

Assessment & Accountability Announcements - Week of December 3, 2012

Please see **10 IMPORTANT ANNOUNCEMENTS** below regarding: 1) Students Not Tested Opens Monday, 2) Fall 2012 Assessment Report Printing Options Due, 3) Spring 2013 EXPLORE-PLAN Pilot Orders Due, 4) MME Day 3 Accommodated Testing Timing Code Errors, 5) Spring 2013 SBAC Pilot, 6) MI-Access Student-Facing Cognitive Laboratory: Participants Requested, 7) ELPA Initial Screening Cycles, 8) Spring 2013 ELPA Schedule Posted, and 9) The November/December 2012 Issue of *Smarter News*, and 10) New K-12 Interim Assessments Webinar.

1) Students Not Tested for Fall 2012 Assessments Opens Monday, December 10, 2012

Purpose of Students Not Tested

During the Students Not Tested window, schools provide a reason for why a student was not assessed in Fall 2012 using the MEAP, MEAP-Access, or MI-Access in one or more content areas. This information is used to meet federal reporting requirements and calculate accountability. This process must be completed for all subject areas.

How to Complete Students Not Tested

It is very important for schools to provide a reason for why any student was not assessed in Fall 2012. The Students Not Tested screen on the BAA Secure Site (www.michigan.gov/baa-secure) will display a list of students that BAA has identified as enrolled in the school during the Fall 2012 assessment window (using the Michigan Student Data System). A red "N" will display for a content area in which a student should have been assessed and was not (based on the student's grade level). Where a red "N" is displayed, a reason for why the student did not test needs to be submitted. The Students Not Tested page will remain open until **Friday, December 14, 2012 at 11:59 p.m.**

Not all reasons listed in the drop down menu are valid exemption reasons for accountability purposes. When a *Not Tested* reason is selected that is not a valid accountability exemption, a message will display informing the user. Selections from the drop down menu which may be a valid exemption reason are automatically submitted electronically to BAA for review. 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 BAA may have requested additional information. If additional information is requested, this information is required before the submitted issue can be processed. Student demographics (including unique identification codes), entry/exit dates, and Primary Education Providing Entity (PEPE) issues are no longer appealable (after 12/4/12) and cannot be corrected during the Students Not Tested window.

Instructions for the "Students Not Tested" page can be found in the BAA Secure Site User Manual (<https://baa.state.mi.us/meap/Help/BAA%20secure%20website%20Manual.pdf>).

Assessment Participation Summary Report

Once *Not Tested* reasons have been selected for all students and all exemptions for math and reading have been reviewed and processed by BAA, schools can get an Assessment Participation Summary Report by clicking on the REPORT button on the Students Not Tested screen. This will give the school an accurate reporting of participation for accountability purposes.

2) Fall 2012 Assessment Report Printing Options Due Tuesday, December 11, 2012

As in previous assessment cycles, the Bureau of Assessment and Accountability (BAA) is requesting that districts make a report printing selection for the Fall 2012 MEAP, MEAP-Access, and MI-Access reports. **A printing option must be selected via the BAA Secure Site by Tuesday, December 11, 2012 at 5:00 p.m.**

Regardless of the paper printing option selected, all reports will continue to be available in PDF format on the BAA Secure Site. Only a district-level BAA Secure Site user can make this selection and it will apply to all schools within the district. If a selection is not made by the deadline, Option 2 below (The "GREEN" Option) will be applied as the default. The two report printing options are:

Option 1 – Print All Reports

Option 2 – The "GREEN" Option (Print only Individual Student Reports, Parent Reports, and Student Labels)

The Report Printing Options tab can be found along the left side of the announcements page after logging into the BAA Secure Site at www.michigan.gov/baa-secure.

3) Spring 2013 EXPLORE-PLAN Pilot Orders Due Friday, December 21, 2012

All orders for the Spring 2013 EXPLORE-PLAN Pilot are due by **Friday, December 21, 2012**. Any orders placed after this date will not be considered part of the pilot and will be the financial responsibility of the district placing the order. The District Participation Agreement is now part of the online ordering process. Instructions on ordering, frequently asked questions, and a checklist of critical dates can be found on the main BAA webpage at www.michigan.gov/baa.

4) MME Day 3 Accommodated Testing Timing Code Errors

In the Spring 2013 Michigan Merit Examination (MME) Day 3 Administration Manual for Accommodated Testing there are timing code errors affecting science and social studies. Replacement pages for this manual (pg. 64 includes the corrected timing codes for science and pg. 67 includes the corrected timing codes for social studies) are posted on the MME webpage in the "Michigan Mathematics, Science, and Social Studies" and "What's New?" headers. We apologize for the error in the original publication of the manual.

5) Spring 2013 SBAC Pilot

As a governing state in the Smarter Balanced Assessment Consortium (SBAC), Michigan is working to develop and transition to a next-generation assessment system. As part of this transition, Michigan will be participating in the Spring 2013 SBAC Pilot. There will be two types of schools involved in this pilot: 1) scientifically-selected schools (selected to ensure the pilot assessment is administered to a representative sample of Michigan students) and 2) volunteer schools.

Building principals of schools scientifically-selected for this pilot were notified by email on December 4, 2012. If your school did not receive notification, but you would like to participate in the pilot as a volunteer school, you can do so by completing the volunteer registration form at <https://www.surveymonkey.com/s/SmarterBalancedPilot>. To complete the survey, you will need your school's National Center for Educational Statistics (NCES) number. You can find your NCES number at <http://nces.ed.gov/ccd/districtsearch/>. You only need to enter 2 search fields (such as city and state) for the district to pop up and give you a school to select. You do not need to fill out all the search engine fields to get the code. The pilot will:

- be computer-based

- be administered to students in grades 3 – 11
- contain selected response, constructed response, and performance task items
- cover content areas of English language arts and mathematics

We anticipate testing for volunteer schools will take place in mid-April to mid-May. Only one content area will be assessed per grade within a school and testing will vary based on the content area, grade, and type of module; however, as a general guide, schools should plan on approximately 3 hours of testing per grade. This pilot is intended to provide critical feedback about item development, preliminary technology readiness, and functioning of the initial version of the SBAC online delivery system. It is not intended to provide an exhaustive look at all types of items, just to give an indication of what the operational SBAC tests will look like, and students will not receive scores.

The consortium is presently compiling a Frequently Asked Questions document. We will notify you when this document and additional details become available. Questions can be directed to the American Institutes for Research (AIR), the contractor for the Spring 2013 SBAC Pilot, at smarterbalancedpilot@air.org.

6) MI-Access Student-Facing Cognitive Laboratory: Participants Requested

The Bureau of Assessment and Accountability (BAA) and Questar Assessment, Inc. are looking into the possibility of creating a student-facing MI-Access Functional Independence (FI) online assessment and will be performing a cognitive laboratory (cog lab) study to gather student and teacher feedback about this online testing platform. The cog labs will be conducted from January 28 through February 1, 2013 at volunteer school sites and will include teachers/administrators and a limited number of students who would normally take a Functional Independence assessment.

The purpose of the cog labs will be to explore how students interact with the online platform and student responses/scores will not be reported. All participating teachers/administrators will be provided with scripted protocols for conducting the cog labs. Questar and BAA staff will be onsite to observe and assist, as needed.

If you would like to participate please complete the sign up survey at the link provided below by **Wednesday, December 19, 2012**. All schools and districts will be notified after the site selection process is complete.

Survey Link: <https://www.surveymonkey.com/s/666ZZ8Q>

Thank you again for your interest in participating in this exciting initiative and we look forward to working with you and your students!

7) ELPA Initial Screening Cycles

The ELPA Screening Cycle II opened Monday, December 3, 2012 on the BAA Secure Site. Students enrolling after this date should be assessed with the appropriate Cycle II ELPA Initial Screening level. Please refer to the table on page 5 of the ELPA Initial Screening Test Coordinator's Manual found at www.michigan.gov/elpa for more information about which levels correspond to each grade in each cycle.

As a reminder, ELPA Screening Cycle I scores may still be entered into the BAA Secure Site until the end of the day on **Friday, December 14, 2012**.

8) Spring 2013 ELPA Schedule Posted

An updated Spring 2013 ELPA schedule has been posted to the ELPA website (www.michigan.gov/elpa) under the "What's New" section. Please take a moment to review the schedule for upcoming key dates and professional development webinars.

The Office of Standards & Assessment (OSA) will be hosting the following webinars and strongly encourage participation if you are new to the ELPA or would simply like to learn more about the ELPA.

February 2, 2013	11:00 AM – 12:00 PM	Spring ELPA Training for New Coordinators
March 7, 2013	11:00 AM – 12:00 PM	Ordering and Returning Spring ELPA Materials
May 30, 2013	11:00 AM – 12:00 PM	Interpreting Spring ELPA Reports and Data
July 25, 2013	11:00 AM – 12:00 PM	Interpreting Spring ELPA Reports and Data

To sign up for a webinar, please e-mail Cristina Rodriguez at rodriguezcr@michigan.gov and indicate which webinar(s) you would like to attend.

9) The November/December 2012 Issue of *Smarter News* Is Now Available

The November/December 2012 issue of *Smarter News* – the monthly newsletter from the Smarter Balanced Assessment consortium (SBAC) – is now available. You can access the newsletter at

<http://smarterbalanced.createsend1.com/t/ViewEmail/r/ED9DF1BE54E254D3/2C6463F20F003B3A74AF8F7A76570606>

10) Michigan's New K-12 Online Interim Assessments – Informational Webinar Scheduled December 17, 2012

Interim assessments have the potential to provide instructional data to educators. The **Michigan Interim Assessment Program** is a new program from the Bureau of Assessment & Accountability and is part of a comprehensive balanced assessment program. This webinar will introduce the interim assessment development plan with a focus on grade levels and content areas not included as part of the Smarter Balanced Assessment Consortium interim plans. The Michigan interim assessments are optional and will be available for online administration. How might this new assessment fit into your building or district assessment program? How might the data provide information to assist in making instructional decisions? How might your school or district help in the interim assessment development?

Webinar Details:

Monday, December 17, 2012

2:00 p.m. – 3:00 p.m. EST

www.webmeeting.att.com

Meeting Number: 8773361831

Code: 8744425

For audio dial: 877.336.1831

Access Code: 8744425

If you are unable to join the live session, it will be recorded and archived on the BAA Interim Assessment page: www.michigan.gov/interimassessments. The PowerPoint presentation is currently posted on the Interim Assessment page.

Questions?

Please email us at baa@michigan.gov or call 877-560-8378 and select the appropriate menu option.

