


Spotlight

on Student Assessment and Accountability

October 31, 2019

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


- [Please Complete the 2019 OEAA Report Survey](#)
- [Focus on Assessment Literacy Reminder](#)
- [College Board Corner](#)
-  [ACT WorkKeys](#)
- [Important Dates](#)
- [Contacts](#)

Please Complete the 2019 OEAA Report Survey

The Office of Educational Assessment and Accountability (OEAA) invites you and your staff to provide feedback on the 2019 state assessment reports that are available through the Dynamic Score Reporting Site (DSRS) and through the Michigan Linked Educational Assessment Reporting Network (MiLearn).

Please take 10–15 minutes to complete the 2019 OEAA Report Survey to let us know how we are doing and how we can improve. Respondents can take this opportunity to provide suggestions and ideas for future reporting. Your feedback is important—the majority of the reporting enhancements over the past two years have come directly from your colleagues' suggestions and requests from past surveys.

Dynamic Score Reporting Site (DSRS)	Michigan Linked Educational Assessment Reporting Network (MiLearn)
What: reports assessment data for students who tested at the school	What: reports assessment data for students who are currently enrolled at the school
Audience: district and school educators	Audience: educators, parents, and students
Access: authorized users through the OEAA Secure Site	Access: local School Information System (SIS)
Reported: district and school student-level and aggregated reports and data	Reported: student-level reports and data
Assessments reported: <ul style="list-style-type: none"> • ACT® WorkKeys • Early Literacy and Mathematics Benchmark assessments • MI-Access • M-STEP • PSAT™ 8/9 for grade 8 • SAT® with Essay 	Assessments reported: <ul style="list-style-type: none"> • ACT® WorkKeys • MI-Access • M-STEP • PSAT™ 8/9 for grade 8 • SAT® with Essay • WIDA ACCESS for ELLs • WIDA Alternate ACCESS for ELLs
Contact: Kate Cermak at cermakk@michigan.gov	Contact: Tim Hall at hallt@michigan.gov

Key:  Reminder (previously run article)

(Continued on next page)

The survey will remain open through **Sunday, November 10, 2019**. The OEAA will use the results of the survey to inform our future report development.

Statewide summative assessment data are most helpful when used to review overall program effectiveness and curricular alignment to Michigan's Academic Standards. Requests that are consistent with the appropriate use of statewide summative assessment data will be considered. Please share the [survey link](https://baameap.wufoo.com/forms/zw5ldve1blu50a/) (https://baameap.wufoo.com/forms/zw5ldve1blu50a/) widely with team members—including ISD, district, school, and teaching or other staff—who use state assessment data to inform their work.

Thank you in advance for taking the time to provide your feedback.

Featured in the [October 17](#) Spotlight

Formative
Interim
Summative

The Score Report Understanding: Communicating assessment results to support appropriate action regarding student achievement

Have you had a chance to:

- read the article?
- check out the resources?
- reflect on one or more of the “Put Into Practice” suggestions?

Coming in November: Validity: The most important concept in educational testing

Focus On Assessment Literacy

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

College Board Corner

Information on SAT®, PSAT™ 8/9, and PSAT™ 10 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

Off-Site Testing

Most schools participating in the SAT with Essay, PSAT 10, and PSAT 8/9 in April 2020 will administer the assessments at the school. However, if your school is a virtual school or if you want to administer the PSAT 8/9, PSAT 10, or SAT with Essay on the same day and don't have enough room in your school, you can request off-site testing.

These additional locations must be approved by the College Board to make sure they meet testing, staffing, training, and security requirements. Here's the process for requesting approval:

1. Identify a facility (or facilities) that will meet your needs for off-site testing.
2. Gather all required information for submission of your off-site request. You'll need your school information and Attending Institution (AI) code, off-site testing location name and address, and contact information for the off-site coordinator(s).
3. New this year, you will fill out an [online form](http://www.sat.org/offsiterequest) (www.sat.org/offsiterequest). This form is applicable to the SAT with Essay, PSAT 10, and PSAT 8/9. Complete the required fields and submit the online form.

4. You will receive email confirmation of your off-site request once your form is submitted. This confirmation email is not approval of the plan. Submitters can edit the submission from the directions provided in the confirmation email, if necessary.
5. A separate form must be completed for each off-site location being used for your test administration.
6. Complete your off-site requests no later than **midnight ET, December 20, 2019**.
7. The College Board will work with test coordinators requesting off-site testing locations to ensure the location meets requirements. If necessary, we'll contact test coordinators to make recommendations to improve security and to address any outstanding concerns. Please respond to inquiries in a timely manner to ensure approval of your off-site request in time for test day.
8. Once approved, an email will be sent to the test coordinator of the primary AI communicating the approval. **Approvals for plans submitted on time will be sent to coordinators beginning January 29, 2020.**

A few things to note about off-site testing:

- Off-site locations will use their AI (Attending Institution) code for all forms. No test center codes will be used. You may find test center codes in the Test Participation page of the Secure Site, but these are not required for any documentation this year.
- Test coordinators are highly encouraged to use testing room codes to help process any irregularities that may occur at the off-site locations.

(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

- A test coordinator must be identified in the Educational Entity Master (EEM) for the AI (Attending Institution). Additionally, a unique off-site test coordinator must be identified for each off-site test location in the testing plan. A single person may oversee all assessments administered at an off-site location, or a different off-site test coordinator may be identified for each assessment. Off-site test coordinator information will not be captured or reflected in the Educational Entity Master (EEM).
- Pre-identification of students will be completed by the AI, not at each off-site. It is the responsibility of the off-site test coordinators to be aware of which students are testing at each location.
- Test materials will also be shipped to the AI location. The test coordinator at the AI will be responsible for coordinating the secure transport of materials from the AI location to the attention of the off-site test coordinator at each testing location.
- Off-site requests for other Michigan assessments (M-STEP, ACT WorkKeys) must be done separately through the OEAA Secure Site for each assessment.

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



Upcoming Manage Participation

The ACT WorkKeys assessment is one of three required components of the Michigan Merit Exam (MME) for grade 11 and required grade 12 students. All public schools are required to administer the full Michigan Merit Examination (MME), which consists of the ACT WorkKeys, SAT, and M-STEP science and social studies assessments. If a nonpublic school chooses to administer any one of the three MME components, they will be expected to administer all three components to their students.

The first step in the ACT WorkKeys assessment is to indicate your school's participation status and to select your preferred materials receipt dates. This is called the **Manage Participation** process and must be completed between **November 4** and **November 29, 2019**. The process will take approximately five minutes.

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

Instructions for completing the Manage Participation process will be emailed to the District Assessment Coordinators and the WorkKeys Test Coordinators listed in the [Educational Entity Master \(EEM\)](http://www.michigan.gov/eem) (www.michigan.gov/eem) the week of **October 28, 2019**.

ACT will email the PearsonAccess^{next} login information only to the WorkKeys Test Coordinators listed in the EEM for both public and nonpublic schools. If the WorkKeys Test Coordinator does not receive this email by **November 5, 2019**, contact ACT at the web page or phone number listed below.

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

Important Dates

Approaching Deadlines!

Friday, November 1, 2019

- **FINAL** Implementation Workshop for **SAT with Essay, PSAT 10, and PSAT 8/9** – [Workshop Registration](http://www.collegeboard.org/michiganworkshops) (www.collegeboard.org/michiganworkshops)

Coming Next Week . . .

November 7, 2019, 9:00 – 10:30 AM

- Implementation Webinar for **SAT with Essay, PSAT 10, and PSAT 8/9** – [Webinar Registration](https://tinyurl.com/2020MichiganImplementation) (<https://tinyurl.com/2020MichiganImplementation>)

November 2019

All Assessments

Now – November 10, 2019

- [2019 OEAA Report Survey](https://baameap.wufoo.com/forms/zw5ldve1blu50a/) (<https://baameap.wufoo.com/forms/zw5ldve1blu50a/>)

M-STEP, MI-Access, and WIDA

Now – November 26, 2019

- **M-STEP, MI-Access FI, and WIDA** Online Testing Waiver request window

ACT WorkKeys

November 4 – 29, 2019

- **ACT WorkKeys** Manage Participation Window

December 2019

December 4, 2019, 10:00 AM

- **DRC Technology Coordinator Webinar** – [Zoom Access to webinar](https://datarecognitioncorp.zoom.us/j/831651825) (<https://datarecognitioncorp.zoom.us/j/831651825>)

SAT and PSAT

December 5, 2019, 1:00 – 2:30 PM

- Accommodations and Supports Webinar for **SAT with Essay, PSAT 10, and PSAT 8/9**
[Webinar Registration](https://tinyurl.com/2020MichiganAccommodations) (<https://tinyurl.com/2020MichiganAccommodations>)

December 20, 2019

Deadline for Off-Site Testing Requests for **SAT with Essay, PSAT 10, and PSAT 8/9**.

WIDA

December 3, 2019, 9:00 AM – 12:00 PM

- **WIDA ACCESS for ELLs Test Administration Online Workshop 1** – Library of Michigan, Lake Michigan Room, 702 W. Kalamazoo St. Lansing, MI 48909
[Registration link](https://wida-access-online-training-120319am.eventbrite.com) (<https://wida-access-online-training-120319am.eventbrite.com>)

December 3, 2019, 1:00 – 4:00 PM

- **WIDA Kindergarten ACCESS Test Administration Workshop 2** – Library of Michigan, Lake Michigan Room, 702 W. Kalamazoo St., Lansing, MI 48909
[Registration link](https://wida-k-access-online-training-120319pm.eventbrite.com) (<https://wida-k-access-online-training-120319pm.eventbrite.com>)

(Continued on next page)

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

December 4, 2019, 9:00 AM – 12:00 PM

- **WIDA ACCESS for ELLs Test Administration Online Workshop 3** – Wayne County Community College Downriver Campus, EPAC 5&6, 21000 Northline Road, Taylor, MI 48180
[Registration link](https://wida-access-online-training-120419am.eventbrite.com) (https://wida-access-online-training-120419am.eventbrite.com)

December 4, 2019, 1:00 – 4:00 PM

- **WIDA Kindergarten ACCESS Test Administration Workshop 4** – Wayne County Community College Downriver Campus, EPAC 5&6, 21000 Northline Road, Taylor, MI, 48180
[Registration link](https://wida-k-access-online-training-120419pm.eventbrite.com) (https://wida-k-access-online-training-120419pm.eventbrite.com)

December 18, 2019, 10:00 – 11:30 AM

- **WIDA Alternate ACCESS Overview Webinar**
[Registration link](https://wida-alternate-access-overview-121819-1000-1130.eventbrite.com) (https://wida-alternate-access-overview-121819-1000-1130.eventbrite.com)



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"> 1. Eligibility, MDE policies, and OEAA Secure Site Support 2. SAT®, PSAT™ 8/9, and PSAT™ 10 – College Board 3. WorkKeys® – ACT®
5	for questions about the WIDA ACCESS for ELLs, WIDA Alternate ACCESS for ELLs, and support for WIDA AMS, INSIGHT, and Central Office Services (COS)
8	for all other questions

Email

For assessment questions:

mde-oeaa@michigan.gov

For accountability questions:

MDE-Accountability@michigan.gov

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