



The DAC Digest

Assessment & Accountability Updates

November 14, 2024

Accountability

New:

Report Cards: Final Secure and Scheduled Public Release

Final secure versions of the 2023-24 school and district report cards are available in [SAFE](#), the Secure Access File Exchange, as of today, **November 14**. An announcement of this final secure release to administrators will be archived on the [EdLeaders Dispatch webpage](#). Please note that the data in these final secure report cards are non-redacted and should **not** be shared publicly. **The public release of 2023-24 report cards is scheduled for November 19.**

To help schools and districts prepare for the public release of the report cards, the DPI has created a Communicating with Your Community resource, which can be found along with other communication materials, on our [report card resources page](#). If you have questions about report cards, please [contact OEA](#).

Reminder:

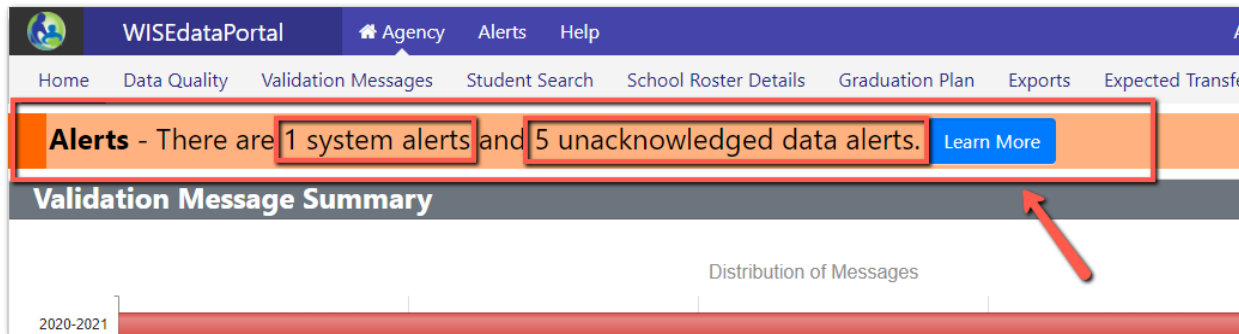
Data for 2024-25 Accountability Being Captured December 10

The [WISEdata Student Snapshot](#) scheduled for **December 10** will capture data to be used throughout 2024-25 school and district report cards and ESSA and IDEA accountability systems. The snapshot will capture the following data used in accountability:

- 2023-24 attendance, discipline, high school completion, course and program participation
- 2024-25 Third Friday of September Enrollment – including economically disadvantaged status
- 2024-25 October 1 Child Count of students with disabilities (for IDEA)
- All student demographics

Please check for data alerts in WISEdata Portal. Data quality alerts signal that data differ substantially from prior years or are being submitted with errors. Alerts are indicated in the orange panel at the top of the WISEdata Portal page (see screenshot below). Click the blue Learn More button to review the specific alerts for your school or district.





WISEdata Portal mini tutorials for reviewing alerts, errors, and warnings:

- [WISEdata Portal Alerts Mini Tutorial](#)
- [WISEdata Validation Messages Mini Tutorial](#)

Additional resources to help you prepare your data for the upcoming snapshot can be found on the [Snapshot Preparation Guidance webpage](#). If you have questions about the student data snapshot or how to resolve data issues, please submit a [WISE Help Ticket](#).

Assessment

Reminders:

District Assessment Coordinator (DAC) Confidentiality Agreement

DACs from districts administering the ACCESS for ELLs who have not already completed the 2024-25 [DAC Confidentiality Agreement](#) should do so now and submit to OEA as soon as possible. The form may be completed electronically and signed electronically using Acrobat Reader. Be sure to read the terms for each assessment and select only the boxes that apply to your district on the ACT/PreACT Secure agreement prior to signing. The entire document needs to be submitted to OEA once signed. If your district is not administering the ACCESS for ELLs for 2024-25, be sure to submit your form by March 1. All other confidentiality forms (SACs, DTCs, STCs, etc.) may be completed electronically, and once completed are to be retained at the school/district level.

Free Assessment Professional Development and Coaching Series - Spaces Still Open!

The Office of Educational Accountability and CESAs are offering a free Assessment Professional Development and Coaching Series. **CESAs are recruiting and looking for more districts to participate!** Additional information and contact information for each CESA is on the [Free Assessment Professional Learning and Coaching Series website](#). Please share this information with district leaders.

Each CESA will provide professional learning and four in-district coaching sessions. Districts can participate in the entire series or attend one or more of the topics listed below based on interest. In addition to this free learning, a one-time stipend will be provided for participating districts.

Professional Learning topics include:

- Assessing Student Learning: Classroom Assessment and Data Analysis (required prerequisite to all other sessions) - three days in-person learning or online learning option
- Performance Tasks - four days in-person learning
- Formative Assessment Practices - four days in-person learning
- Educator Created Interim Assessment - four days in-person learning

Last year was a great success with over 620 educators and leaders participating from 65 districts across the state. Visit the [Free Assessment Professional Learning and Coaching Series website](#) to watch a short video in which participants share their experiences and learning highlights from the series. Contact [Lauren Zellmer](#) with questions.

ACCESS for ELLs

New:

Student Transfers

If a student moves into your district from another Wisconsin school district, please use the [Student Transfer Request for ACCESS for ELLs form](#) to request a transfer.

Reminders:

Materials

Materials will be delivered to the district office on November 22. Please ensure that staff are available to sign for them, and that you have a plan to store them securely. Inventory your shipment, and if you are missing any materials, the Additional Materials window will open at this time for ordering. DRC ships to most of Wisconsin with two day shipping.

Training

As a reminder, staff must recertify annually on the portions of the assessment they are administering. Training is available in the [WIDA Secure Portal](#), and you can view individual staff members' training status there.

ACT

New:

ACT Test Administration Training

ACT and DPI will hold the first of two test administration webinars for the ACT on Tuesday, November 19, 1:00-2:00 pm. DPI encourages all new and experienced testing staff to attend this webinar.

Registration for this webinar and additional trainings and office hours can be found on the [DPI ACT Trainings webpage](#). Please pass this opportunity on to additional staff. All trainings and office hours are recorded.

PreACT Secure

Reminder:

Please visit the [PreACT Secure webpage](#) for PreACT Secure information, resources and dates.

DLM

Reminder:

Please visit the [PreACT Secure webpage](#) for PreACT Secure information, resources and dates.

Forward Exam

New:

2024-25 Technology User Guide

The *Forward Exam Technology User Guide* is now available on the [Forward Exam Technology Requirements webpage](#). The user guide is a multi-volume set that describes how to configure, install, manage, and troubleshoot the DRC INSIGHT System. There is also a handout titled *Updates to the Technology User Guide 2024-25* that describes the changes to the guide.

Reminder:

Technology System Requirements

DACs and DTCs should review the hardware and operating system requirements documentation for the 2024-25 administration to ensure student devices meet the minimum requirements for testing. Be sure to review the COS Service Device configurations and required bandwidth. Updated 2025 technology system requirements (updated in October) are available on the [Forward Exam Technology Requirements webpage](#).

NAEP and International Assessments

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

New:

Updates for Each NAEP Assessment in Bold

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 NAEP 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"> • Pre-assessment activities in the AMS should be completed before testing begins. • The testing window is now open; each school has one test date within the window. • If the participation rate on test day is low, a make-up test may be scheduled.
NAEP LTT age 9	January 6 - March 14	<ul style="list-style-type: none"> • Principals received an email on October 24 with information about designating a NAEP School Coordinator. • NAEP Field Staff representatives are starting to make contact with School Coordinators to introduce themselves and outline next steps.
NAEP LTT age 17	March 17 - May 23	<ul style="list-style-type: none"> • Principals received an email on October 24 with information about designating a NAEP School Coordinator. • The <i>Provide School Characteristics</i> section of the AMS should be completed by January 10.
NAEP Field Test (grades 4, 8, and 12)	January 27 - March 7	<ul style="list-style-type: none"> • On October 10, DACs were notified which of the schools from phase 1 are selected for phase 2. Schools selected for phase 2 will participate in the assessment using <i>either</i> NAEP devices or school devices. • On October 11, principals in schools selected for phase 2 were notified. Principals should designate a NAEP School Coordinator, • For schools using school devices, designated NAEP Application Installers were emailed on October 24. A follow-up email from the NAEP system was sent November 1.
Program for International Student Assessment (PISA) (age 15)	March 17 - May 9	<ul style="list-style-type: none"> • 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.



NAEP Assessment	Test Window	Task Summary
		<ul style="list-style-type: none"> Schools can begin submitting their student lists this week; the window to submit the lists will stay open until March. Support for schools is available at PISAHELP@westat.com.

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 or (800) 283-6237.

Reading Readiness – Early Literacy Assessment

New:

Nightly Rostering for aimswebPlus

An email was sent this week from the DPI Customer Services team announcing that starting on November 20, Pearson will offer an option for nightly rostering directly from WISEdata for 4K to grade 3 students in aimswebPlus. This nightly rostering will include teacher and class associations if the data is available in WISEdata. Districts interested in enabling this feature should contact Pearson directly at aimswsupport@pearson.com or (866) 313-6194, option 2.

If you already have nightly rostering enabled using another service (Clever, Classlink, etc.) and are utilizing aimswebPlus measures for grades above grade 3, then you may want to consider maintaining your current setup for the remainder of the 2024-25 school year.

To support aimswebPlus rostering, several specific data components must be reported for all 4K through grade 3 students for the current school year (2024-25), including:

- /student: Student information.
- /studentSchoolAssociation: Student enrollment data.
- /studentEducationOrganizationAssociation: Student demographic details.
- /staff: Information about instructional staff.
- /staffSchoolAssociation: The schools at which each staff member provides instruction.
- /section: Course content and instructional settings.
- /studentSectionAssociation: The course sections to which each student is assigned.
- /staffSectionAssociation: The course sections assigned to each staff member.

To help us better understand and support your aimswebPlus rostering needs, please complete the [LEA Survey on Student Rostering Methods for aimswebPlus survey](#) so we can continue improving the rostering process. For WISEdata issues, create a [WISE Help Ticket](#).



Braille Materials for the Mid-Year Administration

Beginning November 21, districts will be able to order accommodated braille materials for the mid-year administration. Materials can be ordered using the [Act 20 2024-25 Braille Survey](#). At this time, we ask that districts only request materials for registered students that utilize braille in the classroom. Materials should be ordered based on a current need, not an estimate of anticipated future need.

Reminder:

Training and Support - aimswebPlus

aimswebPlus is offering districts opportunities for learning and support around administering the early literacy assessment this fall.

- [Office Hours Support](#) - Available online through Zoom December 10 every 1st and 3rd Tuesday at 3:30pm CST, and 2nd and 4th Thursday at 11:30am CST.
- aimswebPlus Customer Forum – Held on the second Wednesday of most months. [Use the online registration form](#) to register.

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
Student Transfer Request	Please fill out this form if a student moves from another WI district into yours.	ACCESS
DRC System Requirements	Hardware and software requirements for the Forward Exam. Updated in October.	Forward
Technology User Guide	The user guide is a multi-volume set that describes how to configure, install, manage, and troubleshoot the DRC INSIGHT System.	Forward

Important Dates to Remember

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

Date	Event	Program
November 14	2023-24 Report Cards Final Secure Release	Report Cards

Date	Event	Program
November 19	2023-24 Report Cards Public Release	Report Cards
November 19	Test Administration #1 Training Webinar	ACT
November 21	DACs assigned permissions to access the 2024-25 DRC INSIGHT Portal	Forward
November 22	Districts receive materials, Additional Material Ordering Window opens	ACCESS
December 2	Test Window opens	ACCESS
December 3	Office Hours - ACT Accommodations/EL Supports	ACT
December 4	Technology Training Videos available	Forward
December 13	NAEP LTT age 13 test window (<i>selected schools only</i>) closes	NAEP



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

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

November 2024 Wisconsin Department of Public Instruction

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