

# Spotlight

## on Student Assessment and Accountability

May 30, 2019

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**May 31, 2019**

**M-STEP, MI-Access, and Early Literacy and Mathematics testing windows end Friday at 4:00 PM**

No testing is available for students after this window ends. For information about how to be sure all of your students have completed their assigned tests and all answers have been submitted, see the article in the [May 2 Spotlight](#) ([www.michigan.gov/mde-spotlight](http://www.michigan.gov/mde-spotlight)).

### End-of-Testing Reminders

#### Clearing the Testing Site Manager (TSM)

Schools with online testers should remind their Technology Coordinator to clear the TSM(s) after all testing has been completed on **Friday, May 31, 2019**. (This does not apply to Central Office Services (COS) Devices, which do not use response caching this year.) This will ensure all responses are sent to DRC for scoring. See pages 106-108 of the [Technology User Guide](#), available on [eDIRECT](https://mi.drccdirect.com) (<https://mi.drccdirect.com>) under **All Applications** → **General Information** → **Documents**, for information on viewing and sending unsent responses.

Central Office does not support response caching this year, but sites using Central Office may also have installed a TSM for response caching, so be sure to check for that. **Note:** On Tuesday, **June 4, 2019 at 4:00 PM**, all "In Progress" tests will be marked "Complete," so make sure that all responses have been sent by Monday morning.

Key: Reminder (previously run article)



includes information Tech Coordinators also need to know

*(Continued on next page)*

# Spotlight on Student Assessment and Accountability

## MI-Access P/SI Online Answer Document Entries Deadline

The MI-Access Participation and Supported Independence (P/SI) student scores must be entered and submitted using the online answer document by **Friday, May 31, 2019 at 4:00 PM**. For details, refer to page 1 of the [May 23 Spotlight](#) ([www.michigan.gov/mde-spotlight](http://www.michigan.gov/mde-spotlight)).

## MI-Access Material Returns

The MI-Access Functional Independence (FI), Participation (P), and Supported Independence (SI) testing window is closing tomorrow, **Friday, May 31, 2019 at 4:00 PM**. For information on returning materials for each of these assessments, refer to the [May 16 Spotlight](#) ([www.michigan.gov/mde-spotlight](http://www.michigan.gov/mde-spotlight)).

## Technology Coordinator Webinar on the TSM to COS Transition

A webinar for Technology Coordinators on the transition from the Testing Site Manager (TSM) to Central Office Services (COS) is being hosted by WIDA; this information also applies to the M-STEP, MI-Access Functional Independence, and Early Literacy and Mathematics Benchmark Assessments.

Join the [COS Transition Webinar](#) on **Wednesday, June 12, 2019 from 11:00 AM to 12:00 PM ET**. Be sure to inform your school's Technology Coordinator of this webinar.

## Reminders

### Assessment Coordinator Training Guide Focus Group

We'd like your feedback on the new [Assessment Coordinator Training Guide](#), published in 2018 by the Office of Educational Assessment and Accountability (OEAA). The OEAA will host a focus group in June to gather input from building and district assessment coordinators who are responsible for overseeing testing for M-STEP, MI-Access, SAT® with Essay, PSAT™ 8/9, PSAT™ 10, ACT® WorkKeys®, Early Literacy and Math Benchmark Assessments (K-2), and WIDA assessments. Over the next few months, the OEAA will be updating the guide to provide relevant and timely assessment administration-related information, and your suggestions for improvement are vital to the overall success of this project.

Lunch will be provided. Mileage reimbursement and SCECHs will be available. However, reimbursement for overnight accommodations will not be offered.

Time and place of the focus group:

**Tuesday, June 18, 2019**

9:00 AM to 3:00 PM

Michigan Assessment Consortium Office  
1980 N. College Road, Mason, MI 48854

[Get Directions](#)

If you would like to participate in the focus group, please fill out this [brief survey](https://www.surveymonkey.com/r/WJPTY76) (<https://www.surveymonkey.com/r/WJPTY76>).

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

# Spotlight on Student Assessment and Accountability

Interested respondents will be contacted by **June 7, 2019** with further details on mileage reimbursement requests, SCECHs, and lunch options.

## About the Assessment Coordinator Training Guide:

This Guide can be accessed on each assessment web page by clicking on the Assessment Coordinator Training Guide icon.



## MDE Accepting Applications for Item Writers and Review Committee Members

Be part of the team that contributes to the development of our state's benchmark and summative assessments. This is a fantastic opportunity for educators to gain valuable professional learning experiences, become more familiar with the state's assessment system, collaborate with other educators, and earn a little extra money for their expertise, time, and contributions.



The Michigan Department of Education (MDE) relies on teachers from all content areas, K-12, from across the state to help develop, write, and review items for our state assessments, including M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Assessments.

Our online application process recently underwent some improvements and is now back up and ready to go.

This application process lets teachers apply to work on any of the following committees:

- **Content Advisory Committees** – review and make content-related recommendations to items before and after field testing
- **Bias and Sensitivity Committees** – review and make bias- and sensitivity-related recommendations to items before and after field testing
- **Item Writers** – write items for Michigan Assessment Programs (M-STEP, MI-Access, Michigan Early Literacy and Mathematics Benchmark Assessments)
- **Rangefinding Committees** – set the “range” for score point designation from an established rubric for hand-scoring items such as constructed response items
- **Standard Setting** – follow a prescribed process post-test administration to recommend cut scores or re-establish cut scores based on performance level descriptors and performance data; this process happens periodically during the life of an assessment, less frequently than the other committees

Interested educators are encouraged to learn more about the state's assessment system generally and to [access the online application](https://www.cvent.com/d/pgq6sr) (https://www.cvent.com/d/pgq6sr) on the Office of Educational Assessment and Accountability (OEAA) [Student Assessment web page](http://www.michigan.gov/oeaa) (www.michigan.gov/oeaa).

The online application can also be found on the [M-STEP](#), [MI-Access](#), and [Early Literacy and Mathematics Benchmark Assessment](#) web pages.

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## Preview Student Suspension and Expulsion Data Now Available on Parent Dashboard

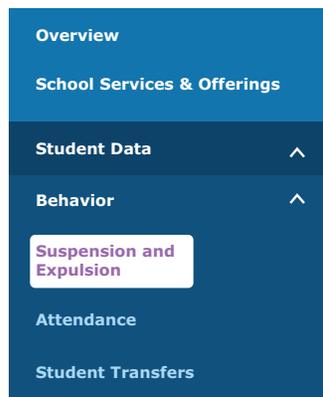
A new graph has been added to the Parent Dashboard. The graph shows the number of students suspended or expelled for a selected school, similar schools, and the state. Schools can view this information now during a two-week preview period before it is made public.

### Graph Details:

- Numbers reflect the number of unique students suspended or expelled – students are only counted once in the metric, regardless of the number of discipline incidences they may have.
- Both in-school and out-of-school suspension types are included along with expulsions.
- The state average reflects all charter and traditional schools, including those that reported zero suspensions and expulsions.

Users with [MI School Data](http://www.mischooldata.org) ([www.mischooldata.org](http://www.mischooldata.org)) accounts may access this information by logging in and navigating to the Parent Dashboard.

Once on a school's dashboard, click on **Student Data, Behavior**, and then **Suspension and Expulsion** in the left-hand menu.



The preview window will close on **June 5, 2019**, and the Suspension and Expulsion metric will be available publicly on that date.

Featured in the [May 9 Spotlight](#)

Formative

Interim

Summative

### What is the Purpose of Interim Assessment?

Have you had a chance to:

- read the article?
- check out the resources?
- reflect on one or more of the “Put Into Practice” suggestions?

For additional reading on this topic, read [The Role of Interim Assessments in a Comprehensive Assessment System](#)

**Coming in June:** The Purpose and Process of State Summative Reporting

Focus On Assessment Literacy

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

## College Board Corner

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

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

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

### Reminder

Do **not** order in the College Board test ordering system for the **April 2020** Michigan-provided SAT with Essay, PSAT 10, and PSAT 8/9 for 8th and 9th grades. If you need assistance with ordering assessments other than the Michigan-provided assessments, contact a member of the Michigan field team:

- **Jason Feig:** [jfeig@collegeboard.org](mailto:jfeig@collegeboard.org)
- **Kari Anama:** [kanama@collegeboard.org](mailto:kanama@collegeboard.org)

### Start Preparing for Spring 2020

If you know who your test coordinator(s) and SSD (Services with Students with Disabilities) coordinator will be for the 2019-2020 school year, update the EEM prior to leaving for the summer.

### Score Release

See the [May 9, 2019 Spotlight](http://www.michigan.gov/mde-spotlight) (www.michigan.gov/mde-spotlight) for dates and information on score release for students and educators for the SAT with Essay, PSAT 10, and PSAT 8/9.

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

## Important Dates

### Approaching Deadlines!

Friday, May 31, 2019

- **MI-Access** Testing window – all grades **CLOSES**
- **M-STEP** Online Testing window – grades 3, 4, 6, and 7 **CLOSES**
- **Early Literacy and Mathematics Benchmark Assessments (K-2)** Testing window **CLOSES**

### May 2019

#### M-STEP, MI-Access, SAT, and PSAT 8/9

Now – June 17, 2019

- Accountable Students Enrolled and Demographics window for the **Spring 2019 Test Period** (i.e. M-STEP, MI-Access, SAT, PSAT 8/9)

### June 2019

#### SAT and PSAT 8/9

June 10 – 17, 2019

- Submit Not Tested reasons for **SAT** and **PSAT 8/9 (grade 8 only)** – **NOTE:** No need to submit Not Tested reasons for ACT WorkKeys, PSAT 8/9 (for grade 9), and PSAT 10. They are not included in accountability at this time.

#### WIDA, M-STEP, MI-Access, and Early Literacy and Mathematics

Wednesday, June 12, 2019, 11:00–12:00 ET

- [Technology coordinator webinar](#) on switching from TSMs to COS Service Devices. The webinar is hosted by WIDA, but the TSM to COS transition applies to all Michigan online tests

#### M-STEP and MI-Access

June 10 – 17, 2019

- Verify and submit answer document issues and Not Tested reasons for **M-STEP** and **MI-Access**

### July-August 2019

#### Act WorkKeys

August 9, 2019:

- Receive **ACT Workkeys** score reports

August 16, 2019:

- Students access **ACT WorkKeys** scores and National Career Readiness Certificates

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

## 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), Test Management System (TSM), eDIRECT, 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 WIDA AMS, INSIGHT, Central Office Services (COS), and Test Management System (TSM)
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

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