

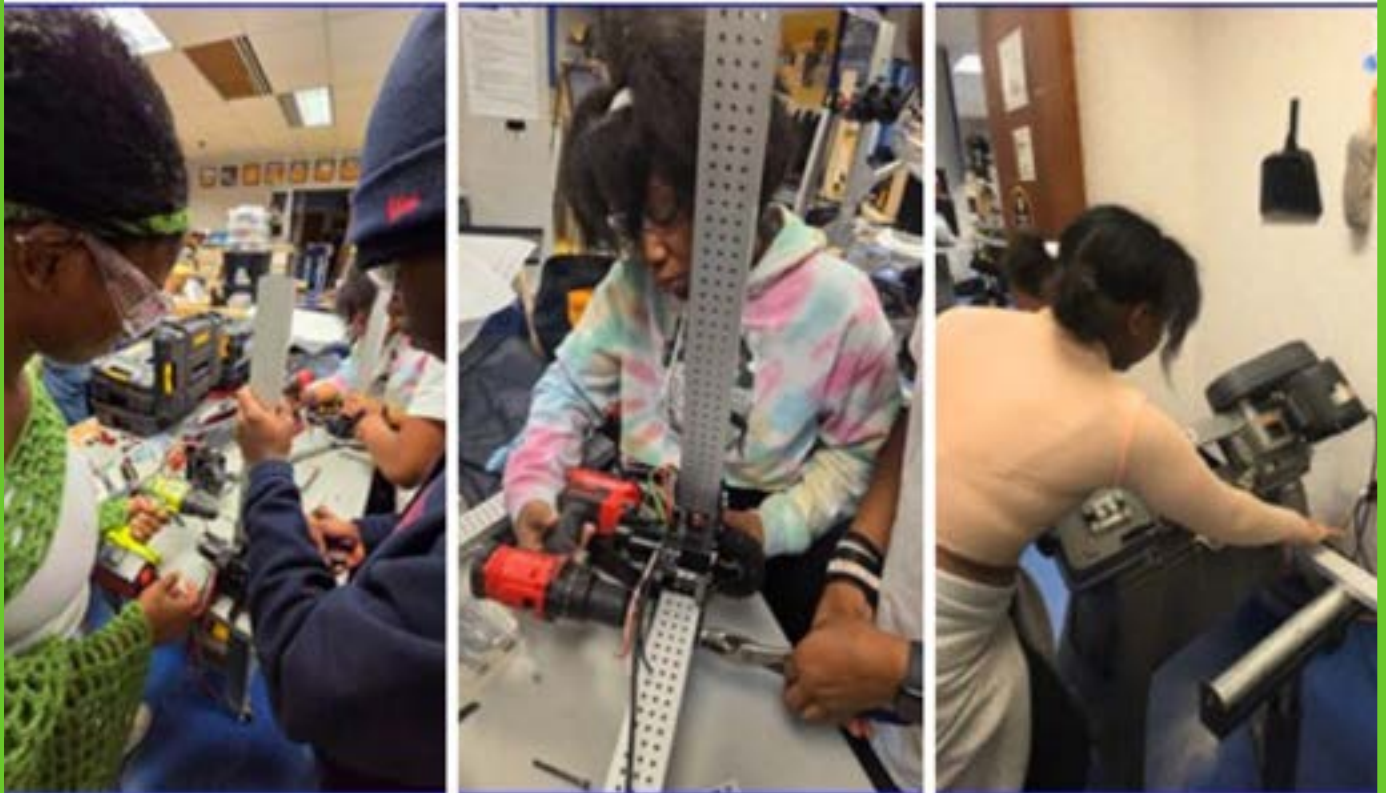


SPOTLIGHT

NEWS

COLLEGE
BOARDWIN
LEARNINGASSESSMENT
LITERACYTRAINING &
CONFERENCESIMPORTANT
DATES

REMINDERS

CONTACT
US

University Prep Science & Math High School scholars collaborate in computer science and robotics, designing, building and programming robots through hands-on workshops, teamwork and coding, strengthening STEM skills, creativity and problem-solving. Photo credit: Theodore J. Hynes, computer science educator and robotics coach, UPSM HS



Enjoying this newsletter?
Click [here](#) to subscribe to the
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Share Your School or District's Story with Spotlight!

Help us shine a Spotlight on your school or district by sharing your school/district's points of pride, programs and accomplishments.

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

Let's celebrate the vibrant life and learning of Michigan schools!



TABLE OF CONTENTS

NEWS INFO.....2

COLLEGE BOARD INFO.....7

WIN LEARNING INFO.....10

TRAINING & CONFERENCES.....12






IMPORTANT DATES.....13

REMINDERS.....15

OEAA ABBREVIATIONS.....16

OEAA PHONE TREE OPTIONS.....16

Icon Key

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

NEWS INFO

Now Available: MI-Access Supported Independence/ Participation Test Administration Manual

The [Spring 2026 MI-Access and Supported Independence/ Participation \(SI/P\) Test Administration Manual \(TAM\)](#) is



now posted on the [MI-Access web page](#) (www.michigan.gov/mi-access) under the **Current Assessment Administration** section, along with the MI-Access Functional Independence (FI) TAM.

These manuals contain essential training resources for successful test administration, including required policies and procedures for assessment coordinators and administrators. They provide detailed guidance for both student-facing online testing and paper/pencil versions.

This year, there have been several key updates to test administration procedures. One major change is that **FI paper/pencil assessments now use an online answer document** instead of paper answer sheets. See the [Spotlight newsletter - December 4 issue](#) (<https://bit.ly/4qC03Sa>) for more details.

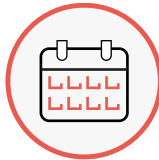
Please review both manuals carefully and share them with your assessment teams to help ensure smooth and accurate testing for all students.

NEWS INFO

Early Literacy and Mathematics Benchmark Assessments– Key 2026 Dates and Reminders

Winter 2026 Early Literacy and Mathematics Benchmark Assessments Test Administration

The Winter Early Literacy and Mathematics Benchmark Assessments close tomorrow at **4:00 p.m. Friday, February 6, 2026.**



Schools should verify that all student tests have been completed and submitted in the [DRC INSIGHT Portal](https://www.drcedirect.com/all/eca-portal-v2-ui/#/login) (https://www.drcedirect.com/all/eca-portal-v2-ui/#/login). Authorized users can verify the completion status of their students by navigating to the Student Status Dashboard located under the Student Management tab. You will see several charts that show the overall testing status in your school.

Spring 2026 Pre-Identification (Pre-ID)

Pre-identification of students for the Spring 2026 Early Literacy and Mathematics Benchmark Assessments (grades K-2) will open on **February 16, 2026**, in the Office of Educational Assessments and Accountability (OEAA) [Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure). The window will remain open until **May 29, 2026**.

Students who participated in the Fall 2025 or Winter 2026 Early Literacy and Mathematics Benchmark Assessments will be automatically pre-identified for Spring 2026. If a previously tested student will not participate in Spring 2026, no action is required by schools.

Schools may pre-identify additional students, such as newly enrolled students, beginning February 16, 2026. Pre-identification may be completed using the MSDS Copy function, Pre-ID file upload, or Student Search within the OEAA Secure Site.

Detailed information on how to pre-identify students is located the [OEAA Secure Site training page](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) in the **Pre-Identification of Students** section.

Spring 2026 Reporting

Reports will be available within 48 hours of a student having completed both parts of the assessment. Reports can be accessed through the Dynamic Score Reporting Site (via the OEAA Secure Site) and MiLearn (via your Student Information System).

The complete List of Important Dates is available in three formats — PDF, Excel, and Google Calendar — on the [Assessment Calendars web page](http://www.michigan.gov/mde-assessmentcalendar) (www.michigan.gov/mde-assessmentcalendar).

NEWS INFO

Michigan Educator-developed Performance Assessments Available Now

Michigan educators have an exciting new resource to help them assess what students truly know and can do. The [Michigan Performance Assessment Cadre \(MiPAC\) website](https://mipac.net) (<https://mipac.net>) provides more than 170 student-centered performance assessments for voluntary use in any Michigan classroom. These assessments require students to demonstrate deeper understanding and apply knowledge in new and authentic contexts. This makes them especially valuable in student-centered learning environments, such as competency-based education (CBE).



The new MiPAC website offers an easy-to-search library of performance assessments aligned to [Michigan's Model Competencies in English language arts \(ELA\)](https://mipac.net/assets/Docs-for-Pages/ModelComp_K-12ELA.pdf) (https://mipac.net/assets/Docs-for-Pages/ModelComp_K-12ELA.pdf) for grades 3-12, and to [Michigan's Model Competencies in Mathematics](https://mipac.net/assets/Docs-for-Pages/ModelComp_K-8Math.pdf) (https://mipac.net/assets/Docs-for-Pages/ModelComp_K-8Math.pdf) for grades 3-8. Educators can browse by subject area, grade level, keyword, Big Idea, or Competency, finding assessments that tackle real-world problems and spark student engagement.

This initiative is a collaborative effort between the Michigan Department of Education and the Michigan Assessment Consortium, supporting educators who want to integrate performance assessments into a CBE model. Each MiPAC assessment was developed by Michigan educators through MiPAC's professional learning program, and was pilot-tested in Michigan classrooms.

Explore the MiPAC library today and discover how these assessments can help you to engage students, to measure what they know and can do, and to advance student-centered learning.

NEWS INFO

Supports & Accommodations Guidance Document and Planning Resources Available for State Assessments

The [Supports and Accommodations Guidance Document](https://www.michigan.gov/-/media/Project/Websites/mde/OEAA/Accommodations-and-Supports/Michigan_Accommodations_Manualfinal.pdf) (https://www.michigan.gov/-/media/Project/Websites/mde/OEAA/Accommodations-and-Supports/Michigan_Accommodations_Manualfinal.pdf) is a one-stop site for Test Coordinators looking for information about allowable Universal Tools, Designated Supports, and Accommodations. The Guidance also includes required guidelines for test administrators acting as scribes, human readers, or oral translators.

The 2025-26 version of the Supports and Accommodations Guidance Document can be found on each assessment page under the Student Supports and Accommodations section.

The Office of Educational Assessment and Accountability (OEAA) also provides Test Coordinators with a number of resources to help them and their colleagues stay organized. These resources can aid in important conversations about what students need; in assigning Universal Tools, Designated Supports, and Accommodations correctly into systems; and helping educators verify Test Tickets. These additional resources can be found on the [Recording and Tracking Resources page](https://www.michigan.gov/mde/services/student-assessment/wida-assessments/student-supports-accommodations/recording-and-tracking-resources) (<https://www.michigan.gov/mde/services/student-assessment/wida-assessments/student-supports-accommodations/recording-and-tracking-resources>).

The resources include:

- **M-STEP Worksheets by Grade**
—best used by Test Coordinators in entering Universal Tools, Designated Supports, and Accommodations into the Insight Portal
- **Tracking Sheet for Supports and Accommodations for M-STEP, MI-Access, and WIDA**
—best used by Test Coordinators to help identify which supports students might need across all state assessments
- **Student Specific Worksheets: the Accessibility Supports in the Classroom and After-Test Accessibility Questions** (found in the Supports & Accommodations Guidance Document on each assessment's webpage under the Student Supports and Accommodations section)
—best used by educators who want to have conversations with other educators and impacted students about the unique needs of the student, in advance of testing and after testing

NEWS INFO

Dreaming of a Better Assessment System? Let's Make It a Reality

Are you looking for:

- a **balanced assessment system** that truly supports learning?
- a **new lens** to analyze instructional practices?
- a **clearer alignment** between assessment and instruction?

Smarter Balanced, in collaboration with local school districts and the Michigan Department of Education's Office of Educational Assessment and Accountability, invites you to dream big with us!

Join us at the [2026 Michigan School Testing Conference](https://gomasa.org/events/2026-michigan-school-testing-conference/1770710400/1770912000/) (<https://gomasa.org/events/2026-michigan-school-testing-conference/1770710400/1770912000/>) for an exciting session on Smarter Balanced Interim Assessments and Tools for Teachers.

These resources are:

- **flexible** and easy to integrate into your classroom
- **aligned to Michigan's content standards**
- built on the **same testing engine** you already know and use for M-STEP
- equipped with **item analysis tools**
- designed to create a **cohesive system for educators**

Don't miss it!

Wednesday, February 11

10:15 – 11:30 AM

Session A6: "Stories from the Field: How Michigan Educators Implement Free SB Interim Assessments and Tools for Teachers"

Come hear real stories from Michigan educators and discover how these free tools can transform your teaching and assessment practices.

Deadline Approaching: Pre-Identification and Material Orders – SAT, PSAT, WIN Work Readiness, M-STEP, and MI-Access Assessments

At this time, districts and schools should be working on their Pre-ID Student report and material orders in the Office of Educational Assessment and Accountability (OEAA) [Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) for the Spring 2025 SAT, PSAT 8/9, PSAT 10, WIN Work Readiness, M-STEP, and MI-Access administrations.

Schools/districts will receive M-STEP, WIN Work Readiness, and MI-Access paper/pencil assessment materials and printed barcode labels based on the students who are pre-identified in the Secure Site by **5:00 p.m., February 13, 2026**.

Refer to the [Spotlight newsletter - December 4 issue](https://bit.ly/4qC03Sa) (<https://bit.ly/4qC03Sa>) to ensure your school/district has accurate counts, to get detailed instructions on how to pre-identify students, and for other important information.

COLLEGE BOARD INFO

Test Day Toolkit Available

All test day staff added to Test Day Toolkit can now access it using their College Board professional account. To do so, sign in to your [College Board account](https://www.collegeboard.org/), (<https://www.collegeboard.org/>), navigate to **My Dashboard** and look for Test Day Toolkit under **My Tools and Services**.

Test Day Toolkit Staff Rosters

This year, Michigan Department of Education (MDE) staff were provided Test Day Toolkit (TDTK) access. However, at MDE's request, this access is expected to be removed across the state. Removal of this access will be processed over the next few days.

Note: No state users have taken or will take any action or conduct any review in TDTK.

School administrators can remove MDE personnel from TDTK at any time before the access removal request is processed, using the same process used to remove their own staff.

Thank you for your understanding and patience.

Spring 2026 SAT Suite Test Administration Publications

Updated College Board manuals, guides, handbooks, and tip sheets for Spring 2026 testing (SAT with essay, PSAT 10, and PSAT 8/9) are [now available here](https://www.michigan.gov/mde/services/student-assessment/michigan-merit-examination-mme/sat-suite-manuals-handbooks-and-guides) (<https://www.michigan.gov/mde/services/student-assessment/michigan-merit-examination-mme/sat-suite-manuals-handbooks-and-guides>).

Test Coordinators should review these resources in preparation for testing and ensure that proctors and other test staff review the necessary publications prior to test day.

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

Important Dates

- [SAT List of Important Dates](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Assessment-Calendar/SAT_List_of_Important_Dates.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Assessment-Calendar/SAT_List_of_Important_Dates.pdf)
- [PSAT List of Important Dates](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Assessment-Calendar/PSAT_for_grades_9_and_10_List_of_Important_Dates.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Assessment-Calendar/PSAT_for_grades_9_and_10_List_of_Important_Dates.pdf)

Item	Date	Description
Test Day Toolkit	Ongoing	Primary School Test Coordinators listed in the Michigan Educational Entity Master (EEM) now have access to College Board's Test Day Toolkit to begin adding test staff and testing rooms as needed.
The Michigan Department of Education's student Pre-Identification (Pre-ID) window for Spring SAT Suite testing ends	Friday, February 13, 2026	For details, please see prior Spotlight articles available here .
Services for Students with Disabilities Accommodations Request Deadline	Wednesday, February 18, 2026	Deadline to submit all known accommodations in SSD Online to ensure they are processed and available in advance of testing and that new students/accommodations identified after the deadline can be prioritized. This deadline includes State Allowed Accommodations (SAAs). However, SAAs, while permitted by the Michigan Department of Education, are not considered approved accommodations by College Board. For that reason, scores obtained with SAAs are not college-reportable.
Student Rosters become 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 commence preparing 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.
Required Online Training Modules for Test Staff Available	Monday, February 23, 2026	Educational Entity Master-designated testing personnel will receive email notification and automatic access through their College Board professional account dashboard (www.collegeboard.org). Proctors and monitors will obtain access through their College Board professional account dashboard once their Test Coordinator has added them as staff to a spring 2026 SAT Suite Assessment administration in Test Day Toolkit.
Deadline for Off-Site Request Form (http://www.sat.org/offsiterequest)	Monday, March 2, 2026	Submit if any students enrolled in your institution need to test at a location other than a school building, such as a conference center, library, district office.
School Test Coordinator Webinar, Part 2	Wednesday, March 3, 2026 1:00 - 2:30 p.m.	Register here (https://collegeboard.zoom.us/webinar/register/WN_bRg7vVcGRqGBFAvynIGLWQ#/registration)

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

College Board Past Webinar Materials

The recording and presentation decks from the following webinars may be accessed using the links below:



- District Test Coordinator Webinar:
[recording](#) | [deck](#)
- Services for Students with Disabilities (SSD) Training for the Visually Impaired:
[recording](#) | [deck](#)
- School Test Coordinator Webinar Part 1:
[recording](#) | [deck](#)
- Comparing and Contrasting Text-to-Speech & Screen Reader Accommodations:
[recording](#) | [deck](#)
- SSD Online Webinar:
[recording](#) | [deck](#)
- Technical Readiness Webinar:
[recording](#) | [deck](#)

Contacting K12 Delivery Specialist Meredith McKelvey

[Meredith McKelvey](#)

(mmckelvey@collegeboard.org)

has returned to College

Board and Michigan to support your spring testing. She will be joining MDE and College Board colleagues to host weekly virtual office hours later in February after the Michigan School Testing Conference.



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 Computer Based Testing Test Administration Manual Available Now

The [WIN Computer Based Testing \(CBT\) Test Administration Manual \(TAM\)](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WIN-Online-Testing-Administration-Manual-TAM.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WIN-Online-Testing-Administration-Manual-TAM.pdf>) is now available on the [MME web page](http://www.michigan.gov/mme) (<http://www.michigan.gov/mme>) and the [Michigan WIN Resource Center](https://www.winresourcecenter.com/Partnerships/mde) (<https://www.winresourcecenter.com/Partnerships/mde>). The TAM is the essential resource for successful test administration and includes required policies and procedures for test coordinators and administrators.

The WIN Paper Based Testing (PBT) TAM will be available soon. Watch Spotlight for more information!

WIN Career Readiness System

District and Building Assessment Coordinators will have access to WIN Career Readiness System (WIN CRS), the online assessment portal, beginning **Wednesday, February 18**. Assessment Coordinators will be automatically enrolled in CRS based on user permissions in the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure) and will receive a notification email to complete their account setup.

Assessment Coordinators will receive an email from DoNotReply@wincrsystem.com that includes a link to verify their email.

It is important to open this email promptly, as the verification link will expire in 48 hours. After verifying their email, Assessment Coordinators will be prompted to set a secure password. If an Assessment Coordinator does not select the link within 48 hours, contact WIN support at support@winlearning.com or call 877-560-8378 and select Option 2.

Once accounts are set up, District and Building Assessment Coordinators will be able to apply accommodations for students and create test session groups.

Note: The functionality for assigning Test Administrator access will be available starting in early March. Watch Spotlight for more information.

WIN LEARNING INFO

Need assistance with WIN Learning?

Email: mde-oeaa@michigan.gov

Call: 877-560-8378

Select Option 2, then Option 3

WIN List of Important Dates Updates

Updates have been made to the WIN List of Important Dates to reflect WIN CRS availability:

Start	End	Task/Activity	Change	Date of Change
February 18, 2026	April 30, 2026	WIN Career Readiness System available for test administration tasks	Provided start and end dates	January 29, 2026
Early March - TBD	Early March - TBD	WIN Career Readiness System available to add Test Administrators	New row added	January 29, 2026

WIN Wednesday Office Hours

More information about accessing and navigating WIN CRS will be shared in the next WIN **Wednesday, February 18 at 10:00 a.m.**

This session will show Assessment Coordinators how to:

- login to WIN CRSystem
- add accommodations and language preferences for students
- build test session groups
- generate test tickets
- access additional test preparation resources

To join the next WIN Wednesday Office Hours, [click here](https://teams.microsoft.com/meet/227731617725?p=CwcTF5JURyauCHoK1t) (<https://teams.microsoft.com/meet/227731617725?p=CwcTF5JURyauCHoK1t>). Registration is not required for WIN Wednesday Office Hours.

TRAINING & CONFERENCES

Last Call: 2026 Michigan School Testing Conference

- **Tuesday, February 10 through Thursday, February 12, 2026**
- The 2026 Michigan School Testing Conference (MSTC) will be held February 10–12, 2026, at the Ann Arbor Sheraton Hotel, bringing assessment and education professionals together for three days of learning and preparation. The conference begins Tuesday, February 10, with optional preconference workshops from 9 a.m.–noon and 1–4 p.m., followed by the main conference Wednesday, February 11 and Thursday, February 12.
- [Registration](https://gomasa.org/events/2026-michigan-school-testing-conference/1770710400/1770912000/) (https://gomasa.org/events/2026-michigan-school-testing-conference/1770710400/1770912000/)
- [Ann Arbor Sheraton Hotel Reservations](https://www.marriott.com/event-reservations/reservation-link.mi?id=1757516831607&key=GRP&app=resvlink) (https://www.marriott.com/event-reservations/reservation-link.mi?id=1757516831607&key=GRP&app=resvlink)

M-STEP Building and District Coordinator Administration Training

- **February 17, 2026 | 10:00-11:00 a.m.**
[Spring 2026 M-STEP District/Building Coordinator Administration Training | Meeting-Join | Microsoft Teams](#) (https://bit.ly/4jRlpbb)
(recording available February 18, 2026)
Microsoft Teams Online Virtual meeting
Meeting ID: 229 533 371 068 67
Passcode: Vh7Ui3uU
Dial in by phone: +1 612-704-8944, 976750554# United States, Minneapolis
Phone conference ID: ID: 976 750 554#

MI-Access Building and District Coordinator Administration Training

- **February 18, 2026 | 10:00-11:00 a.m.**
[Spring 2026 MI-Access District/School Coordinator Administration Training | Meeting-Join | Microsoft Teams](#) (https://bit.ly/45QkZgs)
(recording available February 19, 2026)
Microsoft Teams Online Virtual meeting
Meeting ID: 217 2003 859 684 97
Passcode: WL7W998L
Dial in by phone: +1 612-704-8944, 696410952#
United States, Minneapolis
Phone conference ID: 696 410 952#

College Board School Test Coordinator Webinar, Part 2

- **Wednesday, March 4, 2026 | 1:00 - 2:30 p.m.**
[Register here](#) (https://collegeboard.zoom.us/webinar/register/WN_bRg7vVcGRqGBFAvynlGLWQ#/registration)

IMPORTANT DATES

FEBRUARY 2026

Start Date	Assessment/Event	End Date
Ongoing	Early Literacy and Mathematics Benchmark Assessments — Pre-Identification of Students in the OEAA Secure Site	Friday, February 6, 2026
Ongoing	Early Literacy and Mathematics Benchmark Assessments — DRC INSIGHT Portal Available to Create/Manage Online Test Sessions	Friday, February 6, 2026
Ongoing	Early Literacy and Mathematics Benchmark Assessments — Winter Test Administration Window	Friday, February 6, 2026
Ongoing	M-STEP — Initial Material Order Window by 5:00 p.m. (paper/pencil testing)	Friday, February 13, 2026
Ongoing	M-STEP, WIN Work Readiness — Pre-identification of students for preprinted barcode labels by 5:00 p.m. (paper/pencil testing)	Friday, February 13, 2026
Ongoing	MI-Access — Pre-identification of students for preprinted barcode labels by 5:00 p.m. (paper/pencil testing) Expressing Ideas only	Friday, February 13, 2026
Ongoing	SAT, PSAT-Related — Pre-identification of students by 5:00 p.m.	Friday, February 13, 2026
Ongoing	SAT, PSAT-related — Services for Students with Disabilities Accommodations Request Deadline	Wednesday, February 18, 2026
Ongoing	M-STEP, MI-Access — Request alternate online testing engine access outside of the standard testing hours of 7:00 a.m. to 4:00 p.m. on school days. Alternate INSIGHT Availability Request Form (https://forms.office.com/g/53vDaenS8y)	Thursday, March 12, 2026
Ongoing	WIDA ACCESS and WIDA Alternate Access — Additional Material Order Window Open in WIDA AMS	Friday, March 27, 2026
Ongoing	WIDA ACCESS and WIDA Alternate Access — Pre-identification of Students in the OEAA Secure Site	Friday, April 3, 2026
Ongoing	WIDA ACCESS — WIDA AMS Test Setup Available	Friday, April 3, 2026
Ongoing	WIDA ACCESS and WIDA Alternate Access — Summative Test Window Opens	Friday, April 3, 2026

IMPORTANT DATES

FEBRUARY 2026 (continued)

Start Date	Assessment/Event	End Date
Ongoing	SAT, PSAT-Related — Pre-identification of late-arriving students - paper/pencil and 2-day accommodation testing by 11:59 p.m.	Friday, April 24, 2026
Ongoing	WIN Work Readiness — Pre-identification of students	Thursday, April 30, 2026
Ongoing	M-STEP — Pre-identification of Students - online	Thursday, May 14, 2026
Ongoing	MI-Access — Pre-identification of Students - online and paper/pencil testing	Thursday, May 21, 2026
Monday, February 16, 2026	SAT, PSAT-related — Pre-identification of late-arriving students - online testing by 11:59 p.m.	Tuesday, April 28, 2026
Monday, February 16, 2026	M-STEP, WIN Work Readiness — Pre-identification of students for local printing of barcode labels by 5:00 p.m.	Friday, May 1, 2026
Monday, February 16, 2026	MI-Access — Pre-identification of students for local printing of barcode labels by 5:00 p.m.	Thursday, May 21, 2026
Monday, February 16, 2026	Early Literacy and Mathematics Benchmark Assessment — Pre-identification of students	Friday, May 29, 2026
Wednesday, February 18, 2026	WIN Work Readiness — WIN Career Readiness System available for test administration Tasks	Thursday, April 30, 2026
Friday, February 20, 2026	M-STEP — Create/Manage Online Test Sessions and Assign Universal Tools, Designated Supports, and Accommodations in DRC INSIGHT Portal	Friday, May 15, 2026
Friday, February 20, 2026	MI-Access — Create/Manage Online Test Sessions and Assign Universal Tools, Designated Supports, and Accommodations in DRC INSIGHT Portal	Friday, May 22, 2026

REMINDERS

Science Educators: How to Get Involved with the Science M-STEP

Science educators have multiple opportunities to participate in M-STEP assessment committees. Whether you want to review existing items for content, bias, and sensitivity; participate in the writing process; or review data from field tested items; you will work with a team of educators to ensure a high-quality science M-STEP administration. Educators can receive a stipend for their expertise, contributions, and time.

Committee	Date(s)	Committee Description
Science Content Item Review	May 27-28, 2026	Committee members review item writers' stimuli/item clusters before they are field-tested, to determine if revisions are needed to align the clusters to assess performance expectations and standards.
Bias and Sensitivity Item Review	May 29, 2026	Committee members review item writers' stimuli/item clusters for bias (presence of some characteristics of an item that could result in differential performance for two individuals of the same ability but from different subgroups) and sensitivity (content or language in an item or passage that evokes an unintentional distraction or emotional reaction from the test taker).
Item Cluster Development (Stimulus and Item Writing)	June 23-26, 2026	Educators develop clusters for the M-STEP assessments by learning how to design and write test stimuli and items to assess students' understanding of science, using the NGSS3-Dimensions of Learning.
Science Content Data Review	July 21-22, 2026	Science content committee members are trained to understand, interpret, and review all statistics from field-tested items as they relate to science content. Recommendations from the committee are recorded for items with poor statistics.
Bias and Sensitivity Data Review	July 23, 2026	Bias and sensitivity committee members are trained to understand, interpret, and review all statistics from field-tested items as they relate to the performance of different subgroups. Recommendations from the committee are recorded for items with poor statistics.

[Use this link](https://web.cvent.com/survey/6c7780de-c8d8-479f-be93-52b38bfe8721/welcome) (https://web.cvent.com/survey/6c7780de-c8d8-479f-be93-52b38bfe8721/welcome) to apply to the Michigan Assessments: Application for Test Development Committee Work today!

OEAA ABBREVIATIONS

A rotating list of OEAA abbreviations frequently used in Spotlight

Acronym	Name	Acronym	Name
MSTC	Michigan School Testing Conference	SSD	Services for Students with Disabilities
SDMS	Student Data Management System	TDTK	Test Day Toolkit

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