



The DAC Digest

Assessment & Accountability Updates

January 27, 2021

Accountability

New:

Preview Report Resources

OEA has updated our [accountability resources webpage](#) with new resources to help you understand and explain the preview reports. These include updated versions of familiar guides including:

- Preview Reports Guide
- Preview Reports At-a-Glance
- Updated Weighting Calculator

The webpage also includes resources covering the new features found in the preview reports, including:

- What's New & Preview Reports/Report Cards Crosswalk
- Target Group Outcomes Guide
- Course Data Guide

The resources page contains “sample” preview reports that can be shared publicly. As a reminder, school and district specific preview reports are only available securely in [SAFE, the Secure Access File Exchange](#). OEA will continue to update this page, so please bookmark and visit often. Resources from previous years are also archived on the page.

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:

District Assessment Coordinator (DAC) Confidentiality Agreements

If you have not yet submitted your 2020-21 [DAC Confidentiality Agreement](#), please complete the form and submit to OEA by February 19. The 2020-21 form has a new design requiring only one signature for all four assessments. The form may be electronically completed and signed using Acrobat Reader. Please be sure to read the terms for each assessment and to select one of the two options for number nine of the ACT agreement prior to signing. The entire six-page document needs to be submitted to OEA once signed. All other confidentiality forms (SACs, DTCs, STCs, etc.) remain individual forms, but may be completed electronically, and once completed are to be retained at the school/district level.



Reminder:**Testing 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. All districts and schools should begin planning for in-person testing now; this includes schools whose current instruction is hybrid, in-person, or 100% virtual. If schools are not open for in-person instruction, they still need to safely provide an in-person, school proctored testing environment if the local health orders allow students and staff to safely be in school buildings. Please note that remote (virtual) testing options are not available for statewide assessments.

ACCESS for ELLs**New:****Federal Waiver Application**

In order to accommodate parental choice surrounding testing, DPI is requesting a federal waiver from requiring an annual ELP assessment of all ELs, and from using the Progress in Achieving English Language Proficiency Indicator in Wisconsin's ESSA accountability system for the 2020-21 school year. This waiver is up for [public comment](#) until January 29 and will be submitted to the US Department of Education next week.

While DPI has requested a waiver, the US Department of Education has up to 90 days to respond to our request. If the waiver is approved, schools and districts still need to test students if local health orders allow students and staff to be in school buildings safely. Please start planning to assess your students safely now.

Test Material Delivery

Test materials will be delivered on February 17. Please ensure that they are stored in a secure location until returned to DRC. The Additional Materials Ordering window opens at this time as well.

Test Window

The ACCESS for ELLs test window opens February 22.

ACT with writing**New:****Request for Accommodation/EL Support Reconsideration - Deadline **extended to January 29.****

Due to delays in processing accommodation requests, ACT extended the deadline for Edit for Reconsideration requests to January 29.

- Contact an ACT Accommodation Specialist if you need assistance with entering a reconsideration request: (800) 553-6244, ext. 1788, ACTStateAccoms@act.org.

- ACT has completed all **initial** requests for accommodations/EL supports.
- All Decision Notifications can be found in [ACT's Test Accessibility and Accommodations](#) system.
- ACT will continue to process Edits for Reconsiderations and Late Considerations throughout February.

What Do I Do For New Grade 11 Students Who Just Enrolled In My School?

- Follow the Enroll process found in the [PearsonAccessNext User Guide](#).
- You must add new students to PAnext so they have an ACT student number. You will need to use the ACT student number on the student answer document.
- Since new students will have been added to PAnext after January 22, you will not receive barcodes or testing materials for them. You will need to either use overage materials or place an additional order for more materials. See [Schedule of Events](#) for deadlines.
- When a student does not have a barcode, the school must follow the instructions in the test administration manual on how to prepare an answer document without a barcode.

Reminders:

Online Testing

- There is **no** remote proctoring of the ACT. All paper and online testing must be administered in-person.
- If you haven't already done so, complete [site readiness activities](#) now:
 - Review the [technical requirements](#) and the [Online Testing Site Readiness training](#) with your designated Technical Coordinator to ensure your site meets all requirements to test online.
 - Technical Coordinator should run through all activities outlined in the [Technical Coordinator Site Readiness Checklist](#) and run a [Mock Administration](#).
 - Resources and training tutorials for online testing are available on the [Wisconsin ACT Website](#).

ACT Office Hours and Training

- Wisconsin 2021 ACT Office Hours are held every Thursday at 9:00 am. Use this [Microsoft Teams Meeting](#) link to join each week.
 - [Register here for Test Administration #2](#), February 11, 2021, 10:30-11:30 am. Recordings of previous trainings are available on the [ACT trainings webpage](#).
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Aspire

Reminder:

2021 Aspire Administration:

All 2021 Aspire administration manuals and supplements have been posted and are available to download under the administration section of the [Wisconsin ACT Website](#).

- Aspire PANext portal opened January 25. Review the [User Role Matrix](#), before inviting new users to determine who receives which role. New DACs, please contact [Nikki Braconier](#) if you did not receive an email invitation to PANext.
 - DPI will load student rosters on January 29. Students will be available in PANext February 1.
 - Review the updated [2021 ACT Aspire Schedule of Events](#). It lists activities to complete, who completes the activity, and important deadlines.
 - [Register for Aspire Test Administration 1 Webinar](#) is February 4, 2021, 10:30-11:30 am
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DLM

New:

Test Administrator Training

All test administrators (anyone with a “teacher” role in Educator Portal) must complete the required training prior to administering the DLM assessment.

Reminder:

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.

Forward Exam

New:

Student Data Upload

The student data submitted to DRC on January 20 will be available for users to view and edit on March 8. The student demographic data file that is used to upload multiple student accessibility features will be available for download on February 15.

Forward Exam Q&A Webinar #2

On February 10, at 1:00 pm, there will be an optional Q&A webinar session that will provide an opportunity for Assessment and Technology Coordinators to ask DPI and DRC staff questions about test set-up, administration, or technology. Please share this information with your DTCs, SACs, and STCs. The webinar will be recorded and posted on the [Forward Exam Trainings webpage](#) for those who cannot attend the live session. On February 10, use this [link to join the Forward Exam Q&A webinar session](#).

Reminder:**Technology Bulletin - Information on Alternate Site Testing**

DRC has released a technology bulletin with information for District and School Technology Coordinators who are setting up alternate testing sites (e.g. community center, library, medical facility) that are off the district network. All testing must be completed in-person with a trained test administrator, even when using a location other than a school building. This bulletin is available on the [Forward Exam Technology Requirements webpage](#).

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.

NAEP**New:****School and Teacher Questionnaires**

NCES has announced that the NAEP 2021 School and Teacher Questionnaires Special Study will move forward. There will be no student questionnaires. The questionnaires will be sent to the schools that were originally selected to participate in NAEP 2021; the window to complete the approximately 30-minute questionnaires is February 15 to March 26. More information will be available soon, and Angela will send emails to the selected schools in early February regarding next steps for this special study.

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 with information about the school and teacher questionnaires. 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

COVID-19 Updates

For assessment and accountability COVID-19 Updates please visit:

- [COVID-19 – Accountability Updates and Resources](#)
 - [COVID-19 – Assessment Updates and Resources](#)
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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	25: PearsonAccessNext (PANext) portal opens for ACT Aspire	Aspire
	28: DPI pulls roster data from WISEdata to Upload to ACT Aspire Portal	Aspire
	28: Test Setup Window Opens	ACCESS
	29: Last day to enter accommodation/EL support Edit for Reconsideration (extended)	ACT
February	4: Attend Aspire Test Administration 1 Webinar	Aspire
	8: NAEP 2021 schools will receive emails about the NAEP Questionnaires Special Study	NAEP
	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: NAEP 2021 Questionnaires Special Study window opens	NAEP
	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 test 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
	26: Last day to switch from online testing to paper testing	ACT
26: Last day to order additional standard test materials for March 9	ACT	
March	4: Attend Aspire Test Administration 2 Webinar	Aspire
	5: Last day to enter late requests for considerations for accommodations/ELL supports	ACT
	8: Test set-up window opens	Forward
	9: ACT Test Window 1 begins	ACT
	10: Third DAC, SAC, DTC, and STC Forward Exam Q&A Webinar	Forward
	10: Attend Aspire Chat with an Expert	Aspire
	22: Forward testing window opens	Forward
	23: ACT Test Window 2 begins	ACT
	26: NAEP 2021 Questionnaires Special Study window closes	NAEP

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 January Q&A Webinar	Recorded optional Q&A webinar session in which Assessment and Technology Coordinators were given the opportunity to ask DPI and DRC staff questions about test set-up, administration, or technology.	Forward
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 that should be referenced frequently throughout the testing year. Updated to include two-week Aspire testing window extension.	Aspire



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 Office of Educational Accountability
 (608) 267-1072

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

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