

NOTES FROM THE DIRECTORS

REPORT CARD UPDATE

Thank you to everyone who has shared input and questions with OEA since the secure release of the report cards. As you know, the window for submitting inquiry forms closed on Monday. OEA has received a record number of inquiries this year. We are actively working with schools and districts that submitted forms to resolve inquiries as quickly as possible.

It is important to us that we provide updated versions of the secure report card for those with data changes to review prior to the public release. Given the amount of inquiries we have received, OEA will push **the public release date of the report cards to November 17**. This will allow us to resolve inquiries accurately, update the report cards appropriately, and give you sufficient time with any updated results to prepare for the public release.

As a reminder, OEA plans to provide sample parent letters, media templates, and talking points in preparation for the public release. We also welcome requests for additional resources to assist you in communicating about your school and district accountability results.

If you have any questions or comments about the updated timeline, please let us know:
oeamail@dpi.wi.gov.

~Laura

Laura Pinsonneault, Director - Office of Educational Accountability

SPRING 2016 ASSESSMENT DATA PUBLIC RELEASE - TUESDAY, OCTOBER 18:

The statewide press release for Spring 2016 ACT, Forward Exam, and DLM is scheduled for Tuesday, October 18. Performance data from these assessments will be available in the WISEdash public portal on this date. We will be adding a brief talking point resource regarding the data release to the DPI assessment web page by Friday, October 14.

OSA OFFICE HOURS WEBINAR

Thanks to all of you who participated in the September 29 OSA Office Hours webinar. We had over one-hundred DACs participate, listen in, and pose questions to members of our OSA team. The OSA team appreciates the opportunity to connect with you on assessment-related topics. The recorded webinar and accompanying PPT is available on the [DAC Resources and Trainings page](#). Please mark your calendars for the next OSA Office Hours webinar on Thursday, November 3 at 9:30am.

~Viji

Viji Somasundaram, Director - Office of Student Assessment

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATE

FORWARD EXAM

- **NEW - 2017 eDirect Permissions**
 - eDIRECT permissions for the 2017 administration of the Wisconsin Forward Exam will be granted to DACs on record early next week (the week of 10/10). More information will be forthcoming next week regarding instructions for DACs to assign permission sets.
- **REMINDER - Forward Exam District Technology Coordinator (DTC) Training:** Please ensure this information is forwarded to your district's technology coordinators.
 - DTC training (see description at registration link below) is scheduled for **October 12** from **1:00pm - 3:00pm**. The event will be delivered online via a Skype Broadcast meeting. A Skype for Business account is not needed. This event will be recorded and posted on the DPI website for those who cannot attend. [Please register here](#) prior to the meeting.

ACT HIGH SCHOOL ASSESSMENTS

ACT with writing and ACT WorkKeys

- **NEW - Welcome to Your Testing Program Letter**
 - On either the [DPI ACT web page](#) or the [ACT WI web page](#), please view the ACT and ACT WorkKeys [Welcome to your Testing Program Letter](#). This document includes a list of changes for 2016-17, common terms used, and a testing process overview.
- **REMINDER - Accommodations**
 - The window for test coordinators to submit requests for ACT-approved accommodations in the Test Accessibility and Accommodations System (TAA) for the ACT statewide exam is November 7, 2016 – January 20, 2017.
- **REMINDER - Schedule of Events Coming Soon**
 - OSA is working with the ACT on the updated schedule of events including dates and deadlines for 2016-17. When finalized, it will be published to the DPI ACT website and distributed to the DACs and test coordinators on file.
- **REMINDER - Upcoming Communications from ACT**
 - Schools will not receive emails from ACT about completing participation details (formerly known as "establishment") or requesting accommodations until **the second week of November**. This comes later this year because of improvements made to processes and systems.

ACT Aspire

- **REMINDER - Modified Test Times**
 - The test times for several Aspire test sections have changed. Please review the [ACT Aspire Test Times by Subject](#).
- **REMINDER - Schedule of Events Coming Soon**
 - OSA is working with ACT Aspire on the updated schedule of events and timeline/deadlines for 2016-17. When it is finalized, we will publish it to the DPI ACT website and distribute to the DACs and test coordinators on file.

ACCESS for ELLs

- **REMINDER - Material Ordering Window**
 - You must order ACCESS testing materials by November 1.
 - Online tests, full Paper Tests, and specialty (braille, e.g.) tests
 - Paper Writing domain Booklets
 - Students in grades 1-3 will have these automatically sent with an Online order.
 - Students in grades 4-12 default to keyboarding and will **not** have these automatically sent.
 - You have the option to order grade 4-12 paper Writing domain booklets during the Additional Materials window starting November 30th.
- **REMINDER - Your SIS should push data to WISEdata in October for Rosters**
 - District EL and SIS staff will need to ensure that students have the appropriate ELP code in the local SIS.
 - DPI will pull Public School rosters from WISEdata in late October.
 - Districts without a certified SIS vendor may need to take extra steps to ensure Public School rosters are created. Details will be released in mid-October.
- **REMINDER - Districts who upload Private School Pre-ID files by November 1 will receive Pre-ID labels to be placed on booklets.**
- **REMINDER - WIDA-AMS and WIDA.us Accounts**
 - If you need accounts on either website, contact jesse.roberts@dpi.wi.gov to ensure that your accounts are activated.
 - Please set up accounts for others in your district who need them.
- **REMINDER - Webinar Dates available [here](#).**
- **REMINDER - Updated training materials for 2016-2017 are available on the [WIDA website](#).**
- **REMINDER - The 2016-17 ACCESS for ELLs calendar is located [here](#).**

Dynamic Learning Maps (DLM)

- **NEW** - DACs should not give out, loan, or share their passwords with others in their districts. Should district assessment coordinators need to provide Educator Portal access to additional users, they should create a 'District User' account for that individual. The role of 'District Test Coordinator' can only be assigned by [DPI](#). Should DLM suspect a user account has been compromised (i.e. shared login/password information with multiple users), they will deactivate the account in an attempt to protect access to student information in Educator Portal.
- **REMINDER** - The ***bundled*** version of DLM ISRs in [Educator Portal](#) is now functioning correctly. The bundled version of the ISRs allows districts to print multiple student reports at the school-level at one time. All reports (individual and bundled) are available only to those with the roles of District Superintendent, District Test Coordinator, and Building Test Coordinator. Please download and share with teachers and parents. Refer to the bottom of the [DLM Data and Results webpage](#) for helpful resources related to the DLM ISRs.
- **REMINDER - DLM Required Test Administration Training** is now live in [Moodle](#). Both returning and new test administrators must complete the modules and open the certificate of completion prior to using the optional Instructional Tools Interface or the required Spring Assessment. More information about the required training can be found in the [Guide](#).
 - All educator portal 'teacher' accounts have current access to the trainings. DACs are now loaded as 'facilitators.' Additional 'facilitators' can be added by the test coordinator by locating the Facilitator Trainer Template available on the [DLM Webpage](#).

National Assessment of Educational Progress (NAEP) for select schools only

- **NEW** - The student list submission “e-file” window opened this week on Mon., October 3.
 - Designated school coordinators should follow the instructions and use the excel template posted on [MyNAEP](#). Please note that the *Provide School Information* form on MyNAEP needs to be completed *before* submitting the e-file, and by the deadline of October 15. E-files are due October 31.
 - For assistance with e-filing or MyNAEP please contact the [NAEP Help Desk](#) or 800-283-6237.
 - All other questions can be directed to [Angela Dugas](#), WI NAEP State Coordinator.

DAC DIGEST DIGESTIBLES (Dates/tasks that are newly added this week are in **bold**)

Important Dates to Remember		
October	4: Test material ordering window opened	ACCESS
	4: Pre-ID upload window for non-public schools opened	ACCESS
	12: Forward Exam District Technology Coordinator Training (online)	Forward
	15: NAEP schools register for MyNAEP and complete the “Provide School Information” form	NAEP
	24: Ensure SIS is up-to-date, syncing with WISEdata	ACCESS
	3 - 31: NAEP schools submit student list via “e-filing” on MyNAEP	NAEP
November	1: Last day for Ordering, Private School Pre-ID file upload	ACCESS
	3: OSA Office Hours Webinar (9:30 - 10:30)	General
	7 - January 20: Test Coordinators may submit requests for ACT-approved accommodations in the TAA	ACT

Important Tasks to Remember	
<input type="checkbox"/> Register for the District Technology Coordinator Training (online)	Forward
<input type="checkbox"/> Review “Welcome to your Testing Program” Letter <input type="checkbox"/> Note ACT, ASPIRE, and WorkKeys 2018 administration dates; communicate to relevant team members <input type="checkbox"/> Print and distribute ACT WorkKeys NCRCs <input type="checkbox"/> Print and distribute ACT Aspire Individual Student Reports (ISRs)	ACT High School Assessments
<input type="checkbox"/> Ensure user accounts are up-to-date on WIDA.us, WIDA-AMS.us websites <input type="checkbox"/> Note webinar dates; share with district staff who may be interested <input type="checkbox"/> Order Test Materials: Online, Paper, Specialty tests <input type="checkbox"/> Upload Private School Pre-ID file if necessary	ACCESS
<input type="checkbox"/> Update secure browser for DLM KITE Client <input type="checkbox"/> Add new users to Educator Portal <input type="checkbox"/> Encourage test administrators to complete the required test administrator training as early as possible <input type="checkbox"/> Print and Distribute DLM Individual Student Reports (ISRs)	DLM
<input type="checkbox"/> Ensure relevant team members are aware of the information regarding reading readiness assessment at Reading Readiness Overview and Reading Readiness FAQ	Reading Readiness
<input type="checkbox"/> Register for myNAEP and monitor/support your schools as they complete NAEP pre-assessment tasks	NAEP (selected schools only)

Online Resource Highlights*

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

Resource	Contains	Assessment
OSA Office Hours Webinar	The DAC Resources and Trainings page will house our recorded webinar, as well as the accompanying PPT	General
Welcome to your Testing Program Letter	Includes a list of changes for 2016-17, common terms used, and a testing process overview.	ACT/WorkKeys
Report Card Resources	Various resources to assist in understanding, explaining, and using the 2015-16 School and District Report Card data	OEA
DLM Data & Results resources	A sample parent letter for distribution with ISRs A one-page guide to downloading ISR reports	DLM
ACCESS for ELLs Calendar	Provides an overview of relevant 2016-17 dates	ACCESS
WIDA Resources	Revamped training and manuals for 2016-17	ACCESS
Spring 2017 and 2018 ACT and Workkeys Calendar	Provides 2017 and 2018 assessment window dates	ACT/WorkKeys