



# The DAC Digest

Assessment & Accountability Updates

December 14, 2022

## Winter Greetings

The Office of Educational Accountability would like to wish you all a happy winter break. We want to thank you for your hard work and dedication to our students. Please take some time to rest and enjoy your time with family and friends. This will be the last DAC Digest in 2022. We will resume weekly DAC Digests on January 4, 2023. We look forward to working with you all in the new year!

---

## Accountability

### Reminders:

#### Preliminary Joint Federal Notifications

Preliminary joint federal notifications (JFN) were provided to schools and districts in [SAFE, the Secure Access File Exchange](#) on **Thursday, December 8**. For more information on the JFN preliminary release, please refer to the [district administrator communication from Deputy State Superintendent John Johnson](#). Contact [oeaemail@dpi.wi.gov](mailto:oeaemail@dpi.wi.gov) with questions about ESSA accountability and the [DPI Special Education team](#) with questions about IDEA accountability. You can also [reserve a time slot for a JFN technical assistance call](#).

---

## Assessment

### Reminder:

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

DACs from districts administering the ACCESS for ELLs who have not already completed the 2022-23 [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. If your district is not administering the ACCESS for ELLs for 2022-23 be sure to submit your form by March 1.

---



## ACCESS for ELLs

### Reminder:

#### Student Transfers

If your district receives a new EL during the test window, please fill out the [transfer form](#). We will verify student enrollment in your district and transfer any records in the WIDA AMS.

#### Students Unable to Participate in a Domain

If a student has a disability which completely prevents them from participating in a domain, they may be eligible to have it waived. The need for this accommodation must be identified in their IEP and captured on the [I-7 for ACCESS form](#), at which point you can [request the domain waiver accommodation](#).

---

## ACT

### New:

#### 2024 ACT Testing Windows

The 2024 ACT testing windows are now available on the [ACT Calendar webpage](#).

---

## PreACT Secure

### New:

#### 2024 PreACT Secure Testing Window

The 2024 PreACT Secure testing window is now available on the [PreACT Secure Calendar webpage](#).

### Reminder:

#### Schedule of Events

The Spring 2023 PreACT Secure Schedule of Events (SOE) has now been released and posted to the [Wisconsin PreACT Secure webpage](#). The SOE contains important tasks and deadlines for administering the assessment and should be reviewed often by all testing staff.

---

## DLM

### Reminder:

#### Rosters and Users

Please make sure that all test administrators and students have been added and updated on Educator Portal. In order for teachers to complete the first contact surveys, students need to be rostered to the teachers. Please also confirm users are up to date and any users that do not require access are removed. If you have any questions about rosters and users, please contact [Michael Peacy](#).

---



# Forward Exam

## New:

### 2023 Forward Exam Resources

The DRC INSIGHT Portal Guide and the Test Administration Manual will be available January 9 on the [Forward Exam Resources webpage](#).

### 2023 Forward Exam Trainings

The Forward Exam pre-recorded trainings for District and School Assessment Coordinators (DACs/SACs) and Test Administrators (TAs) will be available January 9 on the [Forward Exam Trainings webpage](#). There will be three training presentations, each with information targeted to a specific audience.

- **DAC/SAC Training** - This is a full training for new DACs/SACs and any other DACs/SACs who would like a detailed refresher that covers all aspects of Forward Exam administration management from start to finish including training, set-up, preparation, administration, reporting, and any updates/changes.
- **DAC/SAC Updates Training** - This training provides updates for the upcoming Forward Exam administration and is intended for DACs/SACs who have viewed the full training and feel comfortable with the process enough to receive only the updates.
- **Test Administrator (TA) Training** - This training is required for all TAs that covers all information TAs need to prepare for and administer the Forward Exam. DACs should ensure that all TAs view this training.

### Forward Exam Q&A webinar

On January 11 at 1:00 pm, the first of three optional Q&A webinar sessions will take place (see the [Forward Exam Calendar webpage](#) for additional dates). 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 January 11, please use this [Forward Exam Q&A webinar session Zoom link](#).

## Reminder:

### 2023 DRC INSIGHT Portal Permissions

DRC assigned DACs permission to access the 2023 DRC INSIGHT Portal on November 23. DACs who did not receive the email from 'noreply@datarecognitioncorp.com' with the subject line "Your DRC INSIGHT Portal Account Has a New Profile" please contact the [DRC helpdesk](#) at (800) 459-6530.



## NAEP and International Assessments

### Reminder:

See the [NAEP webpage](#) for grade levels and content areas assessed, dates, additional information, and resources; and contact [Angela Dugas](#) with any questions.

---

## Reading Readiness

### Reminder:

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

---

## DAC Contact Update

### Reminder:

Please update [District Assessment Coordinator \(DAC\) contact information](#) as contact information changes or staffing changes occur throughout the year (including over the summer months). The information provided is used to:

- Ensure DACs receive regular assessment and accountability updates, and
  - Upload information into vendor portals to ensure DACs have annual permissions.
- 

## 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="#">PreACT Secure Schedule of Events</a> | List of important tasks, deadlines, and trainings for administering the PreACT Secure | PreACT Secure |

---



## Important Dates to Remember

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

| Date          | Event   | Program       |
|---------------|---|---------------|
| December 16   | NAEP Long-Term Trend age 13 assessment window closes (for selected schools only)                                    | NAEP          |
| January 9     | DRC INSIGHT Portal Guide and Test Administration Manual available   | Forward       |
| January 9     | DAC and Test Administrator training videos available  | Forward       |
| January 11    | First DAC, SAC, and DTC Q&A Webinar   | Forward       |
| January 13    | Deadline to submit ACT accommodations and supports in TAA   | ACT           |
| January 18    | State data upload of student data into DRC INSIGHT Portal (DPI pulls roster data from WISEdata to upload to Portal) | Forward       |
| January 20    | DPI loads student rosters into PearsonAccess <sup>next</sup>  | ACT           |
| January 23    | PearsonAccess <sup>next</sup> opens for PreACT Secure   | PreACT Secure |
| January 23-25 | Schools verify student rosters in PearsonAccess <sup>next</sup>   | ACT           |
| January 25    | PreACT Secure Office Hours #1   | PreACT Secure |
| January 27    | ACCESS test window closes   | ACCESS        |
| January 27    | ACCESS test window closes   | ACCESS        |



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

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

December 2022 Wisconsin Department of Public Instruction

The Wisconsin Department of Public Instruction does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status or parental status, sexual orientation, or ability and provides equal access to the Boy Scouts of America and other designated youth groups.