



The DAC Digest

Assessment & Accountability Updates

January 11, 2023

Assessment

New:

Verify Student Data

DPI will load student data from WISEdata into the DRC INSIGHT Portal (Forward) and PearsonAccessnext (ACT with writing and PreACT Secure). To ensure that you have the correct roster of students for testing, please make certain that your student enrollment and demographic data are correct in WISEdata before the end of the day on January 17.

ACCESS for ELLs

New:

Materials

Please return completed test materials as soon as possible; there's no need to hold onto materials until the end of the test window. If you need additional yellow District/School labels for students who did not get a Pre-ID label, please email [Jesse Roberts](#) with the district and school names and numbers, along with the number of labels needed.

Alternate ACCESS for ELLs Field Test

Students who are English Learners with IEPs indicating they are taught to the alternate academic content standards (Essential Elements) are eligible to take Alternate ACCESS. Students who took Alternate ACCESS this year, as well as students in Kindergarten who meet these criteria are expected to take the Alternate ACCESS field test during the February 14-April 17 window. As this impacts around 500 students in Wisconsin, not every district will have eligible students. Participation of eligible students is important for developing the new Alternate ACCESS.

DRC will ship Alternate ACCESS field test materials based on students who took the test last year. These materials will arrive on February 7. On this date, WIDA will also open a Google form for additional materials orders. Please order materials for eligible students in grades K-1, as well as any eligible students who have enrolled in your district in the past year. More information can be found in our [informational flier](#), as well as on the [WIDA website](#).

Reminder:**Student Transfers**

If your district receives a new EL during the test window, please fill out the [transfer form](#). We will verify student enrollment in your district and transfer any records in the WIDA AMS.

ACT**New:****Verify Student Data in PearsonAccess**

As indicated earlier on the first page, please make certain that your student data are correct in WISEdata before the end of the day on January 17. School staff will have from January 23-25 to verify student enrollment is correct and indicate testing mode for each student (paper or online). Instructions on how to complete this task will be provided next week.

Accommodation Request Deadline Extended

The deadline to submit requests for spring 2023 testing is **January 20**. DPI strongly encourages schools to enter requests into TAA as soon as possible.

Accommodation Request Reminders and Resources

- Refer to [Step 3: Accommodation, on the Wisconsin ACT Webpage](#) for accommodation and EL support resources and training.
- Log into the TAA to view status and decisions on accommodations/EL support requests.
 - If a request is not approved, you can submit again for reconsideration.
 - [Reach out to OSA](#) as soon as possible if you are experiencing difficulty receiving approval for an accommodation.

Reminders:**2023 ACT Schedule of Events - Revised**

A revised 2023 ACT Schedule of Events has been posted to the [Wisconsin ACT Website](#).

Wisconsin ACT Office Hours #2

A Wisconsin ACT Office Hours will be held on **January 12** discussing the process of verifying enrollment. Registration for Office Hours is not required. All 2023 ACT Office Hours and access to the 2023 meeting link can be found on the DPI [ACT Training webpage](#).

PreACT Secure

New:

2023 Test Administration Resources

The following 2023 PreACT Secure testing administration resources are now available on the [Wisconsin PreACT Secure webpage](#). Please disseminate these resources out to all testing staff.

- Test Coordinator Manual (Step 5)
- Online Administration Manual (Step 5)
- Paper Accommodated Administration Manual (Step 5)
- All test administration forms (Step 5)
- Test Coordinator Checklist (Step 1)
- PearsonAccess^{next} User Guide (Step 1)
- Schedule of Events (Important dates)

Test Administration Platform

The test administration platform for the PreACT Secure is [PearsonAccess^{next}](#) (PAnext), the same administration platform as the ACT. The PreACT Secure portal within PAnext will open on January 23. Once open, DACs can use their existing PAnext account access to sign into the portal and assign testing staff. Please reference the [PearsonAccess^{next} User Guide for the PreACT Secure](#) for assistance navigating this portal.

Reminder:

PreACT Secure Training Opportunities

DPI and ACT will be offering three Q&A webinar-based trainings and two Wisconsin specific Office Hours for PreACT Secure. All trainings and registration links have been posted to the [DPI PreACT Secure Trainings webpage](#).

DLM

Reminder:

Adding Users

Please ensure you select the correct roles when you add Users to Educator Portal. If a teacher is going to administer the assessment, they should be added as a teacher and not a proctor. Proctors do not have access to score reports and other needed student data. We do not generally use the Proctor role at all as only licensed teachers are allowed to administer the assessment.

Forward Exam

Reminders:

2023 Optional Add Accessibility Features window

The Optional Add Accessibility Features window (February 13-24) **provides districts the option** to enter student accessibility features into a district-level student demographic data file and upload the file into the DRC INSIGHT Portal, instead of adding accessibility features on an individual student or “mass assign” basis. For more information, please refer to the document titled *Forward Exam Optional Add Accessibility Feature Window* available on the [Forward Exam Resources webpage](#).

2023 Forward Exam Resources

The DRC INSIGHT Portal Guide and the Test Administration Manual are now available on the [Forward Exam Resources webpage](#).

2023 Forward Exam Trainings

The Forward Exam pre-recorded trainings for District and School Assessment Coordinators (DACs/SACs) and Test Administrators (TAs) are now available on the [Forward Exam Trainings webpage](#). There are three training presentations (DAC/SAC Training, DAC/SAC Updates Training, Test Administrator (TA) Training), each with information targeted to a specific audience.

NAEP and International Assessments

Reminder:

See the [NAEP webpage](#) for grade levels and content areas assessed, dates, additional information, and resources; and contact [Angela Dugas](#) with any questions.

Reading Readiness

Reminder:

See the calendar dates, information, and resources for the [Assessment of Reading Readiness Overview](#).

DAC Contact Update

Reminder:

Please update [District Assessment Coordinator \(DAC\) contact information](#) as contact information changes or staffing changes occur throughout the year (including over the summer months). The information provided is used to:

- Ensure DACs receive regular assessment and accountability updates, and
- Upload information into vendor portals to ensure DACs have annual permissions.

New Resources

As new resources are posted to our website, we will include them here for your convenience for a few weeks. This is NOT an exhaustive list but meant to highlight resources with significant relevance to our upcoming test windows.

Resource	Description	Assessment
Test Administration Manual (online)	Contains test administration details and requirements for administration.	PreACT Secure
Test Administration Manual (paper accommodated)	Contains test administration details and requirements for administering paper accommodated testing.	PreACT Secure
Test Coordinator Manual	Contains detailed role requirements, policies and training guidelines for the Test Coordinator role.	PreACT Secure
Test Administration Forms	Required forms for administration.	PreACT Secure
DRC INSIGHT Portal Guide	Guide to help DRC INSIGHT Portal users manage user permissions, student information, and testing responsibilities.	Forward
Test Administration Manual	Manual to ensure the Wisconsin Forward Exam is administered in a uniform manner.	Forward
Spanish Version of Test Administration Script	Spanish translation of the test administration script read by proctors for use with the Spanish Stacked Translation support.	Forward
DAC/SAC Full Training Video	Full training for new DACs/SACs and any other DACs/SACs who would like a detailed refresher of Forward Exam administration.	Forward

Resource	Description	Assessment
DAC/SAC Updates Training Video	Provides updates for the Forward Exam administration and is intended for DACs/SACs who have previously viewed the full training and feel comfortable receiving only the updates.	Forward
Test Administrator Training Video	Covers all information TAs need to prepare for and administer the Forward Exam. DACs should ensure all TAs view this required training.	Forward
ACT Schedule of Events - REVISED	List of important tasks, deadlines and trainings for administering the ACT.	ACT

Important Dates to Remember

Be sure to refer to each specific assessment calendar for a complete list of key dates.

Date	Event	Program
January 11	First DAC, SAC, and DTC Q&A Webinar	Forward
January 12	ACT Office Hours #2	ACT
January 17	Districts should ensure student data are correct in WISEdata	Forward, ACT, PreACT Secure
January 18	State data upload of student data into DRC INSIGHT Portal (DPI pulls roster data from WISEdata to upload to Portal)	Forward
January 20	DPI loads student rosters into PearsonAccess ^{next}	ACT
January 20	Deadline to submit ACT accommodations and supports in TAA	ACT
January 23	PearsonAccess ^{next} opens for PreACT Secure	PreACT Secure
January 23	Start to verify student rosters, verify shipping address and enter accommodations	PreACT Secure
January 23-25	Schools verify student rosters in PearsonAccess ^{next}	ACT

Date	Event	Program
January 25	PreACT Secure Office Hours #1	PreACT Secure
January 27	ACCESS test window closes	ACCESS
February 1	PreACT Secure Test Administration #1 Webinar	PreACT Secure
February 3	Deadline to submit reconsiderations for ACT accommodations	ACT
February 3	All materials due back to DRC	ACCESS
February 6	NAEP Field Test schools receive student sample on AMS	NAEP



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