



Assessment & Accountability Announcements - Week of November 11, 2013

There are **SIX IMPORTANT ANNOUNCEMENTS** below regarding: **1)** Accountable Students and Test Verification Process Opening Soon; **2)** Spring 2014 Smarter Balanced Field Test Application Extended for Michigan 11th Grade; **3)** MME ACT-Spring 2014 Training; **4)** Revised W-APT Memo Now Available; **5)** Updated WIDA Professional Development Plan and Calendar Now Posted; **6)** Reminder -- MME ACT Approved Accommodations Due Friday, November 22, 2013.

1) Accountable Students and Test Verification Process Opening Soon

The Accountable Students and Test Verification process (formerly known as Expected to Test, Tested Roster, and Students Not Tested) is expected to open on Monday, November 25, 2013. At this time, we anticipate the Accountable Students portion to be available first with the Test Verification and Not Tested portions opening approximately one week later. The deadline will be determined and communicated once the functions become available.

Accountable Students (formerly Expected to Test)

A list of enrolled students will be pulled from the Fall Michigan Student Data System (MSDS) General Collection and Student Record Maintenance (SRM) files with an "as of date" on or before October 25, 2013, to create the list of students that will be included in the school and district accountability calculations. The student demographic information such as special education, economically disadvantaged, etc. will also be pulled from MSDS and used for accountability subgroups and assessment reporting.

You do not have to wait until the function opens on Monday, November 25, 2013 to start reviewing your enrollment and student demographic information submitted in the Fall MSDS general collection. You can also start submitting SRM files to add additional enrollments, student exit dates, and any changes in demographic information that happened between student count day and October 25, 2013.

Test Verification (Formerly Tested Roster and Students Not Tested)

The test verification process will list answer documents received and scanned by the scoring contractor for all three fall assessments (MEAP, MI-Access, and MEAP-Access) and give schools an opportunity to report missing answer documents, submit combine requests for students that used more than one barcode number, move students that are identified as tested in the incorrect building, and other issues that may be resolved before reporting. During this time, you will also be able to submit the reason a student did not take one or more of the required content areas for the fall assessment, to be reviewed by accountability for a possible exemption and also for other required federal reporting.

You may start gathering information from teachers now to determine which students did not test and the reason they did not test. This will help make it quicker and easier to verify which tests may be missing and the ability to submit a not tested reason for those that did not test all at once.

Additional communication and detailed instructions will be sent via email once the Accountable Students

and Test Verification functions of the Secure Site become available for review.

2) Spring 2014 Smarter Balanced Field Test Application Extended for Michigan 11th Grade

Earlier this fall, Michigan schools received information about an opportunity to register to indicate their interest in being a part of the Smarter Balanced Field Testing that will occur during Spring 2014. **There is still a large need for Michigan 11th graders to participate in the Spring 2014 Smarter Balanced Field Test.** Schools should only [register](#) for the 11th grade field test at this time. Schools that use this extension to register for grades 3 through 10 are highly unlikely to be selected for the field test for those grade levels.

The Smarter Balanced Field Test is an excellent opportunity for schools to participate in a computer adaptive assessment measuring the breadth of the English Language Arts and Mathematics Common Core State Standards, using rich item types. **Participation in the Smarter Balanced Field Test this spring also counts towards the participation requirement for the Michigan 22i TRIG grant.** Additionally, this is a valuable opportunity for schools and districts to evaluate technology readiness for online testing.

If your high school is interested in applying to have 11th graders participate in the Spring 2014 Smarter Balanced Field Test, please go to <http://www.formstack.com/forms/fieldtest-fieldtestenrollment> and complete the registration information. Schools have the opportunity to choose whether to participate in field testing in English Language Arts, Mathematics, or both content areas. Additionally, schools have the opportunity to select the preferred testing window. Please submit your school's interest in 11th graders participating in the field test by the deadline of **Friday, November 22, 2013.**

If you have questions about registering your school for the Smarter Balanced Field Test, please call the ETS Enrollment Group at 855-325-1348. Further information can also be found under the "What's New" section of the MME website at: www.michigan.gov/mme

3) Michigan Merit Exam Spring 2014 Training Information

New for the spring 2014 administration of the Michigan Merit Examination (MME): Training will be offered via pre-recorded webcast. The webcast can be viewed now at www.mistreamnet.org.

- a. Go to that page and click on videos in the upper right-hand corner.
- b. Scroll down the page and you will locate the webcast in five separate chapters.
- c. This webcast replaces the in-person training sessions.

All Test Supervisors, Backup Supervisors, and Test Accommodation Coordinators should view the webcast and thoroughly review the training materials. Staff members who are newly appointed in these positions are also **required** to register for and participate in a Question and Answer Session via webinar or phone. Dates and start times are listed below. Any school that had a misadministration in 2013 or received a warning letter is also expected to participate in the Q&A session. To participate in a Q&A session, you must pre-register at least 48 hours before the session start time. You will receive a separate email with registration information when the registration window opens. An email confirmation will be sent to you upon successful registration. This confirmation will contain the URL link to join the Q&A session as well as the call in number to be able to hear and ask questions during the Q&A session.

Spring 2014 Michigan Merit Exam (MME) Training Packets were shipped to schools on Monday, October

28, 2013. You should have your training packet to refer to when you view the training webcast.

Question & Answer Sessions Referred to Above	
Date	Start Time
December 10, 2013	9:00 am
December 16, 2013	3:00 pm
December 18, 2013	9:00 am
January 8, 2014	3:00 pm

If you have questions, please contact us by email at BAA@michigan.gov or call 877-560-8378 and select option 3.

4) Revised W-APT Memo Now Available

In a collaborative effort with project partners, WIDA has posted a revised version of the W-APT screener assessment. The revisions mainly consisted of copy editing corrections and *did not affect the test format or any test administration procedures*. The files have been posted on the WIDA website and are accessible with the district W-APT login. This current release is labeled Version 3, October 2013. Districts and schools may continue to use any already printed copies of the W-APT, as *no test items have changed*. Students who have already been screened with the W-APT *do not need to be rescreened* with the revised version. Please contact the WIDA help desk with any questions about these changes at 866-276-7735 or help@wida.us.

5) Updated WIDA Professional Development Plan and Calendar

An updated WIDA Professional Development Plan and Calendar has been posted to www.michigan.gov/elpa in the "What's New" section. The document provides training information for the W-APT, WIDA ACCESS for ELs, and WIDA Alternate ACCESS for ELs as well a full schedule of WIDA professional development sessions.

6) Reminder -- MME ACT-Approved Accommodations Due Friday, November 22, 2013

Students needing ACT-Approved Accommodations will be denied College-Reportable scores from their MME ACT Plus Writing® test if ACT doesn't **receive applications** for *ACT-Approved Accommodations* by **Friday, November 22, 2013**. Applications received after the deadline will not be reviewed by ACT and students will have lost their opportunity to test with ACT-Approved Accommodations for Spring 2014.

The procedures and forms for ACT-Approved Accommodations are posted at:
<http://www.michigan.gov/mme>.

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.

