

Spotlight

on Student Assessment and Accountability

What's New

Week of June 8, 2023

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- **School Index Reminders – Submit Accurate REP & MSDS Information Now for Fall Accountability**
- **M-STEP and MI-Access Answer Documents Received and Not Tested**
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- **Achieving Balance in Classroom Assessment**

Spring 2023 M-STEP Test Administration Survey



Thank you for your diligent efforts in ensuring a smooth and successful M-STEP administration for Michigan students in Spring 2023!

To continue to improve the M-STEP administration policies and procedures and to provide you with the best possible support, the Office of Educational Assessment and Accountability is conducting the [Spring 2023 M-STEP Test Administration Survey](https://www.surveymonkey.com/r/S23M-STEPSurvey) (<https://www.surveymonkey.com/r/S23M-STEPSurvey>). We value your input and believe that your experiences and insights are vital in shaping decisions that will directly impact your work.

The M-STEP Test Administration Survey will provide valuable information on various aspects of the testing process, including resources, training, and any challenges you may have encountered during the Spring 2023 administration. Your feedback will allow us to identify areas for improvement and make informed decisions to enhance future M-STEP administrations.

Please [complete the survey](https://www.surveymonkey.com/r/S23M-STEPSurvey) by June 30, 2023.

Your participation is vital to our ongoing efforts in creating an assessment program that meets your needs and supports the success of our students.

School Index Reminders – Submit Accurate REP & MSDS Information Now for Fall Accountability

School Index Reminders – Submit Accurate REP & MSDS Information Now for Fall Accountability

In addition to the student assessment information that you are currently reviewing through the Accountable Students and Test Verification processes in the OEAA Secure Site following the close of the Spring 2023 assessment window, it is important to be aware that we are also approaching the June 30 “End-of-Year” reporting deadline used for other elements of Michigan’s school accountability system.

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The [Michigan School Index System](http://www.michigan.gov/mde-schoolindex) (<http://www.michigan.gov/mde-schoolindex>) uses information from the [Registry for Educational Personnel \(REP\)](https://www.michigan.gov/cepi/pk-12/rep) (<https://www.michigan.gov/cepi/pk-12/rep>) and [Michigan Student Data System \(MSDS\)](https://www.michigan.gov/cepi/pk-12/msds) (<https://www.michigan.gov/cepi/pk-12/msds>) to calculate schools' index values. More specifically, REP data is used to calculate the School Index's K-8 Access to Arts/Physical Education and K-8 Access to Librarians/Media Specialists components, while the MSDS data from the End-of-Year (EOY) MSDS Collection is used to calculate a school's graduation and chronic absenteeism rates.

Schools and districts are to submit accurate REP and MSDS information by June 30, 2023, to ensure worry-free accountability results for these measures in the fall. Later this summer, [an additional window will be provided](https://www.michigan.gov/cepi/pk-12/msds/grad-drop) (<https://www.michigan.gov/cepi/pk-12/msds/grad-drop>) for schools to review and clean up information related to graduation rates. Graduation rate data submitted for the 2022-23 school year will be used in Fall 2024 School Index reporting. **Data submitted by schools during these collection windows cannot be changed after their respective collection windows close.**

For more detailed information on end-of-year data collections, [review the June 7, 2023 announcement](https://content.govdelivery.com/accounts/MICEPI/bulletins/35da01f) (<https://content.govdelivery.com/accounts/MICEPI/bulletins/35da01f>) from the Center for Educational Performance and Information (CEPI).

The [Accountability Best Practices: Data Reporting Guide for Trouble-free Accountability Data](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Accountability/General/Accountability-Best-Practices-Guide.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Accountability/General/Accountability-Best-Practices-Guide.pdf>) details the specific fields and collections from the REP and MSDS used by the School Index system.

More information about the Michigan School Index System, including how the K-8 access metrics, graduation rates, and chronic absenteeism are calculated, can be found in the [Michigan School Index Guide and Michigan School Index System Business Rules](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Accountability/Index/MI_School_Index_System_Guide.pdf) (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Accountability/Index/MI_School_Index_System_Guide.pdf).

These and other resources can be found on the [Michigan Department of Education's School Accountability website](http://www.michigan.gov/mde-accountability) (www.michigan.gov/mde-accountability).

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

M-STEP and MI-Access Answer Documents Received and Not Tested

Currently, schools are to be reviewing these issues/ areas on the Office of Educational Assessment and Accountability (OEAA) [Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure):

- **M-STEP and MI-Access Answer Documents Received and Not Tested – June 6 - June 12, 2023**
 - » verify all tests that were taken are accounted for
 - » report tests that were taken but show as “not taken” as “missing”
 - » report reasons why a student did not test
 - » review information under the “Invalid” and other tabs to identify possible issues and fix if possible
 - » appeal Prohibited Behavior and Nonstandard accommodations as needed
- **Submitting Not Tested Reasons for the SAT and PSAT 8/9 for grade 8 – June 6 - June 12, 2023**
 - » submit reasons that students did not test by 5:00 p.m., June 12, 2023
 - **Note:** All answer document issues were to have been submitted by 5:00 p.m., June 5. No additional answer documents issues can be submitted.

- **Accountable Students Enrolled and Demographics for grades 3-8, 11 and 12 (grade 12 not previously included in accountability) – April 24 - June 12, 2023**
 - » update enrollment and exits in the Michigan Student Data System (MSDS)
 - » update student demographics in MSDS
 - **Note:** The “as of” date in student record maintenance (SRM) files must be manually changed to on or before May 26, 2023; if this is not done, OEAA will not pick up the SRMs for assessment and accountability reporting

Schools are not expected to submit not tested reasons for the PSAT for grades 9 and 10 or for the ACT WorkKeys; students in grades 9 and 10 will not display on the Accountable Students Enrolled and Demographics reporting. Although state law requires these tests to be administered, these assessments are not currently used in accountability calculations.

You can find full instructions for each of these functions on the [OEAA Secure Site Training page](http://www.michigan.gov/securitesitetraining) (www.michigan.gov/securitesitetraining). If you need assistance, contact the OEAA at 877-560-8378 (select option 3 from the phone menu) or email mde-oeaa@michigan.gov.

It's Time for Our Annual Assessment Literacy Summer Reading List

Are you planning your summer reading list? Summer is the perfect time to boost your assessment literacy! Check out these titles by some leading experts in assessment and assessment literacy, recommended by the [Michigan Assessment Consortium](http://www.michiganassessmentconsortium.org) (www.michiganassessmentconsortium.org). (Note: the links provided for each book open in Amazon.com)

- [Rigor by Design, Not Chance; Deeper Thinking Through Actionable Instruction and Assessment](https://a.co/d/65TRvk9) (<https://a.co/d/65TRvk9>) (2023) by **Karin Hess**

Gain a clear vision of what makes learning deep and rigorous and a systematic and equitable approach for engaging students of all ages in rich learning tasks. Create an actionable assessment cycle to drive learning forward in any classroom.

- [Leading Through an Equity Lens: A Process for Advancing Inclusive District Initiatives](https://a.co/d/hUMfCvc) (<https://a.co/d/hUMfCvc>) (2023) by **Kim Wallace**

Learn how to transform your organizational culture and improve student outcomes by executing initiatives through an equity lens. A practical course of action to amplify opportunities and diminish systemic barriers for historically marginalized students.

- [Designing Authentic Performance Tasks and Projects](https://a.co/d/1oM2x2i) (<https://a.co/d/1oM2x2i>) (2020) by **Jay McTighe**

Develop a comprehensive approach to ensuring students' deeper learning, though which they can transfer their knowledge, skills, and understandings to the world beyond the classroom. This book offers practical guidance to transform classrooms into vibrant learning centers where students are motivated and engaged and see relevance in their work.

- [Ten Assessment Literacy Goals for School Leaders](https://a.co/d/2ddXFTt) (<https://a.co/d/2ddXFTt>) (2021) by **Steve Chappuis, Susan M. Brookhart, and Jan Chappuis**

Adopt ten assessment literacy goals using practical content, how-tos, success indicators, and activities designed to process and broaden learning. The key takeaways are: understanding the attributes of comprehensive and balanced assessment systems, the necessity for clear academic achievement targets, and why assessment quality is essential.

- [Formative Assessment in the Disciplines: Framing a Continuum of Professional Learning](https://a.co/d/85bjae0) (<https://a.co/d/85bjae0>) (2020) by **Margaret Heritage and E. Caroline Wylie**

Explore how teaching, formative assessment, and disciplinary knowledge interconnect. The book offers a framework that will help teachers develop and extend discipline-based formative

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assessment practices across the pre-service and professional learning continuum.

- [How to Give Effective Feedback to Your Students, Second Edition \(https://a.co/d/8Ox2TD1\)](https://a.co/d/8Ox2TD1) (2017) by **Susan M. Brookhart**

Make use of these three questions for determining the effectiveness of feedback:

- » Does it conform to the research?
- » Does it offer an episode of learning for the student and teacher?
- » Does the student use the input to extend learning?

Happy summer reading! The Focus on Assessment Literacy series in the Spotlight newsletter will

Resource



To learn more about Assessment Literacy, register to attend the Building a Better Assessment Future Conference

When: August 2-3, 2023

Where: [Kellogg Hotel and Conference Center](https://kelloggcenter.com), East Lansing (https://kelloggcenter.com)

Hosted by: the [Michigan Assessment Consortium](http://www.michiganassessmentconsortium.org) (www.michiganassessmentconsortium.org) and the [Michigan Department of Education FAME program](http://famemichigan.org) (http://famemichigan.org).

The third annual [Building a Better Assessment Future conference](http://bit.ly/BBAF-2023) (bit.ly/BBAF-2023) invites participants to dare to dream about an assessment system that supports all learners, then step together into a future that starts today! Participants will hear from experts, reflect on current practices, and collaborate toward a better assessment future. To learn more and register, [visit the event website](http://bit.ly/BBAF-2023) (bit.ly/BBAF-2023).

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

Reminders

Be a M-STEP or MI-Access Item Writer or Reviewer

The state assessment item development and review process season is in full swing. Here is your chance to be an item writer or to serve on a content review committee (CAC) or bias and sensitivity review committee (BSC).

Sign up online to be added to our database of educator participants.

- To serve on a review committee, click here: [General application for all committees](https://cvent.me/0R4Wvq) (https://cvent.me/0R4Wvq).
- To become an Item Writer, click here: [Item Writing Application](https://cvent.me/7QoMm2) (https://cvent.me/7QoMm2).

Note: If you previously served on a state assessment committee and would like to participate again, please update your information at [General application for all committees](https://cvent.me/0R4Wvq) (https://cvent.me/0R4Wvq).

Upcoming events:

Content Advisory Committee (CAC)

Bias & Sensitivity Committee (BSC)

M-STEP SCIENCE grades 5, 8, 11	
Item Review – CAC	May
Item Review – BSC	May
Item Writing Committee	July
Data Review – CAC	August
Data Review – BSC	August
M-STEP SOCIAL STUDIES grades 5, 8, 11	
Context & Item Review – CAC	June
Context & Item Review – BSC	June
Data Review – CAC	August
Data Review – BSC	August
MI-Access	
Standard Setting	June
English Language Arts, Social Studies, Science	
Item Review – CAC	June
Item Review – BSC	June
Mathematics, Science, Social Studies	
Data Review – CAC	July
Data Review – BSC	July
English Language Arts	
Data Review – CAC	September
Data Review – BSC	September

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

Reminders

Upcoming Committees and Dates: M-STEP and Benchmark Assessments

English Language Arts		
Item Review – CAC	M-STEP (grades 3, 4, 5, 6, 7, 8)	July
Item Review – BSC	M-STEP (grades 3, 4, 5, 6, 7, 8)	July
Data Review – (Passage-based Writing)	M-STEP (grades 3, 4, 5, 6, 7, 8)	August
Data Review – CAC	Benchmark Assessment (grades K, 1, 2)	August
Data Review – BSC	Benchmark Assessment (grades K, 1, 2)	August
Mathematics		
Item Review – CAC	M-STEP (grades 3, 4, 5, 6, 7, 8)	July
Item Review – BSC	M-STEP (grades 3, 4, 5, 6, 7, 8)	July
Data Review – CAC	Benchmark Assessment (grades K, 1, 2)	August
Data Review – BSC	Benchmark Assessment (grades K, 1, 2)	August

For a more detailed explanation of each committee, see the [Spotlight newsletter – April 20 issue](http://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-04-20-2023.pdf), (www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-04-20-2023.pdf), pp 8-9.

Reminders

Development Opportunity: Michigan Performance Assessment Cadre of Experts (MiPAC) – Cohort IV

Join the Office of Educational Assessment and Accountability as we work with the Michigan Assessment Consortium to develop performance assessments aligned to Michigan’s model competencies in mathematics and English language arts (ELA) in grades 3-5 and 6-8.



Preferred candidates for the Performance Assessment Cadre of Experts:

- have experience teaching in mathematics or ELA, in at least one grade span: grades 3-5 or grades 6-8
- have experience teaching to Michigan’s mathematics and ELA academic content standards
- have interest in learning to develop standardized performance assessments
- wish to work with other educators on a stimulating collaborative endeavor

Participating in this project, you will have opportunities to:

- learn about the Michigan model competencies for mathematics and ELA
- learn how to develop performance assessments and rubrics
- collaborate with colleagues from across the state

- practice scoring of performance assessments with colleagues
- participate in a research agenda focused on measuring student competencies through performance assessments
- earn up to 50 SCECH credits
 - » stipends will also be available, based on time and completed products.

Participants are expected to attend and contribute approximately 50 hours of job-embedded facilitated professional learning and assessment development over the 2022-23 academic year.

Cohort IV will meet in-person three times for 5 days total, plus attend two 2-hour virtual sessions (after school) from August 2023 through June 2024. Participants will work in grade-range teams with colleagues. Team leads may host 2-3 additional virtual team meetings throughout the year to keep the item development momentum going and production flowing.

A stipend covering anticipated assessment development time, as well as travel expenses (and sub fees) for in-person meetings to be held in the Lansing area, are offered to all Cohort IV team members.

If you are interested in participating, please submit your resume in an email to mde-oeaa@michigan.gov using the subject line “Performance Assessment Cadre of Experts.”

Reminders



Achieving Balance in Classroom Assessment

There is still time to apply for the Achieving Balance in Classroom Assessment (ABCA) programs starting September 2023. Choose from programs designed for local school/district teams or for ISD/ESA consultants. See the article in the [Spotlight – May 18 issue](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-05-18-2023.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-05-18-2023.pdf>) or visit the ABCA program web pages:

- [Achieving Balance in Classroom Assessment for LEAs](https://bit.ly/MAC-ABCA) (<https://bit.ly/MAC-ABCA>)
- [Achieving Balance in Classroom Assessment for ISDs/ESAs](https://bit.ly/MAC-ABCAISD) (<https://bit.ly/MAC-ABCAISD>)

The ABCA program is offered by the Michigan Assessment Consortium (MAC) in collaboration with the Michigan Department of Education (MDE). This extended professional learning opportunity supports educators in improving student achievement through quality balanced assessment systems, implemented — with fidelity — in every classroom.

To participate in either program, [complete a district application](https://bit.ly/ABCA-Apply) (<https://bit.ly/ABCA-Apply>) no later than **June 30, 2023**.

CB College Board Corner

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

WHAT'S NEW

Transition to Digital Testing for Spring 2024

To our valued partners and users of our assessments: College Board wants you to have this important preliminary information regarding the transition to digital testing in Spring 2024. This communication is the first of many that College Board and the Michigan Department of Education (MDE) will distribute to help Michigan educators prepare for testing next spring.

Digital Testing Overview

Starting in Spring 2024, MDE's administrations of PSAT 8/9 for grades 8 and 9, PSAT 10, and SAT with Essay will be delivered digitally.

With some exemptions, such as for students with approved accommodations for paper/pencil testing, all students will transition to digital testing in Spring 2024.

As in years past, students taking different assessments will not be permitted to test in the same room. This includes PSAT 8/9 for testers in grades 8 and 9.

Testing Window

Spring 2024 testing for the MDE-provided SAT with Essay, PSAT 10, and PSAT 8/9 is scheduled for April 8-26, 2024. (**Note:** Other testing dates that may appear in some College Board communications do not apply to the MDE-provided assessments.)

Schools have the flexibility to choose any day within the approved window for testing, and they may use multiple days in the window if they choose to do so. However, students must complete testing in one day unless they have accommodations that allow for two-day testing.

School Establishment

School establishment is the process through which Michigan schools are identified as participating in the state assessments and are set up for digital testing in College Board systems.

We want to emphasize the importance of schools updating their information in the Educational Entity Master (EEM), which serves as Michigan's repository of education systems and contact information.

College Board will use the data in EEM to identify contact information for testing staff and to establish schools for testing. Note: In addition to test coordinators, backup test coordinators, and SSD coordinators, building level technology directors must be assigned in EEM in order for schools to be set up for testing.

The school establishment processes will begin in late Fall 2023. Schools are encouraged to update EEM as early in the school year as possible to avoid school establishment delays.

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

Testing Applications

To facilitate a smooth testing experience, students will use the [Bluebook application](https://bluebook.collegeboard.org/technology) (https://bluebook.collegeboard.org/technology) to test digitally. However, proctors will administer the test using the [Test Day Toolkit \(TDTK\) application](https://bluebook.collegeboard.org/test-admin/test-day-toolkit-access) (https://bluebook.collegeboard.org/test-admin/test-day-toolkit-access).

Technical Requirements

Before students take the digital PSAT 8/9, PSAT 10, or SAT with Essay, it is important to determine the devices they will be testing with and ensure they meet the necessary technical specifications. The Bluebook application can be run on a Windows laptop or tablet, a Mac laptop, an iPad, or a school-managed Chromebook. [Detailed technical requirements for digital testing can be found here](https://bluebook.collegeboard.org/students/approved-devices) (https://bluebook.collegeboard.org/students/approved-devices).

Accommodations

Accommodation requests for PSAT 8/9, PSAT 10, and SAT with Essay will still be required to be made in the College Board Services for Students with Disabilities [SSD Online system](https://accommodations.collegeboard.org/ssd-online) (https://accommodations.collegeboard.org/ssd-online). Some universal tools will continue to be available to all students, including the ability to use a calculator on the entire math section.

There is no need to make new requests for College Board accommodations that have already been approved. The [equivalent digital accommodation](https://satsuite.collegeboard.org/digital/accommodations-digital-testing/using-accommodations-digital-tests) (https://satsuite.collegeboard.org/digital/accommodations-digital-testing/using-accommodations-digital-tests) will automatically transfer to Bluebook.

Test Materials

With the transition to digital testing, the need for traditional test materials, such as test books, answer sheets, and manuals, will be significantly reduced. Minimal test materials may still be shipped in some cases, but they will also be available online for on-demand access.

Note: The SAT Suite Ordering and Registration (SSOR) site will not allow MDE schools and districts to order tests for the April 2024 Michigan-provided SAT with Essay, PSAT 10, and PSAT 8/9.

College Board Trainings 2023-24

In an August-September time frame, College Board will offer webinars about Test Day Toolkit and system requirements that will be helpful for test coordinators and technology directors. While some of the information in these webinars will be specific to fall testing, much of it will also be applicable to spring testing. Watch for information from your local Intermediate School District (ISD), the [Michigan Association of Secondary School Principals \(MASSP\)](#) (<https://massp.com/>), and the [Michigan College Access Network \(MCAN\)](#) (<https://micollegeaccess.org/>) for more information about these webinars.

In an October-November time frame, College Board will host an official kickoff webinar for test coordinators specific to spring testing. This will be followed by test administration workshops for district coordinators, school test coordinators, and Services for Students with Disabilities (SSD) Coordinators in November-December.

In January, stand-alone workshops will be organized for SSD Coordinators and technology directors.

Lastly, a second round of test coordinator workshops in the spring will help ensure that districts and schools are prepared for testing in Spring 2024. MDE will also continue to support testing staff through conferences and resources.

We appreciate your continued partnership and dedication and look forward to providing additional information about digital testing as plans are finalized with MDE.

Questions about Spring SAT, PSAT 8/9, or PSAT 10?

- Call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- Email: michiganadministratorsupport@collegeboard.org

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

Important Dates

June 2023

M-STEP and MI-Access

Ongoing through June 12, 2023

- Answer Documents Received and Not Tested

SAT with Essay and PSAT 8

Ongoing through June 12, 2023

- Not Tested reason submission for SAT and PSAT 8; not applicable for PSAT 9 and 10, or for ACT WorkKeys, as these assessments are not included in accountability

M-STEP, MI-Access, SAT with Essay & PSAT 8

Ongoing through June 12, 2023

- Accountable Students Enrolled & Demographics Verification

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

Contacts

Assessment and Accountability Call Center

For assistance with assessment or accountability issues:

Call **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 WorkKeys assessments <ol style="list-style-type: none"> 1. Eligibility, MDE policies, and OEAA Secure Site Support 2. SAT, PSAT 8/9, and PSAT 10 – College Board 3. WorkKeys – ACT
5	for questions about the WIDA ACCESS for ELLs, WIDA Alternate ACCESS for ELLs, and support for WIDA AMS, INSIGHT, and Central Office Services (COS)
8	for all other questions

Email

For assessment questions:

mde-oeaa@michigan.gov

For accountability questions:

mde-accountability@michigan.gov

WIDA Client Services

Call **866-276-7735** for assistance with **WIDA Screener** and the **WIDA Secure Portal** questions (for questions not covered in options 3 and 5 in the table above)

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