons need to be submitted **by Monday, December 23, 2013 at 5:00 p.m.**

Selections from the drop down menu which may be a valid exemption reason are submitted electronically for review by MDE's accountability staff. However, not all reasons listed in the drop down menu are valid exemption reasons for accountability purposes. If a *Not Tested* reason is selected that cannot be used as an accountability participation exemption, the issue will be automatically rejected and therefore not be reviewed by accountability staff.

You can check the status of submitted issues on the *Not Tested Issues* screen. After *Not Tested* issues are submitted, please check back periodically, as additional information may be needed. If additional information is requested, this information is required before the submitted issue can be processed. Please be patient during this staff review process.

Please note the following helpful hints for issues relating to your Not Tested report:

- We have received many inquiries about Students Enrolled Not Tested screens containing students known to have been assessed using the same UIC but in another school or district. These students will count toward the participation rates of their primary education providing entity (PEPE) for accountability purposes. You are encouraged to submit reasons for students listed as not tested, however, those students with valid content area assessments will attribute correctly to their PEPE school and district for scorecard calculation purposes.

- Districts and schools should only submit a Not Tested reason as a Missing Test issue if you submitted a Missing Test issue for the student in the Verification of Answer Documents section.
- Students in grade 6 and 9, where the MEAP Social Studies assessment was not appropriate were to have been assessed using a locally-determined, alternate social studies assessment. For these students, you MUST submit an Alternative Social Studies issue from within the Not Tested report. MDE's accountability staff will verify these students have special education status and that they were administered an alternate social studies assessment. If you were a school that was not previously able to submit grade 6 or 9 Alternative Social Studies reasons, you should no longer be experiencing this issue.

2) WIDA Alternate ACCESS for ELLs Training Opportunity

The Office of Standards & Assessment is sponsoring a WIDA Alternate ACCESS for ELLs training on January 7, 2014 from 8:30 – 2:30 at the State of Michigan Library in downtown Lansing, Michigan. Registration for this event provided by a WIDA trainer will be made on a priority and first-come-first-serve basis. ISD/RESA personnel will be given registration priority. We are also additionally requesting that districts only send 1 person as their designated representative. To register for this event please send an e-mail to Cristina Rodriguez at rodriguez@michigan.gov.

3) WIDA ACCESS for ELLs Online Field Test Opportunity

The ACCESS for ELLs is field testing reading items in an online format this spring. Districts participating in this opportunity may use this to qualify for the Technology Readiness Infrastructure Grant. Interested districts may go to <http://assets.wceruw.org/implementation/fieldtest.aspx#faqs> for more information on the field test. Interested districts should contact Jennifer Paul at paulj@michigan.gov for more information or to confirm their participation.

4) Spring 2014 MME, WIDA and MI-Access Assessment Pre-Identification of Students and Initial Material Orders Window Closes January 10th

To ensure all student records are correct and that you will receive pre-printed barcode labels for the administration of the Spring 2014 Michigan Merit Examination (MME) and WIDA ACCESS for ELLs, the Secure Site has been populated with pre-identified student records using the following criteria:

MME: Students are pre-identified based on enrollment in grade 11 (or based on enrollment in grade 12 without a prior valid MME score).

WIDA ACCESS for ELLs: Students will be pre-identified based on being identified as "LEP Eligible" in fall 2013 MSDS, or identified as "Historical LEP" (students not exited for proficiency but also not re-reported as LEP Eligible).

Administrators must review, and update if necessary, each student's tier designation. Students needing to take the WIDA Alternate ACCESS for ELLs must review the WIDA Pre-ID, Tier, and IMO Information document found at: www.michigan.gov/wida.

Please note:

- Testing materials must be ordered for the all spring assessments via the secure site.* If you do not submit an order, you will not receive testing materials.
- The Pre-ID Student Report for WIDA ACCESS for ELLs displays tier information for each student.
- Students pre-ID by 5:00 p.m. on Friday, January 10, 2014 for MME, WIDA ACCESS for ELLs, and MI-Access will receive pre-printed barcode labels.
- Schools will still need to pre-ID and then print barcode labels locally from the Secure Site for MME and MI-Access students that are not pre-ID by Friday, January 10, 2014.
- Students who are not pre-ID by Friday, January 10, 2014 **for both WIDA ACCESS for ELLs and WIDA Alternate ACCESS for ELLs ONLY**, will need to have their demographic information bubbled in on the test by the administrator.
- **MI-Access:** For grade 11 students who will take the MI-Access spring assessment, districts will need to log into the Secure Site (www.michigan.gov/baa-secure) and move these students from the MME Spring 2014 test cycle to the MI-Access Spring 2014 test cycle.

Initial Material Orders (IMOs)

IMOs for MME, WIDA, and the high school MI-Access assessments can be placed now through **Friday, January 10, 2014 at 5:00 p.m.**

*NOTE about WIDA - IMOs for WIDA only need to be placed for students that need Enlarged Print or Braille. All other orders for WIDA ACCESS for ELLs and WIDA Alternate ACCESS for ELLs will be placed automatically based on Pre-ID information. Once the Pre-ID window closes on Friday, January 10, 2014, all orders will need to be placed directly with MetriTech (WIDA's material vendor).

Instructions for completing any of the pre-identification processes and/or entering Initial Material Orders can be found in the *Secure Site Procedure and User Manual* accessed at: <http://qa.mdoe.state.mi.us/BAASecure/pdfs/SecureSiteUserManual.pdf>.

5) MME Test Administration Training and Q&A Session Reminder

There is still time to register for an upcoming Q&A session to address questions you may have regarding administration of the Michigan Merit Examination (MME). To register for a Q&A session, choose a session from the table below and go to the Registration URL.

Q&A session date and time	Registration URL	Deadline to register Session
Wednesday, January 8, 2014, 3:00 pm ET	https://act.ilinc.com/register/bkpfyyy	Friday, January 3, 2014

After you register, an email confirmation will be sent to you from ACT. You will receive a second email 24 hours prior to the Q&A session start time. It will include a link to join the session and a number to call for audio. Please note that each session is tentatively scheduled for an hour.

If you have questions, please contact ACT using one of the methods below:

- Contact ACT electronically via the Contact Us web page at <http://www.act.org/aap/state/contact.html>.
- Call ACT at 800-553-6244, ext. 2800 with standard time questions.

- Call ACT at 800-553-6244, ext. 1788 with accommodations questions, or email specific questions to ACTStateAccoms@act.org.

The questions and answers from the Q&As are located on the MME website at <http://www.Michigan.gov/mme>.

You can also review a list of FAQs at <http://www.act.org/aap/statetesting.html>

6) Spring 2014 Interim Assessment Pilot Registration

Schools are invited to register to participate in the Spring 2014 Interim Assessment Pilot. Districts may have several schools participate but each school must register with a separate application. Interim assessments will be piloted in the content areas of English language arts (ELA) and mathematics for grades K, 1, and 2, and science and social studies for grades 3 through high school.

The ELA and mathematics interim assessments for grades K, 1, and 2 are aligned to the Common Core State Standards. The science and social studies interim assessments are aligned to Michigan's current Grade Level Content Expectations (GLCEs) and High School Content Expectations (HSCEs).

Participation in this State of Michigan authorized pilot test opportunity counts toward satisfying district participation requirement #4 of the 22i Technology Readiness Infrastructure Grant (TRIG).

To participate in the Spring 2014 Interim Assessment Pilot, please complete the registration survey at <http://tinyurl.com/s14-ia-pilot>.

Additional important information:

- The registration deadline is Friday, January 31, 2014.
- The test window is March 24, 2014 through May 23, 2014. Schools may administer the pilot assessments any time within this nine-week test window.
- As with all assessment pilots, test results will not be provided.

More information about the Michigan Interim Assessments may be found at <http://www.michigan.gov/interimassessments>.

- 7) The [November/December Smarter Balance Newsletter](#) is **now available**. Features include:
- Inside the State-Led Consortium: Transitional Courses Help Students Prepare for College.
 - Supporting Classroom Teachers: Digital Library Resources and Tools Update
 - Interim Assessment Administration Options Provide Flexibility for Educators
 - Common Core Resources and Tools for Parents

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.