

# Spotlight

## on Student Assessment and Accountability

### What's New

Week of March 24, 2022

- New Look for the MDE Website
- Audio Playback Issue on iPads Intended for M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Testing
- WIDA ACCESS for ELLs and Alternate ACCESS for ELLs – Testing Window Closure and Material Return Deadline
- Be a Leader in Quality Assessment: Join the Achieving Balance in Classroom Assessment Program
- Focus on Assessment Literacy: How Are Summative Assessments Important to the School Improvement Process?

### Reminders

- M-STEP and MI-Access Office Hours
- Spring 2022 Michigan Educational Research Association (MERA) Virtual Conference is April 29
- Standard Setting for Michigan's Early Literacy and Mathematics Benchmark Assessments
- FAME Project Accepting New Coach Applications for 2022-23
- MI-Access Grade Level and Alignment Changes for Science

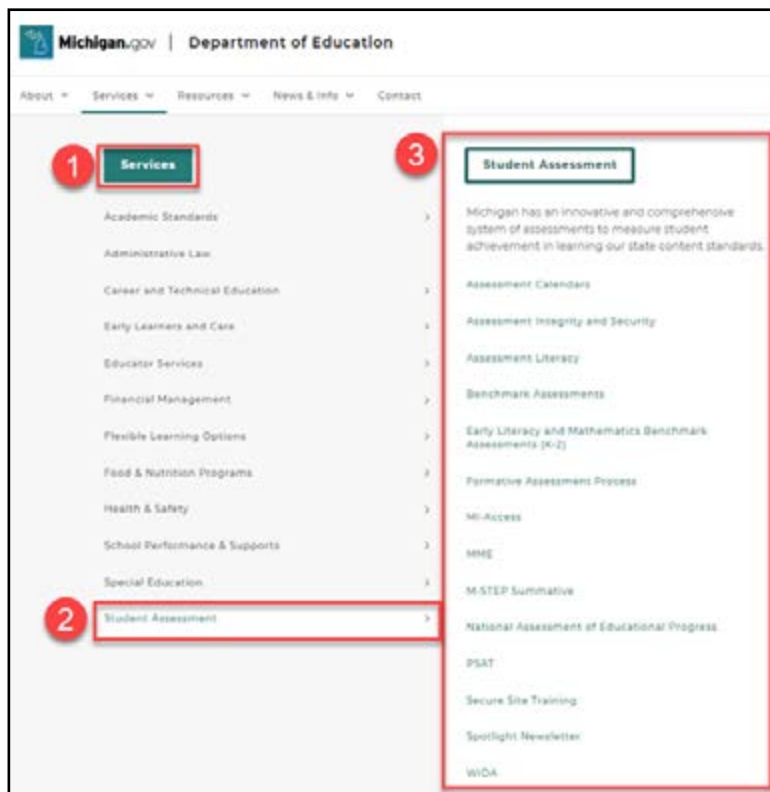
#### New Look for the MDE Website

You may have noticed that last week the [Michigan Department of Education \(MDE\) website](http://www.michigan.gov/mde) ([www.michigan.gov/mde](http://www.michigan.gov/mde)) changed to a new look. For example, page navigation is now accessed from the top portion of the website rather than the side.

If you have bookmarked links or shortened URLs to various MDE webpages, these should automatically redirect to the respective page within the new website system. If you are unable to locate a resource on the new website, or wish to provide suggestions or other feedback, please send an email to [mde-oaaa@michigan.gov](mailto:mde-oaaa@michigan.gov).

#### Assessment Webpages

In the new website design, you'll find **assessment** webpages by navigating from the main MDE home page to **"Services"** in the menu bar at the top, and then to **"Student Assessment"**.



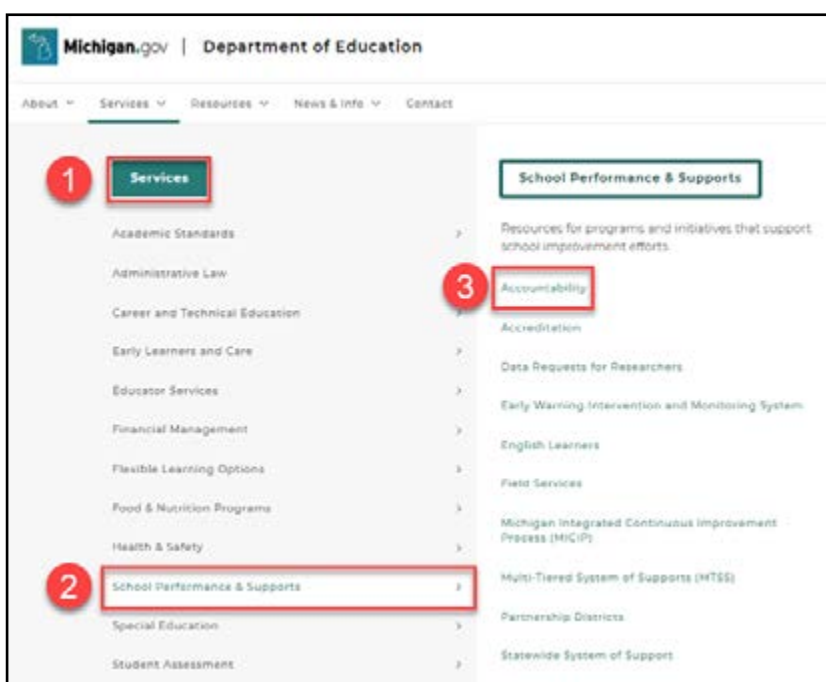
(Continued on next page)

Use these shortened URLs to access various assessment webpages:

Topic	Shortened URL
Student Assessment (OEAA Main page)	<a href="http://www.michigan.gov/oeaa">www.michigan.gov/oeaa</a>
OEAA Secure Site	<a href="http://www.michigan.gov/oeaa-secure">www.michigan.gov/oeaa-secure</a>
Assessment Calendars	<a href="http://www.michigan.gov/mde-assessmentcalendar">www.michigan.gov/mde-assessmentcalendar</a>
Assessment Integrity and Security	<a href="http://www.michigan.gov/mde-assessmentsecurity">www.michigan.gov/mde-assessmentsecurity</a>
Benchmark Assessments - Return to Learn	<a href="http://www.michigan.gov/mde-benchmarkassessments">www.michigan.gov/mde-benchmarkassessments</a>
Early Literacy and Mathematics	<a href="http://www.michigan.gov/earlylitandmath">www.michigan.gov/earlylitandmath</a>
Formative Assessment Process	<a href="http://www.michigan.gov/formativeassessment">www.michigan.gov/formativeassessment</a>
MI-Access	<a href="http://www.michigan.gov/mi-access">www.michigan.gov/mi-access</a>
Michigan Merit Examination (MME)	<a href="http://www.michigan.gov/mme">www.michigan.gov/mme</a>
M-STEP Summative	<a href="http://www.michigan.gov/mstep">www.michigan.gov/mstep</a>
National Assessment of Education Progress (NAEP)	<a href="http://www.michigan.gov/naep">www.michigan.gov/naep</a>
PSAT	<a href="http://www.michigan.gov/psat">www.michigan.gov/psat</a>
Secure Site Training	<a href="http://www.michigan.gov/securesitetraining">www.michigan.gov/securesitetraining</a>
Spotlight Newsletter	<a href="http://www.michigan.gov/mde-spotlight">www.michigan.gov/mde-spotlight</a>
WIDA	<a href="http://www.michigan.gov/wida">www.michigan.gov/wida</a>

## Accountability Webpages

You can find **accountability** webpages by navigating from the main MDE home page to “**Services**” in the menu bar at the top, then to “**School Performance and Supports**”, and then to “**Accountability**”.



(Continued on next page)

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

Use these shortened URLs to access various accountability webpages:

Topic	Shortened URL
School Accountability (Main Page)	<a href="http://www.michigan.gov/mde-accountability">www.michigan.gov/mde-accountability</a>
Parent Dashboard for School Transparency	<a href="http://www.mi.gov/mde-parentdashboard">www.mi.gov/mde-parentdashboard</a>
Michigan School Index	<a href="http://www.michigan.gov/mde-schoolindex">www.michigan.gov/mde-schoolindex</a>
Michigan School Grades	<a href="http://www.michigan.gov/mde-schoolgrades">www.michigan.gov/mde-schoolgrades</a>
Shared Educational Entities (SEEs) - Sending Scores Back Program Resources	<a href="http://www.michigan.gov/sees">www.michigan.gov/sees</a>

## Related MDE Webpages

The following shortened URLs are also available to help you access other MDE webpages that contain resources related to assessment and accountability:

Topic	Shortened URL
English Learner (EL) Resources	<a href="http://www.michigan.gov/mde-el">www.michigan.gov/mde-el</a>
MDE Academic Standards	<a href="http://www.michigan.gov/academicstandards">www.michigan.gov/academicstandards</a>
Section 31a At-Risk	<a href="http://www.michigan.gov/31a">www.michigan.gov/31a</a>
Annual Education Report (AER)	<a href="http://www.michigan.gov/aer">www.michigan.gov/aer</a>
MDE Memos	<a href="http://www.michigan.gov/mdememos">www.michigan.gov/mdememos</a>
Educational Entity Master (EEM)	<a href="http://www.michigan.gov/eem">www.michigan.gov/eem</a>
Michigan Student Data System	<a href="http://www.michigan.gov/msds">www.michigan.gov/msds</a>
Michigan Continuous Improvement Process (MICIP)	<a href="http://www.michigan.gov/mde-micip">www.michigan.gov/mde-micip</a>
School Accreditation	<a href="http://www.michigan.gov/accreditation">www.michigan.gov/accreditation</a>
Michigan Every Student Succeeds Act (ESSA) Plan Information	<a href="http://www.michigan.gov/essa">www.michigan.gov/essa</a>

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## Audio Playback Issue on iPads Intended for M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Testing

DRC has asked that this information be shared with technology coordinators and others involved in setting up the technology for spring online testing. This information pertains to M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark assessments.

### Summary:

- DRC has identified an audio playback issue on iPads that have been recently updated to iPadOS 15.4.

### Details:

- Apple released iPadOS 15.4 on March 14.
- DRC provides best effort support for new operating system versions for the first 30 days post release.
- Devices that have been updated to iPadOS 15.4 are encountering issues with audio file playback items. When the issue is encountered, audio files fail to play completely.
- Forms containing this type of item are included in Michigan programs.
- DRC is working with Apple to identify the cause of this issue with iPadOS 15.4 and provide a resolution.
- Devices running iPadOS 15.3.x or below are not affected by this issue.

### Immediate Actions:

- DRC is requesting that sites that plan to use iPad devices for Michigan testing do not allow those devices to update to iPadOS 15.4.
- Devices should remain on iPadOS 15.3.x or below until DRC and Apple have identified a solution to this iPadOS 15.4 issue.
- To avoid students encountering this issue in Michigan online assessments, DRC will be implementing measures in DRC INSIGHT to block the use of the DRC INSIGHT Secure Application on all devices that have been updated to iPadOS 15.4.
- Devices attempting to access Michigan tests through the DRC INSIGHT Secure Application will receive an error message indicating that version 15.4 is not yet supported.

## WIDA ACCESS for ELLs and Alternate ACCESS for ELLs – Testing Window Closure and Material Return Deadline

The WIDA ACCESS for ELLs and WIDA Alternate ACCESS for ELLs testing window closes tomorrow, **Friday, March 25, 2022**. Educators are reminded that the deadline for UPS pickup of all secure test materials for return to DRC (the testing vendor) is **Monday, April 4, 2022**.

If you haven't done so already, review your paper test booklets as soon as possible. If you need additional district/school labels (yellow), contact [mde-oeaa@michigan.gov](mailto:mde-oeaa@michigan.gov) to order them. If you delay, you may not receive additional labels in time to ship materials back to DRC by the April 4 deadline. **Test materials not shipped by the deadline will not be processed.**

## Be a Leader in Quality Assessment: Join the Achieving Balance in Classroom Assessment Program

Districts that implement high-quality, balanced assessment systems with fidelity in every classroom show improved student learning and increased student achievement. As districts move forward to address historic levels of learning loss following the COVID-19 pandemic, high-quality classroom assessment is more important than ever.

This is why the Michigan Department of Education (MDE) is collaborating with the Michigan Assessment Consortium (MAC) in offering a three-year professional learning and implementation program to support district teams as they plan for and implement balanced classroom assessment systems.

In the [Achieving Balance in Classroom Assessment \(ABCA\) program](#), districts will learn how balanced assessment — assessment *for* learning and *of* learning — can:

- substantially improve student instruction and learning
- close gaps in student performance,
- increase equity in student learning and achievement.

For a full description of the ABCA program and a schedule of program activities, go to the [MAC event webpage](#) ([bit.ly/MAC-ABCA](https://bit.ly/MAC-ABCA)).

To participate, complete your [district application](#) ([bit.ly/ABCA-Apply](https://bit.ly/ABCA-Apply)).

Have questions? Contact the MAC at [assistant@michiganassessmentconsortium.org](mailto:assistant@michiganassessmentconsortium.org) or MDE at [YoungK1@michigan.gov](mailto:YoungK1@michigan.gov).

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## How Are Summative Assessments Important to the School Improvement Process?

A balanced assessment system consists of benchmark, interim, and summative assessments. Summative assessments are typically administered to students at the conclusion of a learning period (such as at the end of the school year), to summarize how much a student has learned. Summative assessment results should always be used in conjunction with other data to develop district and school improvement plans.

At the local level, summative assessment data can also meet other purposes. Summative assessment results may be used for:

- gauging what progress students have made over the school year
- identifying student needs
- planning instructional program initiatives and enhancements
- informing modifications and sustainability of instructional programs during program evaluation

Data is essential to the continuous improvement process, and summative assessments are part of that data. Data collected from state and local summative assessments along with other academic, non-academic and systems data help inform the assessment process. As well as the initial initiative inquiry and the gap analysis, data objects from multiple sources form the basis for the Data Story to answer the “what” of the data. The root cause analysis helps identify the “why” of the data and leads us to use a logic model (the “if ... then” statement) to identify the challenge(s) around which a continuous improvement plan will be written. Data generated from future state and local summative assessments can also be used, in part, to evaluate programs to determine their effectiveness and sustainability.

For more information on how statewide and local summative assessments play a key role in the continuous improvement process, check out the **Resources** and the **Put Into Practice** sections on the next page.

Formative

Interim

Summative

## Resources

- [The Michigan Integrated Continuous Improvement Process \(MICIP\)](https://www.michigan.gov/mde/Services/school-performance-supports/micip)  
(<https://www.michigan.gov/mde/Services/school-performance-supports/micip>)  
  
This excellent resource allows educators to review and use resources and information, obtain support, and plan professional development around their continuous improvement process.
- [The ALN Learning Point article](https://www.michiganassessmentconsortium.org/wp-content/uploads/LP_CLASSROOM-SUMMATIVE-ASSESSMENT.pdf) “What is summative assessment and how can it be used in the classroom?”  
([https://www.michiganassessmentconsortium.org/wp-content/uploads/LP\\_CLASSROOM-SUMMATIVE-ASSESSMENT.pdf](https://www.michiganassessmentconsortium.org/wp-content/uploads/LP_CLASSROOM-SUMMATIVE-ASSESSMENT.pdf))  
  
This article describes the purpose of classroom summative assessments and what data results can be used for.

## Put Into Practice

1. As stated above, summative assessment data should always be used with other data to inform district and school improvement needs.  
  
What other types of data collected by your school or district can be analyzed to provide a more comprehensive data story?
2. Review the [MICIP ACADEMIC Achievement Data and Triangulated Data Tool](https://www.michigan.gov/documents/mde/MICIP_Achievement_Data_Tool_742516_7.pdf) ([https://www.michigan.gov/documents/mde/MICIP\\_Achievement\\_Data\\_Tool\\_742516\\_7.pdf](https://www.michigan.gov/documents/mde/MICIP_Achievement_Data_Tool_742516_7.pdf))  
  
How is this list of data sources consistent with your response to the question above? Did some examples on the list surprise you? Does your district or school collect these data?

Focus on Assessment Literacy

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



## Reminders

### M-STEP and MI-Access Office Hours

Do you have questions regarding the upcoming M-STEP and/or MI-Access test administrations? Join staff from the Office of Educational Assessment and Accountability (OEAA) for M-STEP and MI-Access Office Hours and ask your questions.

The online Office Hours is an unstructured Zoom meeting from 3:00 – 4:00 p.m., **Tuesday, April 12, 2022**.

The **meeting link** is:

<https://zoom.us/j/9280987255?pwd=a3pSL3VoVWJLQ2NYaTB6RHBkN0h6dz09>

**Meeting ID:** 928 098 7255

**Passcode:** YUjqf7 (passcode is required)

There will be no formal agenda or presentation at Office Hours. This is a time for you to drop in and ask OEAA staff supporting the M-STEP and MI-Access test administrations questions and get assistance as you prepare for the Spring 2022 assessment administrations.

Remember, you don't have to wait for Office Hours. If you have an immediate question, please email [mde-oeaa@michigan.gov](mailto:mde-oeaa@michigan.gov) for a timely response.

### Spring 2022 Michigan Educational Research Association (MERA) Virtual Conference is April 29

The state of Michigan is experiencing a teacher shortage crisis, a crisis that is exacerbated by the pandemic. The shortage has created a great deal of uncertainty and disruption in districts and schools across the state and is likely to persist moving forward.

The Michigan Educational Research Association (MERA) Virtual Conference will help deepen your understanding of the drivers that contribute to this problem and learn about potential strategies that could help make a difference at your school setting.

- **Date:** Friday, April 29, 8:45 a.m. – 3:10 p.m.
- **Cost:** \$25
- [Program](#) | [Registration](#)

A conference Zoom link and additional information (presenter materials, agenda) will be made available to registrants several days before the start of the conference.



## Reminders

### Standard Setting for Michigan's Early Literacy and Mathematics Benchmark Assessments

The Michigan Department of Education (MDE) is seeking educators to participate in a standard setting event for the Michigan Early Literacy and Mathematics Benchmark Assessments; the event is scheduled for **May 3-5, 2022**.

The Michigan Early Literacy and Mathematics Benchmark Assessments evaluate early learners' knowledge and skills in English language arts (ELA) and mathematics in grades K-2.

MDE has identified three specific questions to be answered when students take the benchmark assessments. These are:

1. Has the student's level of knowledge and skills in ELA and mathematics grown over the course of the school year?
2. Is the student significantly behind grade level (as specified by Michigan's Return to Learn law) and in need of intervention?
3. Is the grade 2 student likely to meet the requirements of the state's Read by Grade Three legislation (P.A. 147-149, MCL 380.1280f) or an analogous minimum-competency level of mathematics knowledge?

To answer these questions, MDE is asking educators to participate in the standard setting event, to establish three performance levels for each K-2 benchmark assessment. By establishing three performance levels (defined quantitatively by two cut scores), MDE will be able to describe students' level of mastery of the state's content standards in a way that is easy for stakeholders to understand.

Educators who are interested in participating in the standard setting will use the online survey to indicate their interest. Note: Completion of the survey does not guarantee a seat at the event, as MDE will work to balance demographics, geographic location, and other factors among participants to ensure a fair representation of Michigan educators. Accepted participants will receive training that outlines the standard setting process, their specific task, and the materials they will be using.

To be considered for participation, [complete the survey](https://www.surveymonkey.com/r/ELMBA_Snd-Stng) (https://www.surveymonkey.com/r/ELMBA\_Snd-Stng).

### FAME Project Accepting New Coach Applications for 2022-23

The Formative Assessment for Michigan Educators (FAME) project is entering its fifteenth year and is seeking interested educators who would like to lead a local learning team of teachers to explore, implement, and reflect on the formative assessment process in their classrooms. FAME Coaches are not expected to be the local expert on the formative assessment process – rather FAME Coaches are learners along with their learning team.

More information on the FAME project and access to the online [2022-23 New FAME Coach application](https://www.surveymonkey.com/r/NewFAMECoachApp) (https://www.surveymonkey.com/r/NewFAMECoachApp) is available on the [FAME public website](https://famemichigan.org) (https://famemichigan.org).

The deadline to apply is **Friday, May 6, 2022**. If you have any questions, contact [Kimberly Young](mailto:youngk1@michigan.gov), MDE/OEAA (youngk1@michigan.gov) or call 517-712-8442.

## Reminders

### MI-Access Grade Level and Alignment Changes for Science

The MI-Access science assessment is changing in 2022. These changes in MI-Access science grade level and content alignments have been under consideration in past years and are now a reality for Spring 2022.

Starting this spring, MI-Access Functional Independence, Supported Independence, and Participation science assessments will be given in grades 5, 8, and 11 (formerly given in grades 4, 7, and 11).

This change aligns the grade levels at which both Michigan's general assessment (M-STEP) and the alternate assessment (MI-Access) are given.

All MI-Access science assessments are aligned to the alternate content expectations (essential elements) that were finalized in the spring of 2020. Each assessment measures the corresponding essential elements' level of complexity (range):

- MI Access Functional Independence = High Range
- MI Access Supported Independence = Medium Range
- MI-Access Participation = Low Range

MI-Access science is no longer aligned to the 2007 extended benchmarks.

The alternate content expectations (essential elements) can be found on the [MI-Access webpage](http://www.michigan.gov/mi-access) ([www.michigan.gov/mi-access](http://www.michigan.gov/mi-access)).

At the main MI-Access page, click the red "Michigan's alternate content expectations" link (top of the page). Then click on the "science and social studies" link and follow the individual grade level alternate content expectations links.

**Note:** Individualized Education Program (IEP) teams should consider making amendments to IEPs to reflect these changes for 2022.

## 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](mailto:michiganadministratorsupport@collegeboard.org)

### WHAT'S NEW

#### Action Required: Complete Training

All test coordinators are required to complete the [College Board test coordinator training](http://professionaltraining.collegeboard.org) (<http://professionaltraining.collegeboard.org>) each year. If you have not yet completed training, do so as soon as possible. Refer to the [March 3 edition](#) of Spotlight for information on the required spring trainings.

#### Test Book Usage

A [College Board Testing Materials Diagram](#) has been posted to the [MME webpage](http://www.michigan.gov/mme) ([www.michigan.gov/mme](http://www.michigan.gov/mme)) and the [PSAT webpage](http://www.michigan.gov/psat) ([www.michigan.gov/psat](http://www.michigan.gov/psat)). The diagram summarizes the key items associated with the Spring 2022 testing materials.

#### SAT with Essay test books are differentiated by colors

- Students will use **purple** test books if they are testing without accommodations or testing with certain accommodations that require the student to test on April 13 (or April 26 for the makeup).
- Students will use **blue** test books if they are approved for College Board accommodations that allow testing in the accommodated testing window.

- Students will use **lime** test books if they are approved for state-allowed accommodations that allow testing in the accommodated testing window.
- The Nonstandard Administration Report (NAR) in SSD Online will indicate which test book color a student is to use.

#### PSAT 10 and PSAT 8/9 test books are differentiated by shape icons

- PSAT-related test books are used in other states; therefore, in Michigan shape icons are used to designate test book usage, rather than the grade being listed on the cover.
- Test books in the initial shipment of materials will be used for the primary testing window and accommodated testing window; they will include these shapes:
  - » PSAT 8/9 for Grade 8 test books = Shield
  - » PSAT 8/9 for Grade 9 test books = Bell
  - » PSAT 10 test book = Shield
- Schools that will be administering both Grade 8 and Grade 9 assessments must keep the test books for each grade separate. Students in Grade 8 and Grade 9 cannot test together and must use the correct grade-specific test book, or their scores will be invalidated.

(Continued on next page)

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## CB

Refer to the [Spring 2022 Test Book Usage and Return Information guide](#) posted to the [MME webpage](#) ([www.michigan.gov/mme](http://www.michigan.gov/mme)) and the [PSAT webpage](#) ([www.michigan.gov/psat](http://www.michigan.gov/psat)) which summarizes the test date, colors, and shapes associated with test books, and as well as information on when to return materials.

## REMINDERS

### Test Materials

Ensure that the Spring 2022 test materials (manuals, answer sheets, test books, forms) do not get mixed with any testing materials that were used for Fall 2021 testing. It is imperative that only the materials that are sent for the Spring 2022 administration are used; if older materials are used, student scores will be invalidated.

### Additional Material Order Window

If additional standard test books, answer sheets, or Coordinator Manuals are required, refer to Additional Material Orders for Spring 2022 article in the [March 10 edition](#) of Spotlight on Student Assessment and Accountability.

### Action Required for Pre-recorded Audio Accommodation

Refer to the [March 10 edition](#) of Spotlight for information on installing and testing the MP3 audio application prior to test day for students approved for this accommodation.



## What's New

Test day is just a few weeks away, so this week's focus is on test day activities.

### Briefing Session with School Staff

Test coordinators must hold a staff briefing session each test day morning, even when working with experienced staff. The table below lists the briefing session activities and the page numbers in the [ACT Test Coordinator Information Manual](#) to reference.

Briefing Session Activities	Page
Training Outline	21
Distribute secure test materials to Room Supervisors	29
Collect, verify, and return test materials	30

### Testing Activities

The table below lists the high-level testing activities and the page numbers to reference in the [ACT WorkKeys Administration - Standard Time Paper manual](#) and the [ACT WorkKeys Administration Manual for Accommodations and English Learner Supports](#).

Standard Time Activities	Standards Time Manual Page Number	Manual Page Number
Identify and seat students	21	30
Students complete demographic information	40	49
Read the Verbal Instructions	43	52
Distribute secure test materials to students	19	28
Administer all 3 tests in order: Workplace Documents, Applied Math, Graphic Literacy	25	34
Monitor for irregularities and prohibited behavior	28	37
Gridding Administration Codes	N/A	8
Collect, verify, and return test materials	20	29

The three manuals are posted on the [ACT state testing website](https://act.org/stateanddistrict/Michigan) (act.org/stateanddistrict/Michigan) on the **WorkKeys on Paper** page in the **Administration** stage.

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**Personal Protection Equipment (PPE)** is allowed for all staff and students. Students must remove their masks for inspection and full facial confirmation at check-in. Ensure that staff and students adhere to national, state, and/or local social distancing guidelines at all times during testing.

## Timings of Assessments

All standard time testing must be completed on the same day, and the full 55 minutes must be allowed for each test even when it appears that all students have finished early. Students testing with Spanish materials must be allowed the full 70 minutes. Encourage students who finish early to review their work on only the current test in any remaining time.

Students testing with extended time (One and One-Half Time, Double-Time, Triple Time) may begin the next test if **all** students in the room have complete a test before time is called.

## Break Policy

There must be a full 15-minute break for all students between Applied Math and Graphic Literacy. The break guidelines begin on page 26 of the [ACT WorkKeys Administration - Standard Time Paper](#) and on page 35 of the [ACT WorkKeys Administration Manual for Accommodations and English Learner Supports](#) manuals.

For all upcoming events and deadlines, refer to the following documents:

- [ACT WorkKeys Schedule of Events](#) – posted on the [ACT state testing website](#) (act.org/stateanddistrict/michigan) on the **WorkKeys on Paper** page
- [ACT WorkKeys List of Important Dates](#) – posted on the [MME web page](#) (www.michigan.gov/mme) under **General information, List of Important Dates**.

## 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](mailto:ACTStateAccoms@act.org)

## Important Dates

### March 2022

#### WIDA

**Now – March 25, 2022**

- **WIDA AMS** Test Setup Window
- **WIDA ACCESS and Alternate ACCESS for ELLs** Pre-identification of students in the [OEAA Secure Site](https://www.michigan.gov/oeaa-secure) window (www.michigan.gov/oeaa-secure) by 5:00 p.m., March 25
- **WIDA ACCESS and Alternate ACCESS for ELLs** Testing Window is Open

#### ACT WorkKeys

**March 22 – April 7, 2022**

- Additional material order window open in the [OEAA Secure Site](https://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure). Orders due by 11:59 p.m.

#### SAT and PSAT

**March 22 – April 7, 2022**

- **SAT, PSAT 8/9 (grades 8 and 9) and PSAT 10** Additional materials order window open in the [OEAA Secure Site](https://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure). Orders due by 11:59 p.m.

### April 2022

#### WIDA

**April 4, 2022**

- WIDA Material Return deadline

#### M-STEP

**April 7 – May 3, 2022**

- **M-STEP (All Grades)** Additional materials order window open in the [OEAA Secure Site](https://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure). Orders close at noon.

#### MI-Access

**April 7 – May 24, 2022**

- Additional materials order window open in the [OEAA Secure Site](https://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure). Orders close at noon.

#### M-STEP and MI-Access Office Hours

**April 12, 2022, 3:00 - 4:00 p.m.**

- This is a time for you to drop in and get answers and assistance from the OEAA staff who are supporting the M-STEP and MI-Access Spring 2022 test administrations.
  - » [Office Hours link](https://zoom.us/j/9280987255?pwd=a3pSL3VoVWJLQ2NYaTB6RHBkN0h6dz09) (https://zoom.us/j/9280987255?pwd=a3pSL3VoVWJLQ2NYaTB6RHBkN0h6dz09)
  - » **Meeting ID:** 928 098 7255
  - » **Required Passcode:** YUjqf7

#### SAT and PSAT

**April 15, 2022**

- Deadline to request makeup materials for the SAT with Essay, PSAT 10, and PSAT 8/9

(Continued on next page)

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



## Important Dates

### ACT WorkKeys

**Now – April 24, 2022**

- Off-site Test Administration Requests through the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure).

**April 14 – April 15, 2022**

- Makeup Order Window. Place orders in the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure)

### May 2022

#### ELMBA Standard Setting

**May 3 – 5, 2022**

- The Michigan Department of Education (MDE) is seeking educators to participate in a standard setting event for the Michigan Early Literacy and Mathematics Benchmark Assessments. To be considered for participation, [complete the survey](https://www.surveymonkey.com/r/ELMBA_Snd-Stng) (https://www.surveymonkey.com/r/ELMBA\_Snd-Stng)

#### M-STEP

**Now – May 19, 2022**

- Off-Site Test Administration Requests through the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure)
- Pre-identification for online and paper/pencil testing remains open through each test window

#### MI-ACCESS

**Now – May 26, 2022**

- Off-Site Testing Requests through the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) (www.michigan.gov/oeaa-secure)
- Pre-identification for online and paper/pencil testing remains open through each test window

## Contacts

**For assistance with assessment or accountability issues:**

### Assessment and Accountability Call Center

**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 Workskills assessments <ol style="list-style-type: none"> <li>1. Eligibility, MDE policies, and OEAA Secure Site Support</li> <li>2. SAT, PSAT 8/9, and PSAT 10 – College Board</li> <li>3. WorkKeys – ACT</li> </ol>
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](mailto:mde-oeaa@michigan.gov)

For accountability questions:

[mde-accountability@michigan.gov](mailto:mde-accountability@michigan.gov)

**For assistance with WIDA Screener, W-APT, and the WIDA Secure Portal questions:**  
(for questions not covered in options 3 and 5 in the table above)

### WIDA Client Services

**866-276-7735**

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