


# Spotlight

## on Student Assessment and Accountability

October 4, 2018


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 **End of Fall 2018 Early Literacy and Mathematics Benchmark Assessments**

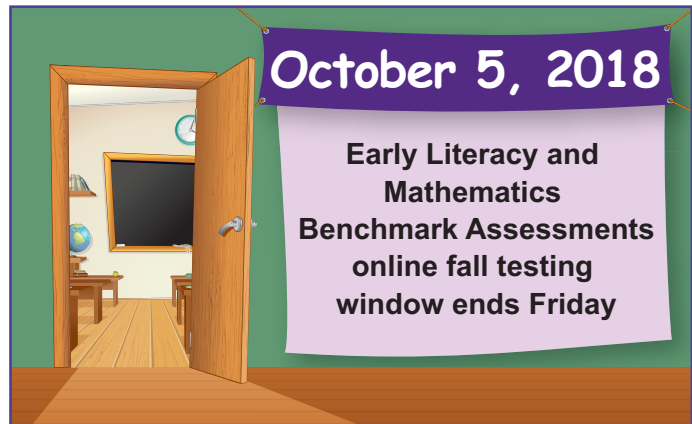
- **2018 WIDA Conference**
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**Key:**  Reminder (previously run article)

 information Tech Coordinators also need to know



### **End of Fall 2018 Early Literacy and Mathematics Benchmark Assessments**

**Friday, October 5, 2018** is the end of the online fall testing window for the Early Literacy and Mathematics Benchmark Assessments. All testing must be completed by the end of the instructional day.

Schools should remind their Technology Coordinator to clear the TSM after all testing has completed for the day. This will ensure all responses are sent to DRC for scoring. For information on viewing and sending unsent responses, see pages 106-108 of the [Technology User Guide](https://mi.drccdirect.com), available on eDIRECT (<https://mi.drccdirect.com>) under **Documents** → **Audience** → **District Technology Coordinator**. Sites using Central Office software will need to check their TSM for Response caching, as Central Office does not support response caching this year.

### **2018 WIDA Conference**

The national WIDA Conference is coming to the Cobo Center in Detroit! On **October 23 – 26, 2018** the WIDA Annual Conference, the largest conference dedicated to educators of PreK-12 English learners, will be held in Detroit. Sessions will examine research-

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based strategies and instructional practices on topics aligned to the conference theme and are designed and delivered in an engaging format. Topic areas include:

- effective instructional practices
- language assessment
- leadership
- second language development
- bilingual education
- family engagement

Launched in 2013, the WIDA Annual Conference has continued to grow in popularity as it has traveled around the country – from Milwaukee, Atlanta, Las Vegas, Philadelphia, Tampa, and this year to Detroit.

In its first year, the conference drew 600 participants with a sizeable waiting list. Now, WIDA is preparing for close to 2,000 attendees each year. Educators interested in registering can go to the [WIDA Annual Conference website](https://wida.wisc.edu/grow/conferences/annual) (<https://wida.wisc.edu/grow/conferences/annual>). For questions about the conference please call 1-866-276-7735 or send an e-mail to [conferences@wida.us](mailto:conferences@wida.us).

## Spring 2018 MI-Access Reports Update

### Bulk Print Option on Individual Level Student Reports for M-STEP and MI-Access

The bulk print option on the M-STEP and MI-Access reports is now available through the **Dynamic Score Reporting Site** 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)). The bulk print option allows users to view and print a PDF for all students in the selected grade and/or content area.

The bulk print option is available on the following student-level reports:

- Individual Student Reports
- Student Overview Report
- Parent Reports

Users can access the reports by logging in to the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)), selecting the **Reports** drop-down menu, and then selecting **Dynamic Score Reports**. Once in the Dynamic Score Reporting Site, the bulk PDF option is available in the **Actions** menu of these reports.

### MI-Access FI Writing Responses in Student Roster Details and Clarification

In years past, the MDE has shipped a CD that included images of student-constructed responses from the FI ELA: Expressing Ideas test (plus Scoring Guides) with the Parent Report and Student Record Labels. New this year:

- CDs will no longer be shipped.
- Student Writing Responses are provided via PDF links on the **School Roster** reports. These reports are accessed through the Dynamic Score Reporting System in the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)).
- The accompanying Scoring Guides for the student responses are posted separately on the [MI-Access web page](http://www.michigan.gov/mi-access) ([www.michigan.gov/mi-access](http://www.michigan.gov/mi-access)) under the **Functional Independence** section.

**Clarification:** The September 13 Spotlight article inaccurately stated the **Scoring Guides** would be included in the response PDFs posted on the Student Roster report. These guides will **only** be available on the MI-Access web page.

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

## MDE Submits Federal Waiver Request for English Learner Assessment

Following several weeks of public comment, the Michigan Department of Education (MDE) has submitted an Every Student Succeeds Act (ESSA) waiver request to the United States Department of Education (USED) to:

- amend the assessment and accountability timelines for recently arrived English learner students

The MDE laid out its intent to seek this waiver in its approved ESSA plan submitted to USED. This waiver is part of Michigan's plan to become a Top 10 education state in 10 years.

The [official waiver request](#) for Michigan's **English learner assessment** is located on the [MDE ESSA State Plan web page](#) and the [WIDA web page](#).

## Updated Accountability Best Practices Guide Now Available

The **Accountability Best Practices Guide** helps districts understand how data submitted in the Center for Educational Performance and Information (CEPI) and MDE data systems impacts accountability calculations, alongside specific student examples. The document shows how data from MSDS (CEPI's Michigan Student Data System), REP (CEPI's Registry of Education Personnel) and CTEIS (MDE's Career and Technical Education Information System) impacts Michigan's school accountability systems. Lastly, the guide provides additional resources and contact information for school accountability and for each of the data systems discussed. The [Accountability Best Practices Guide](#) is newly updated for 2018-19 and available on the [Accountability web page](#) ([www.michigan.gov/mde-accountability](http://www.michigan.gov/mde-accountability)) under **What's New** and **Resources for Educators**.





## College Board Corner

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

### PSAT 8/9 for Grade 8

The PSAT 8/9 will be administered to 8th graders in place of the M-STEP English language arts (ELA) and mathematics assessments in Spring 2019. Eighth grade students will continue to take the M-STEP science field test and social studies assessments. We recommend that high schools that have experience with administering the SAT Suite of Assessments work with your 8th grade staff to assist in answering questions and with planning. More information about the PSAT 8/9 for 8th grade is available on the [PSAT web page](http://www.michigan.gov/psat) ([www.michigan.gov/psat](http://www.michigan.gov/psat)) and the [Michigan College Board web page](http://www.collegeboard.org/michigan) ([www.collegeboard.org/michigan](http://www.collegeboard.org/michigan)).

Things that will be the same in PSAT 8/9 as in M-STEP:

- Students will be pre-identified in the Secure Site for the PSAT 8/9. Standard test materials will be sent based on the number of students pre-identified in the OEAA Secure Site by the **February 13, 2019** deadline.

Things that will be different than in M-STEP:

- **College Board assessments are timed and do not allow self-pacing.** Students must use the entire time allotted for each test. If approved for extended time, students must use the entire time for which they are approved.
- Students will take a paper/pencil administration; there is no option for online testing.

- Unless absent, students are expected to test on the initial test day, **April 9, 2019**.
- The standardized nature of the SAT Suite of Assessments requires an advance accommodation request for the universal tools, designated supports, and accommodations required by students that would have traditionally been used on the M-STEP.
- MDE and College Board recommend that schools apply for 8th grade accommodations as State-Allowed Accommodations. Further details on this recommendation are available on the [PSAT web page](http://www.michigan.gov/psat) ([www.michigan.gov/psat](http://www.michigan.gov/psat))
- **Schools must request ALL accommodations, whether State-Allowed or College Board-Approved, through the College Board Online system**, known as SSD (Services for Students with Disabilities) Online.
- The process for requesting accommodations in SSD Online for PSAT 8/9 for Grade 8 will be the same as the process for the PSAT 8/9 for Grade 9, PSAT 10, and SAT with Essay, as submissions in SSD Online also create the order for accommodated test materials.
- College Board will provide more information about requesting accommodations in future Spotlights, the

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upcoming Implementation Handbook for SSD Coordinators, and webinars.

- ♦ The deadline for accommodation requests is **February 19, 2019**.

## Preparing for Spring 2019

Tasks you can be doing now to prepare your school for the spring administration of PSAT 8/9 for Grade 8 and Grade 9, PSAT 10, and SAT with Essay:

- Register for a free implementation workshop (See [September 20, 2018 Spotlight](#))
- Update the Educational Entity Master (EEM) with test coordinator information (See [September 20, 2018 Spotlight](#))

Tasks you can do next:

### 1. Confirm whether you have an AI (Attending Institution) Code.

- AI codes (also referred to as school codes) are 6-digit numbers that connect your students' College Board assessment results to your school. The AI Code is used on important forms, and is necessary for submitting accommodation requests. This is different than your state-assigned building codes.
- If you participated in College Board assessments last year, your AI code will not change.
- If you have not participated in College Board assessments previously, you may or may not have an AI code. Visit the [AI code website](https://collegereadiness.collegeboard.org/k-12-school-code-search) (<https://collegereadiness.collegeboard.org/k-12-school-code-search>) to see if you have an AI code.

- If you do not have an AI code, one will be assigned to you during establishment activities (see Number 2 below) and will be emailed to you in December.
- The Test Center Participation page, listed under Assessment Registration in the OEAA Secure Site, will be refreshed starting in mid-October and will also include your school's AI code.

### 2. Verify your school is established to participate in the Michigan-provided College Board assessments (starting October 9, 2018).

- Establishment is the process through which the College Board knows which schools are administering the PSAT 8/9 for Grade 8 and Grade 9, PSAT 10, and SAT with Essay, and is based on rules that are coordinated with the MDE.
- Public schools and nonpublic schools are established through different processes. Most public schools will be automatically established to participate. Public schools not automatically established, and all nonpublic schools, for SAT with Essay only, will receive email instructions on how to provide the intent to participate in the spring administration on October 9, 2018.
- The Test Center Participation page in the OEAA Secure Site identifies which assessments your school is established to administer. It will be refreshed starting October 8 and will be updated daily as establishment activities occur.

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- **Important Note:** Schools must be established to participate separately for each College Board assessment they expect to administer in April, 2019. For example, a typical high school should verify on the OEAA Secure Site on the **Test Center Participation** page that they are set up to participate in the SAT with Essay, the PSAT 10, and the PSAT 8/9 for Grade 9. All schools with 8th grade students should verify that they are established to participate in the PSAT 8/9 for Grade 8.

- Verify that your school is established for the assessments no later than **November 30, 2018.**

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



## Verifying WorkKeys Test Coordinator Contact Information

Please ensure that your school's WorkKeys Test Coordinator is listed under Contacts in the [Educational Entity Master \(EEM\)](http://www.michigan.gov/eem) ([www.michigan.gov/eem](http://www.michigan.gov/eem)). You should also verify that the correct email address, phone number, and mailing address (no PO boxes) is also correct for the WorkKeys Test Coordinator.

**Please note:** This must be done for **each school** in the district and not at the district level.

If the information for your school is inaccurate, please have your authorized district EEM user update the EEM system **no later than Friday, October 5, 2018** to ensure your school receives the necessary information to start the Manage Participation process in November. If you do not know who your district authorized EEM user is and you have access to the [OEAA Secure Site](http://www.michigan.gov/oeaa-secure) ([www.michigan.gov/oeaa-secure](http://www.michigan.gov/oeaa-secure)), you can find their name and contact information in the **District and School Contact** page.

- Instructions for using the **District and School Contact** page are available on the [Secure Site Training web page](http://www.michigan.gov/securesitetraining) ([www.michigan.gov/securesitetraining](http://www.michigan.gov/securesitetraining)) under the **Miscellaneous** section.
- Nonpublic schools should call 517-335-0543 or email [nonpublicschools@michigan.gov](mailto:nonpublicschools@michigan.gov) for updates to the EEM.
- Refer to the [September 6, 2018 Spotlight Newsletter](http://www.michigan.gov/mde-spotlight) ([www.michigan.gov/mde-spotlight](http://www.michigan.gov/mde-spotlight)) for additional information.

ACT uses this information to call, send emails, and to ship test materials to the WorkKeys Test Coordinator. Inaccurate information will result in not receiving critical information in a timely manner and consequently overlooking key deadlines and delaying the receipt of test materials.

## Manage Participation

The Manage Participation process will begin on **November 5, 2018**. All schools, public and nonpublic, must confirm in PearsonAccess<sup>next</sup> that they are participating in order to receive test materials and administer the WorkKeys assessment. This process takes approximately five minutes.

More information will be emailed to the District Assessment Coordinators and the WorkKeys Test Coordinators listed in the EEM the **week of October 29, 2018**. ACT will email the PearsonAccess<sup>next</sup> login information only to the WorkKeys Test Coordinators listed in the EEM.

## 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, 9:30 AM – 6:00 PM ET
  - standard time: ext. 2800
  - accommodations: ext. 1788
3. email accommodations questions to [ACTStateAccoms@act.org](mailto:ACTStateAccoms@act.org)

## Important Dates

### Approaching Deadlines!



#### Early Literacy and Mathematics

**Thursday, October 4, 2018:**

- Pre-Identification of students **DEADLINE** for the Fall 2018 **Early Literacy and Mathematics Benchmark Assessments**

**Friday, October 5, 2018:**

- Create/manage online test sessions in eDIRECT **DEADLINE** for the Fall 2018 **Early Literacy and Mathematics Benchmark Assessments**
- Fall 2018 **Early Literacy and Mathematics Benchmarks Assessments** testing window **CLOSES**

#### ACT WorkKeys, SAT, and PSAT

**Friday, October 5, 2018:**

- **DEADLINE** to assign and update **WorkKeys, SAT, and PSAT** Test Coordinator contact information (for each school, not at the district level) in the [Educational Entity Master \(EEM\)](#)

### October 2018

**Monday, October 8 AND Tuesday, October 9, 2018 (2-day workshop) 8:30 AM to 3:30 PM:**

- **WIDA Leading Schools for Multilingual Learner Achievement – Workshop #1**  
[REGISTER NOW](#) – seats available

**Thursday, October 11 AND Friday, October 12, 2018 (2-day workshop) 8:30 AM to 3:30 PM:**

- **WIDA Leading Schools for Multilingual Learner Achievement – Workshop #2**  
[REGISTER NOW](#) – wait-list registration only

#### SAT and PSAT

**Mid-October – November 30, 2018**

- **SAT and PSAT** Intent to Participate window

### November 2018

#### ACT WorkKeys

**November 5 – 30, 2018**

- **ACT WorkKeys** Manage Participation 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), Test Management System (TSM), eDIRECT, 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, Central Office Services (COS), and Test Management System (TSM)
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