Spotlight

on Student Assessment and Accountability

MICHIGAN Department of Education

June 14, 2018

Key: 🔖 Reminder (previously run article)

Update on Benchmark Assessments

This week, the state Legislature passed and sent to the Governor for his signature both the 2018-19 Michigan Department of Education budget and State School Aid budget appropriations. Within the State School Aid budget appropriation, legislators included changes that impact the planned state funding for the optional statewide benchmark assessments recently selected for grades 3-8.

Last year, the Legislature required the Michigan Department of Education (MDE) to issue a Request For Proposal (RFP), go through the state's procurement process, and award contracts to multiple benchmark assessment providers. This year, legislators chose to put those contracts aside and instead included an additional $5.2 million in School Aid for districts to select ANY qualifying benchmark assessment (as described below) for use in grades 3-8. This choice may include a benchmark assessment awarded through the state's recent RFP process: NWEA Measure of Academic Progress (MAP); DRC BEACON benchmark; and DRC Smarter Balanced Interim Comprehensive and Interim Assessment Blocks. Contact Information for the NWEA and DRC options is still valid and can be used to learn about those tools. With this new legislation, however, districts are required to work directly with their chosen benchmark assessment vendor.

In order to qualify for reimbursement, a district must choose a benchmark assessment that meets all of the following:

- be aligned to Michigan's state content standards

- complement Michigan's summative assessment system

- be administered at least once a year before the administration of any summative assessment to monitor pupil progress

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- provide information on pupil achievement with regard to learning the content required in a given year or grade span

Reimbursements for tools and assessments in grades K-3 intended to increase reading proficiency by grade 4 will remain available.

Additional details will be provided as they become available.

June 18 Deadline – Accountable Students Enrolled and Demographics

All updates to the **Accountable Students Enrolled and Demographics** list need to be updated in the Michigan Student Data System (MSDS) by **5:00 PM on June 18, 2018**. The Student Record Maintenance (SRM) files MUST have an "as of date" on or before **May 25, 2018** or they will not be picked up for assessment and accountability reporting.

- If a student is listed as enrolled but moved prior to May 25, an SRM must be submitted with the student exit information.

- If a student who was enrolled through May 25 is not listed, an SRM must be submitted with the student enrollment information.

- If demographics such as special education need to be updated, an SRM must be submitted with the new information.

  - See the Accountable Students Enrolled and Demographics instructions for a list of demographics used in assessment and accountability subgroup reporting and how/when they can be updated.

The Office of Educational Assessment and Accountability (OEAA) is updating student enrolled and demographics from MSDS twice a day. Full instructions for Accountable Students Enrolled and Demographics can be found on the Secure Site Training web page (www.michigan.gov/securesitetraining).

Changes to the MSDS can only be done by the authorized MSDS user(s) in the district. If you are not sure who that is, you can use the District and School contact page of the Secure Site to identify them along with their contact information.

Do not assume that your MSDS person is updating MSDS and knows the deadlines. The OEAA will **NOT be using the end of year collection** for enrollment and demographics for assessment and accountability reporting so it is important that any enrollment and demographics changes are updated in MSDS by **5:00 PM on June 18 with an SRM using an "as of date" on or before May 25, 2018**.

June 18 Deadline – Submitting Answer Documents Issues

Schools can review answer documents received and report answer document issues, such as missing tests, through **5:00 PM, June 18, 2018** for M-STEP and MI-Access from the **Answer Documents Received and Not Tested Students** page of the Secure Site.

Please note: The SAT (grade 11 and 12 ELA and math) deadline has passed and SAT issues can no longer be reported.

- If a student tested at your school but the test is showing as not received, select the student and click on the **Student Did Test** button to report the test missing.

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- If a student is NOT listed at all but did test at your school, you do not need to select a student; just click the **Student Did Test** button to report the missing test(s).

- If a student is showing as out-of-level, this means the student tested in a grade level other than the grade reported in MSDS.

  - If the grade in MSDS is incorrect, the grade level needs to be updated in MSDS and the SRM must have an "as of date" on or before May 25 and submitted by 5:00 PM on June 18.

  - If the grade in MSDS is correct and the student took the incorrect grade level test, there is no action needed.

- If a student is marked with a prohibited behavior (PB) or nonstandard accommodation (NS), you can appeal this now through June 18, 2018.

  - If the student used a nonstandard accommodation or had prohibited behavior, no action is needed.

  - If the student did not use a nonstandard accommodation or have a prohibited behavior, you can submit an appeal for review by OEAA. Make sure you are prepared to explain why the test was marked as NS or PB and why it should not have been.

- If the Accountable Student column says "Yes" and the student moved from the school prior to May 25, then an SRM with student exit information must be submitted in MSDS and it MUST have an "as of date" on or before May 25 and submitted/certified by 5:00 PM, June 18.

  - This is based on students who are enrolled in MSDS and listed on the Accountable Students Enrolled and Demographics screen in the Secure Site.

- If the Accountable Student column says "No" and the student was enrolled in the school through May 25, then an SRM with student enrollment information must be submitted in MSDS and it MUST have an "as of date" on or before May 25 and submitted/certified by 5:00 PM, June 18.

Make sure to check the full list for any other issues that may be present and need to be addressed. OEAA cannot systematically identify all potential issues. Full instructions for Answer Documents Received and Not Tested Students can be found on the Secure Site Training web page (www.michigan.gov/securesitetraining).

June 25 Deadline – Submitting Not Tested Reasons

While reviewing answer documents received on the **Answer Documents Received and Not Tested Students** page of the OEAA Secure Site, schools can submit reasons a student did not test for SAT (ELA and Math for grade 11 and 12), M-STEP, and MI-Access. The deadline to submit all reasons why students did not test is **5:00 PM on June 25, 2018**. **Please note:** This is one week later than the ability to submit an answer document issue from the same screen.

- Students taking MI-Access Participation and MI-Access Supported Independence in grades 5, 8, and 11 should have been given a locally created social studies assessment. To report the information about the given assessment, select the student and click on the **Student Did Not Test** button and select **Local Alternative Soc. Studies** from the not tested reason dropdown list and answer the questions.

- For students in grade 5 and 8 who would have taken a MI-Access science test if it were available (there is no MI-Access science test for grades 5 and 8), select the student and click the **Student Did Not Test** button and select the **Grades 5 and 8 Science Only – IEP Indicates Alternate Assessment** from the not tested reason dropdown list.

A full list of available not tested reasons can be found in the Answer Documents Received and Not Tested Students directions on the Secure Site Training web page (www.michigan.gov/securesitetraining).

Spring 2018 WIDA ACCESS for ELLs Scores

The Spring 2018 Student Data File is now available for the WIDA ACCESS for ELLs 2.0 and WIDA Alternate ACCESS for ELLs assessment on the Office of Educational Assessment and Accountability (OEAA) Secure Site.

To download your school's student data files, log into the OEAA Secure Site (www.michigan.gov/oeaa-secure), go to the **Report** menu and select **Student Test Scores**. These student data files contain only student-level data.

Districts should use the EL Exit Reporting Guidelines Document located on the Title III web page (www.mi.gov/mde-titleiii) for the most up-to-date instructions on reporting EL exits appropriately in MSDS. Printed reports will be shipped and should arrive in districts on **June 27, 2018**. Those reports will also be available in WIDA AMS at that time.

2017-18 English Learner (EL) Exit Reporting Reminders

With Spring 2018 WIDA ACCESS 2.0 results now available in the OEAA Secure Site, districts have the latest data needed to determine if a student is eligible for EL exit based on the criteria given in the EL Entrance and Exit Protocol available on the Title III web page (www.mi.gov/mde-titleiii). For information on how to access Spring 2018 WIDA ACCESS 2.0 results in the OEAA Secure Site please review the previous article **Spring 2018 WIDA ACCESS for ELLs Scores**.

NEW! English Learner (EL) Exit Reporting Guidelines Document

To aid districts in better understanding the EL exit reporting process, a NEW document, EL Exit Reporting Guidelines has been developed by MDE and CEPI and posted on the Title III web page (www.mi.gov/mde-titleiii).

This document was developed to provide a clearer set of directions for staff around the process of reporting EL exits. If districts have additional feedback on ways to make this document clearer, please send it to mde-oeaa@michigan.gov.

After districts determine which students are eligible to be EL-exited, the information needs to be passed to the district's pupil accounting staff, who need to report the EL exits in the Michigan Student Data System (MSDS). EL exits can be reported in either the End-of-Year (EOY) or the summer Student Record Maintenance (SRM) collection. **Waiting to report EL exits until MSDS Fall 2018 General Collection will be too late.** Student's whose EL exits are not reported until Fall 2018 will not be EL-exited for 2018-19 accountability and will be expected to take Spring 2019 WIDA ACCESS 2.0.

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EL exits reported in the MSDS EOY collection **must use the following specifications** to successfully exit the student from EL services:

- have [Certification Date] and [As Of Date] values that follow the specifications of the MSDS EOY collection

- have a [EL Exit Date] on or before June 30, 2018

EL exits reported in the MSDS summer SRM (i.e., GAD Appeals/Summer EL Exit Window) must use the following specifications to successfully exit the student from EL services:

- [Certification Date] on or before the mid-September deadline (exact date TBD)

- [As Of Date] must be between July 1, 2018 and August 31, 2018

- [EL Exit Date] on or before June 30, 2018

For additional questions regarding:

- **Dates for when districts receive WIDA ACCESS for ELLs 2.0 results** – go to the [WIDA web page](www.michigan.gov/wida) (www.michigan.gov/wida) and review the [Spring 2018 WIDA List of Important Dates](#) document

- **How to use the EL Entrance and Exit Protocol to determine which students are eligible for EL Exit** – contact Kelly Alvarez at AlvarezK@michigan.gov or 517-241-5392

- **How to appropriately report EL exits in MSDS** – contact the Center for Educational Performance & Information (CEPI) at cepi@michigan.gov or 517-335-0505, option 3

Accountability Best Practices: Data Reporting Guide for Trouble-Free Accountability

A new document, [Accountability Best Practices: Data Reporting Guide for Trouble-Free Accountability](#) has been posted to the [Accountability web page](#) (www.mi.gov/mde-accountability) under the **Resources for Educators** section.

This document is designed to help districts and schools understand how data submitted in multiple state systems (Michigan Student Data System [MSDS], Registry of Education Personnel [REP], etc.) impact accountability calculations (School Index and Parent Dashboard). It can be used to help district and school pupil accountants and assessment coordinators understand how, and from where, their student data is used for accountability purposes, with a focus on accurate reporting of:

- student demographics
- enrollment/exit dates
- instructional entity/program
- course Information
- staffing Information

Accountability System Metric Change – K-8 Access to Librarians/Media Specialists

Business rules for the Michigan School Index System (MSIS) are changing to better reflect policies regarding the usage of library and media center staff in Michigan public schools. Starting with the 2017-18 MSIS calculations, only staff reported in the Registry of Educational Personnel (REP) with an assignment code

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of "000ND" will count in the index system's K-8 Access to Librarians/Media Specialists metric. Staff reported in the following assignment codes will no longer count in the index calculations: 84100 (Communication and Media), 86800 (Media Technologist), 89005 (Library Media Support Staff), 90800 (Photographer)

This change aligns the index system with recent communications from the Office of Educator Excellence regarding appropriately staffing school libraries. As detailed in the Library Media Placements guidance document, teachers possessing the Library Media (ND) endorsement are uniquely qualified to carry out all of the instructional and administrative duties of a school librarian. While school libraries may be temporarily staffed with individuals with different credentials in the absence of an ND-endorsed teacher, research into correlations between student achievement and access to school libraries demonstrate significant positive correlations when those libraries are staffed by properly credentialed school librarians. Therefore, only staff reported with the assignment code of "000ND" will be counted toward fulfilling this metric.

Schools and districts should ensure they accurately report library/media center staff in the **June 2018 End of Year REP submission by June 30, 2018**. Data from this collection will be used to calculate the 2017-18 MSIS results.

 For more information on the Michigan School Index System, visit the MDE Accountability Resources page (www.michigan.gov/mde-accountability).

📌 Parent Dashboard for School Transparency Accepting "Points of Pride" Submissions through EEM

Educational Entity Master (EEM) Authorized Users can submit data in the Points of Pride section of the EEM (www.michigan.gov/eem) Points of Pride information is scheduled to go live on the Dashboard this fall. This enhancement to the Parent Dashboard is one that has been requested by parents and educators and promises to be a popular feature.

Thirteen Points of Pride components (listed in the table on the following page) will be populated using information that schools voluntarily submit through the EEM. Additional Points of Pride will be presented on the dashboard utilizing data submitted through existing collections. Information can be submitted at any time and will be accepted throughout the year. The Points of Pride data on the Parent Dashboard will be updated three times during the school year.

For information on additional enhancements to the Parent Dashboard, please see the original Points of Pride announcement in the April 26 Spotlight (www.michigan.gov/mde-spotlight).

For more information on how to view or edit data in the EEM, please see the Points of Pride in EEM document.

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Parent Dashboard Points of Pride Components	
Students in National Honor Society	Student Mentorship Program
Access to Recess	AP Classes Offered
International Baccalaureate Program Offered	World Languages Offered
Career and Technical Education Programs Offered	Music Classes Offered
Fine Arts Classes Offered	Clubs Offered
Sports Offered	Comprehensive Support Services
School Partnerships with Other Agencies	Surveys Implemented
Early Learning and Development Opportunities	Before and After School Learning Opportunities
Bi-Lingual Programs Offered	Special Education Programs Offered

Don't forget to respond to the following MDE surveys before they close:

- The 2018 M-STEP Administration Survey – **closes tomorrow** – **Friday, June 15, 2018** (https://www.surveymonkey.com/r/2018M-STEPAdministrationSurvey)

- The 2018 Statewide Testing Technology Survey – **closes tomorrow** – **Friday, June 15, 2018** (https://baameap.wufoo.com/forms/z1y6r0yd15xqgic/)

- The Early Literacy and Mathematics Benchmark Assessments survey – **closes Friday, June 22, 2018** (https://www.surveymonkey.com/r/ZWLM8MW)

- The MI-Access survey – **closes Friday, June 29, 2018** (https://www.surveymonkey.com/r/WH56PLB)

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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:
  866-870-3127 (select Option 1)
- email michiganadministratorsupport@collegeboard.org

Spring 2019 PSAT 8/9 for 8th Grade

Initial information about the PSAT 8/9 for 8th grade is available on the College Board Michigan web page (www.collegeboard.org/michigan).

Educator Score Release

Scores for the Michigan-provided 2018 administration of the SAT with Essay, PSAT 10 for 10th grade, and PSAT 8/9 for 9th grade will be available in the College Board K-12 score portal as noted below. For information on obtaining access to the K-12 score portal, visit the College Board Michigan web page (www.collegeboard.org/michigan).

- **SAT with Essay**
  Week of June 25, 2018

- **PSAT 10 and PSAT 8/9 for 9th Grade**
  Week of July 9, 2018

Scores will be released based on school verification and appeals made during the Answer Document Verification window in the OEAA Secure Site. No changes can be made to the students who appear in the K-12 score portal once the Answer Document Verification window activities are complete.

Scores are embargoed until official accountability scores are released by the MDE.

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Important Dates

Approaching Deadlines!

June 18, 2018 (5:00 PM DEADLINE):

- **M-STEP and MI-Access:** Answer Document Verification window

- **SAT, M-STEP, and MI-Access:** Accountable Students Enrolled and Demographics window

June 2018

June 11–25, 2018 (5:00 PM DEADLINE):

- **SAT, M-STEP, and MI-Access:** Not Tested Students window

Week of June 25, 2018:

- **SAT with Essay** results released through the College Board K-12 Score Portal

June – September 2018:

- **EL Exit Reporting** (see the 2017-18 English Learner (EL) Exit Reporting Reminders article on page 4 for details and dates)

July–August 2018

Week of July 8, 2018:

- **PSAT 10 and PSAT 8/9 for 9th grade** results released through the College Board K-12 Score Portal

August 6–10, 2018:

- Receive printed **ACT WorkKeys** reports

Have Questions?

Email mde-oeaa@michigan.gov for assessment questions.

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

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