

Spotlight



on Student Assessment and Accountability

October 8, 2015

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 information Tech Coordinators also need to know

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Spring 2015 M-STEP Student Data File Format Now Available

We are pleased to announce that the Student Data File Format for the Spring 2015 M-STEP has been posted to the Secure Site.

The Student Data File Format contains a description of each data column that will be found in the Student Data File. The Format is provided in advance of the Student Data File. This is to give districts a chance to work with data warehouse and systems information vendors to prepare for the Student Data File.

The Student Data File Format can be found on the Secure Site at the bottom of the **Student Test Scores** page, once the Spring 2015 M-STEP test cycle has been selected.

If you have questions regarding the M-STEP Student Data File Format, please send an email to BAA@michigan.gov or call 877-560-8378 and select option 3.

Information Regarding the Spring 2016 Testing Window for High Schools

The Office of Standards and Assessment (OSA) has received several schedule deviation requests for the 2016 spring test window for high schools. Schools are expected to adhere to the dates designated for each assessment (i.e. PSAT8/9™, PSAT10™, SAT™, WorkKeys®, M-STEP) in the test window. In addition, at this time, it is expected that virtual and online schools make provisions to establish test centers that enable them to test all students on the designated testing days.

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► [Sign up for Spotlight](https://public.govdelivery.com/accounts/MIMDE/subscriber/new) (https://public.govdelivery.com/accounts/MIMDE/subscriber/new) today! Enter your email address and select Spotlight under Student Assessment.

Accountability Update

All public school students in grades 3-8, and 11, regardless of the type of school in which they attend, are required to take the appropriate state assessment. Federal accountability provisions under No Child Left Behind (NCLB) make no differentiation for students attending virtual schools or students participating in online/seat-time waiver programs. Therefore, all public schools in Michigan, including online and virtual schools, are held accountable for the testing of their enrolled students.

WIDA ACCESS 2.0 Supplemental Training

The Office of Standards & Assessment (OSA) is pleased to announce that registration for the **October 21 and 22, 2015** WIDA ACCESS 2.0 Supplemental Training is now open. This 2-day training is designed to provide an additional layer of preparation support for school staff who will be administering the summative assessment to their English Learners (EL).

The training will be held at **Wayne RESA** from **8:15 AM – 3:30 PM** each day. Due to space limitations (45 Max), only **ONE** participant from a district may attend. However, educators not attending in person will have the option to watch a live stream of the event through [MI Streamnet](http://mistreamnet.org/videos/3296/an-informational-guide-to-the-m-step-summative-assessments) (mistreamnet.org/videos/3296/an-informational-guide-to-the-m-step-summative-assessments). Participants watching the live streaming event will be able to submit questions during the training.

Participants may register for one day or for both days.

- **Day 1 (Oct. 21)** – will focus on administering the online WIDA ACCESS 2.0
- **Day 2 (Oct. 22)** – will focus on administering the new paper/pencil version of the WIDA ACCESS for ELLs

To [register](https://www.surveymonkey.com/r/BWBDFP8) for this event please go to:
<https://www.surveymonkey.com/r/BWBDFP8>

Assistive Technologies Survey

The Office of Standards and Assessment (OSA) has developed a survey to identify specific devices and software used on a regular basis in the classroom to assist students who have a variety of disabilities. This information is necessary to work towards making these or similar assistive technologies compatible with Michigan's online testing platforms.

Educators are asked to submit the brand names of their devices and software packages through this [Assistive Devices and Software Survey](https://www.surveymonkey.com/r/7F5NPDZ) (<https://www.surveymonkey.com/r/7F5NPDZ>). This survey will be available until October 23, 2015.

PSAT for Students Working Toward Alternate Content Expectations

This article is to clarify which students with disabilities are expected to test using the PSAT 8/9 and PSAT 10. The expectation is that ALL students, including students with disabilities, be tested using the general assessment at their grade level. However, 9th and 10th grade students working toward alternate content expectations (and typically assessed using MI-Access) are **NOT** required to take the PSAT.

The IEP team for a student typically assessed with an alternate assessment should decide if the PSAT is an appropriate assessment for the student. If the IEP team determines that it is inappropriate to assess the student with the PSAT, the student will not be required to test. **This rule applies only to 9th and 10th grade students for Spring 2016.**

INSIGHT/TSM

Thank you to the Technology Coordinators who attended the WebEx presentation on October 1, 2015. If you were unable to attend the WebEX, or would like to review the information presented,

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you can find a recording of the WebEx session, PowerPoint, FAQ, and Technology User Guide on [eDIRECT](https://mi.dracedirect.com) (<https://mi.dracedirect.com>) under **General Information>Documents**. If you have your credentials for eDIRECT and/or AMS, the INSIGHT and TSM software is available for download. If you don't have your credentials, contact your District Secure Site Administrator.

Please keep in mind that **WIDA TSM software is different from M-STEP/MI-Access TSM software and must reside on separate servers**. Both servers can be running on the same network/domain. There are significant changes to INSIGHT in regard to configuration and deployment. Please take the time to familiarize yourself with the new processes in the Technology User Guide prior to your rollout.

SAT™ Corner

Information on SAT™, PSAT 8/9™, and SAT 10™ provided by the College Board

Accommodations Webinar and Recording Posted!

For Spring 2016, all accommodations requests for SAT, PSAT 10, and PSAT 8/9 will be submitted through the College Board's SSD Online system. For PSAT 8/9, this may be new and different from what you may have done for Fall 2015 or heard previously.

The materials and recorded webinar on Spring 2016 accommodations (presented in September) are available on our [website](http://www.collegeboard.org/michigan) (www.collegeboard.org/michigan). Scroll down to the **Services for Students with Disabilities** section. More information regarding accommodations will be shared during the the MME Test Administration Webcast on November 4, 2015. We'll be hosting another accommodations webinar in January 2016.

Reminders for Spring Testing

- Be sure to review your coordinator contact information in the Education Entity Master (EEM) and provide any updated information to your District-authorized EEM user.
- Material orders for the Spring 2016 PSAT

8/9, PSAT 10, and SAT will be integrated with MDE's Secure Site. Therefore, please do **NOT** place orders in College Board ordering systems. The College Board and MDE will be releasing information about Spring 2016 testing in the Spotlight over the next several weeks.

- As you are looking at staffing for test day, please keep in mind that any staff with children or who have students residing in the same household cannot have access to any test materials for the same assessment(s) the child is taking before, during, or after test day. For example:
 - ▶ If a staff member has a child who will be taking the SAT, he/she cannot serve as testing staff for the SAT; however he/she may serve as testing staff for PSAT.
 - ▶ If an SSD Coordinator has a child who will be taking the SAT, he/she can serve as testing staff in the non-standard room, provided their child is testing in the standard room.
 - ▶ It is possible for test day staff to serve in

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multiple roles in a small test center. We recommend the Test Center Supervisor remain in the test room and have the additional test day staff serve as the Hall Monitor. However, for large test centers we recommend the Associate Supervisors be in the testing rooms, with appropriate number(s) of Proctors and Hall Monitors. The Test Center Coordinator then can float around the test center, assisting with questions and resolving any issues that may arise.

Implementation Workshops Added!

Due to overwhelming demand, we have added several new implementation workshops. The content of each workshop will be the same.

To register, please choose a date and click on the link below:

- **October 16, 2015:** [Saginaw ISD](#) 9 AM–noon
(<https://apps2.collegeboard.com/olrWebApp/meetingDetail.do?meetingID=0011510161>)
- **October 16, 2015:** [Saginaw ISD](#) 1–4 PM
(<https://apps2.collegeboard.com/olrWebApp/meetingDetail.do?meetingID=0011510162>)
- **October 21, 2015:** [Ingham ISD](#) 9 AM–noon
(<https://apps2.collegeboard.com/olrWebApp/meetingDetail.do?meetingID=0011510212>)
- **October 21, 2015:** [Ingham ISD](#) 1–4 PM
(<https://apps2.collegeboard.com/olrWebApp/meetingDetail.do?meetingID=0011510211>)

In addition, we've added a webinar version of the implementation workshop for those who are able to participate virtually. If you would like to participate in the online sessions, please select one of the sessions and register using the links below. The webinar will be recorded and posted to our website for viewing after the scheduled sessions as well.

- **October 20, 2015, 3–6 PM**
To register, [click here](#)
(<https://collegeboardtraining.webex.com/collegeboardtraining/onstage/g.php?d=632763515&t=a>)
- **October 21, 2015, 9 AM–Noon**
To register, [click here](#)
(<https://collegeboardtraining.webex.com/collegeboardtraining/onstage/g.php?d=634739061&t=a>)

Alternatively, you can register by going to the [CollegeBoard Meeting Registration](#) page (https://apps2.collegeboard.com/olrWebApp/find_meeting.jsp), select **Michigan** as your state, and click **submit**. This will take you to a list of all Michigan workshops. Click on the workshop link to register.

Along with news in the Spotlight, the College Board will continue to update information about the spring implementation on our [Michigan website](#) (www.collegeboard.org/michigan).

Important Dates

October

KEA

- **October 15, 2015, 4 – 5 PM:** The third of four bi-weekly webinars for KEA participants to dialogue with OSA staff and each other regarding the success and challenges of KEA implementation.
- **October 29, 2015, 4 – 5 PM:** The final bi-weekly webinar for KEA participants to dialogue with OSA staff and each other regarding the success and challenges of KEA implementation.

MME

- **October 21, 2015:** WIDA ACCESS 2.0 Supplemental Training will focus on administering the online WIDA ACCESS 2.0. To [register](#) for this event please go to: <https://www.surveymonkey.com/r/BWBDFP8>.
- **October 22, 2015:** WIDA ACCESS 2.0 Supplemental Training will focus on administering the new paper/pencil version of the WIDA ACCESS for ELLs. To [register](#) for this event please go to: <https://www.surveymonkey.com/r/BWBDFP8>.

Assistive Devices and Software Survey

- **Now – October 23, 2015:** Deadline to submit the [Assistive Devices and Software Survey](https://www.surveymonkey.com/r/7F5NPDZ) (<https://www.surveymonkey.com/r/7F5NPDZ>). This survey has been developed to identify specific devices and software used on a regular basis in the classroom to assist students who have a variety of disabilities.

This information is necessary to work towards making these or similar assistive technologies compatible with Michigan's online testing platforms.

November

MME

- **November 4, 2015:** MME Test Administration Webcast.
- ▶ Access previous [Spotlight editions](http://www.michigan.gov/mde/0,4615,7-140-22709_31168-280911--,00.html), (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.