

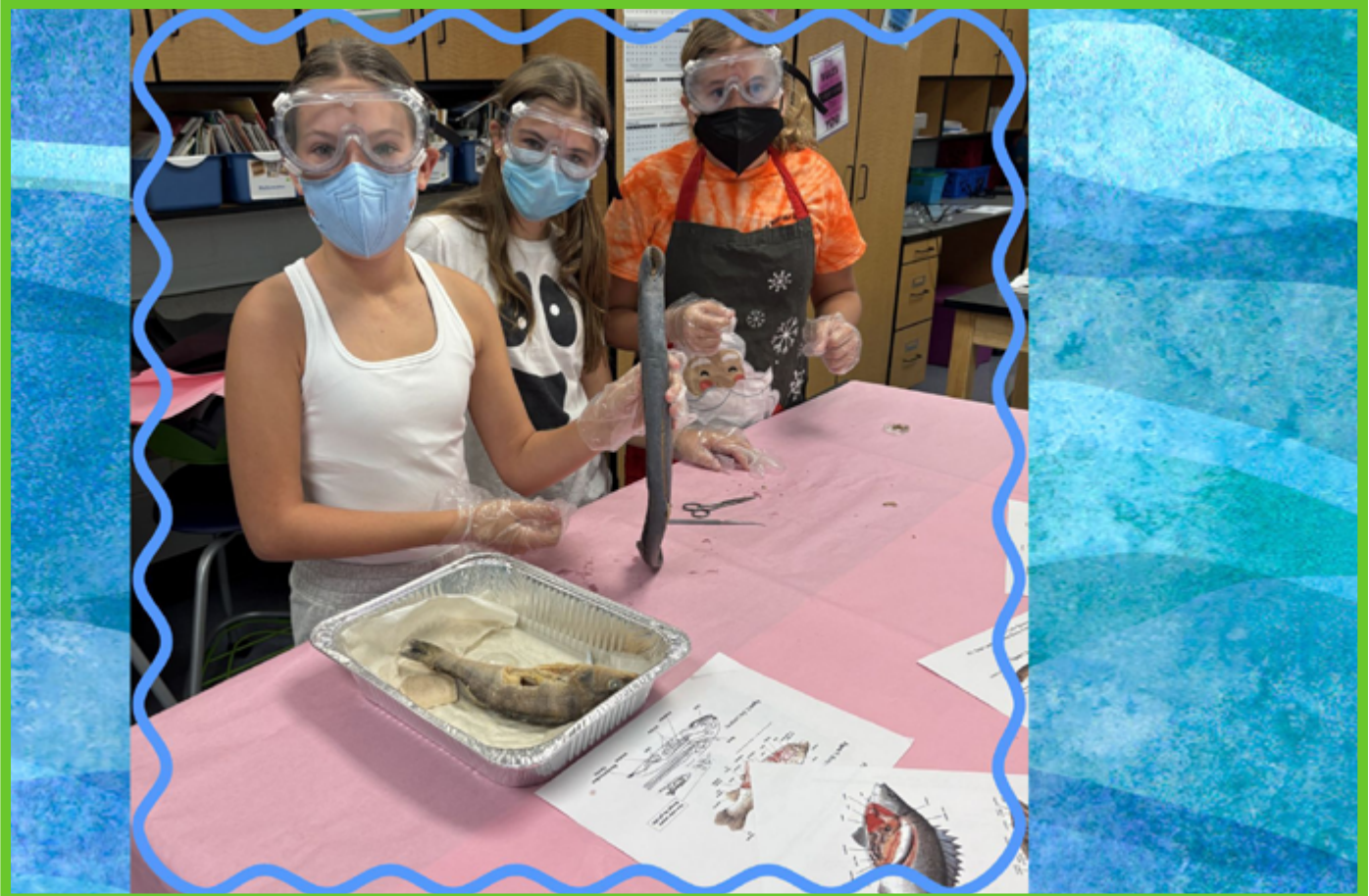


SPOTLIGHT

NEWS

COLLEGE
BOARDWIN
LEARNINGASSESSMENT
LITERACYTRAINING &
CONFERENCESIMPORTANT
DATES

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CONTACT
US

New Buffalo Middle School sixth graders dive into discovery as they dissect a perch and a sea lamprey, comparing internal and external structures to explore how different species adapt to life beneath the waves. Photo credit: Mary Cooper, Teacher, New Buffalo Area Schools



Enjoying this newsletter?
Click [here](#) to subscribe to the
Spotlight.

We Want to See Your Best Holiday Photos!

Help us shine a Spotlight on your school or district by sharing your favorite holiday festivities, traditions, performances, and celebrations. Here's how to send us your photo:

- Make sure you have permission to share the photo (check your school/district's policy)
- Add a short caption (up to 250 characters)
- Include a photo credit (or we'll credit your school or district)
- Email everything to MDE-OEAA@michigan.gov

Let's celebrate the season of joy together—send us your festive photo today!



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NEWS INFO

Reminder: Online Testing Waiver Window Closes Tomorrow






All Michigan schools are expected to administer the Spring 2026 M-STEP, MI-Access Functional Independence, SAT with Essay, PSAT 8/9, PSAT 10, WIN Work Readiness Assessments, and WIDA ACCESS for ELLs assessments online.



If your school cannot administer one or more of these assessments online, you must request an online waiver through the Office of Educational Assessment and Accountability [Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) **by 5:00 p.m. on Friday, November 14, 2025.**

For additional information on the Online Waiver Request process, refer to the Spotlight article “Online Testing Waiver Window Open October 6 – November 14, 2025” (page 13) in the [Spotlight newsletter - September 25 edition](https://bit.ly/4mLo0o4) (https://bit.ly/4mLo0o4)

Icon Key

-  Now Available
-  Reminder
-  Deadline
-  Survey
-  Thank You

NEWS INFO

Data Recognition Corporation INSIGHT Technology Readiness Training for Technology Coordinators

The online Winter/Spring 2026 Data Recognition Corporation (DRC) INSIGHT Technology Readiness Training for Technology Coordinators will be held 10:00 - 11:00 a.m on Wednesday, December 3, 2025.

Click on the link below to join the webinar:

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 270 832 034 019 8

Passcode: qi3RW38M

Dial in by phone:

+1 612-704-8944,,254248702# United States,
Minneapolis

[Find a local number](#)

Phone conference ID: 254 248 702#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

This training session is targeted for both new and returning Technology Coordinators and focuses on important activities related to overall testing readiness. The session will include answers to the top 18 most commonly asked questions received by DRC Customer Service regarding site technology readiness.

Specific topics to be addressed:

- Path to Successful Testing
- DRC INSIGHT Solution Review
- Overseeing the DRC INSIGHT Solution
- Troubleshooting and Support
- Preparing Testing Devices
- Managing COS Configurations
- Network Readiness
- Student Readiness
- Administration Readiness
- Other Frequently Asked Questions

This training session complements the DRC INSIGHT Technology Coordinator Setup and Installation Training that took place on Wednesday, August 6, 2025 (links provided below to specific sections of the training):

- [Michigan Technology Setup Training - 2025 Updates and Chromebook App Changes](#) (<https://vimeo.com/1106257076/663e06ed78>)
- [Michigan Technology Setup Training - 2025 System and Network Requirements](#) (<https://vimeo.com/1106265837/9987678954>)
- [Michigan Technology Setup Training - 2025 Technology Setup Activities 1-3](#) (<https://vimeo.com/1106272563/53f9996bae>)
- [Michigan Technology Setup Training - Device Preparation and Recommendations](#) (<https://vimeo.com/1106280762/65b7db4404>)

A copy of the [PowerPoint slides](#) (<https://drive.google.com/file/d/1QUluWUf5eCrnT7OokhtHnB6atk-KD4i3K/view>) used in the presentation has been posted separately in the DRC INSIGHT Portal under **Documents > Training Presentations and FAQs**.

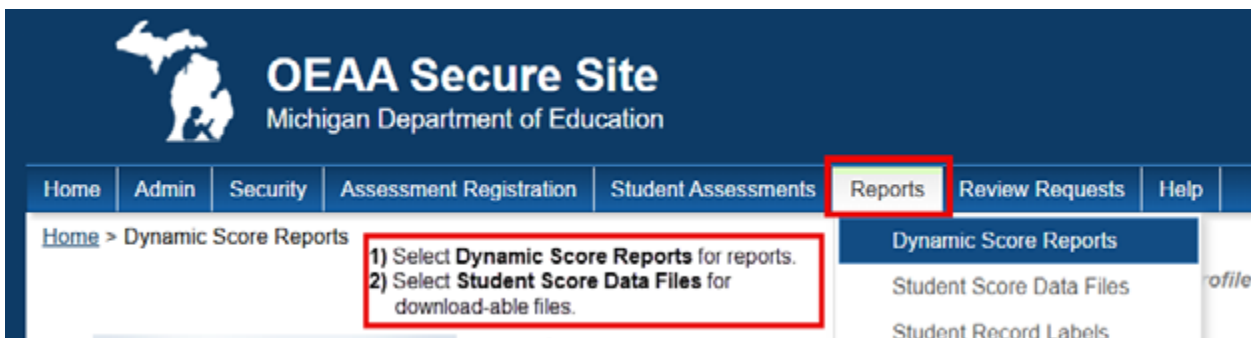
For the benefit those unable to attend the live session on December 3, a recording of the Technology Readiness Training for Technology Coordinators training will be available on the DRC INSIGHT Portal on December 4, 2025.

NEWS INFO

Now Available: Fall 2025 Early Literacy and Mathematics Benchmark Assessments Student and Aggregate Data Files

The Fall 2025 Early Literacy and Mathematics Benchmark Assessment student and aggregate data files are now available in the Office of Educational Assessment and Accountability [Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure).

To access your data files, go to the **Reports** menu and select **Student Score Data Files** and provide the requested information.



OEA Secure Site
Michigan Department of Education

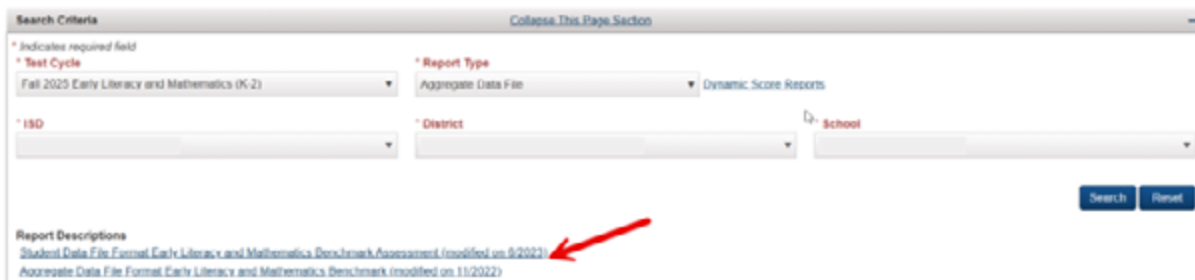
Home Admin Security Assessment Registration Student Assessments **Reports** Review Requests Help

Home > Dynamic Score Reports

1) Select **Dynamic Score Reports** for reports.
2) Select **Student Score Data Files** for download-able files.

Dynamic Score Reports
Student Score Data Files
Student Record Labels

File formats for the student and aggregate data files are available on the download screen:



Search Criteria Collapse This Page Section

* Indicates required field

* Test Cycle
Fall 2025 Early Literacy and Mathematics (K-2)

* Report Type
Aggregate Data File Dynamic Score Reports

* ISD

* District

School

Search Reset

Report Descriptions
Student Data File Format Early Literacy and Mathematics Benchmark Assessment (modified on 9/2022)
Aggregate Data File Format Early Literacy and Mathematics Benchmark (modified on 11/2022)

NEWS INFO

Available Now: Spring 2026 Michigan Merit Exam, PSAT in High School, and Grade 8 Test Administration Training

The Spring 2026 Michigan Merit Exam (MME) and PSAT in High School, and Grade 8 Test Administration Training is now available on the [Michigan Department of Education MME, PSAT, Grade 8 Test Administration Training web page](https://www.michigan.gov/mde/services/student-assessment/michigan-merit-examination-mme/training/mme-psat-grade-8-test-administration-training) (<https://www.michigan.gov/mde/services/student-assessment/michigan-merit-examination-mme/training/mme-psat-grade-8-test-administration-training>).

Note: This training is in one part. There is no longer a Part I and Part II for High School and Grade 8 Test Administration Training.

These videos and PowerPoint presentations provide test coordinators with information on what needs to be done in preparation for Spring 2026 testing. Coordinators can view the entire MME and PSAT in High School or Grade 8 series of presentations or select individual segments of the training that are directly related to their assigned responsibilities.

Training segments include:

- MME Test Administration Introduction
- College Board/MME High School and Grade 8 Test Administration
- WIN Work Readiness Test Administration
- M-STEP Test Administration
- MME Supports and Accommodations
- MME Test Security
- Office of Educational Assessment and Accountability (OEAA) Secure Site Tasks
- Educational Entity Master (EEM)
- Pre-identification of Students for Spring 2026

WIDA Webinars on YouTube

The optional WIDA assessment webinars offered in August and September have been posted to the Michigan Department of Education YouTube channel with the following links:

- [WIDA 101: What is WIDA?](https://youtu.be/BZoUvWT9KVk?si=qWCGKu-fALnNMgW8K)
(<https://youtu.be/BZoUvWT9KVk?si=qWCGKu-fALnNMgW8K>)
- [WIDA Identifying and Screening ELs – Part 1](https://youtu.be/4iYgJfXxcTU?si=fYlqdy-6KX-IFV07)
(<https://youtu.be/4iYgJfXxcTU?si=fYlqdy-6KX-IFV07>)
- [WIDA Identifying and Screening ELs – Part 2](https://youtu.be/rNuYsyL7PqI?si=zvR-paadCnmNmH1oj)
(<https://youtu.be/rNuYsyL7PqI?si=zvR-paadCnmNmH1oj>)

NEWS INFO

WIDA Pre-ID of Students and Initial Material Order

The Office of Educational Assessment and Accountability (OEAA) will pre-identify English Learner (EL) students for the Spring 2026 WIDA ACCESS assessment in the OEAA Secure Site, beginning on December 10, 2025.

This will be a one-time pull by OEAA from the Michigan Student Data System (MSDS) using the Fall MSDS General Collection (October student count day) and Student Record Maintenance (SRM) files submitted through December 1 to pre-identify students who are expected to take the WIDA ACCESS. Districts and schools will be responsible for pre-identifying any additional EL students for this assessment through the end of testing.

The Pre-ID Student Report will be available to schools on December 10, 2025, in the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure), accessed through [MiLogin for Business](https://milogintp.michigan.gov/eai/tplogin/authenticate) (https://milogintp.michigan.gov/eai/tplogin/authenticate). Instructions for accessing the Pre-ID Student Report and steps for pre-identifying students can be found on the [Secure Site Training](http://www.michigan.gov/secaresitetraining) (www.michigan.gov/secaresitetraining) web page.

It is the responsibility of the district and/or school to do the following in the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure):

- Unassign students who have exited the school from the WIDA ACCESS test cycle
- Pre-identify EL students not on the Pre-ID Student Report who might be newly identified as ELs or are newly enrolled in the school
- Identify students who will need to take the paper/pencil test and change their mode of testing from online to paper/pencil
- Identify students who should take the Alternate ACCESS for ELLs and assign them to Tier T to indicate the WIDA Alternate ACCESS
 - The Tier T identification can be done for a group of students in the Mass Update Assessments page on the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure).
 - To learn more about how to identify students for the Alternate form of the WIDA ACCESS assessment, review the [Alternate ACCESS Selection Guidance](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/WIDA-Assessments/WIDA_Alternate_Access_for_ELLs.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/WIDA-Assessments/WIDA_Alternate_Access_for_ELLs.pdf).

NEWS INFO

Important notes:

- A student identified by the OEAA for the WIDA ACCESS has been identified as an EL student in MSDS by their current district or previous district in the MSDS and was not exited from EL services.
 - The student will be expected to take the WIDA ACCESS this school year. Unassigning a student from the assessment does not remove the student from the expectation to test or from accountability calculations as an EL student. If you have questions about a student being EL, contact your district MSDS person for assistance.
 - A student who exits the school is to be both unassigned from testing and exited from the school in the Spring 2026 MSDS general collection.
- All EL students will be pre-identified for online testing unless the school has an approved online waiver for WIDA ACCESS. Some materials are only available as paper/pencil testing, based on grade and domain. These materials will be ordered automatically for schools and districts based on the number of students pre-identified by 5:00 p.m., December 19, 2025.
 - Schools that have some students who will be taking the paper/pencil test must change the student's record from online to paper/pencil. Directions on how to change the mode (online, paper/pencil) of testing for students are found on the [Secure Site Training](http://www.michigan.gov/secure-sitetraining) (www.michigan.gov/secure-sitetraining) web page under Mass Update Assessments.
- If a student's mode of testing is changed to paper/pencil testing, the tier will default to Tier B. This can be changed in the Assessment Details page, accessed through the Student Search function or on the Mass Update Assessments page.
- All students in schools that are administering the paper/pencil test (having received an approved online waiver) will be defaulted to Tier B. This can be changed if needed on the Assessment Details page, accessed through the Student Search function or on the Mass Update Assessments page.
- All students pre-identified by the OEAA will be pre-identified to WIDA ACCESS. Students who will be taking the WIDA Alternate ACCESS will have to be changed to Tier T through the Assessment Details page, accessed through the Student Search function or on the Mass Update Assessments page.
- Schools will receive printed barcode labels for the student's answer document for paper/pencil tests (if pre-identified and designated as paper/pencil **by 5:00 p.m., December 19, 2025**).

NEWS INFO

WIDA ACCESS Paper/Pencil Materials

For a school to receive paper/pencil materials for students at the beginning of the testing window, the students must be pre-identified in the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) between December 10 - 19, 2025. Schools can also order WIDA ACCESS braille and enlarged print materials directly from the Initial Material Order page on the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) during this time. All other material quantities will be based on pre-identification of students with the paper/pencil mode of testing selected.

It is important for schools to ensure their pre-identification is accurate, with students taking the WIDA Alternate ACCESS or the paper/pencil WIDA ACCESS correctly identified on the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure), so the school will receive the appropriate paper/pencil materials. The Initial Material Order page must also be checked to ensure the shipping address is correct. Directions for Initial Material Orders can be found on the [Secure Site Training](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) web page.

WIDA Test Exceptions Guidance and Window Opening

The window for WIDA Test Exceptions will be open December 10, 2025, through January 16, 2026, in the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure), accessed through [MiLogin for Business](https://milogintp.michigan.gov/eai/tplogin/authenticate) (https://milogintp.michigan.gov/eai/tplogin/authenticate). During this window, educators may request a waiver from the Spring 2026 WIDA ACCESS or the Alternate ACCESS for students with specific disabilities. All test exceptions must be applied for on an annual basis and approvals do not carry over from year to year. Educators should review the [WIDA Test Exceptions Guidance Document](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/WIDA-Assessments/WIDA_ACCESS_for_ELLs_and_Alternate_ACCESS_for_ELLs_Test_Exceptions_Final_121714.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/WIDA-Assessments/WIDA_ACCESS_for_ELLs_and_Alternate_ACCESS_for_ELLs_Test_Exceptions_Final_121714.pdf) to determine which students may be eligible for this waiver.

Directions for submitting WIDA Test Exceptions can be found on the [Secure Site Training](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) web page.

NEWS INFO

MI-Access 1% Participation Cap Waiver: Public Comment Open

Under the federal Every Student Succeeds Act, the rate of students participating in Michigan's alternate assessment, MI-Access, is capped at 1 percent. When states including Michigan anticipate they will exceed this cap, they can and are encouraged to request a waiver from the U.S. Department of Education.

In 2025, the rate of students participating in MI-Access was reduced, from 1.8% to 1.6% in mathematics and science, and to 1.5% in English language arts. The state's [2026 waiver request](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MI-Access/Michigan-DRAFT-waiver-for-1-Cap-on-Alternate-Assessment-20252026.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MI-Access/Michigan-DRAFT-waiver-for-1-Cap-on-Alternate-Assessment-20252026.pdf) includes steps that will be taken to continue a reduction in the percentage of students taking MI-Access.

The waiver request for 2026 is currently in draft form and available for public comment. This [memo](https://www.michigan.gov/mde/-/media/Project/Websites/mde/Memos/2025/11/25103-Notice-and-Request-for-Public-Comment-Alternate-Assessment-1-Cap-Waiver-Request.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/Memos/2025/11/25103-Notice-and-Request-for-Public-Comment-Alternate-Assessment-1-Cap-Waiver-Request.pdf), which was issued last week, explains more about the waiver. The memo includes a link to an online survey, where public comment on the waiver request can be submitted through **November 29, 2025**.

COLLEGE BOARD INFO

Michigan Intent to Test Window Closes

Wednesday, November 19

The Intent to Test window for the Michigan-provided SAT with Essay, PSAT 10, and PSAT 8/9 closes Wednesday, November 19, 2025.

Schools that did not meet auto-establishment criteria can indicate their intent to participate in the Spring 2026 administrations. Please see the [Spotlight newsletter - October 9 issue](https://bit.ly/46VJ3zG) (https://bit.ly/46VJ3zG) for details, including the auto-establishment criteria.

Important Dates

Item	Date(s)	Description
TOMORROW Online Waiver Request Deadline	Friday, November 14, 2025	Please see the Spotlight - September 25 issue (https://bit.ly/4mLo0o4) for details regarding online waiver categories and guidelines for approved waivers.
NEXT WEEK Intent to Test Window Closes	Wednesday, November 19, 2025	Please see the Spotlight - October 9 issue (https://bit.ly/46VJ3zG) for details.
Interactive Checklist Available	Monday, December 1, 2025	An invitation will be emailed to school test coordinators for this optional online tool to keep track of and request one-click assistance with critical tasks for Spring 2026 testing.
2025-26 Training Events for School Testing Personnel	Various dates December through March	Click here (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/SAT-Suite/College-Board-Webinars-for-MDE-Spring-Implementation.pdf) for webinar details, including titles, dates, intended audience, and registration links.
Services for Students with Disabilities (SSD) Accommodations Request Deadline	Wednesday, February 18, 2026	Deadline to submit all known accommodations in SSD Online, to ensure they are processed and available well in advance of testing and that new students/accommodations identified after the deadline can be prioritized.
Student Rosters Available in the State Data Management System (SDMS) and Test Day Toolkit	Wednesday, February 18, 2026	Schools can confirm the accuracy of their student roster in SDMS and begin to prepare rooms in Test Day Toolkit, assigning students and staff to those rooms, as well as access test ticket information to facilitate student readiness checks and practice tests.

Questions about the College Board Assessments (PSAT 8/9, PSAT 10, SAT)

Call: Michigan Educator Hotline at 866-870-3127 (Option 1)

Email: michiganadministratorsupport@collegeboard.org

COLLEGE BOARD INFO

FAQs from November 6 District Test Coordinator Webinar

Q: Who receives the Michigan Intent to Test form and what is their role?

A: This form is received by The Michigan Department of Education and College Board. College Board uses this information to establish schools to provide state-contracted spring testing for any one or more of the SAT with Essay, PSAT 8/9, or PSAT 10. The Michigan Department of Education must review and approve any request to not provide the appropriate assessment for the indicated grade at that school.

Q: I have not received an email about the Spring 2026 Intent to Test. How do I receive that?

A: This email was distributed October 27, with a subsequent reminder November 12, from College Board to the school and district test coordinators of record for public schools that did not meet auto-establishment criteria, as well as all nonpublic schools.

If you believe your school should have received those emails and that a change in personnel, your school/district's security settings, or other potential cause prevented their receipt, please reach out to College Board Customer Service by November 19 via phone at 866-870-3127 (Option 1) or by email michiganadministratorsupport@collegeboard.org. You may also see the [Spotlight newsletter - October 9 issue](#) (<https://bit.ly/46VJ3zG>) pg. 6 for full details.

Q: Can you explain more about Educational Entity Master and whether I need to access and use it?

A: The Educational Entity Master (EEM) application serves as the directory for identifying and linking educational entities with other data collection applications in the state of Michigan. Although College Board uses the test administration personnel data that schools enter into EEM to send information and grant access to its systems, it is not itself a College Board system. The Michigan Department of Education requests that if you need guidance beyond the user guide and instructions available on the EEM site, to contact the Center for Educational Performance and Information Customer Support by calling 517-335-0505 (option 3) or email to CEPI@michigan.gov.

Questions about the College Board Assessments (PSAT 8/9, PSAT 10, SAT)

Call: Michigan Educator Hotline at 866-870-3127 (Option 1)

Email: michiganadministratorsupport@collegeboard.org

WIN LEARNING INFO

Need assistance with WIN Learning?

Email: mde-oeaa@michigan.gov

Call: 877-560-8378

Select Option 2, then Option 3

WIN Technology Coordinator Training

WIN hosted detailed pre-testing training sessions for technology coordinators in detail earlier today.

A recording of the [Technology Coordinator Training presentation](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/MI-PM-Tech-Training-Nov-2025-FINAL.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/MI-PM-Tech-Training-Nov-2025-FINAL.pdf>) is available on the [MME web page](http://www.michigan.gov/mme) (www.michigan.gov/mme).

A current list of scheduled [WIN Work Readiness Webinars and training dates](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WIN-Webinar-Schedule-and-Links.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WIN-Webinar-Schedule-and-Links.pdf>) is available through this link.

Recently Asked Questions

Last month, WIN Learning hosted introductory webinars to provide an overview of the new WIN Work Readiness Assessments and the online testing portal. The [presentation](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/Intro-to-WIN-Learning-and-the-WIN-Work-Readiness-Assessments-102025.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/Intro-to-WIN-Learning-and-the-WIN-Work-Readiness-Assessments-102025.pdf>) and [video](https://winlearning.wistia.com/medias/rzm4tnfwy0) (<https://winlearning.wistia.com/medias/rzm4tnfwy0>) are available on the [MME web page](http://www.michigan.gov/mme) (www.michigan.gov/mme).

Below are answers to some frequently asked questions that came up during the webinars.

Q: What are the WIN Work Readiness Assessments?

A: Beginning in Spring 2026, WIN Learning's Work Readiness Assessments will be one of the three required components of the Michigan Merit Exam. The WIN Learning Work Readiness Assessments are the only Work Skills assessments to be part of the Michigan Merit Exam. The assessments contain three components: Work Ready Math, Work Ready Reading, and Work Ready Data.

Q: How are the assessments accessed?

A: Assessments are primarily online, though paper assessments are available with approved exceptions. The online assessments are administered through WIN Learning's secure testing portal. A lockdown browser must be installed on all devices being used for testing to ensure test security. More information about the technical requirements for test administration can be found in the [Technology Requirements document](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_MI.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_MI.pdf).

[continues on page 13](#)

WIN LEARNING INFO

Need assistance with WIN Learning?

Email: mde-oeaa@michigan.gov

Call: 877-560-8378

Select Option 2, then Option 3

Recently Asked Questions (continued)

Q: When is the testing window?

A: The spring test window is April 6-May 1, 2026. You can test your students on any day during school hours between April 6 and May 1. Makeup tests can be administered on any school day during the testing window. The assessments can be given in any order and do not have to be given all on the same day.

Q: What is the establishment process for testing?

A: There is no establishment process for WIN Learning's Work Readiness Assessments. Students will be pre-identified in January for the WIN Work Readiness Assessment according to their enrollment in the Michigan Student Data System.

More information about test administration will continue to be shared in the Spotlight and in online training sessions and office hours. A schedule for technology coordinator trainings and virtual office hours is available in the [WIN Webinar Schedule and Links document](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WIN-Webinar-Schedule-and-Links.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WIN-Webinar-Schedule-and-Links.pdf>). Additional resources are also available on the [MME web page](http://www.michigan.gov/mme) (www.michigan.gov/mme).

IMPORTANT DATES

NOVEMBER 2025

Start Date	Assessment/Event	End Date
Ongoing	M-STEP, WIDA ACCESS, SAT with Essay, PSAT-related assessments, WIN Work Readiness, MI-Access Online Waiver Window — Request waiver to administer paper/pencil testing	Friday, November 14, 2025 5:00 p.m.
Ongoing	SAT with Essay, PSAT 10, PSAT 8/9 Intent to Test Window — Schools that do not meet the auto-establishment criteria can indicate their intent to participate in the required Spring 2026 administrations	Wednesday, November 19, 2025
Ongoing	WIDA Screener - Cycle I — Test Administration Window	Friday, December 12, 2025
Ongoing	K-8 Benchmark Assessment System Implementation — Report assessment results and mode of instruction data for benchmark assessments on The Michigan Department of Education Approved List to the Michigan DataHub	Friday, December 19, 2025

REMINDERS

Spotlight Readership Survey Open through November 14, 2025

The Michigan Department of Education's Office of Educational Assessment and Accountability (OEAA) invites Michigan educators to share their feedback in the online [Spotlight Readership Survey](https://www.surveymonkey.com/r/N7LJK2L) (<https://www.surveymonkey.com/r/N7LJK2L>). Your input will help the OEAA improve how the Spotlight weekly newsletter serves educators across the state.



[Take the Spotlight Readership Survey here](https://www.surveymonkey.com/r/N7LJK2L)

(<https://www.surveymonkey.com/r/N7LJK2L>).

It will take approximately 5-7 minutes for participants to complete and submit the Readership Survey. The survey will remain open through **Friday, November 14, 2025**.

We appreciate your time and thoughtful feedback as we work to ensure the Spotlight meets the needs of Michigan's schools and districts.

Benchmark Assessment Survey Open through November 21, 2025

Thank you to all districts who have already completed the short 4-question [Benchmark Assessment Survey](https://www.surveymonkey.com/r/DZ8PLJP) (<https://www.surveymonkey.com/r/DZ8PLJP>). If your district has not completed the survey, please do so by **Friday, November 21, 2025**.



As a reminder, due to the delay in the budget process this year, the NexSys application for districts seeking funding will be delayed into early 2026. To help the Michigan Department of Education and Michigan Data Hub plan for the required data submissions and to better provide assistance if requested, it is important for districts to complete the [Benchmark Assessment Survey](https://www.surveymonkey.com/r/DZ8PLJP) (<https://www.surveymonkey.com/r/DZ8PLJP>) no later than **November 21, 2025**.

See the [Spotlight newsletter - November 6 issue, page 4](https://bit.ly/4oDuG9B) (<https://bit.ly/4oDuG9B>) for more information regarding the survey and the Benchmark Assessment System law.

OEAA ABBREVIATIONS

A rotating list of OEAA abbreviations frequently used in Spotlight

Acronym	Name	Acronym	Name
CEPI	Center for Educational Performance and Information	EEM	Educational Entity Master
COS	Central Office Services	MERA	Michigan Educational Research Association
DRC	Data Recognition Corporation	OTT	Online Training Tools

OEAA PHONE TREE OPTIONS

For assistance with assessment or accountability issues, **call 877-560-8378** (select the appropriate option):

Option 1 - For inquiries related to state assessment policy; the OEAA Secure Site; administration of the M-STEP, MI-Access, Early Literacy and Mathematics; and Accountability Reporting

Option 2 - For inquiries related to the SAT, PSAT, or WIN Work Readiness testing:

Option 1 - eligibility to test and the OEAA Secure Site

Option 2 - administration of the College Board assessments (PSAT 8/9, PSAT 10, SAT)

Option 3 - administration of the WIN Work Readiness skills test

Option 3 - For inquiries related to WIDA, the English Language Learner assessment; Call 866-276-7735 for assistance with the WIDA Screener and the WIDA Secure Portal

Option 4 - For all other calls

Option 5 - To report known unethical testing practices by a school on any state assessment

Option 6 - To repeat these options



Questions or Comments?

Contact MDE at:

Mail: 608 W. Allegan St., PO Box 30008, Lansing, Michigan 48915

Assessment Questions: mde-oeaa@michigan.gov

Accountability Questions: mde-accountability@michigan.gov

Phone Assistance: 877-560-8378

Website: www.michigan.gov/oeaa