



# The DAC Digest

Assessment & Accountability Updates

January 29, 2025

## Accountability

### New:

#### 2024-25 JFN Preliminary Release

The preliminary release of the Joint Federal Notification (JFN) packets is planned for late February 2025. This release will include preliminary versions of the Every Student Succeeds Act (ESSA) and Individuals with Disabilities Education Act (IDEA) accountability reports. The specific date of the release will be announced in a future DAC Digest.

For more information and resources on ESSA Accountability, please visit the [OEA Federal ESSA Accountability page](#). If you have questions about ESSA accountability, please contact [oeaemail@dpi.wi.gov](mailto:oeaemail@dpi.wi.gov). For questions regarding IDEA accountability, please contact the [Special Education team](#).

## Assessment

### Reminder:

#### District Assessment Coordinator (DAC) Confidentiality Agreement

The [District Assessment Coordinator \(DAC\) Confidentiality Agreement](#) from all DACs is due March 1. All DACs who have not yet submitted the 2024-25 DAC Confidentiality Agreement should do so no later than March 1. The form may be completed and signed electronically using Acrobat Reader. Be sure to select the appropriate options on the ACT/PreAct Secure agreement prior to signing. The entire seven-page document needs to be submitted to OEA once signed. All other confidentiality forms (SACs, DTCs, STCs, etc.) remain individual forms, may be completed electronically, and once completed are to be retained at the school/district level.

## ACCESS for ELLs

### Reminder:

#### Test Window Closing

The ACCESS for ELLs test window closes on **January 31**. Please ensure that all materials have been picked up by UPS by Friday, February 7, to arrive at DRC by February 11. If you are done testing, you may ship materials back at any time, and you can find a list of outstanding items under Materials > Return Materials Receipt Report.



All used booklets must be labeled, with either a barcoded student label or a yellow District/School label. If you need additional District/School labels, please contact [Jesse Roberts](#) and indicate how many you need for which school.

You are encouraged to consolidate boxes, and extra return shipping labels can be ordered in the WIDA AMS/DRC Insight Additional Materials section.

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## ACT

### New:

#### Verify Student Rosters in PearsonAccess<sup>next</sup> - Due January 31

On January 24, DPI loaded school ACT student rosters into [PearsonAccess<sup>next</sup>](#). Testing staff will have until January 31 to verify student enrollment is correct and indicate testing mode for each student (paper or online). Instructions on how to complete this task are outlined in the [January 24 DPI ACT Program email](#) and resources can also be found under [Step 2, Configuration: Verify Enrollment Counts on the Wisconsin ACT webpage](#).

#### Accommodations Reconsideration Deadline – January 31

The reconsideration deadline for accommodations and English learner supports is January 31. This deadline applies to reconsideration requests only. If you have an initial request submitted where ACT has issued a decision notification that requires further review, please submit the request for reconsideration no later than January 31. For assistance, please see the [Requesting Reconsideration \(TAA User Guide\)](#).

#### Online Testing Site Readiness Service

ACT will provide Wisconsin schools with an optional Online Testing Site Readiness Service. This helpful service will allow districts to connect directly with an ACT Customer Support Specialist trained in the technical requirements and support of online administration. This service is optional and interested districts will need to opt-in to it. ACT will send DACs an email ([onlinetestsupport@act.org](mailto:onlinetestsupport@act.org)) on January 29 with additional information and instructions on how to participate. DPI encourages districts to take advantage of this opportunity to ensure they are ready for online testing.

#### Upcoming ACT Trainings

Visit the [DPI ACT Training webpage](#) to register for these upcoming ACT trainings:

- Test Administration #2 webinar - February 11, 10-11am.
- Office Hours - Testing Virtual Students - February 18, 10-11am.

#### Student Preparation and Sample Tests

Free ACT practice tests and preparation materials can be found on the [DPI ACT Practice Tests and Sample Items webpage](#).

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## PreACT Secure

### New:

#### Student Roster Upload

DPI loaded PreACT Secure student rosters into PAnext on January 24. Schools can now begin verifying rosters and assigning accommodations. Instructions and resources on how to complete these tasks can be found on the [Wisconsin PreACT Secure webpage](#) under Step 2, Configuration: Verify Enrollment Counts and Step 3, Accommodations: Set Up Accommodations and EL Supports.

#### Student Preparation and Sample Tests

Free PreACT Secure practice tests and preparation materials can be found on the [DPI PreACT Secure Practice Tests and Sample Items webpage](#).

### Reminders:

#### PearsonAccess<sup>next</sup> Now Open

The PreACT Secure portal in [PearsonAccess<sup>next</sup>](#) (PAnext) is now open. DACs have access through the assessment drop down menu using their existing PAnext account credentials. DACs will need to create accounts and grant user access to the PreACT Secure portal for all testing staff. Instructions on how to create accounts and/or update existing accounts can be found in the [PersonAccess<sup>next</sup> User Guide for the PreACT Secure](#).

#### Office Hours

ACT and DPI will hold the first of two PreACT Secure Office Hours on Tuesday, February 4, 10am. Visit the [DPI PreACT Secure Training webpage](#) to register for this event and all future training opportunities.

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## DLM

### New:

#### Test Preparation Steps to be Completed by February 28

In order to prepare for the spring administration of the DLM, districts should complete the following four critical tasks by February 28.

- Create teacher user accounts and ensure security agreements have been accepted
- Complete teacher training
- Roster students
- Complete First Contact Surveys and Personal Needs and Preference Profiles

Contact [Mike Peacy](#) with any questions related to the DLM and preparation for the 2024 administration.

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## Forward Exam

### New:

#### Important Set-up Information for Districts Using iPads

District and School technology staff should take the time to review the [Tech Bulletin: Cross-Website and Device Supervision Update for DRC INSIGHT on iPads](#). Sites using iPadOS 16.2 and higher no longer need to enable Cross-Website Tracking as long as the device is supervised and the domains are relaxed following the instructions in this tech bulletin. The tech bulletin includes an additional step to relax an app id when enabling device supervision. This step was only recently identified and therefore was not included in the [Technology User Guide](#) (Volume III pages 34-35).

The new option to relax domains/app id is optional for districts that have Mobile Device Management (MDM) software compatible with this new functionality, but it is not required if things worked well for you last year. If you choose not to use this new functionality, or if you are using iPadOS 16.1.2 and below, you need to continue to enable Cross-Website tracking on iPads individually.

The required iPad settings apply to any site that administers both WIDA and Wisconsin Forward testing (if you have both WIDA and Wisconsin listed as locations in your Central Office Services configuration).

#### Optional Add Accessibility Features Window Begins February 10

During this optional window (February 10-21), districts may use the Multiple Student Upload process to upload designated supports and accommodations for multiple students at one time into the DRC INSIGHT Portal. This two-week optional window is the only time this method of uploading accessibility features is available. As a reminder, Text-to-Speech is now a Universal Support for all students and does not need to be assigned in the Portal. If you choose not to take advantage of the window, you may still enter supports and accommodations into the DRC INSIGHT Portal on an individual student or “mass assign” basis as needed, beginning March 3. Instructions for all three processes are available in the [DRC INSIGHT Portal Guide](#).

#### Read Aloud (Human Reader) Accommodation Prior Approval

The Read Aloud accommodation is different from the Read Aloud designated support. The accommodation is only available to a student with a visual impairment who is receiving instruction in contracted braille but not yet proficient, and whose need is documented in an IEP or 504 plan. The student must meet all five criteria on the [Request for Read Aloud Accommodation Form for the Forward Exam](#). If a student requires the Read Aloud accommodation and meets the criteria stated on the form, the DAC must submit a Request for Read Aloud Accommodation Form to the Office of Educational Accountability. DPI will review the request, and if approved, activate the process. After receiving DPI approval, the DAC must assign the accommodation in the DRC INSIGHT Portal for the student prior to printing test tickets. Students who do not meet all criteria but require Read Aloud (a human reader) should use the Read Aloud designated support.

## Reminders:

### Educator Involvement Opportunities

DPI is still recruiting a diverse group of educators from all over Wisconsin (including English learner and special education teachers) to participate in the Forward Exam **Alignment Study (deadline to apply is February 7)** and New Item Review (deadline to apply is May 2). These events are important steps in the development of the Forward Exam. This is a great opportunity to be a part of the Forward Exam development and have detailed input on the exam and take knowledge back to your district about the processes. More information, including how to apply, is available on the [Forward Exam Educators Involvement webpage](#). Please share this information with your educators.

### Forward Exam Q&A Webinar

On February 5 at 1pm, a Q&A webinar session will take place. This webinar is an opportunity for District and School Assessment Coordinators (DACs/SACs) and District and School Technology Coordinators (DTCs/STCs) to ask DPI and DRC staff questions about Forward Exam test set-up, administration, or technology that may have come up after reviewing the training videos and other resources. 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. To join the webinar on February 5, please use this [Forward Exam Q&A webinar session Zoom link](#).

### Extended Testing Hours

Forward Exam testing is accessible from 7am - 5pm, Monday through Friday. DPI is offering optional extended testing hours for the 2024-25 Forward Exam. Districts may now opt to test students, in-person, on Tuesday, Wednesday, and Thursday evenings until 8pm, and on Saturdays from 8am to 4pm during the testing window. Districts should be aware that no help desk or technical support will be available from DRC or DPI for testing during extended hours. DACs must complete and submit the [Forward Exam - Extended Testing Hours Request Form](#) for their district. The request form must be submitted a minimum of one week prior to the planned extended hour testing day. Upon approval from DPI, DRC will open the testing application for the extended hours requested by the district.

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## NAEP and International Assessments

*(for schools selected to participate in 2023-24 and 2024-25 assessments only)*

### New:

#### 2024 NAEP Results are Here!

Results from the NAEP 2024 grades 4 and 8 reading and mathematics assessments were released today, January 29. Read more about the National results on the [Nation's Report Card](#), see our state's [press release](#) to see how Wisconsin students performed, and dig more into the data on the [NAEP Data Explorer](#).



### Updates for Each NAEP Assessment

Each of the NAEP assessments this year have different timelines and tasks. DACs can review emails from [Angela Dugas](#) or look at the NAEP Assessment Management System ([NAEP AMS](#)) to confirm which of their schools are in each assessment program. DACs who have not already registered for the NAEP AMS and would like to can contact [Angela Dugas](#) for a registration link. Additionally, there are schools participating in an international assessment.

Here's a summary of where we are in each of the assessment programs (**new updates in bold**):

NAEP Assessment	Test Window	Task Summary
NAEP Long-Term Trend (LTT) age 13	October 7 - December 13	<ul style="list-style-type: none"> <li>Thank you to the schools that participated in LTT age 13. All LTT age 13 testing in Wisconsin has been completed.</li> </ul>
NAEP LTT age 9	January 6 - March 14	<ul style="list-style-type: none"> <li>School Coordinators can begin working on the <i>Pre-Assessment Activities</i> in the NAEP AMS, which include scheduling a planning meeting with the Field Staff representative, providing/updating student information, completing assessment logistics information, and notifying parents. These tasks need to be completed before the scheduled assessment.</li> <li><b>Schools may have received an email in error last week from the NAEP AMS referring to a survey about the Best Practices Guide. These emails were intended for age 17 schools only and can be disregarded.</b></li> </ul>
NAEP LTT age 17	March 17 - May 23	<ul style="list-style-type: none"> <li>NAEP Field Staff will begin reaching out to designated School Coordinators beginning this week to introduce themselves and review the upcoming tasks for schools to prepare for testing.</li> <li><b>The list of sampled students for each school is now available on the NAEP AMS. School Coordinators can begin completing the <i>Pre-Assessment Activities</i> in the AMS including scheduling a planning meeting with the Field Staff representative, providing/updating student information, completing assessment logistics information, and notifying parents.</b></li> </ul>





NAEP Assessment	Test Window	Task Summary
NAEP Field Test (grades 4, 8, and 12)	January 27 - March 7	<ul style="list-style-type: none"> <li>Schools will participate in the assessment using either NAEP devices or school devices. Schools using school devices should have an Application Installer identified. Communication has been sent to the installers about preparing school devices for testing.</li> <li><b>The assessment window opened this week; School Coordinators should be finalizing the <i>Pre-Assessment Activities in the NAEP AMS</i>, which include scheduling a planning meeting with the Field Staff representative, providing/updating student information, completing assessment logistics information, and notifying parents. <b>These tasks need to be completed before the scheduled assessment date.</b></b></li> </ul>
Program for International Student Assessment (PISA) (age 15)	March 17 - May 9	<ul style="list-style-type: none"> <li>PISA districts and schools were originally notified over the summer. Additional schools are being added to the national sample to ensure that the U.S. can produce valid results. If a new school is added, we will first notify the district and then the school.</li> <li>Schools can now submit their student lists; the window to submit the lists will stay open until March. After student lists are submitted, the sampled student list will be available on schools' <a href="http://mypisausa.us">mypisausa.us</a>.</li> <li>Support for schools is available at <a href="mailto:PISAHELP@westat.com">PISAHELP@westat.com</a>.</li> </ul>

See the [NAEP webpage](#) for information and resources. Contact [Angela Dugas](#) with any questions. For help with the [NAEP AMS](#), contact the NAEP Help Desk at [NAEPHelp@westat.com](mailto:NAEPHelp@westat.com) or (800) 283-6237.

## Reading Readiness – Early Literacy Assessment

### New:

#### Spring 2025: Early Literacy Screening in 4K

The required early literacy spring screening window includes 4K and opens on March 16; spring screening must be completed no later than on or before the 45th day prior to the last day of school. (If the last day of school is June 6, count backwards 45 calendar days to find the 45<sup>th</sup> day prior to the last day of school.)

Please ensure 4K (including 4K community approach (4KCA) sites) are prepared to administer the required aimswebPlus subtests (initial sounds and letter sounds word fluency). All students (including students with IEPs and/or English learners) must be screened. There is no parent/caregiver opt out and no

alternate assessment. As a reminder, diagnostic assessment and personal reading plans are not required in 4K.

Preparation includes but is not limited ensuring:

- all students enrolled in 4K are rostered in aimswebPlus;
- teacher accounts are set up (including in 4KCA sites) and that students are accurately assigned to teachers;
- test administration materials are prepared for students and teachers (or other staff administering the assessment), which will include printing materials;
- staff administering the assessment are familiar with administration protocols and score entry;
- parents/caregivers receive a communication in their preferred language about student assessment results within 15 days of completing the assessment; and
- a communication plan between school district personnel and 4K community approach providers is developed and implemented.

Information about rostering students and teachers is available on the [Wisconsin Website](#). Sample parent/caregiver communications (including translations) are available on the [ACT 20 Resources web page](#).

## Reminders:

### Mid-year Early Literacy Assessment Window Closes January 31

The mid-year aimswebPlus early literacy assessment window closes next week on Friday, January 31.

Below are some available resources for districts seeking additional guidance.

- [Wisconsin Website](#) with FAQs
- Pearson Customer Support:
  - Email: [aimswsupport@pearson.com](mailto:aimswsupport@pearson.com)
  - Phone: (866) 313-6194 (option 1 for general support, option 2 for technical support)

## 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
<a href="#">Educator Involvement Application</a>	Educators may apply for Alignment Study and/or New Item Review.	Forward



## Important Dates to Remember

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

Date	Event	Program
January 27-31	Verify ACT Student Rosters in PAnext	ACT
January 27 - March 7	NAEP Field Test (grades 4, 8, 12) window <i>(for selected schools only)</i>	NAEP
<b>January 31</b>	<b>Test window closes</b>	<b>ACCESS</b>
January 31	Mid-year assessment window closes	Early Literacy
February 4	PreACT Secure Office Hours	PreACT Secure
February 5	Forward Exam QA Webinar for DACs, SACs, DTCs	Forward
February 10	Begin creating test sessions for online testing: Test Window 1	ACT
February 10-21	Optional Add Accessibility Features window	Forward
<b>February 11</b>	<b>All materials due back to DRC for scoring</b>	<b>ACCESS</b>
February 11	Test Administration #2 Training Webinar	ACT
February 17	ACT begins shipping Test Window 1 test materials	ACT
February 17	Paper accommodated test material ordering window opens	PreACT Secure
February 19	Pre-Reporting Data Validation Window opens	ACCESS
February 25	PreACT Secure Technical Readiness Webinar	PreACT Secure
February 27	Pre-Reporting Data Validation Window closes	ACCESS
February 28	Deadline to order additional paper test materials: Test Window 1	ACT
March 3	Access to DRC INSIGHT Portal test sessions, student information, and ability to assign individual student accessibility features	Forward

Date	Event	Program
March 14	NAEP Long-Term Trend age 9 assessment window closes <i>(for selected schools only)</i>	NAEP
March 17 - May 23	NAEP Long-Term Trend age 17 assessment window <i>(for selected schools only)</i>	NAEP



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

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