

Spotlight

on Student Assessment and Accountability

January 19, 2017

Quick Links . . . take you directly to articles or sections . . .

 [New Science Pilot for Spring 2017](#)

 [WIDA Test Exceptions](#)

 [2017 Michigan School Testing Conference](#)

 [Alternate INSIGHT Availability Request Window: January 19 – February 9, 2017](#)

• [New ESSA Notes Newsletter Available](#)

• [SAT Corner](#)

• [ACT WorkKeys](#)

• [Important Dates](#)

Key:  Reminder (previously run article)

 information Tech Coordinators also need to know

[New Science Pilot for Spring 2017](#)

The Michigan Science Pilot Assessment will be available for Spring 2017 testing for students in grades 5, 8, and 11. This assessment is based on Michigan's recently adopted K-12 Science Standards. The Michigan Department of Education (MDE) is seeking schools and districts to volunteer to participate in the Science Pilot Assessment. This assessment is only offered online, and there are no accommodations provided other than typical online tools (highlighter, magnifier, color chooser, etc.). The science pilot will be conducted during the M-STEP testing window, **April 10, 2017 – May 26, 2017**.

Each participating student will be administered one item cluster consisting of a scenario and 5-8 questions. These item clusters are designed to take students 10-15 minutes to complete. There will also be a short survey for students at the end of the pilot assessment. Schools may decide whether an entire class will participate in the pilot, or a subset of the class.

Since this is a pilot assessment, no data will be returned to schools or districts. The data captured will help MDE create a valid operational test for the Michigan K-12 Science Standards in the future.

If your school or district is interested in participating in Michigan's Science Standards (MSS) Pilot this spring, you do not need to contact MDE – just complete the following steps:

Pre-Identification

- Participating students in grades 5, 8, and 11 must be pre-identified on the [Secure Site](#) (www.michigan.gov/baa-secure) to the **Spring 2017 MSS Pilot**. The MDE will **not** pre-identify students for the Spring 2017 science pilot.

(Continued on next page)

- Pre-identification on the Secure Site will be available **starting January 19, 2017** and is open until **May 26, 2017**.
- The initial data pull of pre-identified students to eDIRECT will be on **March 10, 2017** after **5:00 PM**.
- Schools will have access to the pre-identified students to establish test sessions in eDIRECT on **March 17, 2017**.
- After the initial load of students into eDIRECT, any new or additional students must still be pre-identified on the Secure Site. The students will be copied into eDIRECT twice a day through the end of testing.
- Students can be pre-identified on the Secure Site using any of the following methods:
 - ♦ Pre-ID File Upload
 - ♦ MSDS Copy
 - ♦ One Student at a Time
- Complete instructions for pre-identification of students for the Spring 2017 MSS Pilot can be found on the [Secure Site Training web page](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) by clicking on “Pre-Identification of State Assessments” under the Pre-Identification/ Student Search section.
- Schools will need to place students into test sessions in eDIRECT starting on **March 17, 2017**, once the students have been transferred to eDIRECT. All students must be pre-identified in the Secure Site first in order to be transferred to eDIRECT and then placed into test sessions. Students can be pre-identified for testing up through **May 26, 2017**.

If you do not have access to the Secure Site and need access, instructions can be found on the [Secure Site Training web page](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) by clicking on **How do I get access to the Secure Site?**

Student Log In

The pilot test will use the same INSIGHT software (and TSM back end) used by M-STEP and other statewide tests. If your computers are set up for M-STEP, they are already set up for the pilot test. Students will simply select the icon for pilot testing to log in.

Important Note

The Science Pilot Assessment is an optional assessment, and is **in addition** to the required M-STEP science assessment in grades 4, 7, and 11. The Pilot Assessment **does not replace** the M-STEP science assessment. Please make sure this information is communicated to all assessment staff in the pilot-participating school.



WIDA Test Exceptions

The window for WIDA Test Exceptions is open now and runs through **January 26, 2017** in the Secure Site. This window is a period of time in which educators may request a waiver from the Spring 2017 WIDA ACCESS for ELLs 2.0 or the Alternate ACCESS for

(Continued on next page)

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

ELLs for some students with specific disabilities. All test exceptions must be applied for on an annual basis and approvals do not carry over from year to year.

For more information on [WIDA Test Exceptions](#) please refer to the [WIDA ACCESS for ELLs 2.0 and Alternate ACCESS for ELLs Test Exceptions and False LEP Guidance](#) document found on the MDE [WIDA web page](#) (www.michigan.gov/wida). Directions for submitting WIDA Test Exceptions can be found on the [Secure Site Training web page](#) (www.mi.gov/secsitesite/training) under the **Miscellaneous** section. For questions about how to submit WIDA Exceptions, please contact the Call Center (select Option 3) or email baa@michigan.gov.

2017 Michigan School Testing Conference

The 2017 Michigan School Testing Conference (MSTC) will be held **February 14-16, 2017** at the Kensington Hotel in Ann Arbor, MI. The mission of MSTC is to provide educators with professional learning opportunities about assessment, as well as information on national, state, and local assessment programs and trends. It offers a program that is unique in its match to the needs of Michigan educators, and will feature examples of outstanding practices from the educators themselves, as well as state and nationally renowned experts in the field.

Conference workshops will be offered on **Tuesday, February 14, 2017** from **8:30 to 11:45 AM** and **1:00 to 4:15 PM**, with registration beginning at 7:30 AM. A light lunch will be offered for all conference workshop attendees.

The regular conference will begin on **Wednesday, February 15, 2017** at **9:00 AM** and will continue through **3:45 PM** on **Thursday, February 16, 2017**,

with registration beginning at 8:00 AM both days. Keynote presenters include Margaret Heritage (WestEd), Venessa Keesler (MDE), and Brian Gong (Center for Assessment).

For conference program information and registration, go to the [MSTC online registration site](#) (<https://gomiem.org>).



Alternate INSIGHT Availability Request Window: January 19 – February 9, 2017

Schools that hold regular instructional hours after 4:00 PM Monday-Friday, and who plan to schedule M-STEP, MI-Access, or Early Literacy and Mathematics Benchmark test sessions that extend beyond 4:00 PM, will need to submit an Alternate INSIGHT Availability request in order to have access to the testing software after 4:00 PM.

Assessment Coordinators can complete the request [here](#).

New ESSA Notes Newsletter Available

A new issue of [ESSA Notes](#) (<http://www.michigan.gov/essa>) is now available and was distributed to subscribers on January 18, 2017. The new edition includes the following topics:

- State Board of Education Update Available
- Stakeholder Feedback to Shape ESSA Plan
- Plans for 2017-18 ESSA Formula Grants

(Continued on next page)

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

- New Federal Guidance on State Plans, Report Cards, Graduation Rates
- Questions from the Field
- and more

Visit the [ESSA website](http://www.michigan.gov/essa) (<http://www.michigan.gov/essa>) to view archived copies of ESSA Notes and to stay up to date on MDE's ESSA activity.

SAT Corner

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

Questions about Spring PSAT 8/9, PSAT 10, or SAT?

Call the Michigan Educator Hotline at 866-870-3127 (select Option 1) or email michiganadministratorsupport@collegeboard.org. Michigan specific information can be found on the [College Board – Michigan website](https://collegeboard.org/michigan) (<https://collegeboard.org/michigan>).

Reminder

The Pre-ID window for PSAT 8/9, PSAT 10, and SAT is **January 9 – February 14, 2017**. Initial material orders are based on the number of students preidentified for each assessment and approved accommodations.

Start Time

The standard test day schedule includes testing room doors closing at 8 AM for any pre-administration activities and testing beginning at 8:30 AM. Schools may alter the start time by 30 minutes and therefore close testing room doors as early as 7:30 AM or as late as 8:30 AM, and they may start testing any time between 8:00 AM and 9:00 AM without the need for approval.

Schools must contact the Michigan Educator Hotline for consideration and approval to start earlier or later than these times. The start time applies to standard test takers as well as accommodated test takers in both the primary and makeup administrations.

We will support afternoon testing for PSAT 8/9 or PSAT 10 **ONLY**. Be sure to start testing early enough for students to finish before the end of the school day.

Late Arrivals

Associate supervisors may admit latecomers until they start reading the directions for the first test. We recommend having a late-arrivals room for students who arrive after the directions for the first test have begun. The supervisor in a late-arrivals room must close the door before the start of the first scheduled break in testing that is already in progress.

Students in a late-arrivals room may begin testing no more than 45 minutes after testing has begun in the other testing room. Students who arrive after this time will need to test on the makeup date. The start time described above does not apply to a late-arrivals room.

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues



Information on ACT WorkKeys® provided by the ACT®.

Register for ACT WorkKeys® Q&A Session

ACT will be hosting two Workkeys Question and Answer sessions in preparation for the April test administration. To register for a session, please use the links in the table below. Registration will need to be completed 48 hours prior to the selected session date. Each session will be recorded and posted to the ACT hosted web page under the **Trainings** heading, for those unable to attend the session. On-demand training videos will also be available online beginning in mid-January.

Date	Time	Registration URL
January 24, 2017	10:00 AM eastern time	Session 1 (act.ilinc.com/register/vsbbtjz)
March 21, 2017	3:30 PM eastern time	Session 2 (act.ilinc.com/register/tywwmbx)

Training Packet Error

This week each school and district will receive an ACT WorkKeys packet of training materials. In several of these shipments, the Michigan Administration Supplement was not included due to an error that occurred during the packing of the materials. Due to this, a second shipment containing an Administration Supplement will be shipped to all schools and districts. If this is a duplicate item that you have already received you may either discard it or retain both copies. ACT appreciates your understanding, and apologizes for any confusion this may have caused.

Contacting ACT

If you have questions, you may:

1. contact ACT via the [Contact Us web page](http://www.act.org/aap/state/contact.html) (www.act.org/aap/state/contact.html)
2. call ACT at 800-553-6244
 - ♦ standard time: ext. 2800
 - ♦ accommodations: ext. 1788
3. email accommodations questions to ACTStateAccoms@act.org

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Important Dates

January 2017

Paper/Pencil Testing

January 30, 2017:

Districts receive **WIDA** test materials

Now – February 3, 2017:

- 2017 Alternate Material Delivery Request Window. Use [this form](https://baameap.wufoo.com/forms/2017-alternate-material-delivery-request-form/) (https://baameap.wufoo.com/forms/2017-alternate-material-delivery-request-form/) to request alternate material delivery dates for **M-STEP** and **MI-Access** Materials.

Now – February 14, 2017:

- Initial Material Order window for **SAT**, **PSAT**, **WorkKeys**, **M-STEP**, and **MI-Access**
- Pre-ID for material order counts for **SAT**, **PSAT**, **WorkKeys**, **M-STEP**, and **MI-Access**
- Pre-ID for printed barcode labels for **SAT**, **PSAT**, **WorkKeys**, **M-STEP**, and **MI-Access**
- Accommodated material ordering for **M-STEP** and **MI-Access (FI only)**

January 30 – March 17, 2017:

- **WIDA** Additional Materials Order Window in WIDAAMS

Online Testing

Now – January 26, 2017:

- **WIDA** Test Exceptions window

Now – February 9, 2017:

- Alternate INSIGHT Availability requests for schools with regular instructional hours after 4:00 PM, who plan to schedule **M-STEP** or **MI-Access** test sessions that extend beyond 4:00 PM. Submit request here.

Now – February 27, 2017:

- Online Test Session setup in Secure Site for **M-STEP**, **MI-Access**, and **Early Literacy and Mathematics Benchmark Assessments**

Now – May 26, 2017:

- Pre-ID of students for online testing for **M-STEP**, **MI-Access**, and **Early Literacy and Mathematics Benchmark Assessments** and the **Michigan Science Pilot Assessment**.

Online and Paper/Pencil Testing

Now – May 26, 2017:

- Off-site Test Administration request window (for individual students such as homebound or expelled with service students) for **M-STEP** and **MI-Access**. Submit request [here](https://baameap.wufoo.com/forms/offsite-test-administration-request-spring-2017/) (https://baameap.wufoo.com/forms/offsite-test-administration-request-spring-2017/)

(Continued on next page)

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues

Important Dates

February 2017

Online and Paper/Pencil Testing

February 6 – March 24, 2017:

- **WIDA ACCESS** for ELLs 2.0 and **WIDA Alternate ACCESS** for ELLs testing window

MSTC

February 14 – 16, 2017:

- Michigan School Testing Conference (MSTC) – for information and registration, go to the [MSTC online registration site](https://gomiem.org) (<https://gomiem.org>)

Have Questions?

Email BAA@michigan.gov for assessment questions.

Email MDE-Accountability@michigan.gov for accountability questions.

Call Center: 877-560-8378 (select appropriate option) for assistance with assessment or accountability issues