The DAC Digest

Assessment & Accountability Updates

February 22, 2022

ACCESS for ELLs

Reminders:

The 2021-22 ACCESS for ELLs **test window closes this Friday, February 25**. Please return all completed tests to DRC. Districts may check the Return Materials Receipt form in the WIDA AMS under Materials to confirm that DRC has received all secure test materials.

ACT with writing

New:

Deadline: Last Day to Order Test Materials

The last day to order test materials for March 8 paper testing is **February 24**. Please verify that all newly enrolled students have been added to your roster and test materials have been ordered. Instructions on how to place additional orders can be found in the PearsonAccessNext User Guide.

Online Testing - Test Sessions

For schools administering the ACT online, test sessions should be created and students assigned to those test sessions by **March 7**. Instructions on how to create test sessions and assign students to those test sessions can be found in the Online ACT Test Administration Manual (p. 41).

Reminders:

Testing Staff Training Session

DACs or Test Coordinators are required to host a training session to all testing staff (new and experienced) prior to testing. This training is separate from the briefing session on test day. The following resources provide informational topics that should be included in your training:

- Test Coordinator Information Manual (starting on page 21)
- Standard Paper ACT Test Administration Manual (starting on page 13)
- Paper Accommodations ACT Test Administration Manual (starting on page 19)
- Online/Online Accommodations ACT Test Administration Manual (starting on page 25)
- Additional training tutorials can be found on the Wisconsin ACT Website

Online Testing Readiness

Districts need to complete site readiness for online testing by **February 24**. District Technical Coordinators should complete all activities outlined on the Site Readiness Checklist, including running App Checks for TestNav and completing a Mock Administration within the ACT PearsonAccessnext

Training Site. All online site readiness resources can be found on the Wisconsin ACT Website, Step 2 - Configuration, Complete Site Readiness for Online Testing.

Aspire

Reminders:

Technology Readiness

It is important that your test site meets all technical requirements before Aspire testing begins. Please review the ACT Aspire Schedule of Events for tasks and deadlines to complete technical readiness. Invite your District Technology Coordinator to both the Aspire Training website and the live production site. Use the resources under the Configuration section (Step 2) on the Wisconsin ACT Aspire Webpage to configure systems for Aspire testing.

Personal Needs Profiles

Once your student roster has been verified, Test Coordinators should begin to enter student accommodations and supports through Personal Needs Profiles (PNPs) in PAnext. Please see the Wisconsin ACT Website, Step 3 - Accommodations, for the Aspire Accessibility Supports Guide and additional resources on how to enter student PNPs.

DLM

Reminders:

KITE Student Portal

Please make sure that you have the most current version of KITE Student Portal downloaded on student computers. A new enhancement to Kite Student Portal will allow additional displays (monitors and projectors) to be connected to a computer. This is useful for instances such as using a projector for students with different visual abilities.

Kite Student Portal will now only display on the primary display and the additional screen will have a blank screen or will mirror the primary display. To use an additional display, you will need to make sure display settings are adjusted so that the projector is set as the primary display or for display mirroring. Please note this will only work on the most current version of Kite Student Portal (8.0.1).

Data Extracts

Please monitor the data extracts in Educator Portal to assure that students and teachers are ready for the test window to open.

DLM Test Preparation
Rosters, teacher training, and First Contact Surveys need to be completed by February 25 in order for testlets to be administered. Please remember to only roster students to appropriate subjects for their grade level.

Forward Exam

New:

2022 Forward Exam Required Trainings
The required Forward Exam trainings for District and School Assessment Coordinators (DACs/SACs) and Test Administrators (TAs) are available on the Forward Exam Trainings webpage.

Forward Exam Q&A webinar
On March 9 at 1:00 pm the last optional Q&A webinar session of 2021-22 will take place. This webinar is an opportunity for District and School Assessment Coordinators (DACs/SACs) and 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 March 9, please use this Forward Exam Q&A webinar session Zoom link.

Reminders:

Student Transfers
If a student moves into the district after the data are uploaded in January, a student transfer request must be submitted to DRC. Only DRC has the ability to transfer a student record between districts in the DRC INSIGHT Portal, and only the DAC can request a student be transferred into their district. Transfer requests may be submitted now, but DRC will not begin transferring the students in the Portal until March 7. There are three ways to request a student be transferred into your district:

- Use the transfer spreadsheet
- Use the DRC INSIGHT Portal transfer request form
- Call the Help Desk

DACs cannot request to transfer a student out of their district. See the DRC INSIGHT Portal Guide for step-by-step instructions and the Testing Scenarios Table in the appendix for more information on student transfers.

Test Administration Script Spanish Translation
The Forward Exam Test Administration Script is available in Spanish on the Forward Exam Resources webpage. This resource can be used to administer the Forward Exam in conjunction with the Spanish stacked translation and small group translation supports.

Technology System Requirements
DACs and DTCs should review the system requirements documentation for the 2021-22 administration to ensure their testing devices are meeting the minimum required for testing. DTCs should confirm that the district testing devices can support the operating system that is required for running INSIGHT. 2022 technology system requirements for student testing devices are available on the Forward Exam Technology Requirements webpage.

NAEP

Reminder:

Information about NAEP in Wisconsin schools can be found on the OEA webpage. Participating schools have more details about the assessment in their school on their MyNAEP webpage. Please contact Angela Dugas

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Reading Readiness

2021-22 School Year
See the calendar dates, information, and resources for the Assessment of Reading Readiness Overview

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Accountability

New:

ESSA Accountability Draft Addendum Request Available for Public Comment
The U.S. Department of Education recently issued guidance on accountability identifications required by the Every Student Succeeds Act (ESSA) for the 2021-22 school year and offered an addendum template for certain ESSA accountability provisions. In response, the **DPI will submit an addendum to the existing Wisconsin state plan and is inviting education stakeholders and the public to comment.** A summary of the draft addendum request, along with links to more information, is available in the administrative register. Please share this update with your district administrator.

The window for public comment is from **February 21 to March 3, 2022,** and comments may be submitted through the public comment submission form**.** Please contact OEA with any questions about the addendum or the public comment process.

Assessment and Accountability COVID-19 Related Updates

COVID-19 Updates

For assessment and accountability COVID-19 Updates please visit:

- COVID-19 – Accountability Updates and Resources
- COVID-19 – Assessment Updates and Resources

Important Dates to Remember

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

Date	Event	Assessment
February 24	Complete site readiness for online testing	ACT
February 24	DLM District Test Administrator Training Q&A (optional)	DLM
February 25	Deadline to order additional test materials for Test Window 1	ACT
February 25	Deadline to complete enrollment/user/roster uploads for participation in spring testing	DLM
February 25	Deadline to complete First Contact and PNP for participation in spring testing	DLM
February 25	Deadline to mark 'braille' in student PNP for spring window	DLM
February 25	**Test window closes: last day to ship materials back to DRC**	**ACCESS**
March 4	Prepare test sessions	ACT
March 4	Last day to enter Qualified Exceptions to the Deadline for ACT Accommodations/EL Supports	ACT
March 4	Schools can begin to prepare online test sessions and precash test content for Test Window 1	ACT
March 4	Last day to enter accommodations/EL supports to receive barcodes.	Aspire
March 7-May 6	District clean-up of individual student demographic data and assign individual student supports and accommodations in the DRC INSIGHT Portal	Forward
March 8	**ACT Test Window 1 Begins**	**ACT**
March 8	Pre-Reporting Data Validation Window Opens	ACCESS
March 9	Third DAC, SAC, and DTC Q&A Webinar	Forward
March 9	Return March 8 paper testing materials	ACT
March 10	Aspire Test Administration #2 Webinar	Aspire
March 11	Last day to order paper test materials for Test Window 2 (March 22)	ACT

Date	Event	Assessment
March 15	Deadline for March 8 paper materials to be returned to ACT	ACT
March 16	Pre-Reporting Data Validation Window Closes	ACCESS
March 17	Last day to administer Online Testing, Test Window 1	ACT
March 17	Purge cached test content from all proctor caching computers	ACT
March 18	**NAEP age 9 Long-Term Trend test window closes**	**NAEP**
March 18	Last day to administer Paper Accommodated Testing, Test Window 1	ACT
March 21	Receive Aspire paper materials this week for accommodations placed by March 4	Aspire
March 21	Return all test materials for Paper Accommodated Testing and Online Testing, Test Window 1	ACT
March 21	**Forward Exam test window opens**	**Forward**
March 21	**DLM test window opens**	**DLM**
March 22	**ACT Test Window 2 begins/Administer paper standard testing**	**ACT**
March 25	Deadline for Test Window 1 Paper Accommodated Testing and Online Testing materials to be returned to ACT	ACT
March 31	**NAEP grades 4 and 8 test window closes**	**NAEP**
March 31	Last day to administer Online Testing, Test Window 2	ACT
March 31	Purge cached test content from all proctor caching computers	ACT
April 1	Last day to administer Paper Accommodated Testing, Test Window 2	ACT
April 4	Return all test materials for Paper Accommodated Testing and Online Testing, Test Window 2	ACT

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