



The DAC Digest

Assessment & Accountability Updates

February 3, 2021

Accountability

New:

Sample Preview Reports

As mentioned in [last week's DAC Digest](#), sample preview reports are available on the OEA [Accountability Resources webpage](#). Please share the sample reports with school board members, parents, and others in your community to ensure they are aware of the design changes. The sample reports are available for different school types (e.g., elementary, high school), different sizes (e.g., small, mid-sized), and for both school and district reports.

If you have questions about the preview reports please contact the [Office of Educational Accountability](#) or your [Accountability Trainer](#). If you have questions about accessing SAFE, please use the [DPI help desk](#).

Assessment

New:

Public Comment Open on Potential Federal Waiver Request

COVID-19 has made it challenging for districts to test students. Parents have expressed a desire to school districts, DPI, and other stakeholders and decision makers to keep children home due to health concerns. In order to accommodate parents' understandable and reasonable concerns surrounding testing, DPI is seeking public comment on a federal waiver request to provide flexibility to the 95-percent test participation requirement. DPI will evaluate the public comments and determine next steps. If a waiver is submitted, the U.S. Department of Education has up to 90 days to respond. Please continue planning to assess your students safely. This waiver is up for [public comment](#) until February 5.

Reminder:

District Assessment Coordinator (DAC) Confidentiality Agreements

If you have not yet submitted your 2020-21 [DAC Confidentiality Agreement](#), please complete the form and submit to OEA by February 19. The 2020-21 form has a new design requiring only one signature for all four assessments. The form may be electronically completed and signed using Acrobat Reader. Please be sure to read the terms for each assessment and to select one of the two options for number nine of the ACT agreement prior to signing. The entire six-page document needs to be submitted to OEA once signed. All other confidentiality forms (SACs, DTCs, STCs, etc.) remain individual forms, but may be completed electronically, and once completed are to be retained at the school/district level.



ACCESS for ELLs

Reminder:

Test Material Delivery

Test materials will be delivered on February 17. Please ensure that they are stored in a secure location until returned to DRC. The Additional Materials Ordering window opens at this time as well.

Test Window

The ACCESS for ELLs test window opens February 22.

ACT with writing

New:

Materials Arriving Over the Next Two Weeks

- Materials for the initial test window ship to schools over the next two weeks. See instructions in [PAnext User Guide](#) to track shipment.
- To check in materials, follow the instructions in the [Test Coordinator Information Manual](#).
- Distribute one copy of the document [Taking the ACT Test](#) and one **individualized** [Non-Test Instructions for Student](#) (included with testing materials).
- After receiving materials, run an Accommodations and Supports Roster for a list of students with approved accommodations and required materials. See [PAnext User Guide](#) for instructions.
- If schools need more ACT materials, place an Additional Order in PAnext. See [PAnext User Guide](#) for instructions.

Important Reminders about Test Materials

- Test books are specific to each test date.
- All ACT-approved accommodations use accommodated materials and are specific to each window.
- Use of incorrect materials is likely to result in an invalidated test due to misadministration.
- District and school staff, including athletic coaches, who have relatives testing on state test day, should not have any access to secure materials prior to test day.
- Answer documents should be kept and used for any test date in spring 2021.

Online Testing

- You can now begin creating and assigning students to test sessions (February 1-March 18).
- Validate configuration and lock down devices February 15-19.

ACT Accommodations Late Consideration Window - Deadline March 5

- Late consideration of accommodations will be permitted through March 5 only for the situations outlined in ACT's [Late Consideration Form](#).
- You must include a completed Late Consideration Form with your request.

- If the student's former school submitted the accommodations request and it was approved, ACT will transfer the accommodations materials to your school's order once you add the student to PANext.

ACT Office Hours and Training

- Wisconsin 2021 ACT Office Hours are held every Thursday at 9:00 am. Use this [Microsoft Teams Meeting](#) link to join each week.
- [Register for Test Administration #2](#), February 11, 10:30-11:30 am.

Aspire

Reminder:

2021 Aspire Administration

- Aspire PANext portal opened January 25. Review the [User Role Matrix](#), before inviting new users to determine who receives which role. New DACs, please contact [Nikki Braconier](#) if you did not receive an email invitation to PANext.
- Student rosters are now available in Aspire PANext.
- Review the updated [2021 ACT Aspire Schedule of Events](#). It lists activities to complete, who completes the activity, and important deadlines.
- [Register for Aspire Trainings and Chat with Expert Sessions](#) on the DPI Aspire Trainings webpage.

DLM

New:

Data Extracts

The Educator Portal provides a number of data extracts to help DACs monitor and prepare for testing. It is important to monitor that training, rosters, first contact surveys, and security agreements are complete to ensure that students receive testlets when the window opens. Please go through all the extracts, especially the users, and assure that only users who need access to student data have it. If you have any questions please contact [Mike Peacy](#).

Reminder:

DLM Uploads-Users, Enrollments, and Rosters

Districts should be uploading new users, enrollments (student data), and creating rosters. The [Data Management Manual](#) describes these processes.

Forward Exam

New:

Optional Add Accessibility Features Window Begins February 15

During this optional window (February 15-26), districts may use the Multiple Student Upload process to upload designated supports and accommodations for multiple students at one time into the DRC INSIGHT Portal. This two-week window is the only time this option is available. If you choose not to take advantage of the window, you may still enter supports and accommodations into the DRC INSIGHT Portal on an individual student or “mass assign” basis as needed, beginning March 8. Instructions for all three processes are available in the [DRC INSIGHT Portal Guide](#).

Reminder:

Student Data Upload

The student data submitted to DRC on January 20 will be available for users to view and edit on March 8. The student demographic data file that is used to upload multiple student accessibility features will be available for download on February 15.

Forward Exam Q&A Webinar #2

On February 10, at 1:00 pm, there will be an optional Q&A webinar session that will provide an opportunity for Assessment and Technology Coordinators to ask DPI and DRC staff questions about test set-up, administration, or technology. 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. On February 10, use this [link to join the Forward Exam Q&A webinar session](#).

Technology Bulletin - Information on Alternate Site Testing

DRC has released a technology bulletin with information for District and School Technology Coordinators who are setting up alternate testing sites (e.g. community center, library, medical facility) that are off the district network. All testing must be completed in-person with a trained test administrator, even when using a location other than a school building. This bulletin is available on the [Forward Exam Technology Requirements webpage](#).

NAEP

Reminder:

School and Teacher Questionnaires

NCES has announced that the NAEP 2021 School and Teacher Questionnaires Special Study will move forward. There will be no student questionnaires. The questionnaires will be sent to the schools that were originally selected to participate in NAEP 2021; the window to complete the approximately 30-minute questionnaires is February 15 to March 26. More information will be available soon, and Angela will send emails to the selected schools in early February regarding next steps for this special study.

Visit the [NCES COVID-19 Updates page](#) for information about the postponement of NAEP testing this year. [MyNAEP](#) is still available for participating schools and will be updated with information about the school and teacher questionnaires. Please contact [Angela Dugas](#) with any questions.

Reading Readiness

Reminder:

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

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](#)
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Important Dates to Remember

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

Month	Day and Event	Assessment
February	1: Begin to Create and Assign Students to Test Sessions (online)	ACT
	4: Attend Aspire Test Administration 1 Webinar	Aspire
	8: NAEP 2021 schools will receive emails about the NAEP Questionnaires Special Study	NAEP
	9: Attend Aspire Technical Readiness Webinar	Aspire
	10: Second DAC, SAC, DTC, and STC Forward Exam Q&A Webinar	Forward
	11: Attend ACT Test Administration 2 Webinar	ACT
	15: NAEP 2021 Questionnaires Special Study window opens	NAEP
	15-19: Validate Configuration and Lock Down Devices (online)	ACT
	15-26: Optional add accessibility features window in DRC INSIGHT Portal	Forward
	16: Attend Aspire Chat with an Expert	Aspire
	17: Test Materials Delivered	ACCESS
	19: DAC Confidentiality Agreement forms due	General
	22: ACCESS for ELLs test window opens	ACCESS
	24: Instruction and Assessment Planner closes for the year	DLM
	26: Deadline to complete enrollment/user/roster uploads in Educator Portal	DLM
	26: Last day to switch from online testing to paper testing	ACT
26: Last day to order additional standard test materials for March 9	ACT	
March	4: Attend Aspire Test Administration 2 Webinar	Aspire
	5: Last day to enter late requests for considerations for accommodations/ELL supports	ACT
	6-18: Prepare Test Sessions and Precache (online)	ACT
	8: Test set-up window opens	Forward
	9: ACT Test Window 1 begins	ACT
	10: Third DAC, SAC, DTC, and STC Forward Exam Q&A Webinar	Forward
	10: Attend Aspire Chat with an Expert	Aspire
	22: Forward testing window opens	Forward
	23: ACT Test Window 2 begins	ACT
26: NAEP 2021 Questionnaires Special Study window closes	NAEP	



New Online Resource Highlights

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
Forward Exam January Q&A Webinar	Recorded optional Q&A webinar session in which Assessment and Technology Coordinators were given the opportunity to ask DPI and DRC staff questions about test set-up, administration, or technology.	Forward



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 (608) 267-1072

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

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