



The DAC Digest

Assessment & Accountability Updates

December 17, 2025

OEA

New:

Winter Greetings

Thank you for your assessment and accountability work across schools and districts in 2025. We appreciate your commitment to supporting Wisconsin students and educators. Enjoy your winter break and we look forward to working with you in 2026!

DAC Digest Schedule in December

This is the last DAC Digest in 2025. There will not be a DAC Digest sent the weeks of December 22 and December 29. Weekly DAC Digests will resume in January.

Assessment

Reminder:

District Assessment Coordinator (DAC) Confidentiality Agreement

DACs from districts administering the WIDA ACCESS who have not already completed the 2025-26 [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 WIDA ACCESS for 2025-26, 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.

WIDA ACCESS

Reminders:

Testing Update

WIDA ACCESS testing continues to go smoothly with more than 65% of the online tests already complete.



In-State Transfers

If a student transfers in from another Wisconsin district, please use the [Student Transfer Request form](#).

Materials

The Additional Materials ordering window is now open for any materials you may need beyond the initial order. Please consolidate Additional Materials orders under the 'District-Level Additional Orders' site rather than under individual schools. See the DRC broadcast email on November 14 for ordering instructions.

ACT

New:

Verify Test Coordinator Contact Information

DACs should verify that the Test Coordinator's (TC) contact information has been updated in the Manage Contacts section of [PearsonAccess^{next}](#) (PANext). There can only be one TC listed and that person will be the primary contact for the ACT. ACT will only send communications to this TC and the DAC. It is the responsibility of the DAC and TC to disseminate information down to additional testing staff. Please see the [Managing Contacts Tutorial](#) or the [PearsonAccess^{next} User Guide](#) for instructions.

Accommodation Requests

The deadline to submit requests for test window 1 is **January 28**. **DPI strongly encourages schools to enter requests into the Test Accessibility and Accommodations System (TAA) now** to avoid delays and allow time for reconsideration if needed.

- Submit requests early - well before the January 28 deadline.
- Refer to [Step 3: Accommodation, on the Wisconsin ACT Webpage](#) for accommodation and EL support resources and training.
- If you have questions or need support entering an accommodation request, contact the ACT Accommodation team directly at (800) 553-6244 x1788.
- Log into the TAA to view status and decisions on accommodations/EL support requests.
 - If a request is not approved, you can submit again for reconsideration.
 - [Reach out to OEA](#) as soon as possible if you are experiencing difficulty receiving an approval for an accommodation.

Online Testing Tech Readiness

Schools that are testing online should begin tech readiness activities, including completing a mock administration and attending the January 6, Online Site Readiness training webinar. All technology resources, including specifications and the mock administration guide are located under step 2 of the [Wisconsin ACT webpage](#). Registration for the Online Site Readiness training and all other training events can be found on the [DPI ACT Training webpage](#).



Reminder:**Testing Date Selection Survey - Due December 19**

ACT sent a Test Date Selection Survey to all School Test Coordinators and DACs on November 10. DPI uses this survey to collect your testing date, testing mode (paper/online) and test materials receipt week. If you have not completed the survey yet, please do so by December 19. If you cannot locate the survey link in your email, please contact [Nikki Braconier](#). Only one survey per school needs to be completed.

PreACT Secure**Reminder:****2026 Test Administration Forms**

The test administration forms have now been posted to the [Wisconsin PreACT Secure webpage](#) (Step 5).

DLM**Reminder:**

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

Forward Exam**Reminders:****Update for Adding 2026 Accessibility Features in the DRC INSIGHT Portal**

For those who attended the in-person District Assessment Coordinators (DACs) trainings, DRC presented about adding accessibility features in the updated DRC INSIGHT Portal. After a considerable amount of feedback from DPI and DACs, DRC has reinstated the ability to add accessibility features for an individual student through the accommodations tab under Participant Management in the Portal. This is great news and allows districts to add accessibility features for a single student to all content areas at one time, as it was done in past years. Directions for this will be in the DRC INSIGHT Portal Guide that will be available in January.

2026 DRC INSIGHT Portal Permissions

DRC has assigned DACs permission to access the 2026 DRC INSIGHT Portal. DACs can begin assigning permissions to other users now or wait until January 2026. Information about how to assign users will be provided in the DRC INSIGHT Portal Guide, available on January 6. Established DACs who do not see the 2026 administration in the Portal or new 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 Help Desk at (800) 459-6530.

Technology Training Videos

The Forward Exam District Technology Training Videos are now available on the [Forward Exam Technology Requirements and Resources webpage](#). There are four short videos that cover all information District Technology Coordinators (DTCs) need to know about technology updates, requirements, Central Office Services installation/management, and the set-up of student testing devices.

Forward Exam Educator Involvement Opportunities

In the summer of 2026, DPI will bring Wisconsin educators together to review all new test questions created for the Forward Exam for content, grade level appropriateness, alignment to correct standard, cultural inclusivity, and bias/sensitivity issues prior to placement on the exam. New Item Review is an important step in the development of the Forward Exam. This is a great opportunity for educators to be a part of assessment development, provide valuable feedback, have detailed input about the items on the Forward Exam, and take knowledge back to your district about the process.

DPI is now accepting applications from Wisconsin educators to participate in the 2026 in-person New Item Review meetings. Eight applicants will be selected for each of the content areas (English Language Arts, Mathematics, Social Studies, Science) and grade levels/spans. DPI is looking for a diverse group of educators from all over Wisconsin (including EL and special education teachers). More information, including how to apply, is available on the [Forward Exam Educators Involvement webpage](#). Please share this information with your fellow educators.

NAEP

(for selected districts and schools only)

Reminders:

Student Lists Posted and Preassessment Tasks Open in the NAEP AMS

The lists of students sampled to take NAEP have been posted in the [NAEP AMS](#). In addition, the preassessment tasks are now open in the NAEP AMS. Tasks include scheduling a planning meeting with field staff, reviewing the student list and providing updates to student information including accommodations, determining assessment logistics, and managing questionnaires. Additional instructions are available for each task on the NAEP AMS and field staff will support School Coordinators in completing tasks.

Application Installers for Schools Testing on School Devices

For schools participating in NAEP using their school devices, Application Installers need to be identified in the NAEP AMS as soon as possible. Once identified in the NAEP AMS, Application Installers will receive an email with more information about installing the NAEP application onto school devices. ***The application should be installed by December 31.***

See the [NAEP webpage](#) for information and resources. Please contact [Angela Dugas](#) with any questions.

Reading Readiness – Early Literacy Assessment

Reminders:

Updated Act 20 Rostering Guide Released

An updated [Act 20 Rostering Guide](#) has been posted on the [Wisconsin Act 20 website](#). It can be found by navigating to the Rostering and Data Management section. A change log has been included to indicate where updates were made.

WISE-Only Rostering Districts: Homeroom Indicator for Classes

Districts who are rostering for Act 20 using only WISE (not multi-source) should begin using the Homeroom Indicator in the district's Student Information System (SIS) to indicate which classes should be imported into aimswebPlus for Act 20 screening. Pearson will soon begin importing only the classes that have the Homeroom Indicator marked, which will help reduce the number of unnecessary classes imported into the aimswebPlus platform from WISE. For assistance in how to mark the Homeroom Indicator in your Student Information System, please contact your SIS vendor.

Mid-Year Testing Has Begun

As a reminder, the mid-year administration for Act 20 screening window began December 1 and will end January 30. Even if your district plans to begin testing in January, this is a great time to review rostering data in aimswebPlus and ensure your district is set up for success. Information about administering aimswebPlus assessments and additional resources can be found on the [Wisconsin aimswebPlus Act 20 website](#) as well as the [aimswebPlus Help Site](#).

Braille Test Material Orders for Act 20 Mid-Year Screener

Districts may now order materials for the mid-year administration using [Wisconsin Act 20 Mid-Year 2025 Braille Order Form](#). Please note districts may also choose to order a printed copy of the Braille Administration and Scoring Guide, or it can be accessed electronically in the [Administrations and Scoring Guide: Braille Administrations resource](#).

On-Demand Replay of Key Webinars Available

As a reminder, districts can access the on-demand replay of the [Optimizing Classroom Decisions through Data-Driven Insights](#) and [Empowering Individualized Student Decisions through Data Analysis](#) webinars. As we have concluded the fall administration and are moving toward mid-year, schools may find this information especially useful.

Pearson Office Hours Available

Pearson hosts Office Hours every other Tuesday from 11:30 am – 12:30 pm CT. Please see the [Wisconsin Office Hours list of dates](#) and use this [Zoom link](#) to join each session. This offering is specific to Wisconsin, and districts may use the time to ask questions about the aimswebPlus platform, how to access materials and screen in aimswebPlus, how to access score results, viewing reports, and more.

'Student Not Tested' (SNT) Indicator for Mid-Year Act 20 Screening

Pearson has created an indicator within the aimswebPlus platform that allows users to indicate when a student has not tested on an Act 20 screener as well as the reason why (for example, absent, advanced to diagnostic, etc.). Indicating an SNT reason will be required beginning with the 2025-26 mid-year administration. Release Notes and accompanying screenshots can be found on the [aimswebPlus Help Site](#).

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
Technology Training Videos	Four short videos that cover all information District Technology Coordinators (DTCs) need to know.	Forward
Educator Involvement Opportunity Application	Application for Wisconsin educators to participate in the 2026 New Item Review.	Forward
ACT Practice Tests	Webpage with new (Enhanced) ACT practice tests and student prep resources.	ACT
PreACT Secure 2026 Test Administration Manuals	Link to all 2026 PreACT Secure administration manuals.	PreACT Secure
PreACT Secure What's New	Document outlining all new items or changes for 2026.	PreACT Secure
ACCESS Transfer Request	Form to request an In-State Transfer.	ACCESS
Domain Waiver Request	Webpage with the process to Waive Domain (half-way down the page).	ACCESS
Act 20 Rostering Guide	Document outlining rostering students	aimswebPlus

Important Dates to Remember

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

Date	Event	Program
December 19	ACT Test Date Selection Survey due	ACT
December 31	NAEP school devices application should be installed	NAEP
January 6	New Administrator Tutorials available	Forward
January 6	DAC Training Video available	Forward
January 6	Test Administrator Training Video available	Forward
January 6	DRC INSIGHT Portal Guide available	Forward
January 6	Test Administration Manual available	Forward
January 6	ACT Online Site Readiness Webinar	ACT
January 20	ACT Office Hour - Verify student roster	ACT
January 23	DPI uploads student rosters in PAnext	ACT/PreACT Secure
January 26-30	Verify ACT student rosters in PAnext	ACT
January 26	NAEP assessment window opens	NAEP
January 26	PAnext opens for PreACT Secure	PreACT Secure
January 27	PreACT Secure Test Admin #1 Training Webinar	PreACT Secure
January 28	Deadline to enter accommodations in TAA for ACT	ACT
January 30	Test Window Closes	ACCESS
February 4	DAC, SAC, DTC Q&A Webinar	Forward

Date	Event	Program
February 9	Test set up opens - access to DRC INSIGHT Portal Test Sessions, Accessibility Features, Test Tickets	Forward
February 10	All materials due back to DRC for scoring	ACCESS



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 Office of Educational Accountability
 (608) 267-1072

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

December 2025 Wisconsin Department of Public Instruction

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