2020 M-STEP List of Important Dates

Start	End	Task/Activity	Mode
10/21/19	11/26/19	Online Waiver Window – request waiver to administer paper/pencil **by 5:00 PM**	PP
01/08/20	02/12/20	Pre-identification of students for barcode labels **by 5:00 PM**	PP
01/08/20	02/12/20	Initial Material Order Window (all grades) **by 5:00 PM**	PP
01/08/20	02/24/20	Online test session setup in the OEAA Secure Site **by 5:00 PM**	OL
01/08/20	05/28/20	Pre-identification of students **by 5:00 PM**	OL
01/13/20	03/06/20	Alternate Insight Availability Request	OL
02/10/20	05/29/20	Off-site Test Administration Request	Both
02/13/20	05/28/20	Pre-identification of students for local printing of barcode labels	PP
03/03/20	03/03/20	Online District and Building Coordinator Training – DRC INSIGHT Portal (formerly known as eDIRECT) & Test Setup at **10:00 AM** – recording available **03/04/20**	OL
03/06/20	05/29/20	Create/Manage Online Test Sessions and assign Universal Tools, Designated Supports, and Accommodations in DRC INSIGHT Portal (formerly known as eDIRECT)	OL
03/30/20	04/01/20	Materials arrive in schools – Grades 5, 8, and 11	Both
04/06/20	04/08/20	Materials arrive in schools – alternate delivery date requested – Grades 5, 8, and 11	Both
04/07/20	04/28/20	Additional Material Order Window **(closes at noon)** – Grades 5, 8, and 11	PP
04/13/20	**05/08/20**	**Online Test Administration Window – Grades 5, 8, and 11**	**OL**
04/14/20	04/14/20	ELA Day 1 Paper/Pencil Test Day – Grade 5	PP
04/15/20	04/15/20	ELA Day 2 Paper/Pencil Test Day – Grade 5	PP
04/15/20	TBD	Preliminary Reports (within 48 hours of online test completion)	OL
04/16/20	04/16/20	Science and Social Studies Test Day – Grade 11	PP
04/17/20	05/01/20	Science and Social Studies Makeup Window – Grade 11	PP
04/16/20	04/20/20	ELA Makeup Window – Grade 5	PP

Start	End	Task/Activity	Mode
04/20/20	04/22/20	Materials arrive in schools – Grades 3, 4, 6, and 7	Both
04/21/20	04/21/20	Mathematics Paper/Pencil Test Day – Grade 5	PP
04/22/20	04/22/20	Science Paper/Pencil Test Day – Grades 5 and 8	PP
04/23/20	04/23/20	Social Studies Paper/Pencil Test Day – Grades 5 and 8	PP
04/24/20	05/01/20	Makeup Window any content area – Grades 5 and 8	PP
04/27/20	04/29/20	Materials arrive in schools – alternate delivery date requested – Grades 3, 4, 6, and 7	Both
04/28/20	05/19/20	Additional Material Order Window **(closes at noon)** – Grades 3, 4, 6, and 7	PP
04/27/20	**05/22/20**	**Online Test Administration Window – Grades 3, 4, 6, and 7**	**OL**
05/05/20	05/05/20	ELA Day 1 Paper/Pencil Test Day – Grades 3, 4, 6, and 7	PP
05/06/20	05/06/20	ELA Day 2 Paper/Pencil Test Day – Grades 3, 4, 6, and 7	PP
05/06/20	05/06/20	Return of Materials Deadline – Grades 5, 8, and 11	PP
05/07/20	05/11/20	ELA Makeup Window – Grades 3, 4, 6, and 7	PP
05/12/20	05/12/20	Mathematics Paper/Pencil Test Day – Grades 3, 4, 6, and 7	PP
05/13/20	05/22/20	Makeup Window any content area – Grades 3, 4, 6, and 7	PP
05/27/20	05/27/20	Return of Materials Deadline – Grades 3, 4, 6, and 7	PP
June 2020		Accountable Students Enrolled and Demographics – watch Spotlight for details	Both
June 2020		Answer Documents Received – watch Spotlight for details	Both
June 2020		Submitted Issues for Answer Documents – watch Spotlight for details	Both
June 2020		Students Not Tested – watch Spotlight for details	Both
TBD		Final Reports – watch Spotlight for details	Both

Change Log:
Online Test Administration Window – Grades 3, 4, 6, and 7 was changed from May 4–May 29 to **April 27–May 22.**