Spotlight

on Student   Assessment and Accountability

What's New
Week of September 8, 2022

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Spring 2022 Parent Reports

MI-Access Parent Reports Arriving in Schools

Spring 2022 MI-Access Parent Reports have begun arriving in schools starting this week. MI-Access Parent Reports are provided for students who took the alternate assessment in grades 3-8 and 11. These shipments will include Student Record Labels. Parent Reports should be disseminated to parents and guardians as soon as possible.

If necessary, schools can access and print Parent Reports from the Dynamic Score Reporting Site. To access the Dynamic Score Reporting Site, log into the Office of Educational Assessment and Accountability (OEAA) Secure Site (www.michigan.gov/oeaa-secure), select the **Reports** tab, and then **Dynamic Score Reports**.

Student Record Labels can also be printed from the OEAA Secure Site. Access them in the same manner as the Parent Reports, except choose Student Record Labels from the Reports tab.

Translated Parent Reports Now Available

Translated versions of the M-STEP (grade 3-7), PSAT grade 8, and M-STEP, MME (grade 11), and the MI-Access (grades 3-9,11) Parent Reports are now available in Spanish and Arabic through the Dynamic Score Reporting Site and MiLearn.

Accessing Translated Parent Reports in the Dynamic Score Reporting Site

To access the translated versions of Parent Reports, log into the Dynamic Score Reporting Site. Under **Choose Report**, select Student level, then Parent Report. Select applicable filters, then select **View Report**. Under the **Take Action** menu, select English, Arabic, or Spanish translations of the reports.

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Accessing Translated Parent Reports in MiLearn

The translated Parent Reports are also available in MiLearn. Once the report has been generated, select the **Export>Export to PDF** in the upper portion of the report. Once the PDF option is selected, a window will allow the user to select a language and a PDF will be generated in the selected language.

M-STEP Guides to Parent Reports

M-STEP Guides to Parent Reports, which provide important information for parents about the content assessed and how to read the reports, are also available in English, Arabic, and Spanish on the M-STEP web page (www.michigan.gov/mstep) under the **Parent/Student Information** section.

M-STEP Guides to Parent Reports (https://www.michigan.gov/mde/services/student-assessment/m-step/parentstudent-information/guide-to-parent-reports) are available for each tested grade. They provide detailed information about:

- how to understand the reports
- content areas and subscores assessed
- what students were expected to learn in the tested year and in the next academic year (in most cases, the current academic year).

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

2021-2022 Graduation Rate Appeals Window

The Center for Educational Performance and Information (CEPI) opened the 2021-2022 Graduation Rate Appeals Window on August 1, 2022 in the Michigan Student Data System (MSDS). CEPI sent communications to all schools and districts at that time. This follow-up to that communication is to stress the importance of ensuring graduation rate data are carefully reviewed and any necessary corrections are made now.

Graduation rates are an important part of accountability calculations, and once graduation rate data from the 2021-2022 school year is finalized on September 14, 2022, it cannot be changed. If you have not already done so, take advantage of this opportunity to review and potentially appeal your graduation rate data for the 2021-2022 school year. During the appeals window, you can report end-of-summer graduates, submit cohort year changes, update exit status, and request unique identification code (UIC) linking.

Graduation rates can only be appealed during the graduation rate appeals window in the MSDS through September 14, 2022.

It is imperative that graduation rate data is reviewed during the appeals window, as these data will impact 2022-2023 accountability results. While we are fully committed to ensuring accurate data in graduation rate reporting, we must also meet certain reporting deadlines that do not allow us to change data after the graduation rate appeals window has closed. You are urged to take time to review these data now to ensure your school and district graduation rates are accurate.

For the most up-to-date information on the appeals window, visit the CEPI MSDS Graduation and Dropout Information web page (https://www.michigan.gov/cepi/pk-12/msds/grad-drop). This webpage includes numerous user support materials, including a user guide, frequently asked questions, and a summary of district action needed. If you have any questions, you can email CEPI customer support at CEPI@michigan.gov or call 517-335-0505, extension 3. Please provide your name, telephone number (including area code and extension), and school/district name along with your message.

Reminder: Report "Building Pupil Would Otherwise Attend" for Shared Educational Entities (SEEs) and Specialized Shared Educational Entities (S2E2) Students

As the deadline for the 2021-22 Student Record Maintenance (SRM) collection in the Michigan Student Data System approaches, remember the "Building Pupil Would Otherwise Attend" characteristic must be reported for students who participated in the Sending Scores Back Program for the 2021-22 school year. This reporting requirement applies to Shared Educational Entities (SEEs) and Specialized Shared Educational Entities (S2E2s) for reporting and accountability purposes.

Accountability reports (School Index and School Grades) for the 2022-2023 school year will use graduation rates from the 2021-2022 school year, since the graduation rates used in accountability reporting are lagged by one year due the late availability of the data. This means that the graduation rates calculated for the 2021-22 school year will be used in 2022-2023 accountability reporting.

Reporting the "Building Pupil Would Otherwise Attend" characteristic is essential to the efficacy of the Sending Scores Back Program, as it indicates where students are to be included in accountability rate calculations. Make sure the pupil accountant for your district/your member districts has submitted and certified student records, including the "Building Pupil Would Otherwise Attend" characteristic, either by the June 30 End of Year collection certification deadline or during the **July 25 – September 14** SRM window for graduation rate appeals. **Note: T**he **SRM deadline is next week – Wednesday, September 14 at 11:59 p.m.** Please share this message with your pupil accountant(s).

Additional information on the Sending Scores Back Program, SEEs/S2E2s, and "Building Pupil Would Otherwise Attend" characteristics can be found on the Sending Scores Back Program for Shared Educational Entities (SEEs) web page (www.michigan.gov/mde/services/school-performance-supports/accountability/sending-scores-back-program).

Spotlight

on Student Assessment and Accountability

Early Literacy and Mathematics Benchmark Assessments Student-Level Reports Available

Early Literacy and Mathematics Benchmark Assessments Student Level Reports for the Fall 2022 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.

Performance levels are now available for the 2022-2023 academic year. Scale scores within each subject area can be described in ranges. The labels applied to these ranges are known as Performance Levels.

The performance levels are:

- **Needs Supports** — The student's performance is not yet proficient and indicates a minimal or partial understanding and application of key academic content standards defined for Michigan students. The student needs intervention and support to improve achievement.

- **Demonstrates Proficiency** — The student's performance indicates understanding and application of key academic content standards defined for Michigan students. The student needs continued support to maintain and improve proficiency.

- **Demonstrates Mastery** — The student's performance exceeds academic content standards and indicates substantial understanding and application of key concepts defined for Michigan students. The student needs support to continue to excel.

For more information about Performance Level Descriptors, refer to this document (https://www.michigan.gov/mde/services/student-assessment/early-literacy-and-mathematics-benchmark-assessments/performance-level-descriptors).

Available reports include:

- **Domain Analysis Report** — Separated by content area, the domain report provides a list of selected students and 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 percent of points earned for each assessment that was administered.

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 on the Early Literacy and Mathematics web page (https://www.michigan.gov/earlylitandmath) under the **Reporting** section.

Entrance and Exit Protocol Updated for English Learners

The Michigan Department of Education Entrance and Exit Protocol (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OES/Programs/Title-III/EL_Entrance_and_Exit_Protocol.pdf) has been updated to reflect entrance requirements connected to the new WIDA Screener for Kindergarten.

To be identified as eligible for English learner services, students enrolled in kindergarten before December 1 must score below 5.0 on the Listening or Speaking domains. These students should be coded as EL in the Michigan Student Data System (MSDS) and no further screening is necessary.

Note: A student who takes the Listening and Speaking domains in the fall and scores 5.0 or higher is identified as "potentially eligible" for services and must still take the Reading and Writing domains mid-year or in the winter. Students who fall in this category are not to be coded as EL in MSDS until after the final two domains have been screened and results are available. It is recommended that those domains for these "potentially eligible" students be administered prior to January 31. This ensures that the student is identified properly and still allows the student to take the required WIDA ACCESS for ELLs assessment if they are found to be eligible – that is, if they score below a 5.0 in any domain of the screener.

Students enrolled in kindergarten after December 1 must score below 5.0 on any domain of the WIDA Screener for Kindergarten to be identified as an EL.

Email any questions pertaining to the Entrance and Exit Protocol to the Office of Educational Supports at mde-el@michigan.gov.

WIDA Screener Overview Webinar Reminder

New test coordinators and new test administrators are urged to join this overview webinar, scheduled for 9:30 - 11:00 a.m. on September 15, 2022. The webinar will provide administrators with a general overview of the WIDA Screener Online assessment (grades 1-12). Educators may register at https://wida-screener-online-webinar.eventbrite.com.

Off-Site Requests Now Open for WIDA Screener

If your school or district is planning to administer the WIDA Screener assessments at off-site locations, you must complete an Off-Site Test Administration Request(s) through the Office of Educational Assessment and Accountability (OEAA) Secure Site (www.michigan.gov/oeaa-secure).

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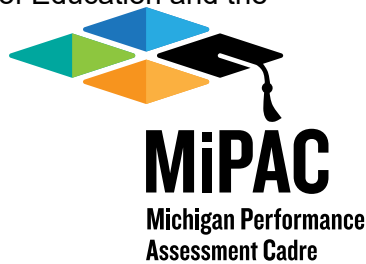
Spotlight

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Reminders

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

MiPAC Cohort III Starts September 15; Stipends and SCECHs Available

The Michigan Department of Education and the Michigan Assessment Consortium are looking for education professionals to serve on the Michigan Performance Assessment Cadre of Experts (MiPAC), Cohort III.

MiPAC develops performance assessments aligned to Michigan's model competencies in mathematics and English language arts (ELA) in grades 3-8.

Grades 3-5 English language arts teachers are particularly encouraged to apply.

Working in grade-level teams, MiPAC 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.

Preferred candidates for the Performance Assessment Cadre of Experts:

- have experience in teaching mathematics or ELA in at least one of these grade spans: grades 3-5, grades 6-8
- have experience in teaching to Michigan's mathematics and ELA academic content standards
- are interested in participating in the development of performance assessments

By participating in this project, educators will have opportunities to:

- learn about the Michigan model competencies for mathematics and ELA
- develop performance assessments and rubrics
- collaborate with colleagues from across the state
- practice calibrating the scoring of performance assessments
- participate in a research agenda that is 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

As noted, 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. Approximately eight or nine 2-hour virtual after-school sessions to support the design process are expected to be scheduled from September 2022 through June 2023. Participants will work in grade-level teams with colleagues. Team leads will host three or four virtual meetings throughout the year, to keep the item development momentum going and production flowing.

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

Last chance – available seats are limited!

Reminders

Early Literacy and Mathematics Benchmark Assessment: Fall 2022 Test Window

The Early Literacy and Mathematics Benchmark Assessment Fall 2022 test window is open until October 28, 2022. All students participating in this assessment must be pre-identified on the Office of Educational Assessment and Accountability (OEAA) Secure Site (www.michigan.gov/oeaa-secure). Information on pre-identification methods can be found on the Secure Site Training web page (www.michigan.gov/securesitetraining) under the **Pre-Identification of Students** section.

The **Early Literacy and Mathematics Benchmark Test Administration Manual** and **Online Test Directions** are located on the Early Literacy and Mathematics Benchmark Assessment web page (www.michigan.gov/earlylitandmath).

Student-level reports are available within 48 hours of test completion in the Dynamic Score Reporting Site. For additional information, see the Early Literacy and Mathematics Benchmark Assessments Student-Level Reports available article in the Spotlight newsletter - August 18, 2022 edition (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-08-18-2022.pdf).

Updated 2022-23 OEAA Electronic Device Policy

Personal electronic devices that are not used for testing pose a large security risk to all state assessments. As accessibility to and the use of additional electronic devices has increased among both students and staff over the last few years, instances of cheating, plagiarism, and inappropriate use of devices have had a negative impact on the validity and reliability of the state's assessments. This has also caused invalidation of student tests, resulting in negative impacts to assessment participation and accountability.

Prior to test administration, District and Building Assessment Coordinators must create a specific policy for the use of electronic devices by students and staff during testing. These policies must include the state-required policies detailed in the Office of Educational Assessment and Accountability (OEAA) Electronic Device Use Policy, and must be communicated to staff, students, and families.

The OEAA has updated its Electronic Device Use Policy (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Assessment-Integrity-and-Security/OEAA-Assessment-Electronic-Device-Use-Policy.pdf) for statewide testing for the 2022-23 school year. This policy is located on each of the assessment web pages as well as the Assessment Integrity and Security web page (https://www.michigan.gov/mde/services/student-assessment/assessment-integrity-and-security).

CB College Board Corner

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

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

REMINDERS

School and District Contacts

For information about updating school and district contacts in the Educational Entity Master (EEM) (www.michigan.gov/eem), see the article in the Spotlight newsletter - August 18 issue (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-newsletter/Spotlight-08-18-2022.pdf). The article details which staff must be identified for the SAT with Essay, PSAT 10, and PSAT 8/9 administrations.

School and district contacts are to be updated by **September 9, 2022**, to ensure that critical communications about the College Board assessments are received.

April 2023 Test Dates

Review the Spotlight newsletter - August 18 issue (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-newsletter/Spotlight-08-18-2022.pdf) for April 2023 test dates for the SAT with Essay, PSAT 10, PSAT 8/9.

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

ACT® WorkKeys®

What's New

Updating EEM

An important first step in preparing for the Spring 2023 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) is 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 for 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 9, 2022**, 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 Office of Educational Accountability and Assessment (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 at www.michigan.gov/securesitetraining under the **Miscellaneous** section.

- Nonpublic schools: Call 517-241-5385 or email nonpublicschools@michigan.gov to update your information in the EEM.

An article in the September 1, 2022 Spotlight newsletter, (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-08-18-2022.pdf) "The Time is Now! Make Sure School and District Contacts Are Up to Date in the EEM for the 2022-23 School Year," contains additional information on why this review/ update is needed, as well as the list of contacts to be reviewed.

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
3. email accommodations questions to ACTStateAccoms@act.org

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

Important Dates

September 2022

Deadline to Update District and Building Staff Contact Information in Educational Entity Master (EEM)

September 9, 2022

WIDA Screener Overview Webinar

September 15, 2022, 9:30 - 11:00 a.m.

- This webinar will provide administrators with a general overview of the WIDA Screener Online assessment (grades 1-12). New test coordinators and administrators are encouraged to join this overview webinar

- Registration: https://wida-screener-online-webinar.eventbrite.com

Graduation Rate Appeals Window

Ongoing through September 14, 2022

- Graduation Rate Appeals window open in the Michigan Student Data System (MSDS)

Early Literacy and Mathematics Benchmark Assessments (ELMBA) Fall 2022 Pre-Identification of Students

Ongoing through October 27, 2022 by 5:00 p.m.

Early Literacy and Mathematics Benchmark Assessments (ELMBA) Fall 2022 Testing Window

Ongoing through October 28, 2022

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 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

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 **866-276-7735**

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