



The DAC Digest

Assessment & Accountability Updates

December 4, 2024

DAC Digest Communication

New:

December DAC Digest Schedule

The DAC Digest will have a different schedule in December as we get into the time of year when schools are in and out of session. The DAC Digest will not be sent during the weeks of December 23 and 30. Please continue to monitor the DAC Digest and assessment emails, as important trainings, resources, and tools will continue to be released throughout the next few months. We wish you a safe and joyful holiday season. As always, you may contact us with questions at oeemail@dpi.wi.gov.

Accountability

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. Please see pages 1-2 of the [November 6 DAC Digest](#) for more information and resources to help you prepare your data for this upcoming snapshot. If you have questions about the student data snapshot or how to resolve data issues, please submit a [WISE Help Ticket](#).

Assessment

Reminders:

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 on classroom assessment and data analysis, performance tasks, educator created interim assessment, and formative assessment practices. **CESAs are recruiting and looking for more districts to participate!** Additional information is in the [November 6 DAC Digest](#) and on the [Free Assessment Professional Learning and Coaching Series website](#). Please share this information with district leaders and contact [Lauren Zellmer](#) with questions.



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. See the [November 6 DAC Digest](#) for specific instructions on how to complete and submit the form.

ACCESS for ELLs

Reminders:

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.

Additional Materials

The Additional Materials window is now open. Please refer to the email from DRC on November 15 for ordering instructions. DRC ships to most of Wisconsin with two-day shipping.

ACT

New:

Important Update: Selecting Testing Date and Mode

Due to changes to the PearsonAccess^{next} (PAnext) system, ACT is unable to capture your school's testing mode (paper/online) through PAnext. To ensure DPI has your correct testing mode on file, ACT sent a survey to all school test coordinators and DACs on November 21, 2024 (statetesting@operations.act.org). Only one survey per school should be completed. The deadline to complete the survey is January 10, 2025. Please contact [Nikki Braconier](#) if your school did not receive the survey link.

Managing Contact Information and User Accounts in PearsonAccess^{next} (PAnext)

DACs should update the [Manage Contact](#) section of PAnext as soon as possible to ensure ACT and DPI have the correct contact information on file to avoid delays in shipping and receipt of important assessment information. Please also remember to grant access to the PAnext spring 2025 ACT portal to testing staff and remove access for users no longer in testing roles.



PreACT Secure

New:

2025 Schedule of Events

The spring [2025 PreACT Secure Schedule of Events](#) (SOE) has now been released and posted to the Wisconsin ACT Website. The SOE contains important tasks and deadlines for administering the PreACT Secure and should be reviewed often by all testing staff.

DLM

New:

Training

Teachers and Test Administrators should begin working on their training for 2024-25.

First Contact Surveys (FCS) and Personal Needs and Preference Profiles (PNP)

The FCS and PNPs must be completed for students to receive testlets. The FCS and PNP can be completed now and should be completed by a person who knows the students' abilities well. Students need to be rostered to their teachers for teachers to be able to access the First Contact Surveys.

Users and Rosters

Please make sure that all Test Administrators and students have been added and updated on Educator Portal. Please also confirm users are up to date and that any users that do not require access are removed.

Forward Exam

New:

2025 DRC INSIGHT Portal Permissions

DRC has assigned DACs permission to access the 2025 DRC INSIGHT Portal. DACs do not need to assign permissions to other users until January or February 2025. Information about how to assign users will be provided in the DRC INSIGHT Portal Guide, available on January 7. 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](#). This year DRC has provided 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.



Reminders:

Forward Exam Educator Involvement Opportunities

DPI is currently recruiting a diverse group of educators from all over Wisconsin (including English learner and special education teachers) to participate in two separate Forward Exam Educator Involvement Opportunities. 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.

- **Alignment Study** - Participants will work alongside national subject-area experts to ensure the alignment of the 2024 Forward Exam for English Language Arts (ELA) and Mathematics to the Wisconsin Academic Standards using the Webb Alignment Model. The primary role of each participant is to review the items (questions) on the ELA and Mathematics exams and judge the depth-of-knowledge (DOK) level of each item and to identify the standard to which each item is aligned.
- **New Item Review** - Participants will review new ELA, mathematics, science, and social studies test questions created for the exam for content, grade level appropriateness, alignment to correct standard, cultural inclusivity, and bias/sensitivity issues prior to placement on the exam.

More information about each opportunity, including how to apply, is available on the [Forward Exam Educators Involvement webpage](#). Educators interested in one or more events need to submit only one application. There is a question in the application which asks the applicant to select the educator involvement opportunities they would like to participate in and may select all that apply. Please share this information with your educators.

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.

NAEP and International Assessments

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

New:

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 are 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"> • NAEP Field Staff representatives are starting to make contact with School Coordinators to introduce themselves and outline next steps. • Each school's list of students selected for NAEP testing is now available on the AMS. • 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.
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"> • 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. • Assessment dates were emailed to School Coordinators on November 21. • Grade 12 school principals will receive a mailing this week with their <i>Best Practices Guide for Supporting High School NAEP Participation</i>.
Program for International	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



NAEP Assessment	Test Window	Task Summary
Student Assessment (PISA) (age 15)		<p>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.</p> <ul style="list-style-type: none"> 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' mypisausa.us. 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:

Mid-year Early Literacy Assessment is Now Open

The mid-year assessment window is now open (December 1 - January 31) with aimswebPlus and is required for all students in 5K through grade 3. There are resources available on the [Pearson/WI website](#) for districts seeking additional guidance that include:

- [Rostering FAQs](#)
- [Training FAQs](#)
- [Content FAQs](#)
- [Pearson Customer Support](#) or (866) 313-6194 (option 1 for general support, option 2 for technical support)

Options for Training Teachers to Administer aimswebPlus

Districts may design training locally based on the resources available on the [Pearson/WI website](#). This allows districts to design a training that is personalized and reflects how WI is using aimswebPlus. There is no requirement to submit any information about training to DPI, but districts should consider designing local options to track who has been trained.

Options for teacher training:

- Option 1 - Use the asynchronous course for teachers. Visit the [Pearson/WI website](#) and choose "Training" to find the course. The course is comprehensive and includes more than what is required to administer aimswebPlus as a screener as required in Wisconsin.

- Option 2 - Design your own training by viewing an on-demand webinar on the [Pearson/WI website](#) under “Training” and a sample slide deck. From there, use either of these documents ([Mount Horeb](#) or [CESA 8](#)) to directly access the training videos and pages from the assessment manual to train on just the administration tasks required in Wisconsin.

Update for Testing Grades 2-3 Students on iPads using Single Sign On (SSO)

Single Sign On (SSO) is not currently an option for iPads while using the launched (locked down) TestNav application, so consider using the browser-based version of the assessment platform. To do so, implement the following workflow:

- If browser-based TestNav is not already enabled on your account, please have your Account Manager (DAC) contact Pearson Technical Support to turn this feature on.
- Districts then create a link to [Sign In - TestNav](#) within the student’s portal of choice (Clever, ClassLink or Google).
- The student will log into their portal of choice and click on the TestNav link and this will bring them directly to their aimswebPlus Test Assignment screen where the student can then click the appropriate start button to take their Reading Assessment.

Below are a few considerations:

- The browser-based version of TestNav has the same exact content as the app version. There is no difference in testing experience for a student when taking an assessment in the browser-based version.
- The browser-based version allows usage of a webcam for students to use QR codes or badges to log in via SSO.
- The browser-based version does not lock down like the app version.
- The browser-based version can be used on all web browsers (Chrome, Edge, Firefox, Safari) and doesn’t require an OS update to utilize.
- The browser-based version does not have the option to stop all other background processes prior to assessment. We recommend that students start with no other programs or web browsers open at the time of testing.

Reminder:

Nightly Rostering for aimswebPlus

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. Students will be rostered in aimswebPlus and available to be administered the measures required by Wisconsin DPI to comply with Act 20 for the mid-year and spring administration windows. Beginning with back to school 2025-26, nightly rostering using WISEdata will be required for Act 20. 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. For specific data components that must be reported see the [November 14 DAC Digest](#).

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](#).

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
Schedule of Events	Schedule of important tasks and deadlines for 2025.	PreACT Secure
Technology Training Videos	Four short training videos that cover all information DTCs need to install Central Office Services and set up student testing devices.	Forward
Educator Involvement Application	Educators may apply for Alignment Study and/or New Item Review.	Forward
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
December 4	Technology Training Videos available	Forward

Date	Event	Program
December 10	Office Hours at 3:00 pm	Early Literacy
December 13	NAEP LTT age 13 test window (<i>selected schools only</i>) closes	NAEP
January 7	DAC and Test Administration Training Videos available	Forward
January 7	Test Administration Manual and DRC INSIGHT Portal Guide available	Forward
January 7	Online Testing Tech Readiness Webinar	ACT
January 10	Deadline to submit test date selection survey	ACT
January 21	Office Hours - Verifying Student Roster	ACT
January 24	Deadline to enter ACT Accommodation/EL Support Request	ACT
January 31	Test window closes	ACCESS
January 31	Mid-year assessment window closes	Early Literacy



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 Office of Educational Accountability
 (608) 267-1072

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

December 2024 Wisconsin Department of Public Instruction

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