



The DAC Digest

Assessment & Accountability Updates

January 13, 2021

Accountability

New:

Preview Reports – Secure Release Update

As announced in an [email to districts from Deputy State Superintendent Mike Thompson](#), accountability preview reports are now available in [SAFE, the Secure Access File Exchange](#). The [Accountability Resources webpage](#) is also updated with new resources to help you understand and explain the preview reports.

Inquiry Period

This secure release opens the report card inquiry period, a window for schools and districts to work with the Office of Educational Accountability (OEA) to address suspected data submission errors. When there is sufficient evidence of a data error, OEA will manually correct the data and update the preview reports. **If you believe an inquiry may be appropriate, please [open an Inquiry](#) with our office before the end of the day on January 22.**

As a reminder, corrections resulting from an inquiry carry over into both ESSA and IDEA accountability systems (which do not have inquiry processes). Though these systems of identification are distinct, there is overlap in the data sources, and the data inquiry period from January 12-22 applies to both of these accountability systems.

Note that the purpose of the inquiry process is for notifying OEA of suspected data submission errors – **not for sending general feedback on the redesign** found in the preview reports. For comments about the redesign, OEA plans to release a survey to our website in the coming weeks and we will send an update through the DAC Digest when it is posted.

If you have questions about the preview reports please contact the [Office of Educational Accountability](#) or your [Accountability Trainer](#). If you have questions about accessing SAFE, please use the [DPI help desk](#).



Assessment

New:

2021 Assessment Requirements

As announced in an [email to districts from Deputy State Superintendent Mike Thompson](#), requirements for the 2020-21 administration of statewide assessments remain unchanged under state and federal law. Schools should begin planning for in-person testing in order to meet these state and federal requirements. This includes planning to assess students who are receiving instruction remotely (virtually). Please note that remote (virtual) testing options are not available for statewide assessments.

Reminder:

Student Roster Data Pulls

Statewide student assessment rosters for ACCESS, ACT with Writing, Forward, and Aspire will be pulled soon. To ensure the completeness and accuracy of rosters, please verify your student enrollment data are up-to-date (including EL status) by January 18, and make sure data are being transferred from your district student information system to WISEdata.

ACCESS for ELLs

Reminder:

Deadline to Upload Private School Rosters

Private school rosters (Pre-ID) must be uploaded into the WIDA AMS by January 20 to ensure that materials orders are generated for those students.

ACT with writing

Reminder:

Deadline to Enter ACT Accommodations and English Learner Supports: January 15

For steps on completing this process, please refer to the [ACT Accommodations and Supports webpage](#).

Student Roster Upload: January 19

- On Tuesday, January 19, DPI will load student names from WISEdata into PAnext.
- School staff will have from January 20-22 to verify that student information is correct. Please see the **Verifying Student Roster and Testing Format Guide** located on the [DPI ACT Resources webpage](#) for instructions.
- Barcode labels will be shipped only for students who are in PAnext at the end of the day on January 22. After January 22, schools can add new students, but they will not receive barcodes and schools will need to follow the instructions in the test administration manuals on how to prepare an answer document without a barcode.

ACT Office Hours

This first Wisconsin 2021 ACT Office Hours will be held this Thursday, January 14 at 9:00 am. Use this [Microsoft Teams Meeting](#) link to join each week.

Aspire

New:

Extended 2021 Aspire Testing Window

To provide schools more time to test their students safely, DPI has worked with ACT to extend the 2021 Aspire testing window by two weeks (April 5-May 19). Please visit the [DPI ACT Aspire Calendar webpage](#) to download and review the revised **2021 ACT Aspire Schedule of Events**.

2021 Aspire Administration:

The Aspire PANext portal will open for the 2021 assessment on January 25. All 2021 Aspire Administration manuals and supplements have been posted and are available to download under the Administration section of the [Wisconsin ACT Website](#).

- Bookmark the [ACT Aspire PearsonAccess^{next}](#) webpage for easy access in the future. It will be helpful to name it with ACT Aspire to keep the platform separate from ACT with writing.
 - Review the [PearsonAccessNext System Overview](#) to understand its basic functionality (*Note: Wisconsin has specific customization that differs from the slideshow, including home page, test dates, and User Role Matrix*).
 - New Testing Staff: On January 25, look for an email from PearsonAccess^{next} (NoReplyAspire@act.org) with a subject line of **ACT Aspire Account Access: New Account**. This email may be in your spam or junk folders, if not in your inbox. Follow the instructions in the email to finish setting up your account. This will be an invite into the Production site.
 - On January 25, new users will also receive an invitation into the [Aspire training site](#), featuring a brown banner. The *training* site can be used to run a mock administration or test your technical infrastructure.
 - Bookmark the [Wisconsin ACT Website](#) to refer to the many resources it offers.
 - Review the updated [2021 ACT Aspire Schedule of Events](#). It lists activities to complete, who completes the activity, and important deadlines.
 - Review the [User Role Matrix](#), specific for Wisconsin schools, before inviting new users to determine who receives which role. Then you can invite new users following procedures on page 42 of the [Aspire Tests Coordinator Manual](#).
 - [Register for Aspire training webinars](#).
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DLM

New:

DLM Uploads-Users, Enrollments, and Rosters

Districts should be uploading new users, enrollments (student data) and creating rosters. The [Data Management Manual](#) describes these processes. DLM created short tutorial videos found by topic on the [District Staff Training Resource](#) page.

- **Users** - All test administrators must have an Educator Portal account and be assigned the role of “teacher”. This is the only role that will enroll test administrators into Moodle and provide test tickets once the window opens.
- **Enrollment** - Districts are required to load DLM student information into Educator Portal whether through the manual process or by using the Enrollment Template found on the [DLM Website](#).
- **Rosters** - Districts must create rosters for each test administrator and for each content area assessed by that teacher. As a reminder, DLM assesses ELA and Math in grades 3-11, **Science in grades 4 and 8-11, and Social Studies in grades 4, 8, and 10**. Please pay attention to the grades rostered in Science and Social Studies.
 - Rosters connect test administrators to students. Test administrators will not be able to access the Accessibility Profile or the First Contact Survey until they have been rostered to a student.
 - Students can only be placed on one roster per content area.

Reminder:

School Assessment Type – Alternate (SATA)

Districts are asked to utilize the Student Characteristic SATA in WISEdata. All students taking the alternate assessment (DLM) must qualify as a student with the most significant cognitive disabilities. Please refer to the [DLM website](#) for more information.

Forward Exam

New:

Test Administration Script Spanish Translation

The Forward Exam Test Administration Script is now available in Spanish and available on the [Forward Exam Resources webpage](#). This resource can be used to administer the Forward Exam in conjunction with the Spanish stacked translation and small group translation supports.

Reminders:

Forward Exam Q&A Webinar Recording

The January 13 Q&A webinar recording will be available on the [Forward Exam Trainings webpage](#) January 21.

NAEP

Reminder:

NAEP COVID-19 Updates and MyNAEP Still Available

Visit the [NCES COVID-19 Updates page](#) for information about the postponement of NAEP testing this year. [MyNAEP](#) is still available for participating schools and will be updated if/when questionnaires are administered. Please contact [Angela Dugas](#) with any questions.

Reading Readiness

Reminder:

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

Assessment and Accountability COVID-19 Related Updates

OEA has created two webpages to keep you updated and informed. Please bookmark these pages and the [main DPI COVID-19 page](#), which contains COVID-19 information for schools beyond assessment and accountability.

- [COVID-19 – Accountability Updates and Resources](#) webpage with summary information on the impact of COVID-19 on school accountability in Wisconsin.
 - [COVID-19 – Assessment Updates and Resources](#) webpage that contains assessment related COVID-19 resources, 2019-20 COVID updates, and any 2020-21 updates that may arise.
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Important Dates to Remember

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

Month	Day and Event	Assessment
January	12: 2021 Test Administration and training resources become available	Forward
	13: First DAC, SAC, DTC, and STC Forward Exam Q&A Webinar	Forward
	15: Last Day to enter ACT Accommodation Requests	ACT
	18: Deadline to verify your student enrollment data are up-to-date (including EL status) and data are being transferred from your district student information system to WISEdata	ACT, Aspire, Forward & ACCESS
	20: Last day to upload Private School Pre-ID Files	ACCESS
	25: PearsonAccessNext (PANext) portal opens for ACT Aspire	Aspire
	28: DPI pulls roster data from WISEdata to Upload to ACT Aspire Portal	Aspire
	29: Test Setup Window Opens	ACCESS
February	4: Attend Aspire Test Administration 1 Webinar	Aspire
	9: Attend Aspire Technical Readiness Webinar	Aspire
	10: Second DAC, SAC, DTC, and STC Forward Exam Q&A Webinar	Forward
	11: Attend ACT Test Administration 2 Webinar	ACT
	15-26: Optional add accessibility features window in DRC INSIGHT Portal	Forward
	16: Attend Aspire Chat with an Expert	Aspire
	17: Test Materials Delivered	ACCESS
	19: DAC Confidentiality Agreement forms due	General
	22: ACCESS for ELLs assessment window opens	ACCESS
	24: Instruction and Assessment Planner closes for the year	DLM
26: Deadline to complete enrollment/user/roster uploads in Educator Portal	DLM	



New Online Resource Highlights

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
Forward Exam DAC/SAC Trainings	Two online video trainings. One for new DACs to provide orientation to the yearly process of managing the Forward Exam from set-up to reporting and one for returning DACs/SACs that goes over the changes to the Forward Exam program for the current administration.	Forward
Forward Exam Test Administrator Training	Video training that provides Forward Exam Test administrators (TAs) with everything they need to give the test from start to finish. This video is a supplement to the Test Administration Manual.	Forward
Forward Exam DRC Portal Guide	This guide provides step-by-step instructions on managing users and students in the DRC INSIGHT Portal system including adding users and students, assigning accessibility features, assigning test sessions, printing test tickets, monitoring testing status, assigning not-tested codes, and ordering braille materials.	Forward
Forward Exam Test Administration Manual	This manual provides Forward Exam test administrators with policy and procedure, student and classroom preparation, trouble-shooting information, and the test administration script.	Forward
Forward Exam Test Administration Script Spanish Translation	This resource provides a Spanish translation of the Forward test administration script for TAs/Interpreters administering the exam to students using Spanish Stacked Translation and Small group translation.	Forward



Resource	Description	Assessment
Aspire Test Coordinator Manual	Test Coordinator administration manual for standard ACT Aspire testing (paper/online).	Aspire
Aspire Room Supervisor Manual - Online	Room Supervisor administration manual for standard ACT Aspire testing (online).	Aspire
Aspire Room Supervisor Manual - Paper	Room Supervisor administration manual for standard Paper ACT Aspire testing (paper testing for accommodations only).	Aspire
UPDATED: 2021 ACT Aspire Schedule of Events	Contains important Aspire assessment tasks and deadlines and should be referenced frequently throughout the testing year. Updated to include two week Aspire testing window extension.	Aspire



This publication is available from:
 Division of Student and School Success
 Office of Educational Accountability
 (608) 267-1072

<https://dpi.wi.gov/assessment/correspondence>

January 2021 Wisconsin Department of Public Instruction

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