Spotlight

MICHIGAN Department of **Education**

on Student Assessment and Accountability

What's New
Week of August 24, 2023

- **Embargoed Aggregated Assessment Reports and Files**

- **Early Literacy and Mathematics Benchmark Assessments Student-Level Reports Available**

- **Federal Requirement to Identify Potential English Learners**

- **Are You New to WIDA?**

- **K-12 Automatic English Learner (EL) Exits**

Reminders

- **Make Sure School and District Contacts are Up-to-Date in the EEM for the 2023-24 School Year**

- **Be an M-STEP or MI-Access Item Reviewer**

- **Assessment Learning Institute**

- **Achieve Balance in Classroom Assessment**

Embargoed Aggregated Assessment Reports and Files

The Michigan Department of Education (MDE) and the Center for Educational Performance and Information (CEPI) are providing **embargoed** aggregated assessment data for districts to use for planning purposes.

The following embargoed data is available for district review:

System	Reports/Files
OEAA Secure Site (www.michigan.gov/oeaa-secure)	Downloadable Aggregate Data Files for: • M-STEP • MI-Access • SAT with Essay • PSAT 10 • PSAT 8/9 for grade 9 • PSAT 8/9 for grade 8
OEAA Dynamic Score Reporting Site To access the Dynamic Score Reporting Site, log into the OEAA Secure Site (www.michigan.gov/oeaa-secure), then select the **Reports** tab	Aggregated reports for: • M-STEP • MI-Access • SAT with Essay • PSAT 10 • PSAT 8/9 for grade 9 • PSAT 8/9 for grade 8
MI School Data (https://www.mischooldata.org)	Aggregate data for: Grades 3-8 State Testing (https://www.mischooldata.org/grades-3-8-state-testing-includes-psat-data-performance/) High School State Testing (https://www.mischooldata.org/high-school-state-testing-performance/) for M-STEP and MI-Access College Readiness (https://www.mischooldata.org/college-readiness/) for SAT data

▶ Sign up for Spotlight (www.michigan.gov/mde-spotlight) and/or access previous editions | **Call Center: 877-560-8378**

CB Corner / ACT WorkKeys / Important Dates / Contacts

Embargo Reminder: Spring 2023 test results, except for WIDA ACCESS for ELLs and WIDA Alternate ACCESS for ELLs results, are **embargoed** until the public release of Spring 2023 assessment results later this summer. The end of the embargo will be announced in the Spotlight.

While individual student results may be shared with parents at this time, it is not permissible to share any school-, district-, or state-level results with parents, the community, or other external parties until the embargo is lifted by the Michigan Department of Education. School board meetings are considered open meetings; therefore, the sharing of embargoed assessment results at these meetings is not permissible until the embargo is lifted.

Early Literacy and Mathematics Benchmark Assessments Student-Level Reports Available

Early Literacy and Mathematics Benchmark Assessments Student Level Reports for the Fall 2023 administration are now available in the Dynamic Reporting System through the Office of Educational Assessment and Accountability (OEAA) Secure Site (www.michigan.gov/oeaa-secure). Reports are available within 48 hours of students completing all portions of a content area test.

To view your school or district reports, go to the OEAA Secure Site (www.michigan.gov/oeaa-secure) and select **Reports**, then **Dynamic Score Reports** in the drop-down menu. For help in accessing and navigating the Dynamic Score Reporting site, refer to the Dynamic Score Reporting User Guide (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/General/Dynamic-Score-Reporting-Site-User-Guide.pdf), located under the **Reporting** section on

the Early Literacy and Mathematics web page (https://www.michigan.gov/mde/services/student-assessment/early-literacy-and-mathematics-benchmark-assessments).

Available reports include:

- **Domain Analysis Report** – Separated by content area, the domain report provides a list of selected students; the report displays a Content Area Scale Score Table and Domain Performance Tables.

- **Individual Student Report** – Separated by content area, the ISR provides detailed information on individual students in the Content Area Scale Score Summary and the Content Area Domain Summary. The Content Area Scale Score Summary gives scale score for the overall content area.

- **Student Roster Report** – Separated by content area, the student roster provides a list of students' Overall Scale Score, Standard Error, Points Earned by assessment category, and domain subtotal.

- **Student Trend Report** – Separated by content area, the trend report provides up to three academic years of scale scores for each assessment that was administered.

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

Federal Requirement to Identify Potential English Learners

The federal Every Student Succeeds Act (ESSA) requires schools to identify new students who may be eligible to receive English language services within 30 days of enrollment. The process and requirements to identify such students can be found in the Michigan Entrance and Exit Protocol (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OES/Programs/Title-III/EL_Entrance_and_Exit_Protocol.pdf) available on the Michigan Department of Education English Learner Resources web page (www.michigan.gov/mde-el).

Are You New to WIDA?

If you are a new WIDA assessment administrator or a new WIDA/English Learner (EL) Assessment Coordinator, a good starting point for your work is a review of the following resources:

- New to WIDA? (https://www.michigan.gov/-/media/Project/Websites/mde/OEAA/WIDA-Assessments/New_to_WIDA-2.pdf) – directions on how to get access to the variety of systems you will need to administer this assessment

- Michigan Guide to the WIDA Screener (https://www.michigan.gov/mde/-/media/Project/Websites/mde/Year/2021/07/29/Michigan-Guide-to-the-WIDA-Screener.pdf) – basic information about screening students who may be eligible for EL services

K-12 Automatic English Learner (EL) Exits

Automatic English Learner (EL) exits have been processed for all kindergarten through grade 12 ELs who met the overall proficiency level target of 4.8 on the 2023 WIDA ACCESS for ELLs or P2 for the 2023 WIDA Alternate ACCESS.

The exits occurred when the students' scores were loaded in the Office of Educational Assessment and Accountability (OEAA) Secure Site and after the Michigan Student Data System (MSDS) End-of-Year General Collection was closed out.

The English Learner (EL) Exit Reporting Guidelines document (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OES/Programs/Title-III/EL_Auto_Exit_Reporting_Guidelines.pdf), available on the English Learner Resources web page (www.michigan.gov/mde-el), has been updated with directions on how to:

- see automatic EL exits in MSDS

- make sure automatic EL exits are entered into local student information systems (local SIS)

- submit a manual EL exit in MSDS, in the rare cases when that would be appropriate

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Reminders

Make Sure School and District Contacts Are Up-to-Date in the EEM for the 2023-24 School Year

With the start of a new school year, now is the time to review your district and school information in the Educational Entity Master (EEM) (www.michigan.gov/eem) to verify that any needed changes or updates have been made. All needed updates are to be completed no later than **September 8, 2023**, so you do not miss out on critical information.

Read More: (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-08-03-2023.pdf), page 3

Be an M-STEP or MI-Access Item 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).

To serve on a review committee, click here: General application for all committees (https://cvent.me/0R4Wvq).

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).

Read More: (www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-04-20-2023.pdf), pages 8-9

Assessment Learning Institute

There is still time to apply for the Assessment Learning Institute (ALI) for teachers—new and veteran—who are seeking to refresh their thinking about assessment and deepen their knowledge about and implementation of effective assessment practices. Read details in the Spotlight newsletter - August 17, 2023 issue (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-08-17-2023.pdf) or visit the ALI program web page (https://www.michiganassessmentconsortium.org/event/assessment-learning-institute-2023-24/).

The ALI is offered by the Michigan Assessment Consortium (MAC) (www.michiganassessmentconsortium.org) in partnership with Michigan Education Association's Center for Leadership & Learning (http://cll.mea.org) and Northern Michigan University (https://nmu.edu).

Flyer, schedule, and registration information are all available on the MAC website or by scanning the QR code below.

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

Reminders

Achieve 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. Read details in the Spotlight newsletter - August 17, 2023 issue (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-08-17-2023.pdf) or visit the ABCA program web pages:

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

The ABCA program is offered by the Michigan Assessment Consortium (MAC) (www.michiganassessmentconsortium.org) in collaboration with the Michigan Department of Education. 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) no later than **September 1, 2023**.

Spotlight

on Student Assessment and Accountability

CB College Board Corner

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

REMINDERS

April 2024 Test Dates

In April 2024, the Michigan Department of Education (MDE) administrations of PSAT 8/9, PSAT 10, and SAT with Essay will be delivered digitally. The Spring 2024 testing window for the MDE-provided SAT with Essay, PSAT 10, and PSAT 8/9 is April 8-26, 2024.

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

Note: All tests, including accommodated and makeup tests, must be completed between April 8-26. **Students will not be able to complete assessments after April 26.**

Assessment	Testing Window
SAT with Essay	
PSAT 10	
PSAT 8/9 for Grade 9	April 8-26, 2024
PSAT 8/9 for Grade 8	

School Establishment and the Educational Entity Master (EEM)

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.

It is important for schools to update the information in the Educational Entity Master (EEM) (http://www.michigan.gov/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. In addition to test coordinators, backup test coordinators, and Services for Students with Disabilities (SSD) Coordinators, **building level technology directors must be assigned in EEM** in order for schools to be set up for testing.

For each College Board assessment (SAT with Essay, PSAT 10, & PSAT 8/9 for grades 8 and 9), the following information is required for school test coordinators, backup school test coordinators, SSD Coordinators, and technology directors:

- First Name
- Last Name
- Email
- Telephone Number
- Complete Entity Physical Address (Street Address, City, State, Zip Code)

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

CB College Board Corner

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

Note: The mailing address must be the physical district or school address associated with the test coordinator record. Make sure each of the fields above is accurate and complete for all applicable roles. Any incorrect data in EEM could delay your school's establishment process.

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

ACT® WorkKeys®

What's New

Updating EEM

An important first step in preparing for the Spring 2024 ACT WorkKeys assessments is to ensure that your building/school's WorkKeys Test Coordinator's correct contact name, email address, phone number, and mailing address (cannot be a post office box) are listed in the Educational Entity Master (EEM) (www.michigan.gov/eem).

Note: Ensuring that the WorkKeys Test Coordinator contact information is accurate must be done for each school in the district, not just in the district-level information.

ACT uses the information in the EEM to call and send emails to the Workkeys Test Coordinators, and to ship test materials to the appropriate locations. Inaccurate information will result in critical information not being received in a timely manner, resulting in key deadlines being overlooked and delays in the receipt of test materials.

If the information in the EEM for your building/school is inaccurate, contact your authorized district EEM user to update it no later than **Friday, September 8, 2023**, to ensure your school receives the necessary information to start the Manage Participation process in November.

Note: Updating EEM information can only be done by the district's authorized EEM user. If you are not sure who your authorized EEM user is, use the **District and School Contact page** on the Michigan Department of Education OEAA Secure Site (www.michigan.gov/oeaa-secure) to retrieve their name and contact information.

- Instructions for using the District and School Contact page are available on the OEAA Secure Site Training page (https://www.michigan.gov/mde/Services/Student-Assessment/secure-site-training) under the **Miscellaneou**s section.
- Nonpublic schools: Call 517-241-5385 or email nonpublicschools@michigan.gov to update your information in the EEM.

An article in the Spotlight newsletter - August 2, 2023 issue (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-08-03-2023.pdf) — The Time is Now! Make Sure School and District Contacts are Up-to-Date in the EEM for the 2023-24 School Year — contains additional information on why this review/update is needed, as well as the list of contacts to be reviewed.

ACT® WorkKeys®

Contacting ACT

If you have questions, you may:

1. Contact ACT via the Contact Us web page (www.act.org/aap/state/contact.html)

2. Call ACT at 800-553-6244 between 9:30 a.m. and 6 p.m. ET

   - standard time: ext. 2800
   - accommodations: ext.1788
   - email accommodations questions to ACTStateAccoms@act.org

Important Dates

August 2023

Update District & Building Testing Contacts in EEM

Ongoing through September 8, 2023

- All needed updates are to be completed no later than **September 8, 2023**, so you do not miss out on critical information

- **Read More:** (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-08-03-2023.pdf), page 3

Early Literacy and Mathematics Benchmark Assessments

Ongoing through October 26, 2023 at 5:00 p.m.

- Pre-Identification of Students

Ongoing through October 27, 2023

- Create/Manage Online Test Sessions in DRC INSIGHT Portal
  Note: Pre-ID must be completed prior to creating test sessions

Ongoing through October 27, 2023

- Fall Testing Window

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 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