



Spotlight

on Student Assessment and Accountability

April 26, 2018

Quick Links . . . take you directly to articles or sections . . .

- [Next Week: Last Week for Online Testing for Grades 5, 8, and 11](#)
- [M-STEP Return of Materials Deadline for 5, 8, and 11](#)
- [State Benchmark Assessments \(Grades 3 – 8\)](#)
- [Testing Tools – Passage-Based Writing Prompt Tools](#)
- [Chromebook Keyboard Settings](#)
- [M-STEP or MI-Access](#)
- [Additional Material Orders for M-STEP Grades 3, 4, 6, and 7](#)
- [Accountable Students Enrollment and Demographics for Spring 2018](#)
- [iPad iOS 11.3 – Issue Resolved](#)
- [Test Administration Training Chapter 3 Part 1: After Testing](#)
-  [Call for Educators: Developing Alternate Content Standards in Science](#)
- [MDE Seeks Feedback on Draft Federal Waiver Request for Innovative Assessment](#)
- [Parent Dashboard Now Accepting "Points of Pride" Submissions](#)
-  [FAME Project Accepting New Coach Applications](#)
- [SAT Corner](#)
- [ACT WorkKeys](#)
- [Important Dates](#)

M-STEP Grades 3, 4, 6, and 7 begin online testing Monday, April 30 and continue through May 25, 2018



M-STEP Grades 5, 8, and 11 continue online testing until Friday, May 4, 2018

Next Week: Last Week for Online Testing for Grades 5, 8, and 11

May 4, 2018 is the final day of the grades 5, 8, and 11 online testing window. To ensure all of your students have tested, you can go into [eDIRECT](http://www.mi.drcedirect.com) (www.mi.drcedirect.com) to view the Status Summary screen. This screen shows you how many students have completed, are in progress, or have not started the test for each test session, by grade and content area.

To view the Test Session Summary screen, go to Test Management, then search for your Test Sessions. Once you have searched for Test Sessions, select the Status Summary tab. That will bring up the following page:

(Continued on next page)

Key:  Reminder (previously run article)

Spotlight on Student Assessment and Accountability

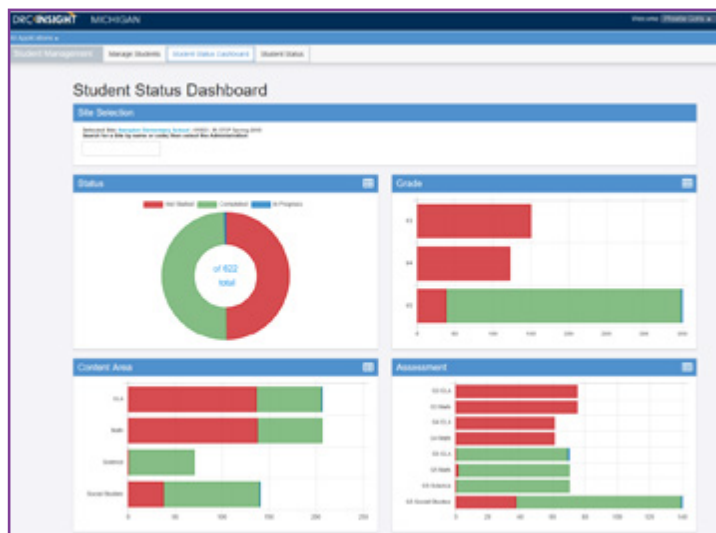
Sessions | **Status Summary**

Instructions

| Session Summary | |
|-----------------|---------------|
| Status | Session Count |
| Not Started | 13 |
| In Progress | 4 |
| Completed | 5 |

| Student Summary | | | |
|-------------------------------------|---------------------------|---------------------------|-------------------------|
| Assessment | # of Students Not Started | # of Students In Progress | # of Students Completed |
| Content Area: ELA | | | |
| 03 ELA | 76 | 0 | 0 |
| 04 ELA | 70 | 0 | 0 |
| 05 ELA | 1 | 0 | 74 |
| Content Area: Math | | | |
| 03 Math | 76 | 0 | 0 |
| 04 Math | 70 | 0 | 0 |
| 05 Math | 1 | 0 | 74 |
| Content Area: Science | | | |
| 05 Science | 5 | 1 | 79 |
| Content Area: Social Studies | | | |
| 05 Social Studies | 76 | 0 | 0 |

To view the Student Status Dashboard, under Student Management, and select the Student Status Dashboard tab. This shows total students not started, completed, and in progress. It also shows progress by grade, by content area, and by assessment:



The data in the Student Status Dashboard can also be exported to a CSV file.

IMPORTANT REMINDER: Only test sessions that students were assigned to are included; if a student was pre-identified to test, or is otherwise expected to test for accountability, but is NOT assigned any test sessions, they will not appear on these reports.

M-STEP Return of Materials Deadline for Grades 5, 8, and 11 – May 2, 2018

The M-STEP return of materials deadline for grades 5, 8, and 11 paper/pencil testing is **Wednesday, May 2, 2018**. All test materials must be handled according to the instructions provided in the [M-STEP Test Administration Manual \(TAM\)](#) located on the [M-STEP web page](#) (www.michigan.gov/mstep) under **Current Assessment Administration**. The Materials Return Instructions are on pages 78-86 of the TAM – be sure to read and follow these directions explicitly.

Secure and unsecure materials have specific handling procedures that must be followed for both paper/pencil and online testing. Secure materials for online and paper/pencil tests must be handled according to the procedures outlined in the TAM.

State Benchmark Assessments (Grades 3 – 8)

As the vendors for the selected benchmark assessments (English language arts and mathematics) begin to disseminate information about their systems, districts should be aware that they do not need to choose an assessment immediately. The Michigan Department of Education is working with those vendors to allow as much flexibility as possible for districts to learn about all the choices and make a decision later this summer.

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

Spotlight on Student Assessment and Accountability

Testing Tools – Passage-Based Writing Prompt Tools

The passage-based writing prompt tools that are available for students are:



- | | | |
|---------|--------------|-------------|
| 1. Undo | 5. Paste | 9. Indent |
| 2. Redo | 6. Bold | 10. Outdent |
| 3. Cut | 7. Italic | |
| 4. Copy | 8. Underline | |

Dictionary and Thesaurus

The **Dictionary** and **Thesaurus** tools are NOT available on passage-based writing prompt items because they provide academic content cues that change the construct of what is being measured.

Chromebook Keyboard Settings Reminder

Chromebooks should have their keyboards set to the standard “US keyboard.” This is selected under Settings – Keyboard Settings. Quotation marks and apostrophes do not work under the “US International Keyboard.” If quotation marks or apostrophes are not working during testing, you can change the keyboard by clicking outside the text box and pressing CTRL+SHIFT+SPACE BAR.

M-STEP or MI-Access

If you have any students who took both the M-STEP and MI-Access test in a single content area, an Incident Report must be filed so MDE is notified which test to score and which test should not be scored.

Parents should also be notified if double testing Occurs. **Note:** Any student taking the MI-Access alternate assessment should have an IEP stating which MI-Access assessment(s) should be given.

For detailed instructions about how to fill out an Incident Report in the Secure Site, go to the [Secure Site Training Page](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) and select **Incident Reporting**.



Additional Material Orders for M-STEP Grades 3, 4, 6, and 7

Schools can now order paper/pencil testing materials for M-STEP grades 3, 4, 6, and 7 from the Additional Material Orders page of the OEAA Secure Site, now through noon on **May 15, 2018**.

- If you are ordering ELA assessment materials, don't forget to order the listening CD and listening script if the school does not already have one or if more will be needed.
- When ordering Braille or Enlarged Print Kits, the answer document and standard test booklet are also included.

(Continued on next page)

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

Spotlight on Student Assessment and Accountability

- ♦ Contracted and Uncontracted Braille is available for ordering; make sure to know which one the student needs before ordering.
- ♦ When ordering Braille or Enlarged Print Kits, make sure the student testing is marked as paper/pencil, so the kits will come up in the “Select Students” list allowing you to order the materials.
- Test booklets, other than the Kits, do not include an answer document; make sure to order one for each test booklet if needed.
- Glossary Reference Sheets in many different languages are available to download and print from the Additional Material Orders page.
- This is a good time to check and make sure you have your FedEx Airbill, Scorable Return Label, and Special Handling Envelope to return paper/pencil materials. Don’t wait until you are packing up testing materials to realize you do not have return labels.
- If you are testing all students online, no paper/pencil materials need to be ordered.

Just a reminder that the Additional Material Order process for MI-Access opened April 3, 2018 and will remain open through noon on **May 22, 2018**.

Instructions for Additional Material Orders can be found on the [Secure Site Training web page](http://www.michigan.gov/securesitetraining) (www.michigan.gov/securesitetraining) under the **Material Order** section.

- **Online:**
 - ♦ All student test tickets, test rosters, used scratch and graph paper must be securely shredded after testing.

- **Paper/Pencil:**

- ♦ Securely destroyed: L1 glossaries for mathematics and used scratch and graph paper
- ♦ Secure materials to be returned: used answer documents for all content areas, used and unused test booklets, unused ELA and mathematics answer documents, all accommodated materials and test booklets, ELA Listening CDs, and ELA Listening scripts.

Detailed information about how to handle secure and unsecure materials and how to appropriately package and return materials is available in the M-STEP Test Administration Manual.

Accountable Students Enrollment and Demographics for Spring 2018

On **Monday, April 30, 2018 at 8:00 AM**, the Accountable Students Enrollment and Demographics page of the OEAA Secure Site will open for districts and schools to view both the 2018 WIDA and the Spring 2018 Test Periods. This screen allows districts and schools to view and verify student enrollment and data that is in the Michigan Student Data System (MSDS) and will be used for assessment and accountability reporting.

The two separate lists of enrolled students are each based on a different enrollment date and groups of students.

Spring 2018 WIDA – Enrollment on March 23, 2018

- Only student information submitted with an “as of date” on or before March 23 and submitted by **5:00 PM on May 22, 2018** will be used for assessment and accountability reporting.

(Continued on next page)

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

Spotlight on Student Assessment and Accountability

- This list will only include English learner (EL) students in grades K-12 who would have been expected to take the WIDA ACCESS for ELLs or WIDA Alternate ACCESS for ELLs.

- ♦ Students who were enrolled up through March 23 should be listed, if they are not, an enrollment record needs to be submitted in MSDS.
- ♦ Students who exited the school prior to March 23 should not be listed, if they are, then an exit record needs to be submitted in MSDS.
- ♦ Student demographics should reflect a student's status on March 23, if incorrect a record needs to be submitted in MSDS.

Spring 2018 State Assessments – Enrollment on May 25, 2018

- Only student information submitted in MSDS with an “as of date” on or before May 25 and submitted by **5:00 PM on June 18, 2018** will be used for assessment and accountability reporting.
- This list will include all students in grades 3-8, 11 and some required grade 12 who were expected to take the SAT, M-STEP, or MI-Access.
 - ♦ Students who will be enrolled through May 25 should be listed; if they are not, an enrollment record needs to be submitted in MSDS.
 - ♦ Students who have exited up through May 25 should not be listed; if they are, then an exit record needs to be submitted in MSDS.
 - ♦ Student demographics should reflect a student's status on May 25; if incorrect a record needs to be submitted in MSDS.

- Since May 25 is a future date, the list will need to be reviewed and updated as needed to ensure that student enrollment and demographics are correct as of May 25.

The Accountable Students Enrollment and Demographic pages will be updated daily at approximately 11:00 AM and 7:00 PM, as Student Record Maintenance (SRM) records are submitted and certified in MSDS with an “as of date” on or before the dates listed above.

You will need to work with your district MSDS person to make any updates in MSDS. It is also very IMPORTANT they are made aware of the “as of dates” and deadlines. If you are not sure who your district MSDS person is, you can look up the name and contact information on the District and School Contact page of the Secure Site. [District and School Contacts](#) directions can be found on the [Secure Site Training web page](#) (www.michigan.gov/securesitetraining) under **Miscellaneous Secure Site Functions**.

Directions for the [Accountable Students Enrollment and Demographic](#) page can be found on the [Secure Site Training web page](#) (www.michigan.gov/securesitetraining) under **Accountable Students & Test Verification**.

Reminder: ACT WorkKeys, PSAT 8/9, and PSAT 10 are not currently included in accountability calculations.

iPad iOS 11.3 – Issue Resolved

Last week's Spotlight mentioned a disconnect problem with iOS 11.3 for iPads. That issue was resolved; as of April 21, INSIGHT will not disconnect iPads with iOS 11.3 every 30 minutes. No update to iPads or student devices is needed. The fix was made on the page INSIGHT automatically loads at the start of testing.

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

Test Administration Training Chapter 3 Part 1: After Testing

The PowerPoint presentation for Chapter 3 of the Test Administration Training series will be split into two parts. The first part of this After Testing training will include information about the handling of secure and unsecure testing materials, instructions for materials return, and reporting. Part 1 will be available on the [M-STEP web page](http://www.michigan.gov/mstep) (www.michigan.gov/mstep) by the end of the day tomorrow (**Friday, April 27**).

Part 2 will cover the Accountable Students and Test Verification process, and this will be available at a later date. Watch the Spotlight for details!



Call for Educators: Developing Alternate Content Standards in Science

In the fall of 2015, the Michigan State Board of Education approved new content standards for science. Since that time, these standards have been used as a foundation for science instruction in the state of Michigan. Starting in the spring of 2018, state level assessments aligned to these new standards are being field tested.

Michigan is committed to high achievement standards for all students. Beginning in September 2018, the Michigan Department of Education (MDE) will begin the process of creating new “alternate content standards” in science that align to the Michigan K-12 Science standards. Once developed and approved, new alternate standards will serve as the foundation for science instruction for students with the most significant cognitive disabilities, as well as the state alternate assessment in science (MI-Access).

The MDE Office of Educational Assessment and Accountability, is seeking both general education and

special education teachers to serve on panels that will develop these alternate content standards. Each panel will consist of:

- three General Education science teachers who are currently teaching or supervising instruction
- two Special Education teachers who are actively teaching to the English language arts and/or mathematics high range of complexity, to students who typically take the Functional Independence assessment
- two Special Education teachers who are actively teaching to the English language arts and/or mathematics medium range of complexity, to students who typically take the Supported Independence assessment
- two Special Education teachers who are actively teaching to the English language arts and/or mathematics low range of complexity, to students who typically take the Participation assessment
- one “other” Special Education personnel such as a director, supervisor, test coordinator, ISD consultant, or higher education representative

Please note: Participants are expected to attend all ten (10) sessions. Please sign up only if you anticipate being able to attend all sessions (see application for dates). Interested educators are encouraged to seek approval from their district as soon as possible (substitute reimbursement and State Continuing Education Clock Hours are available).

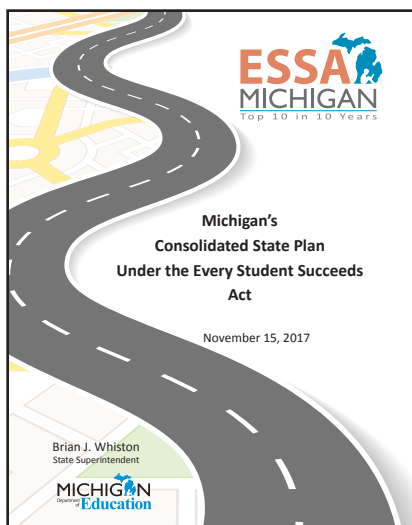
We hope to have panels selected and notified by **June 10, 2018**. To apply for participation as a member of the educator panels, please complete the [online application form](https://www.surveymonkey.com/r/MIA_Science_EdPanels) (https://www.surveymonkey.com/r/MIA_Science_EdPanels) no later than **May 15, 2018**.

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

MDE Seeks Feedback on Draft Federal Waiver Request for Innovative Assessment in Michigan

The Michigan Department of Education (MDE) is requesting a waiver from the United States Department of Education (USED) to allow up to 5% of Michigan school districts to develop and administer an innovative assessment system for eventual use as their state test. The intent is that these innovative assessments could be used in lieu of the M-STEP in certain grades and content areas. This waiver is part of Michigan's plan to become a Top 10 education state in 10 years.

This initiative addresses a growing desire to encourage innovation in our assessment system and to develop and nurture competency-based instruction in our schools. M-STEP will continue to be the state summative assessment used in most school districts.



This intended innovation was described in our approved ESSA plan and needs an official waiver from the USED before the MDE can begin this initiative.

As required, MDE is posting the [draft waiver request](#) for public comment before official submission to USED. We welcome any comments or feedback through the directions noted below.

The draft waiver request is located on the MDE [Student Assessment web page](#) under **Additional Information**.

Individuals wishing to comment on the waiver request should submit comments to MDE-OEAA@michigan.gov by **May 11, 2018**. Please include the phrase "Innovative Assessment Waiver Comments" in the email subject line.

Questions may be directed to Jan Ellis at ellisj@michigan.gov.

Parent Dashboard for School Transparency Now Accepting "Points of Pride" Submissions through EEM

Beginning this week, EEM Authorized Users can submit data to the new "Points of Pride" section within the Points of Pride section in the [Educational Entity Master \(EEM\)](#) (www.michigan.gov/eem). This scheduled "Phase II" enhancement to the Dashboard is one that has been requested by parents and educators and promises to be a popular feature. Points of Pride information is scheduled to go live on the Dashboard this fall.

Thirteen Points of Pride components will be populated using information that schools voluntarily submit through the EEM. Additional Points of Pride will be presented on the dashboard utilizing data submitted through existing collections. Information can be submitted at any time and will be accepted throughout the year. The Dashboard's Points of Pride will display information from the state's most recent EEM update, which occur three times per year.

Parent Dashboard Update

The Parent Dashboard launched January 2018 provides information about Michigan's public schools in an easy-to access format. Since the Parent Dashboard was launched:

(Continued on next page)

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

Spotlight on Student Assessment and Accountability

- There have been tens of thousands of new users visiting the site, with over 635,000 page views.
- Public response has been positive through multiple communication channels (email, survey, phone calls). A majority of online survey respondents found it easy to navigate the Parent Dashboard, understand the data, and liked its look and feel.
- The Michigan Department of Education and the Center for Educational Performance and Information have answered dozens of questions and collected helpful feedback for future enhancements. Staff typically provide email responses within 48 hours.
- School Enrollment: Number of Students; Demographics
- Teacher Retention Data
- Teacher Experience (teacher endorsement; years of experience)
- English Learner Demographics (number and percent of EL students in each school; length of time in program)
- Enhanced comparison capabilities (ability to conduct school-to-school comparison; listing of peer group composition)
- Enhanced mapping capabilities
- Embedded videos
- Enhanced FAQ section

The Points of Pride is just one scheduled enhancement to Phase II of the Parent Dashboard (Phase III enhancements will follow in 2019). The full list of Phase II enhancements is as follows:

- Points of Pride (see table below)

Phase II enhancements are scheduled to roll out starting with new metrics and embedded videos in July 2018, with all features expected to be completed by the end of November 2018.

Parent Dashboard Points of Pride Components

| | |
|---|--|
| Students in National Honor Society | Student Mentorship Program |
| Access to Recess | AP Classes Offered |
| International Baccalaureate Program Offered | World Languages Offered |
| Career and Technical Education Programs Offered | Music Classes Offered |
| Fine Arts Classes Offered | Clubs Offered |
| Sports Offered | Comprehensive Support Services |
| School Partnerships with Other Agencies | Surveys Implemented |
| Early Learning and Development Opportunities | Before and After School Learning Opportunities |
| Bi-Lingual Programs Offered | Special Education Programs Offered |

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

Spotlight on Student Assessment and Accountability

For more information and to find communication tools for schools and other organizations:

[Parent Dashboard website](http://www.MISchoolData.org/ParentDashboard)

(www.MISchoolData.org/ParentDashboard)

For feedback or questions:

MDE-ParentDashboard@Michigan.gov

For technical customer support:

CEPI@Michigan.gov



FAME Project Accepting New Coach Applications through May 4, 2018

The Formative Assessment for Michigan Educators (FAME) project is entering its eleventh year and is seeking interested educators who would like to lead a local learning team of teachers to explore, implement, and reflect on formative assessment practices 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 [2018-19 New FAME Coach application](http://www.michigan.gov/formativeassessment) is available on the [MDE Formative Assessment Process page](http://www.michigan.gov/formativeassessment) (www.michigan.gov/formativeassessment) under **What's New**.

The deadline to apply is **Friday, May 4, 2018**. If you have any questions, contact Kimberly Young, MDE/OEAA at youngk1@michigan.gov or 517-373-0988.



- Research has played an essential role in informing the FAME content and the effectiveness of the professional learning model.
- To read about teacher insights into the FAME project, research abstracts from Michigan State University and the Michigan Assessment Consortium can be found on the [MDE Formative Assessment Process page](http://www.michigan.gov/formativeassessment) (www.michigan.gov/formativeassessment) under **FAME Research Related Support Links**.
- The formative assessment process used by students and teachers in an effective and intentional manner connects to Strategic Goals 2, 3, and 4 of Michigan's Top 10 in 10.

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

SAT Corner

Information on SAT™, PSAT 8/9™, and PSAT10™ provided by the College Board

Questions about Spring PSAT 8/9, PSAT 10, or SAT?

- call the Michigan Educator Hotline: 866-870-3127 (select Option 1)
- email michiganadministratorsupport@collegeboard.org

The last day to return answer sheets for PSAT 8/9 for 9th grade, PSAT 10, and SAT with Essay is **April 27, 2018**. If you haven't returned your answer sheets yet, do so as soon as possible.

Score Release

Students who participated on the initial test day(s) for SAT will receive access to their scores in their College Board account beginning on **May 3, 2018**, while students who participated in PSAT 10 or PSAT 8/9 for 9th grade received access on **April 24, 2018**. Please note that some scores will be released later for reasons that may include

participation in the accommodated testing window or on the makeup testing date, late receipt of answer sheets, missing information on the answer sheet, or other exceptional conditions that require additional attention. Scores for these students will be released daily as they become available. Educators will have access to scores in the K-12 reporting portal by the end of June, after the completion of all answer document verification activities.

PSAT 8/9 for 8th Grade Webinar

PSAT 8/9 will be administered in 8th grade starting in Spring 2019 for accountability in ELA and mathematics. The College Board is offering an introductory webinar on **May 22, 2018** from **10:00–11:00 AM** to provide brief information on the assessment, 2019 test dates, accommodations, reporting features, and how to begin preparing for the 8th grade administration. To register, click [here](https://tinyurl.com/PSAT8thGrade) (<https://tinyurl.com/PSAT8thGrade>).

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



Information on ACT WorkKeys® provided by the ACT®.

Return Test Materials

This week's article is a reminder to return all ACT WorkKeys makeup and initial accommodations test materials.

After testing, follow the instructions in the [Test Coordinator Information Manual](#) located on the [ACT-hosted website](#) (www.act.org/stateanddistrict/michigan) under drop-down menu #6, **WorkKeys: Transportation- Return materials to ACT** → **Manuals**, to collect, pack, and return makeup and initial accommodations testing materials.

ACT has scheduled carrier pickups at your school on **Thursday, April 26, 2018**. Please prepare all remaining test materials for return prior to the scheduled pickup date. The carrier may arrive anytime between 8:00 AM and 5:00 PM local time.

If your materials are not picked up within two business days after the scheduled pickup date, call ACT to arrange a new pickup.

The receipt deadline for ACT to accept answer documents for processing is **Friday, May 4, 2018**. Answer documents received after this deadline will not be processed.

Client Satisfaction Survey

Please help ACT serve you better by completing a brief, 10- to 15-minute survey now through **May 4, 2018**. A user-specific URL was emailed to each participating school's WorkKeys Test Coordinator and District Test Coordinator on April 17, 2018.

The questions focus on the activities leading up to test day—the Orientation through Preparation stages. Your feedback is important to us and all of your responses will be kept strictly confidential.

The following **Using PearsonAccess^{next}** questions do not apply to Michigan schools and should be answered by using the **Not Applicable** response button:

- Q: I found the process to manage students for my school easy to follow.
- Q: I found the process to track shipments of test materials user-friendly and informative.
- Q: I found the process to order additional test materials user-friendly.

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)
2. call ACT at 800-553-6244
9:30 AM – 6:00 PM 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

Approaching Deadlines!

May 2, 2018:

- **M-STEP** Grades 5, 8, and 11 Return of Paper/Pencil Materials **DEADLINE**

May 4, 2018:

- **M-STEP—grades 5, 8, and 11 Online Test Administration Window CLOSING**

Coming Next Week . . .

May 2, 2018:

- **ACT WorkKeys** Pickup of makeup accommodated materials for return to ACT

May 4, 2018:

- **ACT WorkKeys** Last day for ACT to receive answer documents for processing

April 2018

Early Literacy and Mathematics Benchmark

Now – May 25, 2018:

- **Early Literacy and Mathematics Benchmark Assessment Test Administration Window**

M-STEP

Now – May 15, 2018 (closes at noon):

- **M-STEP—grades 3, 4, 6, and 7 Additional Material Orders Window in the OEAA Secure Site**

April 30 – May 25, 2018:

- **M-STEP—grades 3, 4, 6 and 7 Online Test Administration Window**

MI-Access

Now – May 22, 2018 (closes at noon):

- **MI-Access—grades 3-8 and 11 Additional Material Orders Window in the OEAA Secure Site**

Now – May 25, 2018:

- **MI-Access Alternate Assessments—grades 3-8 and 11 Online and Paper/Pencil Test Administration Window**

M-STEP and MI-Access

Now – May 22, 2018:

- **M-STEP and MI-Access Off-Site Test Administration Request window for individual students, such as homebound or expelled with service students – [submit request](https://baameap.wufoo.com/forms/offsite-test-administration-request-spring-2018/) (https://baameap.wufoo.com/forms/offsite-test-administration-request-spring-2018/)**

ACT WorkKeys

Now – April 30, 2018:

- **ACT WorkKeys Makeup standard-time test administration and pickup of initial accommodated materials for return to ACT**

Now – May 1, 2018:

- **ACT WorkKeys Makeup Accommodated Test Administration Window**

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

May 2018

SAT, PSAT 10, and PSAT 8/9

May 22, 2018 from 10:00–11:00 AM:

- **PSAT 8/9** 8th Grade Informational Webinar

May 23–30, 2018:

- Answer document verification window for **PSAT 8/9** for 9th grade, **PSAT 10**, and **SAT with Essay**

Have Questions?

Email mde-oeaa@michigan.gov for assessment questions.

Email MDE-Accountability@michigan.gov for accountability questions.

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