

Spotlight

on Student Assessment and Accountability

What's New

Week of May 6, 2021

- [Technical Issues During Online Testing](#)
- [Accountable Students Enrolled and Demographics Review for Spring 2021](#)
- [Michigan School Accountability: New Students Not Tested Resource](#)

Reminders

- [Assessment and Accountability Frequently Asked Questions \(FAQ\)](#)
- [Read By Grade 3 Memo](#)
- [OEAA Secure Site Help](#)
- [FAME Project Accepting New Coach Applications for 2021-22 \(Deadline Extended!\)](#)

Technical Issues During Online Testing

The Office of Educational Assessment and Accountability has received incident reports of schools experiencing technology/ internet connectivity issues during or throughout testing. If you have issues with technology or internet connectivity during testing, the recommended action is to stop testing until the problem is resolved. This action can ensure students are able to focus on the content of the test and are not repeatedly interrupted by technology issues.

Regeneration of a test permanently deletes all of the student's previous work on the test and requires the them to re-take the entire test. Students who are required to re-take an entire assessment are less likely to focus the same way they do in an initial administration, and the validity of the test results is negatively impacted if the students have seen test items previously.

The best course of action is for the Test Administrator and Building Coordinator to stop testing as soon as a technology issue is identified, whether it impacts a single student or an entire test session. Once the issue is resolved, testing can then be allowed to resume in an environment that is conducive to all students successfully completing the test.

Accountable Students Enrolled and Demographics Review for Spring 2021

The Accountable Students Enrolled and Demographics page on the Office of Educational Assessment and Accountability (OEAA) Secure Site is now open for districts and schools to view:

- **Spring 2021 WIDA** – includes English learners in grades K-12 who were expected to take the WIDA ACCESS or Alternate ACCESS for ELLs

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- **Spring 2021 test period** – includes students in grades 3-8 and 11 who were expected to take the SAT, M-STEP, and PSAT 8/9 for grade 8
- **MI-Access assessments**

This screen allows districts and schools to view and verify student enrollment and demographic data that has been reported in the Michigan Student Data System (MSDS) and will be used for assessment and accountability reporting. There are two separate lists of enrolled students for each test period, each based on a different enrollment date and grouping of students.

1. **Spring 2021 WIDA (ACCESS & Alternate ACCESS for ELLs) – Enrollment on April 9, 2021**

- » Only student information submitted in MSDS with an “as of date” on or before **April 9** and submitted/certified by **5 p.m. on June 28, 2021** will be used for assessment and accountability reporting.
- » This list will include students identified in an English learner (EL) program in MSDS in grades K-12 who were expected to take the WIDA ACCESS or WIDA Alternate ACCESS for ELLs.
- » Students who were enrolled up through April 9 should be listed; if they are not, an enrollment record or an EL program must be submitted in MSDS.
- » Students who exited the school prior to April 9 should not be listed; if they are, then an exit record must be submitted in MSDS.
- » Student demographics should reflect a student’s status on April 9; if incorrect, a record must be submitted in MSDS.

2. **Spring 2021 State Assessments – Enrollment on June 4, 2021**

- » Only student information submitted in MSDS with an “as of date” on or before **June 4** and submitted/certified by **5 p.m. on June 28, 2021** will be used for assessment and accountability reporting.
- » This list will include all students in grades 3-8 and 11 who were expected to take the M-STEP, MI-Access, SAT, or PSAT 8/9 (for grade 8).
- » Students who will be enrolled through June 4 should be listed; if they are not listed, an enrollment record must be submitted in MSDS.
- » Students who have exited the school up through June 4 should not be listed; if they are, then an exit record must be submitted in MSDS.
- » Student demographics should reflect a student’s status on June 4; if incorrect, a record must be submitted in MSDS.
- » Since June 4 is a future date, the list will have to be reviewed and updated as needed to ensure that student enrollment and demographics are correct as of June 4.

The Accountable Students Enrolled and Demographic pages will be updated daily at approximately 11 a.m. and 7 p.m., as Student Record Maintenance (SRM) records are submitted and certified in MSDS with an “as of date” on or before the dates listed. 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 student record maintenance (SRM) file “as of dates” and deadlines. If you are not

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

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/secaresitetraining) under **Miscellaneous Secure Site Functions**.

Make sure to review the [Accountable Students Enrolled and Demographic](#) directions for information on which demographics can and cannot be changed during the school year. The directions can be found on the [Secure Site Training web page](#) (www.michigan.gov/secaresitetraining) under **Accountable Students & Test Verification**.

Reminder:

- State accountability requirements, including the School Grades (A-F) system have not been waived at this time.
- ACT WorkKeys is currently not included in accountability calculations for grade 11 students.
- PSAT 8/9 for grade 9 and PSAT 10 are also not currently included in accountability calculations; therefore, grade 9 and 10 students will not be listed.
- Grade 12 students were not expected to take the MME (SAT, WorkKeys, M-STEP) in Spring 2021.

Michigan School Accountability: New Students Not Tested Resource

A new resource from the Office of Educational Assessment and Accountability (OEAA) – [Updates for Spring 2021 Students Not Tested](#) – is a brief overview of the updated process for reporting and reviewing Students Not Tested on Spring 2021 summative assessments.

- Students Not Tested issues will be reviewed and reported in the OEAA Secure Site during the Accountable Students and Test Verification windows following the administration of spring assessments.
- A new Not Tested reason of “COVID Related” will be populated for all students who were expected to be tested but for whom no test(s) were received.
- Schools will be able (but not required) to change the pre-loaded “COVID Related” reason to other Not Tested reasons.
- Documentation for any Not Tested reason may be submitted but is not required for Spring 2021 assessments.

These changes to the current year’s Students Not Tested process were necessary in light of the federal school accountability waiver that the Michigan Department of Education (MDE) recently received. The changes are designed to make the updated Students Not Tested process as minimally burdensome on schools and districts as possible, accommodating increases in the number of Students Not Tested among schools this year due to the COVID-19 pandemic.

Additional information and resources on school accountability can be found on the MDE [School Accountability web page](#) (www.michigan.gov/mde-accountability).

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



Reminders

Assessment and Accountability Frequently Asked Questions (FAQ)

In light of the recent announcements on the approval of Michigan Department of Education's accountability waiver and the denial of our assessment waiver, the Office of Assessment and Accountability has provided two FAQ documents to address some of the frequently asked questions that have recently come into our office.

- [FAQ – Assessments](#)
- [FAQ - Accountability](#)

Read By Grade 3 Memo

Please see the [memo](#) on guidance surrounding Michigan's Read By Grade 3 (RBG3) legislation. At this time, the Michigan legislature has not amended the RBG3 requirements for this year.

OEAA Secure Site Help

Don't miss the last scheduled meeting of virtual online office hours. The session is an opportunity for you to ask questions and receive support for the Secure Site. You can join on your computer or mobile app using Microsoft Teams and the information below:

Microsoft Teams Meeting

- [Join the meeting](#)
- Or call in (audio only): 1-248-509-0316
Phone Conference ID: 27143456#

Drop in and stay the full hour or ask your question and drop out. The current schedule is:

- Tuesday, May 11 3 - 4 p.m.

FAME Project Accepting New Coach Applications for 2021-22

The Formative Assessment for Michigan Educators (FAME) project is entering its 14th 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 of the FAME project and access to the online 2021-22 New FAME Coach [application](#) (www.surveymonkey.com/r/FAMENewcoach) is available on the MDE [Formative Assessment Process page](#) (www.michigan.gov/formativeassessment) or the [FAME public page](#) (www.famemichigan.org).

The deadline to apply has been **extended to Friday, May 14, 2021.**

If you have any questions, contact Kimberly Young, MDE/OEAA at youngk1@michigan.gov or 517-712-8442.

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

WHAT'S NEW

Finish PSAT-Related Testing

- The last day to administer all PSAT 8/9 and PSAT 10 tests is **Friday, May 7, 2021**.
- All PSAT-related answer sheets and test books must be returned no later than **Monday, May 10** or they may not be scored.

Prepare for May 18 Contingency SAT Testing

- All SAT test books and answer sheets for April 13 and April 27 should have been returned. If these materials have not yet been returned, refer to the Coordinator Manual on directions to schedule a pickup with UPS as soon as possible.
- Students testing on May 18 who use any test books from April 13 or April 27 will have their scores invalidated.

- Keep any supplementary materials from the April testing—such as answer sheets, Pre-ID labels, manuals, and extra forms—for use on May 18. Additional Coordinator Report Forms will be sent with the shipment of May 18 test books.
- May 18 contingency SAT testing materials ordered in the survey sent on April 26 will arrive in schools May 12-14.
- The contingency accommodated testing window is May 18-20.
- All SAT answer sheets must be returned by May 20 or they may not be scored.
- Return SAT answer sheets by May 19 for any students who completed testing on May 18. Wait to return all answer sheets from students testing in the accommodated testing window once all students in the window have completed testing, but no later than May 20.

Fall Testing

Coordinators might have received an email on May 5 announcing the College Board's Fall 2021 SAT School Day, PSAT/NMSQT, and PSAT 8/9 test dates. Administering these assessments in the fall is optional and is not being provided by the Michigan Department of Education. **Your district or school will be responsible for paying the invoices for assessments that you choose to provide to your students.**

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



REMINDERS

Score Release

Students who participated in testing during the week of April 13 will receive access to their scores in their College Board accounts beginning on **May 5, 2021**. Students who participated in PSAT 8/9 or PSAT 10 will receive access beginning on **May 17, 2021**.

Note: Some scores will be released later, for reasons that may include student participation in the extended PSAT testing window, the accommodated testing windows, the SAT makeup testing date(s), 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 mid-summer, after all answer document verification activities are completed. More information about the answer document verification window will be available soon, along with an educator score release date. **Note:** Scores that will be available in the K-12 reporting portal are not the official results used in Michigan Department of Education reporting.

Refer to the [April 29 edition of Spotlight](#) (www.michigan.gov/mde-spotlight) for information on how to help students access scores.

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ACT WorkKeys

What's New

Returning Contingency Makeup (Test Window 3) Test Materials

Use the cartons in which the test materials were shipped and follow the instructions that begin on page 29 of the [ACT Test Coordinator Information Manual](#) to pack the carton(s). Store the cartons to be shipped in a secure location within the district or school building until they can either be picked up by FedEx or taken to a local FedEx office.

Retain the remaining unused cartons to return the accommodations and EL support materials at the end of the test window.

If you still have secure materials from the initial and makeup test dates, return them with your contingency makeup materials.

FedEx is scheduled to pick up the standard time test materials on **May 6, 2021** and the accommodations test materials on **May 12, 2021**. Be sure your materials are ready for pickup by 8 a.m. on each of these days.

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

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 between 9:30 a.m. – 6:00 p.m. 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!

Friday, May 7, 2021

- **PSAT 8/9** and **PSAT 10** Accommodated Testing Window **CLOSES**
- **PSAT 8/9** and **PSAT 10** Makeup Testing Window **CLOSES**

Tuesday, May 11, 2021

- Contingency Makeup window for **ACT Workkeys** Accommodations tests for students unable to test during the Accommodated Initial Testing Window or the Accommodated Makeup Testing Window due to a COVID 19-related event **CLOSES**

Wednesday, May 12, 2021

- Final **DEADLINE** to return all **ACT WorkKeys** test materials for processing

May 2021

Early Literacy and Mathematics

Now – June 29, 2021

- **Early Literacy and Mathematics Benchmark Assessments (K-2)** Pre-identification of students in OEAA Secure Site window

Now – June 30, 2021

- **Early Literacy and Mathematics Benchmark Assessments (K-2)** Online testing window

M-STEP

Now – May 18, 2021

- **M-STEP** Additional Material Order window for grades 5, 8, and 11

Now – May 21, 2021

- Online and paper/pencil assessment window for **M-STEP** grades 5, 8, and 11

Now – June 1, 2021

- **M-STEP** Additional Material Order window for grades 3, 4, 6, and 7

Now – June 4, 2021

- Online and paper/pencil assessment window for **M-STEP** grades 3, 4, 6, and 7

MI-Access

Now – June 1, 2021

- **MI-Access** Additional Material Order window for all grades

Now – June 4, 2021

- **MI-Access FI** Online and Paper/Pencil assessment window for all grades
- **MI-Access SI/P** online score entry

SAT and PSAT

May 18, 2021

- **SAT with Essay** Contingency Test Day available for students not able to test on the Primary Test Day or Makeup Test Day due to a COVID 19-related event

May 18-20, 2021

- **SAT with Essay** Contingency Accommodated Testing Window available for students not able to test during the Accommodated Testing Window or Makeup Accommodated Testing Window due to a COVID 19-related event

May 20, 2021

- Final deadline to return any **SAT**, **PSAT 10**, or **PSAT 8/9** testing materials in order for answer documents to be scored

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

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



Upcoming Events

Building a Better Assessment Future

Virtual Conference

June 28–30, 2021

9:00 a.m. – 3:45 p.m.

Did you know that about 80 percent of the assessments given to students are the result of decisions made by local educators? Those decisions will be the focus of the [Building a Better Assessment Future](#) virtual conference. This “not-to-be-missed” event offers support for district teams as they reimagine their districts’ assessment systems and improve learning for all students.

The BBAF conference will take place **June 28-30, 2021** and is hosted by [Michigan Assessment Consortium \(MAC\)](#) in partnership with Michigan Department of Education’s [FAME](#) (Formative Assessment for Michigan Educators) program and [Oakland Schools](#). Event participants will hear from and engage with respected national and international assessment experts, such as Susan Brookhart, Jan Chappuis, Margaret Heritage, Jim Pellegrino, Ken O’Connor, and Rick Stiggins.

Participants will also have ample time to work with Michigan assessment leaders, reflect on their current assessment practices, and collaborate to find new opportunities to improve student learning through assessment.

Come as a team or attend on your own!

Educators and policy makers at all levels are invited to attend with schools/districts encouraged to register and work in teams of three or more. The event will feature group work time and office hours with selected experts, allowing participants to address their schools’ unique opportunities. Plus, the FAME program and the MAC will support each team’s work after the conference through private consultation and group engagements designed to keep the collaboration going.

Learn more

Download and share the [BBAF conference flyer](#).

Find more details and register on the [Conference event page](#) (bit.ly/MAC-BBAF).

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 WIDAAMS, 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