

# Spotlight

## on Student Assessment and Accountability

### What's New Week of May 19, 2022

- Coming in August: Building a Better Assessment Future Conference
- Focus on Assessment Literacy: How Does Understanding the Standard-Setting Process Improve Assessment Literacy?
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### Reminders

- MI-Access End-of-Testing Reminders
- Educators Needed For MI-Access Standard Setting in Science
- Development Opportunity: Michigan Performance Assessment Cadre of Experts (MiPAC) – Cohort III

### M-STEP DEADLINE

All remaining M-STEP online testing ends Friday, May 20, 2022



### Coming in August: Building a Better Assessment Future Conference

Did you know that about 80 percent of a student's assessment experience is determined by local educators? With that fact front and center, the [Building a Better Assessment Future](https://bit.ly/MAC-BBAF2022) conference (bit.ly/MAC-BBAF2022) will feature opportunities for participants to envision and plan assessment systems that support rigorous standards, ambitious teaching, and higher levels of student learning. Participants will hear from experts, reflect on current practices, and work in collaboration toward a better assessment future.

The conference is Wednesday, August 3 and Thursday, August 4, 2022 at the [Kellogg Center](https://kelloggcenter.com/) (https://kelloggcenter.com/) on the campus of Michigan State University.

The Building a Better Assessment Future conference is sponsored by the [Michigan Assessment Consortium](https://www.michiganassessmentconsortium.org/) (https://www.michiganassessmentconsortium.org/), [Michigan Department of Education](http://www.michigan.gov/mde) (www.michigan.gov/mde), and [Formative Assessment for Michigan Educators \(FAME\)](https://famemichigan.org/) (https://famemichigan.org/).

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### MI-ACCESS DEADLINE

The MI-Access test window closes on May 27, 2022

All F1 testing and SI/P score entry must be completed by 4:00 p.m.



Featured conference presenters include:

- Margaret Heritage
- Andrew Ho
- Jay McTighe
- Andy Middlestead
- Ed Roeber
- Michigan assessment leaders

A variety of topics will be explored for the purposeful use of assessments and learning through:

- the formative assessment process
- interim benchmark assessments
- classroom use of summative assessment

Visit the [event website](https://bit.ly/MAC-BBAF2022) to learn more and register ([bit.ly/MAC-BBAF2022](https://bit.ly/MAC-BBAF2022)).

Formative

Interim

Summative

## Focus on Assessment Literacy: How Does Understanding the Standard-Setting Process Improve Assessment Literacy?

Have you ever wondered how tests like the M-STEP or MI-Access are developed? Are you curious about how proficiency levels and cut scores for these tests are determined? For example, the M-STEP assessment has four performance levels (Not Proficient, Partially Proficient, Proficient, and Advanced) and three cut scores that separate each performance level. The methodology for determining these proficiency levels and cut scores is called standard setting, which is embedded in the item writing and test development process.

Standard setting is conducted by panels of experienced educators through a standard-setting event, which takes place when an assessment is newly developed and first administered operationally (such as the new M-STEP and MI-Access science assessments). It can also take place when an assessment has undergone major changes (for instance, in content, length, scoring method, mode, or format) and students' scores and achievement levels must be reported. For information on how the assessment-specific standard setting processes are conducted, see the technical reports for each assessment in the **Resources** section found on the following page.

One important component of the standard setting process is articulating Performance Level Descriptors (PLDs). PLDs detail the knowledge, skills, and attributes/processes that students must demonstrate at each level of performance. Articulating PLDs early in the test development process, prior to item writing, provides a more structured framework for standard setting and identification of accompanying cut scores. In addition, mapping test items directly to the PLDs during the item writing process provides an assurance that interpretations made about student performance based on test scores are valid.

In terms of assessment literacy, when educators have knowledge of how an assessment's standard setting process is conducted and how cut scores are determined, they can have confidence in the appropriateness of the assessment and that the results of the assessment will be accurate reflections of what a student knows and can do in relation to the state standards. This becomes especially important when interpretations are made based on student test scores and actions are based on those interpretations.

For more information on standard setting and specific procedures involved in the process, refer to the **Resources** section found on the following page.

Focus on Assessment Literacy

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

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

The Michigan Early Literacy and Mathematics Benchmark Assessments assess early learners' knowledge and skills in English language arts (ELA) and mathematics in grades K-2. Under Michigan's Return to Learn legislation (P.A. 149 §104.9), students in these grades must take a benchmark assessment at the beginning and at the end of the school year to gauge their level of mastery of the state content standards.

The Early Literacy and Mathematics Benchmark Assessments seek to answer questions for educators related to student growth and performance, such as "Has the student's knowledge and skills in ELA and mathematics grown over the course of the school year?"

Because these assessments (and other state-approved benchmark assessments given in grades K-2) are used to make important decisions about students' futures under Michigan's law, it's especially important that the PLDs and cut scores for these assessments are defined accurately.

### Resources

- [Standard Setting: What is it? Why is it important?](https://www.ets.org/Media/Research/pdf/RD_Connections7.pdf) (https://www.ets.org/Media/Research/pdf/RD\_Connections7.pdf)  
This article from Educational Testing Services (ETS) describes the standard-setting process and its key components in non-expert terms.
- *Setting performance standards: Foundations, methods, and innovations.* 2<sup>nd</sup> Edition. Edited by Gregory Cizek  
This handbook provides a wealth of information about setting performance standards and PLDs.
- [Michigan Department of Education. \(Spring 2019\) Technical Report: Michigan Student Test of Educational Progress \(M-STEP\)](https://bit.ly/3MY1K8X) (https://bit.ly/3MY1K8X)
- [Michigan Department of Education. \(Spring 2019\) Technical Report: MI-Access – Michigan's Alternate Assessment Program](https://bit.ly/3soQU41) https://bit.ly/3soQU41

### Put Into Practice

Have you considered participating in the item writing or standard setting process?

The Michigan Department of Education conducts committee meetings throughout the year in support of the MI-ACCESS, M-STEP, and Benchmark assessments. These committees include Context and Item Writing teams, as well as committees on Bias and Sensitivity (BSC) and Content Advisory (CAC). These test context, item, and data reviews encompass all content areas of the assessments.

For more information on these processes, and to apply to participate in them, follow this link: <https://www.cvent.com/surveys/Welcome.aspx?s=cca0a288-2989-49f7-ba37-9c0596722ca0>

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



## Reminders

### MI-Access End-of-Testing Reminders

All MI-Access Spring 2022 testing will end at **4:00 p.m. on Friday, May 27, 2022**. No testing will be available for students after this window closes. Specifically:

- Functional Independence (FI) online and paper/pencil testing is **not** permitted beyond 4:00 p.m.
- Supported Independence/Participation (SI/P) testing must be completed and all scores entered in the online answer documents by 4:00 p.m.

The MI-Access **Return of Testing Materials** deadline is June 1, 2022. Return all secure paper/pencil test materials as soon as possible after testing is completed. Information on returning MI-Access paper/pencil materials can be found in the MI-Access Test Administration Manuals (TAMs). This includes detailed information and graphics on how all scorable and non-scorable test materials must be returned, and which items are to be retained by schools. The TAMs can be found on the [MI-Access web page](http://www.michigan.gov/mi-access) (www.michigan.gov/mi-access) under **Current Assessment Administration**.

The MI-Access **Additional Material Order Window** is open until noon on Tuesday, May 24, 2022. Any additional material orders must be submitted by this deadline for materials to be received before the testing window closes.

**There are no exceptions to these deadlines.**

Refer to this Spotlight article (link below) for more information:

[Read the Full Article Here](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-5-12-22.pdf)  
 (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-5-12-22.pdf)

MI-Access Important Dates	
Event	Deadline
Assessment Window Closing	May 27, 2022 at 4:00 p.m.
SI/P Online Answer Document Entry	May 27, 2022 at 4:00 p.m.
Additional Materials orders close	May 24, 2022 at 12:00 p.m.
Material Return deadline	June 1, 2022

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



## Reminders

### Educators Needed For MI-Access Standard Setting in Science

The Michigan Department of Education (MDE) will sponsor a standard-setting July 12-14, 2022, implemented by Data Recognition Corporation (DRC). During this event, Michigan educators and stakeholders will recommend cut scores for the nine science tests used in the three levels of MI-Access in each of the tested grades (5, 8, and 11).

Two cut scores will be established for each assessment to define three performance levels: Emerging (Level 1), Attained (Level 2), and Surpassed (Level 3). These are the same levels used for MI-Access in the other assessed content areas of mathematics, English language arts (ELA), and social studies.

MDE is **seeking educators who are actively teaching these alternate content expectations in science** to participate in this summer standard setting. MDE is most actively recruiting educators from the **Northern Lower Peninsula**, the **Upper Peninsula**, and **Western Michigan** to ensure statewide representation in this process.

Refer to this Spotlight article (link below) to learn more about alternate content expectations for students with the most significant disabilities, the criteria for establishing cut scores for the assessments, and how to become a panelist. The [survey](https://www.surveymonkey.com/r/MIA_22_Sci_Standard_Setting) (([https://www.surveymonkey.com/r/MIA\\_22\\_Sci\\_Standard\\_Setting](https://www.surveymonkey.com/r/MIA_22_Sci_Standard_Setting))) for prospective panelists closes on **Friday, May 27**,

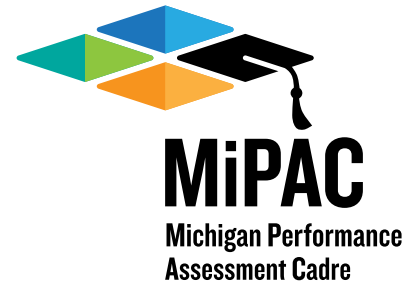
#### [Read the Full Article Here](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-5-12-22.pdf)

(<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-5-12-22.pdf>)

2022.

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

The Michigan Department of Education (MDE) and the Michigan Assessment Consortium (MAC) seek 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.



Working in grade-level teams, 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.

#### [Read the Full Article Here](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-5-12-22.pdf)

(<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-5-12-22.pdf>)

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## 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)

## REMINDERS

### Score Release

Assessment	Score Release Begins
SAT with Essay - April 13	May 4, 2022
SAT with Essay - April 26	May 18, 2022
PSAT 10 and PSAT 8/9 for Grades 8 and 9	May 20, 2022

Scores will be released to students in their College Board accounts beginning on the dates shown. Some students' scores may be released later due to testing in the accommodated testing window, missing information on the answer sheet, answer sheets received late, or other exceptional conditions that require additional attention. Scores for these students will be released daily as they become available.

Scores will be released to educators in the College Board K-12 Reporting Portal on June 21, once all answer document verification activities are completed.

**Reminder:** Scores available in the College Board Reporting Portal are not the official results used in Michigan Department of Education (MDE) reporting.

Paper score reports are no longer sent to schools but will be available in the College Board Reporting Portal once educators have access to scores in June.

### Helping Students Access Scores

Review [the Spotlight newsletter \(April 28\)](https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-4-28-22.pdf) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-4-28-22.pdf>) for detailed information about helping students access their scores.

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



## What's New

### Verification of Answer Documents Received

The Michigan Department of Education's answer document verification process in the Office of Educational Assessment and Accountability (OEAA) [Secure Site](http://www.michigan.gov/oeaa-secure) ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)) allows schools to verify that all their students' answer documents have been received and processed by ACT. The window for schools to review and report missing WorkKeys answer documents is **May 31–June 6, 2022**. For more information, see the "Spring 2022 Answer Documents Received and Not Tested Timelines" article on page 4 of the [Spotlight newsletter \(May 12, 2022 issue\)](#) (<https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/Spotlight-Newsletter/Spotlight-5-12-22.pdf>).

### ACT WorkKeys Score Reports

School- and student-level paper reports will be mailed to test coordinators and are due to arrive in the week of **August 1, 2022**. The shipment will include the following reports:

- **Individual Summary Score Report** — a student-level report containing Level and Scale scores with explanations of what the scores mean. The test coordinators will receive one paper report per student, to be given to the student.

- **Summary Score Report** — a student-level report containing the student's Level and Scale scores but without the explanations of what the scores mean. The test coordinator will receive one paper report per student, to be retained by the school.
- **Roster Score Report** — a roster of students showing test scores and when students took the assessment. The test coordinator will receive one paper report, to be retained by the school.

Resources to help you and your students understand and use their scores are available on the [ACT-hosted website](#) ([www.act.org/stateanddistrict/michigan](http://www.act.org/stateanddistrict/michigan)), on the **WorkKeys on Paper** page in the **Interpretation** stage.

### ACT® WorkKeys® National Career Readiness Certificate® (ACT WorkKeys NCRC)

Students who achieve a minimum score of 3 or higher on each of the three ACT WorkKeys subject tests will earn an ACT WorkKeys National Career Readiness Certificate (or an ACT WorkKeys NCRC en Español if they took the tests in Spanish). The scores on these assessments determine the certification level.

- A minimum score of 3 out of 7 on all three assessments: **Bronze**
- A minimum score of 4 out of 7 on all three assessments: **Silver**
- A minimum score of 5 out of 7 on all three assessments: **Gold**
- A minimum score of 6 out of 7 on all three assessments: **Platinum**

*(Continued on next page)*

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





The NCRC documents that the student possesses skills essential to workplace success. This documentation may improve career outcomes for students just entering the workforce, and enhance employers' hiring, training, and promotion decisions.

For more information about NCRCs, go to [ACT WorkKeys National Career Readiness Certificate](http://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/ncrc.html) (<http://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/ncrc.html>).

Printed certificates will not be mailed to the test coordinator. Instead, students can print their own certificate at [myworkkeys.com](http://www.myworkkeys.com) ([www.myworkkeys.com](http://www.myworkkeys.com)) at no charge.

## Student Access to MyWorkKeys.com

Students can view their scores online and print their own National Career Readiness Certificate starting June 30, 2022 by creating their free account at [myworkkeys.com](http://www.myworkkeys.com) ([www.myworkkeys.com](http://www.myworkkeys.com)).

Students will provide the following five matching criteria when creating an account:

- First name
- Last name
- Month of birth
- Day of birth
- State Assigned Student ID Number (SASID)

**Note:** The SASID is the same number as the Unique Identification Code (UIC) that is assigned through the Michigan Student Data System (MSDS) for each student.

Scores and certificates will be available online indefinitely.

A **Quick Start Guide** is available on the [myworkkeys.com](http://www.myworkkeys.com) login page. The guide contains instructions on creating an account, sharing NCRC information with prospective employers, and other valuable features.

## ACT Schedule of Events & Important Dates

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

- [ACT WorkKeys Schedule of Events](#) – posted on the [ACT state testing website](http://act.org/stateanddistrict/michigan) ([act.org/stateanddistrict/michigan](http://act.org/stateanddistrict/michigan)) on the **WorkKeys on Paper** page
- [ACT WorkKeys List of Important Dates](#) – posted on the [MME web page](http://www.michigan.gov/mme) ([www.michigan.gov/mme](http://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](http://www.act.org/aap/state/contact.html) ([www.act.org/aap/state/contact.html](http://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)

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

Mon	Tue	Wed	Thu	Fri
	3	4	5	6
9	10	11	12	13

## Important Dates

### May 2022

#### M-STEP

##### Ongoing through May 20, 2022

- M-STEP Online Testing Window grades 3 (mathematics only), 4, 5, 6, 7, 8, and 11 (all subjects)



##### May 2 – June 13, 2022

- Accountable Students and Demographics Review for grades 3-8 and 11

##### May 2 – June 13, 2022

- M-STEP
- MI-Access
- SAT/PSAT 8

#### MI-ACCESS

##### Ongoing through May 24, 2022

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

##### Ongoing through 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 the test window

##### Ongoing through May 27, 2022

- MI-Access Testing Window

#### Early Literacy and Mathematics Benchmark Assessment

##### Ongoing through June 3, 2022

- Testing Window

#### Review Accountable Students Enrolled and Demographics

##### May 2–31, 2022

- WIDA

#### Verify Answer Documents Received

##### May 2 –31, 2022

- WIDA

##### May 31 – June 6, 2022

- SAT/PSAT 8
- WorkKeys
- PSAT 9 & 10

#### Submit Students Not Tested reasons

##### May 24 – June 7, 2022

- WIDA

### June 2022

#### Verify Answer Documents Received

##### June 7–13, 2022

- M-STEP
- MI-Access

#### Submit Students Not Tested reasons

##### June 7–21, 2022

- M-STEP
- MI-Access
- SAT/PSAT 8

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

## 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 WIDAAMS, 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