

# Spotlight

## on Student Assessment and Accountability

### What's New

Week of November 12, 2021

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### • [Benchmark Assessments Reporting and Funding Application Now Available](#)

• The [2021-2022 Benchmark Assessments Reporting and Funding Application form](#) is now available through Grant Electronic Monitoring System/Michigan Administrative Review System (GEMS/MARS).  
• Districts may also access this form from the Michigan Department of Education's [MDE Benchmark Assessments web page](#) in the *What's New* section.

• This form will survey districts on assessments used, help with reporting requirements, and provide an avenue to apply for funding for eligible MDE-approved assessments (i-Ready, STAR, and NWEA).

• The deadline for completing the form is **Friday, December 10, 2021 at 5:00 p.m.** All public districts and ISDs with enrolled students in grades K-8 must complete the form.

• The following resources to help districts meet the reporting and funding requirements of [Public Act 49, section 104a](#) are available on the MDE Benchmark Assessments web page:

- [2021-22 Benchmark Assessments Reporting and Funding Application memorandum](#)
- [2021-2022 Benchmark Assessments Reporting and Funding Application form](#)
- updated [Benchmark Fact Sheet and FAQ document](#)

• In addition, the Michigan Data Hub (MiDataHub) held two webinars in late October to provide districts with detailed information on how to submit benchmark data through the MiDataHub. The slide deck, recordings, and an FAQ document related to these webinars can be accessed from the [MiDataHub training page](#).

## Public Comment Requested on MI-Access Plan

Michigan's alternate assessment (MI-Access) is designed to allow students with the most significant cognitive disabilities to demonstrate their knowledge and skills. MI-Access is aligned to Michigan's alternate content expectations in English language arts (ELA), mathematics, science, and social studies.

Under the federal Every Student Succeeds Act (ESSA), the participation rate for students taking MI-Access is capped at one percent. Michigan was granted a waiver to exceed that cap on May 14, 2018, and has renewed that request annually.

Analysis of the 2020–2021 state assessment data, when compared to 2018–2019 data, shows a reduction in the participation rate for Michigan's alternate assessment from 2.0 percent to 1.7 percent (plus or minus 0.1 percent by content area). Since the ESSA one percent participation requirement began in 2017, Michigan has reduced its MI-Access participation rate from 2.4 percent to 1.7 percent.

The Michigan Department of Education (MDE) invites public comment on the components of Michigan's ongoing plan for alternate assessments. For additional information, refer to the [MI-Access participation page](https://bit.ly/3uGDW1d) (<https://bit.ly/3uGDW1d>). Any interested party may submit comments **by 5:00 p.m. on Monday, December 3, 2021**, through the following processes:

- [Survey](https://www.surveymonkey.com/r/Q939SH) (<https://www.surveymonkey.com/r/Q939SH>)
- [Email](mailto:MDE-OSE-Public-Comment@michigan.gov) ([MDE-OSE-Public-Comment@michigan.gov](mailto:MDE-OSE-Public-Comment@michigan.gov))  
Use the subject: 1 Percent Alternate Assessment Waiver

- **Mail:**

- » Michigan Department of Education  
Office of Special Education – 1 Percent  
Waiver Public Comment  
608 W. Allegan Street  
P.O. Box 30008  
Lansing, MI 48909

## Should Your English Learners with Disabilities Take the WIDA ACCESS for ELLs or the WIDA Alternate ACCESS for ELLs?

The Individualized Education Program (IEP) team of a student with disabilities who is also an English learner (EL) makes the decision about which summative assessment the student should take – either the WIDA ACCESS for ELLs or the WIDA Alternate ACCESS for ELLs.

When making this decision, the IEP team can follow the [WIDA Alternate ACCESS for ELLs Selection Guidance](https://www.michigan.gov/documents/mde/WIDA_Alternate_Access_for_ELLs_641416_7.pdf) ([https://www.michigan.gov/documents/mde/WIDA\\_Alternate\\_Access\\_for\\_ELLs\\_641416\\_7.pdf](https://www.michigan.gov/documents/mde/WIDA_Alternate_Access_for_ELLs_641416_7.pdf)).

The Office of Educational Assessment and Accountability (OEAA) does not make this decision for educators. Also, OEAA does not pre-identify students to take the WIDA Alternate ACCESS for ELLs if a student has taken the assessment previously.

Educators should note that not all students with disabilities who are also ELs should take the WIDA Alternate ACCESS for ELLs. This assessment is specifically designed for ELs who have or function as if they have a significant cognitive disability.

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If the IEP team makes the decision that the WIDA Alternate ACCESS for ELLs is the most appropriate assessment for the student, then educators will need to update the student's Pre-ID record when the Pre-ID window opens in the OEAA Secure Site on December 13, 2021. Educators will have until December 28 to update records for these students if they wish to receive appropriate WIDA materials on January 28, 2022.

## 2022 Michigan School Testing Conference

The 2022 Michigan School Testing Conference (MSTC) will be held virtually on February 22-24, 2022. In planning for the 2022 conference, the feasibility of an in-person conference was carefully considered. Given potential restrictions (or even bans) on large-group gatherings and the available space for "social distancing" at the hotel (Sheraton Ann Arbor, where the conference was held in the past), in the end the decision was made to offer the 2022 MSTC in a virtual-only format, as was the case for the 2021 conference.

The annual Michigan School Testing Conference consists of a day for workshops and two days of plenary and clinic sessions:

- On **Tuesday, February 22, from 9:00 a.m. to 12:00 p.m. and 1:00 to 4:00 p.m.**, eight half-day and one full-day workshops will be offered. Login begins at 8:00 a.m.
  - » Eight half-day workshops
  - » One full-day workshop
- The conference itself takes place on **Wednesday, February 23, from 9:30 a.m. to 4:30 p.m.**, and continues through **Thursday, February 24, from 9:30 a.m. to 4:00 p.m.** There will be 37 clinics and three keynote presentations offered.

- » Margaret Heritage (Educational Author/ Consultant) and Andy Middlestead (Michigan Department of Education) will be the keynote speakers on Wednesday, February 23.
- » Suzanne Lane (University of Pittsburgh) will be the keynote speaker on Thursday, February 24.

A daily registration fee to cover access to all presentations for each day is being offered again this year.

View the full conference details here: <http://gomasa.org/events/2022-michigan-school-testing-conference/>

View printable registration form here: <http://gomasa.org/wp-content/uploads/mstcPromo2022.pdf>

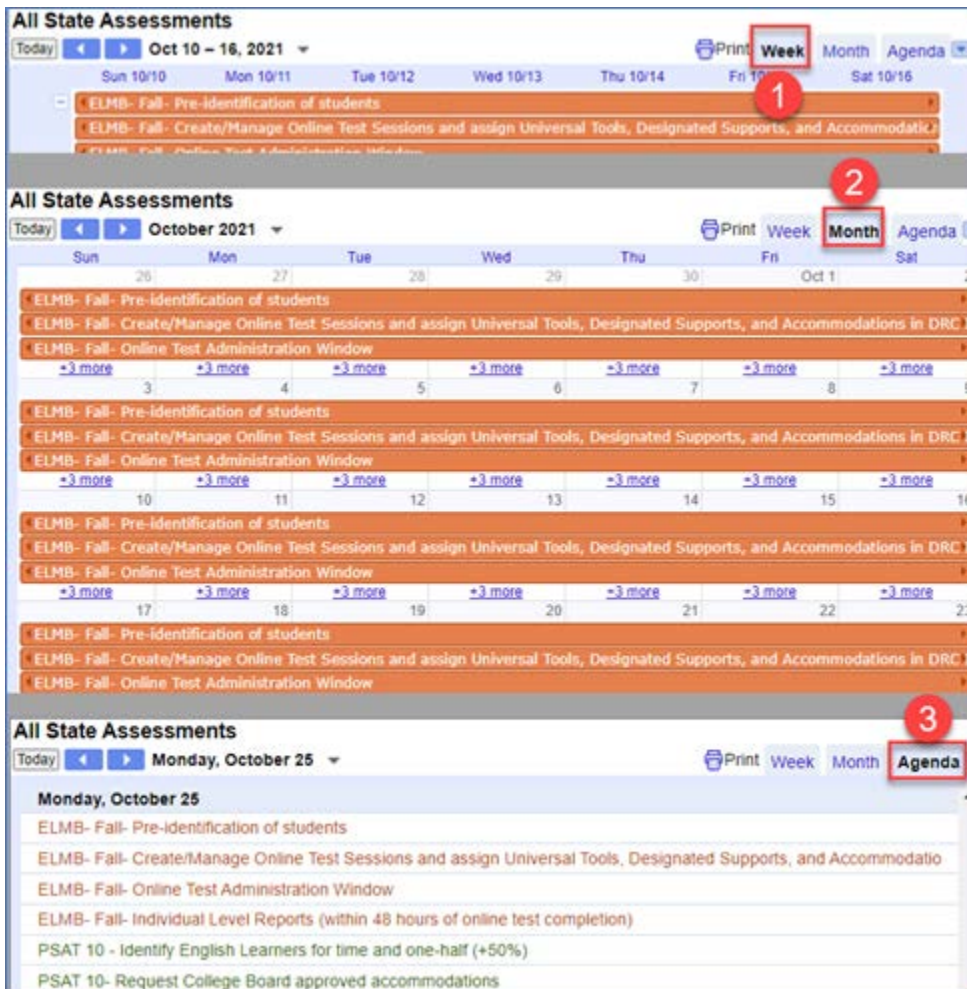
## Important Dates — Google Calendars

The [Assessment Calendars page](#) pulls together lists of important dates related to state assessments that have been created by Office of Educational Assessment and Accountability (OEAA) in different formats. The available formats are Microsoft Excel spreadsheets, PDFs, and Google calendars.

The Google calendar features include:

### Multiple views of the important dates

In the top right, choose a view: Week, Month or Agenda



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## Printing

1. Select a **View** and then Select the **Print icon** 

2. Select a Print Range

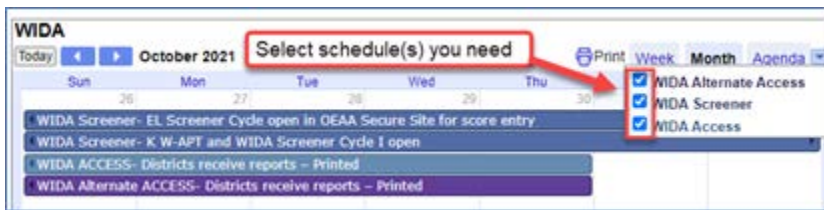
The default range is the current week; use the drop-down menu to select a different **Print Range**.

If printing the agenda view, you have the option of including descriptions included on the task by selecting the Print descriptions.

**Print descriptions:**

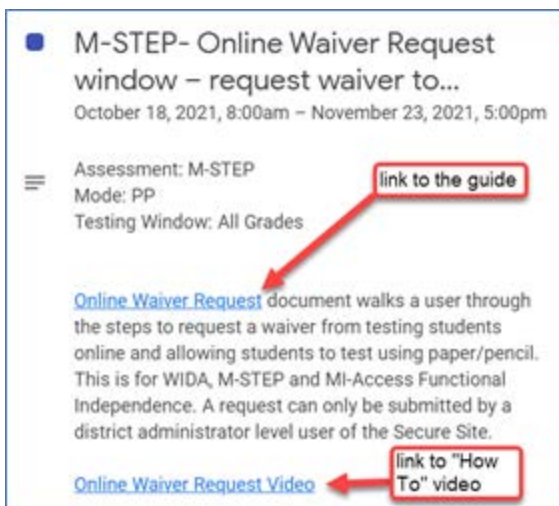
## Filtering

The default view will display all calendars. Multiple calendars or a single calendar maybe selected.



## Task/Activity details

Selecting the activity on the calendar will open additional details, including links to documents, guides, and "How to" videos for the activity.





## Reminders

### Michigan School Grades Reports Now Available for Preview

Per MCL 380.1280g, the Michigan Department of Education (MDE) is still required to release all aspects of the A-F system for which there are data. Many accountability and reporting requirements were [waived](#) for the 2020-21 school year; however, the legislature has not acted to again suspend or waive the requirements of MCL 380.1280g.

2020-21 Michigan School Grades reports are now available for schools to preview on [MI School Data](http://www.mischooldata.org) (www.mischooldata.org). Schools and districts were also notified directly by the Office of Educational Assessment and Accountability (OEAA) when the preview window opened Friday, November 12, 2021.

Schools will receive up to five letter grades and three ranking labels based on various school performance components. Schools will not receive an overall letter grade, per legislative requirements. Schools eligible to be Alternative Education Campuses (AECs) will have elements reported denoting compliance with applicable laws and meaningful academic progress in lieu of letter grades or rankings.

Authorized users of MI School Data will be able to preview school-level Michigan School Grades reports before results are released publicly. In order to preview school results, authorized individuals will need to log into MI School Data. Remember, the preview window is offered as a courtesy to schools so they are prepared to communicate to their communities about their performance when these data are made public. Appeals and requests to clean up data will not be considered at this time. Schools were offered the opportunity to correct data errors prior to the preview window.

**Note:** Accountability reporting for 2020-21 will only include the calculation and release of School Grades results; School Index results will not be calculated nor released.

We encourage you to review the informational guides and other helpful resources available for the [Michigan School Grades System](http://www.michigan.gov/mde-schoolgrades) (www.michigan.gov/mde-schoolgrades). Many of these resources will be updated in the coming weeks.

### Spring 2022 MME, PSAT, and Grade 8 Test Administration Training Now Available

Part I of the online training for test administration of the Spring 2022 Michigan Merit Exam (MME), the PSAT in High School, and Grade 8 Testing is now available. Videos and PowerPoint presentations are on the [MME web page](http://www.michigan.gov/mme) (www.michigan.gov/mme) and the [PSAT web page](http://www.michigan.gov/psat) (www.michigan.gov/psat) under the Training Videos/PPTs Tile at the top of the page.

Part I training provides test coordinators with information on what needs to be done now in Fall 2021 in preparation for the Spring 2022 state summative assessments. Coordinators may view the entire MME/PSAT or Grade 8 presentations in about an hour, or they may view individual segments of the training that are directly related to their assigned responsibilities.

Training segments include:

#### Michigan Merit Exam and PSAT in High School Test Administration Trainings:

- MME and PSAT in High School Test Administration Training – Part I
- College Board SAT with Essay, PSAT 10, PSAT 8/9 for Grade 9
- ACT WorkKeys

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- Test Security and Integrity
- Supports and Accommodations
- Educational Entity Master and the Office of Educational Assessment and Accountability
- Test Center Participation
- Online Waiver Requests for State Assessments
- MME, PSAT, and Grade 8 Overview of Pre-Identification

### Grade 8 Test Administration Trainings:

- Grade 8 Test Administration Training – Part I
- College Board PSAT 8/9 for Grade 8
- Test Security and Integrity
- Supports and Accommodations
- Educational Entity Master and the Office of Educational Assessment and Accountability
- Test Center Participation
- Online Waiver Requests for State Assessments
- MME, PSAT, and Grade 8 Overview of Pre-Identification

Part II training will be posted to the MME and PSAT web pages on February 1, 2022. Part II training will describe activities that need to be completed in Spring 2022, including instructions for completing the M-STEP assessments in Science and Social Studies for grades 8 and 11.

[Email questions](mailto:oeaa@michigan.gov) (oeaa@michigan.gov) about the assessments to the Office of Assessment and Accountability, or contact the OEAA Call Center at 1-877-560-8378.

### Pre-Identification for Winter 2021 Early Literacy and Mathematics Benchmark Assessment (K-2)

Pre-identification of students for the Early Literacy and Mathematics Benchmark Assessment (grades K-2) will open on **November 15, 2021**. Students who took the Early Literacy and Mathematics Benchmark Assessment in the fall will automatically be pre-identified to the Winter 2022 Early Literacy and Mathematics Benchmark Assessment by the Office of Educational Assessment and Accountability (OEAA).

If students tested in Fall 2021 and will not be testing in Winter 2022, no action is needed from schools, even if students are automatically pre-identified by OEAA.

Schools that choose to participate will need to pre-identify additional students for testing directly on the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) using any of the following methods:

- [MSDS Copy Function](#)
- [Pre-ID File Upload](#)
- [Student Search](#) – one student a time

Schools are also to put students into [online test sessions](#) on the OEAA Secure Site through **December 6, 2021**. After December 6, students must be pre-identified on the OEAA Secure Site and then put into online test sessions in the DRC INSIGHT Portal.

Schools will have access to manage student data and test sessions in the DRC INSIGHT Portal starting **December 10, 2021**. Students newly pre-identified on the OEAA Secure Site will be transferred to the DRC INSIGHT Portal three times a day through **February 4, 2022**.

## Questions about Fall SAT, PSAT 8/9, or PSAT 10?

- Call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- Email: [michiganadministratorsupport@collegeboard.org](mailto:michiganadministratorsupport@collegeboard.org)

## WHAT'S NEW

### Fall 2021 Invoice Generation Webinar

The College Board Field Team is collaborating with Wayne RESA to present this short webinar on November 17, 2021, 9-10 a.m. The webinar will help educators understand the processes to be followed in the College Board test ordering site to ensure their school does not receive an invoice for Michigan-provided tests.

No preregistration is required for the [Fall 2021 Invoice Generation Webinar](https://resa-net.zoom.us/j/88016973830#success) (https://resa-net.zoom.us/j/88016973830#success) and it is open to anyone; participants do not have to be associated with Wayne RESA. If you cannot attend the live webinar, a recording will be available (release details will be published in the December 2 edition of Spotlight).

### Updated Accommodations and Supports Webinar Date

This webinar has been rescheduled, from December 7 to December 9, 11:00 a.m. - 12:30 p.m. The same registration link can be used [Accommodations and Supports Webinar](https://tinyurl.com/2022MichiganAccommodations) (https://tinyurl.com/2022MichiganAccommodations). Current registrations will remain valid and will be updated to the new date.

## REMINDERS

### Fall 2021 Invoice Generation Process

Although the Michigan Department of Education is providing the Fall 2021 SAT, PSAT/NMSQT, and PSAT 8/9 for Grade 9 administrations to eligible students and schools, it is important that schools complete the invoicing process in the College Board test ordering site to avoid fees billed to the school. Schools can use this process to change the grades that students indicated on their answer sheets, if needed.

To generate your invoice, log into the test ordering site (TOS) during the invoice generation windows listed below. Select **Adjust Invoice Information** and follow the instructions. Do not forget to repeat the steps for each assessment date that was administered once the window opens.

**Note:** When you complete this process in TOS, there will be no indication that MDE is paying for the tests. This is expected and not an error. As long as you administered the fall assessments to the applicable grades (SAT to grade 12, PSAT/NMSQT to grades 11 and 10, and PSAT 8/9 to grade 9), you will not receive an invoice. Additionally, schools are not responsible for unused test fees.

**Invoices sent to schools that do not correct ineligible student grade levels in TOS during the invoice generation process will not be waived. The school will be responsible for paying those invoices.**

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Invoice generation must be completed separately for each administration date that was conducted by your school.

The window for schools to review and make any needed corrections:

Administration	Window Opens	Window Closes
October 13 SAT School Day	11/02/2021	12/09/2021
October 28 SAT School Day	11/17/2021	12/09/2021
PSAT/NMSQT	11/18/2021	12/10/2021
PSAT 8/9	11/18/2021	12/1/2021

## Spring 2022 Establishment

Establishment is the process College Board uses to determine which schools are administering the PSAT 8/9 for Grades 8 and 9, PSAT 10, and SAT with Essay. The process is based on rules coordinated with the Michigan Department of Education. Review the information on this process in the [November 4 edition](#) of Spotlight on Student Assessment and Accountability online newsletter.

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



## Reminder

### Completing Manage Participation

The ACT WorkKeys assessment is one of three required components of the Michigan Merit Exam (MME) for grade 11 and eligible grade 12 students. All public schools are required to administer the full MME, which consists of the ACT WorkKeys, SAT, and M-STEP science and social studies assessments. If a nonpublic school chooses to administer any one of the three MME components to their students, they are expected to administer all three components.

Each school's WorkKeys Test Coordinator must indicate the school's participation status—either Participating or Not Participating—in the PearsonAccess<sup>next</sup> website during the Manage Participation window, **by December 3, 2021, regardless of previous participation.** If your school will participate in the WorkKeys assessments in Spring 2022, you must also select your preferred test materials receipt week. This process will take approximately five minutes.

**Note: Manage Participation must be completed at the individual school level, not at the district level,** even if the school is not participating. Reminder emails will be sent periodically to all schools that have not completed the Manage Participation process.

Refer to the [October 28, 2021 issue](#) of the Spotlight on Student Assessment and Accountability newsletter ([https://www.michigan.gov/documents/mde/Spotlight\\_10-28-21\\_739643\\_7.pdf](https://www.michigan.gov/documents/mde/Spotlight_10-28-21_739643_7.pdf)) for information and high-level instructions on how to complete ACT's Manage Participation process. Detailed step-by-step instructions are provided in the [ACT WorkKeys Spring 2022 Manage Participation Guide](#) ([https://www.michigan.gov/documents/mde/ACT\\_WorkKeys\\_Manage\\_Participation\\_Guide\\_-\\_Michigan\\_739479\\_7.pdf](https://www.michigan.gov/documents/mde/ACT_WorkKeys_Manage_Participation_Guide_-_Michigan_739479_7.pdf)) located on the [MME web page](#) ([www.michigan.gov/mme](http://www.michigan.gov/mme)).

**Deadline:** You must submit your participation information by **Friday, December 3, 2021.**

### Contacting ACT

If you have questions, you may:

1. Contact ACT via the [Contact Us web page](#) ([www.act.org/aap/state/contact.html](http://www.act.org/aap/state/contact.html))
2. Call ACT at 800-553-6244 between 9:30 a.m. and 6 p.m. ET
  - » standard time: ext. 2800
  - » accommodations: ext. 1788
3. Email accommodations questions to: [ACTStateAccoms@act.org](mailto:ACTStateAccoms@act.org)

## Important Dates

Mon	Tue	Wed	Thu	Fri	Sat
	3	4	5	6	
9	10	11	12	13	

### November 2021

#### College Board Testing Intent to Participate Window

Now – November 22, 2021

- Window to indicate intent to participate for SAT with Essay, PSAT 10, and PSAT 8/9 for Grades 8 and 9 for all nonpublic schools and public schools that do not meet automatic establishment rules

#### Online Testing Waiver

Now – November 23, 2021

- Requests for online waiver for the Spring 2022 M-STEP, MI-Access Functional Independence (FI), and WIDA ACCESS for ELLs assessments must be submitted through the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure))

#### ACT WorkKeys Manage Participation Window

Now - December 3, 2021

- Information about completing the Manage Participation process was emailed to the District Assessment Coordinators and the WorkKeys Test Coordinators listed in the [Educational Entity Master](#) (EEM) ([www.michigan.gov/eem](http://www.michigan.gov/eem)).

#### M-STEP Passage-based Writing Field Test Pre-Identification Window

November 15, 2021 - February 3, 2022

- Pre-identification window of students for the M-STEP Passage-based Writing Field Test. The field test will be offered January 3, 2022-February 4, 2022. District and schools must pre-identify students through the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)) to participate.

#### Early Literacy and Mathematics Benchmark Assessment (K-2) Pre-Identification Window

November 15 – December 6, 2021

- Pre-identification of students for the Early Literacy and Mathematics Benchmark Assessment (grades K-2). Students who took the ELMBA in the fall will automatically be pre-identified to the Winter 2022 ELMBA by OEAA

#### Webinar: College Board Testing Implementation Overview

November 16, 2021, 9:00 - 10:30 a.m.

- Implementation Overview Webinar for SAT with Essay, PSAT 10, and PSAT 8/9 for Grades 8 and 9

[Link to Webinar](#)

#### Webinar: College Board Fall Invoicing

November 17, 2021, 9:00 - 10:00 a.m.

- Fall Invoicing Webinar for SAT, PSAT 10, and PSAT 8/9 for Grade 9

[Link to Webinar](#)

#### Webinar: WIDA ACCESS for ELLs Test Administration Review

November 30, 2021, 9:30 - 11:00 a.m.

- Assessment training review webinar for new English Learner (EL) Assessment Coordinators and new test administrators

[Register for the webinar](#)

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## Important Dates

Mon	Tue	Wed	Thu	Fri	Sat
	3	4	5	6	
9	10	11	12	13	

### December 2021

#### Webinar: WIDA Alternate ACCESS for ELLs Overview Review

**December 1, 2021, 9:30 - 11:00 a.m.**

- Assessment training review webinars for new English Learner (EL) Assessment Coordinators and new test administrators  
[Register for the webinar](#)

#### Webinar: Technology Coordinator Training

**December 1, 2021, 10:00 a.m.**

- Winter/Spring 2022 Technology Coordinator Training Zoom webinar  
[Join the webinar](#)

#### Webinar: K WIDA ACCESS for ELLs Test Administration Review

**December 1, 2021, 2:00 - 3:30 p.m.**

- Assessment training review webinars for new English Learner (EL) Assessment Coordinators and new test administrators  
[Register for the webinar](#)

#### WIDA Assessment Office Hours

**December 2, 2021, 3:00 - 4:00 p.m.**

- Microsoft Teams meetings for educators coordinating or administering the WIDA assessments to ask questions of Michigan Department of Education staff  
[Microsoft Teams Link](#)

#### Webinar: College Board Accommodations and Supports

**December 9, 2021, 11:00 a.m. - 12:30 p.m.**

- Accommodations Webinar for SAT with Essay, PSAT 10, and PSAT 8/9 for Grades 8 and 9  
[Link to Webinar](#)

#### WIDA Assessment Office Hours

**December 9, 2021, 3:00 - 4:00 p.m.**

- Microsoft Teams meetings for educators coordinating or administering the WIDA assessments to ask questions of Michigan Department of Education staff  
[Microsoft Teams Link](#)

#### WIDA Assessment Office Hours

**December 16, 2021, 3:00 - 4:00 p.m.**

- Microsoft Teams meetings for educators coordinating or administering the WIDA assessments to ask questions of Michigan Department of Education staff  
[Microsoft Teams Link](#)

## Contacts

**For assistance with assessment or accountability issues:**

### Assessment and Accountability Call Center

877-560-8378 (select appropriate option)

Options	Topics
1	to report cheating and unethical behavior by a district/school in regards to state assessments
2	for support of Central Office Services (COS), DRC INSIGHT Portal, and INSIGHT for the online M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Assessments (K-2)
3	for support of the OEAA Secure Site for <u>all</u> state assessments, administration and policy questions related to M-STEP, MI-Access, Early Literacy and Mathematics Benchmark Assessments (K-2), and accountability reporting
4	for questions about the College Entrance and Workskills assessments <ol style="list-style-type: none"> <li>1. Eligibility, MDE policies, and OEAA Secure Site Support</li> <li>2. SAT, PSAT 8/9, and PSAT 10 – College Board</li> <li>3. WorkKeys – ACT</li> </ol>
5	for questions about the WIDA ACCESS for ELLs, WIDA Alternate ACCESS for ELLs, and support for WIDAAMS, INSIGHT, and Central Office Services (COS)
8	for all other questions

### Email

For assessment questions:

[mde-oeaa@michigan.gov](mailto:mde-oeaa@michigan.gov)

For accountability questions:

[mde-accountability@michigan.gov](mailto:mde-accountability@michigan.gov)

**For assistance with WIDA Screener, W-APT, and the WIDA Secure Portal questions:**  
(for questions not covered in options 3 and 5 in the table above)

### WIDA Client Services

866-276-7735