Spotlight

MICHIGAN Department of Education

on Student Assessment and Accountability

What's New
November 30, 2023

Approaching Deadline: Benchmark Assessments Reporting and Funding Application

The deadline for districts to complete the 2023-2024 Benchmark Assessments Reporting and Funding Application form (https://bit.ly/3QGS8E4) is tomorrow, **Friday, December 1, 2023 at 5:00 p.m.**

The Michigan Department of Education (MDE) requests all public districts and ISDs with enrolled students in grades K-8 to complete the form, to allow for consistency across academic years in the legislatively mandated reporting. The form must be completed if your district or ISD is requesting funding for your benchmark assessment system/program. Keep in mind the form must be submitted and not just saved to be considered complete.

The form is available through the Grant Electronic Monitoring System/Michigan Administrative Review System (GEMS/MARS). It may also be accessed from the MDE Benchmark Assessments web page (www.michigan.gov/mde-benchmarkassessments) in the **What's New** section.

The Benchmark Assessments Reporting and Funding Application allows districts to identify the types of benchmark assessments administered, report on assessments with progress monitoring tools and local benchmark assessments, and apply for funding for eligible assessments purchased by districts. **The assessments eligible for funding are NWEA Map, Curriculum Associates i-Ready, and Renaissance Star.** The Smarter Balanced Interim Assessments and the Early Literacy and Mathematics Benchmark Assessments are provided at no cost to schools and are not eligible for funding.

The following resources to help districts meet the reporting and funding requirements of Michigan Compiled Law 388.1704i (https://bit.ly/3MmHuA4) are available on the MDE Benchmark Assessments web page:

- 2023-2024 Benchmark Assessments Reporting and Funding Application form (https://bit.ly/3QGS8E4)
- 2023-2024 Benchmark Fact Sheet and FAQ (https://bit.ly/3QGMMbT)

(Continued on next page)

We are here to help. If you have questions, please reach out as follows:

- For questions regarding the Benchmark Assessments Reporting and Funding application: mde-gems@michigan.gov
- For questions regarding the Michigan Data Hub: support@midatahub.org
- For questions regarding program funding: skillingsc@michigan.gov
- For questions regarding the benchmark assessment legislation: mde-oeaa@michigan.gov

2023-24 Annual Education Report (AER) Coming Soon

The Michigan Department of Education (MDE) and the Center for Educational Performance and Information (CEPI) are finalizing the data and materials for schools to use in publishing the Annual Education Report (AER). It is anticipated that 2022-23 AER data and materials necessary for the creation of 2023-24 AERs will be available in preview for schools in December at www.MISchoolData.org. Once available for preview, school/district users can log in to MI School Data to review their reports.

Please note that report information, cover letter templates, and combined report data currently located on the Annual Education Report section at MISchoolData.org have not yet been updated to reflect the materials to be used for the 2023-24 school year AERs. MDE will be providing these materials and additional AER information when the AER is available in preview.

Michigan School Grades Reports Coming Soon

Per state law (MCL 380.1280g), the Michigan Department of Education (MDE) will make 2022-23 Michigan School Grades reports available for schools to preview on MI School Data (www.mischooldata.org) in the next few weeks.

Authorized users of MI School Data will soon be able to preview school-level Michigan School Grades reports before results are released publicly later in December. In order to preview school results, authorized individuals need to log into MI School Data. The preview window is offered as a courtesy to schools so that they are prepared to communicate to their communities about their performance when these data are made public. Appeals and requests to clean up data will not be considered at this time. Schools were offered the opportunity to correct data errors prior to this preview window.

We encourage you to review the informational guides and other helpful resources available for the Michigan School Grades System (www.michigan.gov/mde-schoolgrades).

The state law governing School Grades, MCL 380.1280g was repealed by Act 34 of 2023 and as such, the 2022-23 results will be the last report released.

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

Reminder: 2022-23 School Index Reports and Datafiles Now Available for Preview on MI School Data

Embargoed 2022-23 accountability reports and student datafiles for the Michigan School Index System have been available for preview to authorized MI School Data (www.mischooldata.org) users since Monday, November 27, 2023. **The preview window will close on Monday, December 4, 2023, at 8:00 a.m**. Accountability results will be publicly released on MI School Data shortly after the preview window closes. Accountability results are embargoed and not to be shared until results are made publicly available on MI School Data.

Authorized users of MI School Data are now able to download accountability student and aggregate datafiles, and view school-level accountability reports for the Michigan School Index System. Once logged in, users can access School Index reports by navigating to the "K-12 Grade" menu, selecting the "School Accountability" submenu and then clicking "School Index." Accountability student and aggregate datafiles can be accessed by navigating to the K-12 Grade menu, selecting the School Accountability submenu and then clicking "Accountability Downloads."

To get started, review the 2022-23 Resource Toolkit for the School Index preview window (https://bit.ly/410q7ed).

Supporting materials for the School Index are described and linked in the toolkit above. These resources are also available on the School Index Resources web page (www.mi.gov/mde-schoolindex).

Note: The Michigan School Index system is a separate and distinct accountability system from the A-F school grading system for which you may also be anticipating results. School Grades (A-F) results are expected to be previewed and then released at a later date; prior to the end of December 2023 to meet the requirements set forth in state law MCL 380.1280g (https://bit.ly/46BmqwS). With MCL 380.1280g repealed by Act 34 of 2023, this will be the last release of School Grades (A-F).

2023-24 Sending Scores Back Program for Shared Educational Entities (SEEs and S2E2s)—Applications Now Available

Intermediate School Districts (ISDs), consortia, or other partnering districts may wish to apply to participate in the "Sending Scores Back" Program for school accountability reporting. Eligible schools and classroom programs provide alternative education, early/middle college education, gifted and talented education, or special education services to neighboring or consortium districts.

The Sending Scores Back Program allows non-resident student assessment results and non-resident student graduation statuses to be redirected in school accountability reporting to another school in a student's own district of residency. **Note:** Public school academies (PSAs) are not eligible for this program as PSAs do not have resident district boundaries in the same way traditional districts do.

Applying for the Sending Scores Back Program will designate your school building or classroom program as a Shared Educational Entity (SEE) or Specialized Shared Educational Entity (S2E2). That status is then used during submissions in the Michigan Student Data System (MSDS) to identify students to be processed specially in school accountability reporting. Students identified in these schools/programs are then attributed back to a school building identified in their resident school district for the purposes of school accountability calculations.

Shared Educational Entities (SEEs) and Shared Specialized Educational Entities (S2E2s) that participated in the Sending Scores Back Program in a prior school year will need to reapply to reestablish their status as a SEE or S2E2 in the Sending Scores Back Program for 2023-2024 school accountability results expected in the fall of 2024.

Additional information and applications to participate in this program are now available at: www.michigan.gov/sees. Applications will be due via electronic submission, no later than Monday, January 29, 2024.

DRC INSIGHT Technology Readiness Training for Technology Coordinators Now Available

Data Recognition Corporation (DRC) hosted the DRC INSIGHT Technology Readiness Training for Technology Coordinators on Wednesday, November 29, 2023.

A recording of the session and the related PowerPoint presentation are now available for review by technology coordinators who were unable to participate in the webinar.

- Webinar Recording (https://bit.ly/4a0Bua2)
- PowerPoint Presentation (https://bit.ly/3N559oJ)

This training session is targeted for both new and returning Technology Coordinators and focuses on important activities related to overall testing readiness. The session includes answers to the top 20-plus most commonly asked questions received by DRC Customer Service regarding site technology readiness.

Specific topics addressed include:

- Path to Successful Testing
- DRC INSIGHT Solution Review
- Overseeing the DRC INSIGHT Solution
- Facilitating People Readiness
- Troubleshooting and Support
- Other Frequently Asked Questions

Tools for Teachers: Tailor Instruction and Boost Learning with Tools for Teachers

With the school year underway, now is an ideal time to take advantage of the free Tools for Teachers offered to all Michigan districts. Created by teachers, the Tools for Teachers digital platform is a rich resource for materials, activities, and lessons that can be used to improve student learning.

Resources within Tools for Teachers include strategies for differentiated instruction, accessibility, embedded formative assessment, professional learning, and more. You can apply these resources throughout the year to support lesson planning, adjust instruction, and quickly impact student learning. The tools can easily be filtered by resource type, grade, subject (English language arts or mathematics), claim, target, and content standard, allowing teachers to match the learning resources to where they are in the instructional cycle.

To access Tools for Teachers through the DRC (Data Recognition Corporation) INSIGHT Portal, Michigan educators need a DRC INSIGHT Portal account (https://mi.drcedirect.com). Users will be automatically assigned to the 2023-2024 Smarter Balanced Interim assessment within the portal, where additional users can be added. Note: Tools for Teachers is available to all Michigan educators, even those not planning to use the Smarter Balanced Interim assessments.

If no users at your school/district have the current year's Smarter Balanced Interim administration role in the DRC INSIGHT Portal, please reach out to DRC to have your users added. Contact Data Recognition Corporation by calling 877-560-8378 (option 2) or by email to misupport@datarecognitioncorp.com.

Users with the Tools for Teachers permission can access Tools for Teachers by signing into their DRC INSIGHT Portal account (https://mi.drcedirect.com) and selecting the **My Applications** > **Tools for Teachers** link. The user will be automatically directed to the Tools for Teachers home page.

Tools for Teachers Resources (YouTube videos):

- What Is Tools For Teachers? (https://bit.ly/46FbApD)
- Tools for Teachers - Demonstration (https://bit.ly/3Gl5RKP)

Questions? Contact Data Recognition Corporation by calling 877-560-8378 (option 2) or by email to misupport@datarecognitioncorp.com.

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

Early Literacy & Mathematics Benchmark Assessments Reports: Understanding Scale Scores and Performance Levels

To make the most of your benchmark assessment reports, it's important to understand scale scores and performance levels: what they are, how they are determined, and what exactly they can tell you about student performance. This article reviews the process of developing scale scores and performance levels for the Early Literacy and Mathematics Benchmark assessments, and outlines the 2023–2024 performance level scale score ranges for each grade and subject.

Scale Scores

Students receive an overall scale score for each valid test in English language arts (ELA) and mathematics. Scale scores are the basic unit of reporting test results. A scaled score is calculated from a total number of points the student scores on the item, statistically adjusted and converted into a consistent, standardized scale that permits direct and fair comparisons of scores from different forms of a test, either within the same administration year or across years. Established psychometric procedures are used to ensure that a given scale score represents the same level of performance regardless of the test form.

Scale scores are especially suitable for comparing the performance of different groups of students in the same grade from year to year and for maintaining the same performance standard across the years. While scale scores are comparable across tests in a given content area within the same grade, they are not comparable across content areas or grades.

On the Early Literacy and Mathematics Benchmark reports, each overall scale score is indicated by a single number. An error band is noted for each scale score, indicating the range of scores that the student would be likely to achieve if he or she were to take the test multiple times.

Performance Levels

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 Support** — 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.

The divisions between the levels are often referred to as cut scores. The cut scores are recommended by a panel comprised of educators and other stakeholders throughout the state in a process known as standard setting. To set these standards, the panel uses detailed descriptions of what students in each of the performance levels should know and be able to do. Based upon these detailed descriptions and actual assessment items, the panel recommends the score that best separates each performance level from the next. The recommendations are made to the Michigan State Superintendent of Public Instruction, who approves the final cut scores and performance level ranges.

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

While the performance level descriptors necessarily differ by grade and subject area, student achievement—as defined by the obtained performance level—can be reasonably compared across subjects within a grade. Such a comparison can be used to indicate whether students are meeting Michigan Academic Standards in each subject and grade.

Michigan Department of Education BENCHMARK ASSESSMENTS Early Literacy & Mathematics		2023-2024 Performance Level Scale Score Ranges		
Subject	**Grade**	**Level 1 Needs Support**	**Level 2 Demonstrates Proficiency**	**Level 3 Demonstrates Mastery**
ELA	K	860-971	972-988	989-1020
	1	870-992	993-1023	1024-1060
	2	880-1007	1008-1031	1032-1100
Math	K	860-957	958-1006	1007-1020
	1	870-995	996-1035	1036-1060
	2	880-1006	1007-1057	1058-1100

For more information on using the Early Literacy and Mathematics Benchmark assessments, contact Data Recognition Corporation (DRC) by calling 877-560-8378 (option 2) or by email to misupport@datarecognitioncorp.com. You can also reference the resources posted within the DRC INSIGHT Portal (https://mi.drcedirect.com/); select the **Documents and Training Materials** link and filter for **Early Literacy and Mathematics Benchmark assessments** under the administration drop-down on the **Documents** tab.

Additional information and resources can be found on the Michigan Department of Education (MDE) Early Literacy and Mathematics Benchmark web page (www.michigan.gov/earlylitandmath).

Reminders

Have You Seen the Revised M-STEP Online Test Directions yet?

Revisions to the test directions are available to view in the Online Tools Trainings (https://bit.ly/49n5exN).

If your school prefers to provide the more detailed information about each available tool, print and post the MDE-Approved INSIGHT Tools poster (https://bit.ly/40znS1u).

Here's the full Spotlight article - November 9 issue (https://bit.ly/47d3xBC) that describes the changes.

Public Comment on Michigan's One Percent Alternate Assessment (MI-Access) Waiver

The federal Every Student Succeeds Act (ESSA) caps the percentage of students who can take an alternate assessment for statewide testing at 1.0 percent of the total students tested. ESSA also allows states that may exceed the one percent cap to apply for a one-year waiver. (Michigan's alternate assessment program is MI-Access.)

The Michigan Department of Education (MDE) is formally requesting such a waiver for the Spring 2024 assessment administration. The waiver approval will allow MDE and local education agencies in the state to continue to ensure appropriate assessment selection for students with disabilities, and to further reduce participation numbers for Michigan's alternate assessment to meet the one percent cap requirement. This waiver request includes continued plans to reduce the number and percentage of students who take MI-Access as allowed under ESSA.

MDE is seeking public comment on Michigan's draft request for a waiver on the one percent cap on participation in MI-Access. **The online public comment window is open through 11:59 p.m. on Saturday, December 16.**

A draft of the One-Percent Cap Waiver Request (https://bit.ly/3SO2kfL) is available online.

Public comments (https://bit.ly/3Glo76S) can be made online.

Writing Skills Field Test
Preparation for Passage-based Writing

The Michigan Department of Education (MDE) is looking for schools to participate in an M-STEP online Passage-based Writing Field Test **January 2 - February 9, 2024**.

Why have a stand-alone field test?
Field tests are used to check the adequacy of testing procedures and statistical characteristics of new test items by testing them in the field before they appear on an actual assessment. This test follows the same setup and security as the M-STEP. The field test helps to ensure that the items we are putting on the M-STEP are high quality. And, the more writing exposure your students receive, the more improvement you will see!

Who can participate?
Students in grades 3-8 can participate in field-testing items written by Michigan authors for Michigan's state assessments.

What is involved?
During the field test, students will read one passage, either literary or informational, from a variety of genres as prescribed by the standards. Students will then answer five multiple choice questions and respond to a writing prompt, which includes a checklist of components found in a well-written essay. They will not receive a score but will have an opportunity to prepare for the M-STEP and to use the checklist to improve their writing skills in the testing environment.

Where will it take place?
The online field test will take place in your school on computers.

When do I sign up?
Beginning November 13, 2023, go to the OEAA Secure Site (https://baa.state.mi.us/BAASecure/Login.aspx) to Pre-ID students for testing. For information about how to Pre-ID students for testing or how to gain access to the Secure Site, go to the Secure Site Training Site (https://www.michigan.gov/mde/Services/Student-Assessment/secure-site-training).

Don't miss this great opportunity! Sign up today!

MICHIGAN Department of **Education**

CB College Board Corner

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

WHAT'S NEW

SAT with Essay

As in past years, the Spring 2024 administration of the SAT will include the essay section. Students will have 50 minutes to complete the essay, and the prompt style will be the same as in previous administrations. Online testers will be required to type the essay into the Bluebook testing application.

Students approved to take the SAT with Essay in paper/pencil mode will have their multiple-choice answers transcribed into the Bluebook application; students' paper-based essay responses will be mailed back to College Board for scoring.

School Test Coordinator Webinar, Sessions 1 and 2

The SAT with Essay, PSAT 10, and PSAT 8/9 School Test Coordinator webinar scheduled for Tuesday, December 5, has reached participant capacity. For this reason, College Board will host **an additional School Test Coordinator webinar** on **Tuesday, December 12, at 1:00 p.m. ET.** This webinar will contain the same content as the December 5 session.

Intended primarily for School Test Coordinators, the webinar will include information about policies, procedures, available resources, student registration, accommodations, digital readiness, and communications that will be distributed leading up to the Michigan-provided SAT with Essay and PSAT-related assessments in Spring 2024.

If you were not able to register for the December 5 session, register now (https://bit.ly/47FcUtV) for the additional session scheduled for December 12.

Note: Based on their initial registration date for the original session, some registrants for the December 5 webinar may receive a new invitation to attend the December 12 session. This is to ensure that earlier registrants will be able to attend the December 5 session.

A recording of the webinar will be shared with registrants from both sessions, for on-demand access. The recording will be posted on the Michigan Merit Examination MME website (https://www.michigan.gov/mde/services/student-assessment/michigan-merit-examination-mme) and the Michigan PSAT website (https://www.michigan.gov/mde/Services/Student-Assessment/psat).

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

District Test Coordinator Recording and Q&A

To support the Spring 2024 testing administration, College Board recently provided a District Test Coordinator Orientation webinar. This session provided district test coordinators with a high-level overview of the Spring 2024 digital testing platforms, implementation timeline, school establishment, and key differences between the fall and spring testing administrations.

A recording of the November 7, 2023, District Test Coordinator Orientation webinar, as well as the Q&A session compiled during the webinar, can be access at this link: webinar recording (https://bit.ly/47xzncn).

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®

Reminder

Completing Manage Participation

Each school's WorkKeys Test Coordinator must indicate their school's WorkKeys participation status - either Participating or Not Participating - in the PearsonAccessnext website (https://testadmin.act.org/) by **December 8, 2023**, regardless of previous participation.

This process takes approximately five minutes; step-by-step instructions are provided in the Spotlight newsletter - November 2, 2023 issue (https://bit.ly/40uONv4) and in the ACT WorkKeys Spring 2024 Manage Participation Guide, which is located on the MME web page (www.michigan.gov/mme).

All schools, public and nonpublic, must confirm that they are participating in order to receive test materials and to administer the WorkKeys assessment.

If your school will participate in the WorkKeys assessments in Spring 2024, you must select the week in which you prefer to receive test materials. Be sure to select a week your school will be in session and not during spring break.

If your school will not participate this spring, complete the **Not Testing** section to be removed from future communications for the current academic year.

Deadline: You must submit your participation information by **Friday, December 8, 2023**. If you miss this deadline, you will receive periodic past-due reminders.

For all upcoming events and deadlines, refer to the ACT WorkKeys Schedule of Events (https://bit.ly/49wbZ02) posted on the ACT state testing website (http://www.act.org/stateanddistrict/michigan) on the **WorkKeys on Paper** page.

Questions about ACT WorkKeys?

Contact the ACT WorkKeys Customer Support Team:

- **email** ACT WorkKeys at workkeys@act.org
- **call** ACT WorkKeys at 800-967-5539; available 9:30 a.m. and 6:00 p.m. ET
- **email** accommodations questions to ACTStateAccoms@act.org

Important Dates

December 2023

2023-2024 Benchmark Assessments Reporting and Funding Application [Response Deadline]

Ongoing through December 1, 2023

- Complete the 2023-2024 Benchmark Assessments Reporting and Funding Application form to identify benchmark assessments administered, report on local benchmark assessments and benchmark assessments with progress monitoring, and to apply for funding.

ACT WorkKeys Manage Participation Process [Response Deadline]

December 8, 2023

College Board Off-site Testing Request for Spring 2024 [Response Deadline]

Ongoing through March 1, 2024

- If your school is covered under a state contract in spring 2024, you must submit the Off-site Testing Request Form (https://bit.ly/3N6ldXB) and ensure that all off-site testing location(s) meet the digital testing policies and technical requirements.

January 2024

Winter Early Literacy and Mathematics Benchmark Assessments [Test Window]

January 2 – February 2, 2024

M-STEP Passage-based Writing Field Test [Test Window]

January 2 – February 9, 2024

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

Conferences & Webinars

December 2023

College Board School Test Coordinator Webinar, Part 1

Tuesday, December 12, 2023, 1:00 p.m.

- Registration link (https://bit.ly/47FcUtV)

February 2024

Michigan School Testing Conference

February 14 – 15, 2024

- Full conference details and registration form (https://bit.ly/3QhN87w)

- Hotel registration featuring special conference rate (https://bit.ly/472c35G)

Contact Us

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