

# Spotlight

## on Student Assessment and Accountability

### What's New

Week of September 30, 2021

- [Call to Action: Update EEM Contact Information](#)
- [M-STEP Target Analysis Reports Now Available](#)
- [Benchmark Aggregate File Schema Available](#)
- [COS Service Devices Moving from "Required" to "Recommended" for Spring 2022](#)
- [New WIDA Screener for Kindergarten Webinar](#)

#### Call to Action: Update EEM Contact Information

Even though the school year is still new, the Office of Educational Assessment and Accountability (OEAA) and our vendors are busy preparing for summative testing in the winter and spring. Important must-have communications related to spring testing will be in your email

boxes soon. If you haven't done so already, review your school and district contacts in the [Educational Entity Master \(EEM\)](#) ([www.michigan.gov/eem](http://www.michigan.gov/eem)) today, and update them as needed.

An article in the [September 2, 2021 Spotlight](#)—*It's Time to Ensure School and District Contacts are Updated in the Educational Entity Master (EEM)*—contains additional information on why this review/update is needed, as well as the list of contacts to be reviewed.



#### M-STEP Target Analysis Reports Now Available

The Spring 2021 M-STEP Target Analysis Reports are now available in the Dynamic Score Reporting Site through the Office of Educational Assessment and Accountability [OEAA Secure Site](#) ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)).

Target Analysis Reports are available at the school, district, and state levels for English language arts (ELA) and mathematics assessments. The Target Analysis Report provides information about aggregate groups' relative strength and weaknesses by assessment target. It is not a proficiency report.

Assessment targets are mapped to the [ELA](#) and [mathematics](#) claims and content standards. New for 2021: content standards are listed in the Target Analysis Report. The Crosswalk documents are also available in the **Content Specific Information** section on the [M-STEP web page](#) ([www.michigan.gov/mstep](http://www.michigan.gov/mstep)).

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The Michigan Department of Education has provided [Target Analysis Report Training Materials](#). These include a **Resource Document**, which contains detailed information about the report and how to use the data, and a **Training PowerPoint** for district or building training, which includes a **Target Analysis Handout**. These materials are available on the M-STEP web page under the **Reporting** section.

## Benchmark Aggregate File Schema Available

[Public Act 48 section 104a](#) requires districts to submit benchmark assessment results for NWEA, Curriculum Associates, Renaissance, and DRC within 30 days of administration of the assessment. Districts have the same options for providing the data this year as last year. Districts may have their benchmark test results sent directly to the Michigan Data Hub through their assessments vendors, or they may choose to perform the aggregations themselves. Districts opting to perform the aggregations must follow the business rules and templates documented in the [Fall 2021 Benchmark Aggregation Rules and Templates schema](#), located on the [MDE Benchmark web page](#) ([www.michigan.gov/mde-benchmarkassessments](http://www.michigan.gov/mde-benchmarkassessments)).

The Office of Educational Assessment and Accountability (OEAA) is developing a Fact Sheet that will cover all aspects of what is required this year under the law. The Fact Sheet will include detailed information on how to submit data depending on the benchmark assessment used and how to apply for funding (if applicable). The Fact Sheet will be posted to the MDE Benchmark web page when it is available.

## COS Service Devices Moving from “Required” to “Recommended” for Spring 2022

A Central Office Services (COS) Service Device is part of the back-end setup for the DRC INSIGHT testing software. The Service Device securely saves a local copy of test content, rather than streaming the content from DRC or from a cloud server.

For Spring 2022 assessments (WIDA, M-STEP, MI-Access, ELMBA), use of the COS Service Device will be recommended rather than required. This means schools can access content in streaming mode rather than hosting a local copy (this is “Setup B” on page 20 of the Technology User Guide in the [DRC INSIGHT Portal](#)). Because this option will use more bandwidth, it is not recommended for sites with significant numbers of students using video or audio accommodations.

If testing in your school(s) has gone smoothly in previous years without COS Service Device problems, the Michigan Department of Education recommends you continue to use your existing setup. If you have many students who need video or audio accommodations or are taking the Early Literacy and Mathematics Benchmark Assessments, MDE strongly recommends continuing to use a COS Service Device for a smoother testing experience.

If your testing has not gone smoothly in previous years, with repeated difficulties connecting to a COS Service Device, Technology Coordinators can disable Content Management and Content Hosting in Configurations in Central Office Services, also in the [DRC INSIGHT Portal](#).

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

Note: Some error messages may reference the Service Device but just indicate general internet problems, like a dropped connection to a wireless access point. Removing the Service Device will not resolve that problem—it will only change which system the computer cannot reach.

If you are not sure which approach to try, there is less risk in setting up COS Service Devices using Content Management and Content Hosting. If you have trouble with that setup, turning it off takes just a few clicks. Setting up Service Devices mid-testing and downloading all the content would be a significant disruption that could stop testing for the day.

## New WIDA Screener for Kindergarten Webinar

Note: Michigan will be discontinuing the use of the Kindergarten W-APT at the end of the 2021-22 school year and will transition to the new WIDA Screener for Kindergarten. Educators can learn more about this new screener by attending a webinar on November 2, 9:30 – 11:30 a.m.

The webinar will provide information about the screener and function as the first training on how to administer this assessment. Registration is limited to 100 attendees, one person per district/ISD. The webinar will be recorded and made available in the WIDA Secure Portal.

Educators can register by filling out a [Google form](https://forms.gle/qkFZeRrch2ujira59) (<https://forms.gle/qkFZeRrch2ujira59>). You will receive an Eventbrite email with confirmation of your registration by the end of the week in which you register.

## CB College Board Corner

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

### 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)

### REMINDERS

Ensure that students are administered the appropriate Fall 2021 assessment. Students in Grade 9 must only take the PSAT 8/9; those in Grades 10 and 11 must take the PSAT/NMSQT; and Grade 12 students must take the SAT for the administration to be paid for by the Michigan Department of Education. Fifth-year seniors are not eligible to test in Fall 2021.

#### Test Book Material Delivery

- Test books for the October 13 SAT administration will be delivered October 7-11.
- Test books for the October 13 PSAT/NMSQT administration will be delivered October 4-6.
- Delivery of test books for the PSAT 8/9 will be determined based on test date chosen in the College Board test ordering site.

Fall 2021 Testing Manuals are posted on the Michigan Department of Education's [MME web page](#) ([www.michigan.gov/mme](http://www.michigan.gov/mme)) and on the [PSAT web page](#) ([www.michigan.gov/psat](http://www.michigan.gov/psat)).

Test coordinators must read the manuals carefully, as testing policies in the fall and spring (for state accountability testing) are different, especially with regards to testing students with accommodations. We highly recommend coordinators take the online training courses for each assessment; the training can be accessed at [www.collegeboard.org/ptat](http://www.collegeboard.org/ptat).

Note: Completion of training for Fall 2021 testing does not count toward training for Spring 2022 testing.

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## What's New

### ACT WorkKeys Assessment: Overview and Student Preparation

Even though the Spring 2022 administration of the ACT WorkKeys assessment is many months away, you can begin preparing now through an understanding of what the WorkKeys assessments are and how to prepare your students.

The ACT WorkKeys assessment consists of three tests that measure real-world skills employers consider critical to job success and that increase career opportunities for students who do well on the assessments. The tests are:

- **Applied Math** — measures critical thinking, mathematical reasoning, and problem-solving techniques for actual situations in today's workplace
- **Graphic Literacy** — measures skills needed to locate, synthesize, and use information from charts, graphs, diagrams, and other materials
- **Workplace Documents** — measures skills needed to read and use written text such as memos, letters, directions, bulletins, and policies

How a student performs on the three WorkKeys tests determines their eligibility to earn an ACT<sup>®</sup> WorkKeys<sup>®</sup> National Career Readiness Certificate<sup>®</sup> (NCRC). To earn a certificate, students must receive a level score of at least 3 out of 7 on each test.

Certificates are awarded at four levels:

- **Bronze** — requires a minimum level score of 3 out of 7 on all three tests
- **Silver** — requires a minimum level score of 4 out of 7 on all three tests
- **Gold** — requires a minimum level score of 5 out of 7 on all three tests
- **Platinum** — requires a minimum level score of 6 out of 7 on all three tests

Examinees who complete the Spanish-language versions of the assessments are eligible for an NCRC en Español.

Students who earn an NCRC can activate and print the certificate at no charge at [www.myworkkeys.com](https://myworkkeys.com) (<https://myworkkeys.act.org/mwk/login.do?event=go&realm=>) once they receive their paper scores.

For more detailed information about the WorkKeys assessments, understanding scores, and the value of the NCRCs, go to [WorkKeys Assessments](https://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/assessments) (<https://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/assessments>).

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## Student Preparation – Go for Platinum!

Encourage students to understand the types of questions they will see on WorkKeys assessment, since this assessment is different than other types of exams. Students and teachers can access free [practice questions](https://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/preparation.html) (https://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/preparation.html) from all three tests, ranging from easier content (Level 3) to the most difficult (Level 7). Teachers and students may use these practice questions in the classroom as “Questions of the Day” or as warm-up activities in the weeks leading up to test day.

Students can also create a WorkKeys user account and take free full-length [online practice tests](https://testregistration.org/rsp/Login.do?event=go&realm=20770563) (https://testregistration.org/rsp/Login.do?event=go&realm=20770563). This allows students to pace themselves in real-time test scenarios and receive scores indicating how they would perform on the WorkKeys tests.

More information about administering the WorkKeys assessment will be covered in future Spotlight

newsletters.

## 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 between 9:30 a.m. and 6 p.m. ET
  - » standard time: ext. 2800
  - » accommodations: ext. 1788
  - » email accommodations questions to [ACTStateAccoms@act.org](mailto:ACTStateAccoms@act.org)

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

## Important Dates

### September 2021

#### Early Literacy and Mathematics

Now – October 29, 2021

- Pre-Identification of students in the OEAA Secure Site by 5:00 pm for **Early Literacy and Mathematics Benchmark Assessments (K-2)**

#### Early Literacy and Mathematics

Now – October 29, 2021

- **Early Literacy and Mathematics Benchmark Assessments (K-2)** Fall 2020 testing window

### October 2021

#### WIDA

October 18 – November 23, 2021

- **Online Waiver Window** - request waiver to administer pencil/paper by 5:00 p.m. on November 23 for **WIDA ACCESS - PP**

### November 2021

#### Webinar: New WIDA Screener for Kindergarten

November 2, 2021, 9:30 - 11:30 am

- New WIDA Screener for Kindergarten webinar  
[Register for the webinar](#)

### December 2021

#### Webinar: Technology Coordinator Training

December 1, 2021, 10:00 am

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

## 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

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